



Butler Township Board of Trustees  
**Meeting Agenda**  
Tuesday, May 25, 2021  
6:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Approval of the Minutes:
  - a. Regular Meeting Minutes of April 27, 2021
  - b. Workshop Meeting Minutes of May 11, 2021
4. Hearing of the Public
5. Administrator's Recommendations:
  - a. Resolution No. 21-25: A Resolution Establishing a Special Revenue Fund for Funds Received from the Federal Emergency Management Agency (FEMA) for Federal Disaster Relief from the 2019 Memorial Day Tornado
  - b. Resolution No. 21-26: A Resolution Establishing the Maximum Dollar Amount of \$250,000 for Blanket Certificates
6. Informal Business:

<ul style="list-style-type: none"><li>• Police Chief</li><li>• Fire Chief</li><li>• Service Director</li></ul>	<ul style="list-style-type: none"><li>• Fiscal Officer</li><li>• Trustees</li><li>• Township Administrator</li></ul>
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7. Adjournment

## **Administrator's Report**

May 25, 2021

- a. **Resolution No. 21-25: A Resolution Establishing a Special Revenue Fund for Funds Received from the Federal Emergency Management Agency (FEMA) for Federal Disaster Relief from the 2019 Memorial Day Tornado**

We were awarded funds from our FEMA grant at the end of 2020 and the Funds were posted to the General Fund for reimbursement, under Federal Receipts (FEMA Funds) No. 1000-519-0315. A new Special Revenue Fund should have been established under State Auditor Bulletin 98-013. The auditors have recommended that we establish the new fund and make a prior year fund adjustment in the UAN. This resolution will also increase the appropriations in that fund for 2021, so that we can make our necessary reimbursements to each department.

- b. **Resolution No. 21-26: A Resolution Establishing the Maximum Dollar Amount of \$250,000 for Blanket Certificates**

Blanket purchase orders are used for a variety of payments to vendors over a period of time, which are established by the township's annual budget. This resolution establishes a new maximum blanket purchase order amount of \$250,000. The prior maximum amount established was \$50,000 in 2005. The proposed amount will be more adequate to meet the needs of the township finances.