

Vernon Township Annual Finance Report Meeting

AGENDA

February 16, 2021

6:30 p.m. – Join Zoom Meeting

<https://us02web.zoom.us/j/85717499266?pwd=VOVMUW9iRnFteEwyMDdNSSt5QVEwQT09>

+1 929 205 6099 US (New York)

Meeting ID: 857 1749 9266 Passcode: 516979

Find your local number: <https://us02web.zoom.us/u/kpAQCPsu7>

- I. Call to Order – Tim Plank
- II. January 27 Meeting Minutes – Tim Plank
- III. 2020 Annual Finance Report – Florence May
 - a. Overview of Major Township Initiatives (Powerpoint)
 - i. Top priority short-term and long-term funding VTFD
 - ii. Bring EMS in-house to drive revenue
 - iii. Apparatus replacement strategy
 - iv. Evolve VTFD management and administration staff and supporting processes
 - v. Critical needs and Community Engagement during the Pandemic
 - b. 2020 End of Year Financial Report – Michael Reuter
 - c. Q&A
- IV. Finance and Administration – Christina Sipka
 - a. Annual Finance Report Upload to Gateway – Christina
 - b. EMS
 - i. Encumber
 - ii. Transfer

EMS (1101) 12-31-20

\$268,841 cash balance

(\$12,565) less the encumbrances - cash remaining in EMS (1101)

\$256,276 transferred to the new Special Fire Fund (8604)

- c. Old Fire
 - i. Encumber
 - ii. Transfer

Old Fire Fund (1111) 12-31-20

\$1,087,414 cash balance

(\$147,944) less the temporary loan transfer to the debt fund (1181)

(\$10,674) less the encumbrances - cash remaining in old Fire Fund (1111)

\$928,796 transferred to the new Special Fire Fund

- d. Cum Fire
 - i. No Encumbrance
 - ii. Transfer

Cumulative Fire Fund (1190) 12-31-20

\$475,029 cash balance

(\$0) encumbrances - no cash balance remaining

\$475,029 transferred to the new Special Equipment Replacement Fund (8692)

- e. Vote to approve Annual Financial Report
 - i. Reminder to come to the office and sign on Wednesday
 - ii. AFR will be scanned and sent to Greenfield Reporter
 - iii. Gateway submission
- f. Gateway Debt Submission - Stacy
- g. Worker's Comp Audit - Stacy
- h. Credit Card Credit Line - Stacy
- i. Projections for December 2021 Dormant Funds - Stacy
 - i. Old Fire -\$0 (unless 700 W Broadway is sold in 2021?)
 - ii. Cum Fund - \$0 (unless 700 W Broadway is sold in 2021?)
 - iii. EMS - \$0
 - iv. Parks/Recreation - \$144,000 (Discuss the Fall 2021 Potential Development of Shelter/Trail/Community Garden?)
- j. Other

V. Property Management – Stacy Nielsen

- a. Appraisals for 700 W Broadway and 602 Vitality
- b. Recommendation for Sale of 700 W. Broadway
 - i. Timeline (eg. Advertise) and Sale Parameters (eg. As Is)
 - ii. Proceeds
 - iii. Discussion
 - iv. Vote

- c. Future Use of 602 Vitality
 - i. Not Recommending Sale
 - ii. Needs Assessment for Unfinished Portion of Bldg
 - iii. Space Planning Analysis Contract to Andy Hine, ArcDesign
 - iv. Discussion

- VI. Old Business – Tim Plank
- VII. New Business – Tim Plank
 - a. VTFD Thank You and Award of Coins – Chief Chad Abel
- VIII. Call to Adjourn – Tim Plank

Next Meeting: March 17, 2021 at 6:30 p.m. (If needed by Zoom)