**Special Beavercreek Trustee's Meeting**

**Monday, April 23, 2012**

Mr. Glaser called the Special Trustee Meeting to order at 1:34 P.M. Those present were Trustees: Robert Glaser, Carol Graff and Dan Paxson. Staff Present: Assistant to the Fiscal Officer, James V. Barone, Administrator Alex Zaharieff, Road Superintendent Tim Parks, Fire Chief David VandenBos, Human Resource Manager Trish Gustafson, Deputy Chief John Mercs and Deputy Chief Scott Dorsten.

The purpose of this Special Meeting is to meet in Open Session to conduct a workshop and have discussions on a budgeting policy for managing overtime within Beavercreek Township.

Mr. Paxson opened the meeting stating that he put forth a draft policy that he sees is a policy to address what he thinks is an excessive overtime issue. He went on to state that the draft policy is an administrative overtime mechanism to help track and keep an eye on the overtime to see where the money is going. He stated it is also a mechanism to put a cap on the overtime. He went on to say that he asked for an overtime report from Fire Chief David VandenBos and it came in without any comp. time figures being reported, and that the budget over the years for overtime has been all over the spectrum.

He also stated that the programs have been all over the place and he sees this draft policy as a way to get a hold of the programs, and suggests evaluating the programs beforehand so that somehow the success of the program can be measured.

Ms. Graff stated that if we are going to look at an overtime policy than we should look at one for the whole Township, and the policy should be for all employees.

Deputy Chief Dorsten addressed the Board and stated that most of the program overtime that does occur does have to have either his or Deputy Chief Mercs approval. He stated that the Travel Policy has been changed and anyone attending the most recent FDIC training were put on a modified work schedule and did not incur overtime. Mr. Dorsten also stated that there has been a 40-50% reduction in program overtime.

Mr. Dorsten went on to state that there are several firefighters on injury leave which has created operational overtime and that there needs to be people on the street to handle the needs of the community.

Ms. Gustafson stated that this year alone there were several injuries and people off for an extended period of time which has created operational overtime that cannot be forecasted.

General discussion continued on the overtime report that was presented to the Board of Trustees by Fire Chief David VandenBos.

Ms. Graff asked how overtime in other departments were handled and Administrator Alex Zaharieff explained that there was a union agreement for the Fire Fighters, an agreement for the Road Employees and a handbook for everyone else. The way overtime is calculated is different depending on which policy the employee is under.

Ms. Graff again reiterated that if we are looking into an overtime policy, then we need a policy statement that is for all employees of Beavercreek Township.

Mr. Glaser stated that he was surprised to see what we are currently paying our part time fire fighters and we are getting a good deal for what they make.

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Mr. Glaser went on to state that there seems to be a problem with the original overtime report that Mr. Paxson asked for in that it did not include compensatory time and he instructed Mr. VandenBos that he agrees with Mr. Paxson and Ms. Graff that the Board of Trustees want to see all the numbers that go into overtime.

Mr. Glaser went on to state that over the years the Board of Trustees have tried to get a handle on this overtime because they are concerned with what is coming in the future with budget cuts. He asked staff for cooperation in controlling overtime and that when they ask for information please include all the information globally that is involved.

Ms. Graff wished to make a statement complimenting the Fire Department in regards to compensatory time, and she stated she was pleased in reading the report generated from the Fire Department that compensatory time was only granted when there was no need to add additional personnel to back fill. Deputy Chief Dorsten added that they only allow three people off per day. Ms. Graff went on to state that she was pleased to know that compensatory time does not add to the cost to the Township as far as paying out.

At this point in the meeting, Mr. Glaser took comments from the public. Mr. Harry Meredith of Stauffer Drive addressed the board on the overtime issue and stated that he ran an ambulance company for many years and predicting overtime is impossible and that equipment needed to be on the road. He commended the Trustees in what they are doing to control overtime, but he feels putting a cap on overtime is impossible.

Mr. Glaser then spoke and asked Mr. Paxson to meet with Fire Chief David VandenBos and Road Superintendent Tim Parks to take into account all the comments from today and come up with some feedback on a global overtime policy that will work for the entire Township on tracking overtime but still maintaining flexibility in doing the job. Ms. Graff would like that information to be in their packets before the next meeting.

**2012-164** Mr. Paxson made a motion to adjourn at 2:26 PM. Ms. Graff Seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; Mr. Glaser, yes.

Trustee: _____

Fiscal Officer: _____