Special Beavercreek Trustee's Meeting

Thursday, January 22, 2015

Mr. Kretz called the Special Trustee Meeting to order at 1:05 P.M. Those present were Trustees: Tom Kretz, Dan Paxson, and Carol Graff. Staff present: Township Administrator Alex Zaharieff, Assistant to the Fiscal Officer James Barone, Road Superintendent Tim Parks, Fire Chief David VandenBos, IT Manager Jeff Terry, Zoning Administrator/Inspector Ed Amrhein, and HR Manager Trish Gustafson.

The Purpose of this Special Meeting is to meet in Open Session to review and discuss the 2015 Appropriations Budget.

General Fund:

Discussions began on the General Fund administration to which Ms. Graff had questions regarding Local Government revenue and interest revenue. Ms. Graff was concerned about a statement made at the last meeting regarding depositing funds in the checking account and not the money market account to maximize interest.

Mr. Barone explained that he came before the Board of Trustees six months prior and asked to move some money into the Morgan Stanley account and the Board instructed him not to move any money until the investment advisory committee that they formed met and gave recommendations. Mr. Barone further explained that as of this date he had not been invited to attend any investment advisory committee meetings and has not received any notifications from that committee and therefore has not placed any more funds with Morgan Stanley. There are still funds in two different money market accounts as well as the Morgan Stanley account earning interest. He further stated the current bank balance was approximately 1.8 million and there would most likely not be enough cash on hand to make it until the settlement without transferring money from one of the money market accounts.

Mr. Kretz asked Mr. Zaharieff if Ms. Ahrens had been invited to any investment advisory committee meetings to which Mr. Zaharieff answered yes to the first meeting and she did not attend.

Discussion continued on the General Fund and the fact it seems there are appropriations placed into lines that aren't needed as more of a place holder. There was discussion on reducing the current appropriations to be more in line with what was actually spent. Mr. Barone explained that unfortunately since we are in January and already rolled the year, it would require closing all the current encumbrances and starting the process all over again which would prove to be most time consuming. Discussions occurred in the future using a rolling 36 month average to reduce the amount of appropriations sitting in appropriation accounts and increase the amount placed into contingencies.

2015-035 Ms. Graff made a motion to have the appropriations reflect the expenses in the appropriate line items for the average of the previous three years plus the consumer price index addition starting with the 2015 budget year.
Mr. Paxson seconded.

Discussions continued on a rolling calendar year 36 month average and the amount of work involved in changing course on work that has already been done this year. Mr. Barone cautioned the Trustees to be careful making a motion

requiring changing any financial transactions of the Township without speaking to the Elected Fiscal Officer.

Ms. Graff made an amendment to the motion to modify the calendar year to 2016 and to include a rolling 36 month average plus the southwest Ohio consumer price index.
Mr. Paxson seconded.
Roll call on the amendment: Ms. Graff, yes; Mr. Paxson, yes; Mr. Kretz, yes.

Roll call on the amended motion: Ms. Graff, yes; Mr. Paxson, yes; Mr. Kretz, yes.

Mr. Kretz inquired as to whether elected officials could opt out of their contributions to OPERS. Mr. Barone explained that they cannot do so, there is a statutory obligation to belong to the OPERS and have both employee and employer contributions withheld from their compensation and failing to do so would be a violation and would result in a finding for recovery issued by the State Auditor's Office.

Discussion continued on the General Fund and specifically the temporary position located in the Township Administration Building. Ms. Graff asked when that position would be eliminated. Mr. Zaharieff explained that he was working on his goal objectives and would have something for the Board of Trustees at the next regularly scheduled meeting. Ms. Graff expressed her displeasure with waiting to eliminate that position as she did not think that position was needed or doing enough for the amount of money being expended.

Mr. Barone disagreed with Ms. Graff and explained that since he has been an employee of the Township for almost 8 years, there were two full time positions eliminated from that office and the budget saving a considerable amount of money for the Township. Job duties and responsibilities were absorbed by he and Ms. White and the temporary position provides much needed coverage for only 4 hours a day. He explained that if it is the desire of all the elected officials to relocate offices, then he understood that position would no longer be needed. He went on to state that as it stands now, with only two people in the office, there needed to be someone to provide support and coverage.

Mr. Kretz reiterated to let Mr. Zaharieff present his goals and objectives to the elected officials at the next Trustee meeting.

Discussion continued with the park budget within the General Fund.

Mr. Parks and Mr. Zaharieff presented the Rotary Park budget presented by the City of Beavercreek, and discussions occurred regarding the contract with the City of Beavercreek and the need to renegotiate that contract.

2015-036 Ms. Graff made a motion to authorize the Township Administrator to notify the City of Beavercreek that Beavercreek Township wishes to opt out of the current Rotary Park Agreement at its expiration and renegotiate a replacement simultaneously. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; Mr. Kretz, yes.

Discussion continued on the Rotary Park budget and the amounts being charged back to the Township regarding postage for the In-Touch that we are already paying for, the computer software is not a cost to operate Rotary Park. Mr. Zaharieff explained that it was true cost allocation. Ms. Graff had a problem with the Cost Allocation going outside the City of Beavercreek and being passed on as part of operating Rotary Park, and not just the park department.

Special Beavercreek Trustee's Meeting

Thursday, January 22, 2015

Discussion went back to the heat in the white building and the fact that there is a large cost for propane each year for a building that no one is in. Discussion occurred on what was being stored in that building and whether there was a need to heat that building.

Police

Discussion occurred on the budget for the Sheriff, and Mr. Zaharieff explained there was a belief by some County Commissioners that they were subsidizing the Township by hundreds of thousands of dollars in that Fund. Discussion continued on the responsibility of the Sheriff to respond when called and the fact that the contract pays for extra patrol above and beyond the requirements according to the ORC.

Human Resources:

Discussions on the Human Resource budget included money being placed into the budget for training and seminars to include funds for a Society for Human Resource Management certificate for Ms. Gustafson that she will attempt to obtain online. Ms. Gustafson also explained there was a rebate from the Bureau of Worker's Compensation that was placed into contracted services for use on a health and wellness program.

Discussion continued on training and Mr. Paxson explained that he has already made his feelings known on the subject of training and the fact that the tax payer expects a certain minimum level of training and education to be achieved before coming in the door, and the taxpayer should not necessarily take on the burden of provided minimum training that should have already been obtained. Mr. Kretz and Ms. Graff feel that some of that training is continuing education and should be maintained.

There was a 5 minute recess taken at 3:46 PM and the meeting resumed at 3:51 PM.

Information Technology:

Budget discussions continued with the Information Technology department and the biggest hurdle to get through this year is whether the Township should continue with the independent contractor to provide IT support or whether the Township should hire a full time employee to provide assistance to Mr. Terry.

Discussions went back and forth on the cost of both scenarios and what was the most cost effective way to handle the need in the Information Technology Department.

The Board decided the Township needed a full time contracted employee in the Information Technology Department to fully integrate the Information Technology duties within the Fire Department currently being performed by a Fire Department Battalion Chief.

Mr. Zaharieff explained they were already looking into creating a job description for a contracted employee and if it is the desire of the Board of Trustees to shift gears on that, then there would be the need for formal action by the Board.

2015-037 Ms. Graff made a motion to direct the Township Administrator to stop work on a job description for a full time IT support position. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; Mr. Kretz, yes.

Special Beavercreek Trustee's Meeting

Thursday, January 22, 2015

2015-038 Ms. Graff made a motion to authorize the Township Administrator to negotiate an extension with Mr. Ericson of his current contract at his current rate for 2015. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; Mr. Kretz, yes.

Zoning:

Budget discussions continued with the Zoning Department and Mr. Zaharieff explained that the increased cost to the budget in 2014 was due to the annexation case requiring not only more in legal costs, but costs for the Board of Zoning Appeals. Mr. Amrhein wanted to point out the amount in contracted services for 2015 is due to the unknown disposition of Greene County Regional Planning.

Discussions continued regarding Health Care Costs for the entire Township and how much was appropriated versus what the actual expenditures were. General discussions occurred in Health Care in general. Mr. Kretz wanted to know if any steps were being discussed to save money in the future in health care expenses such as limiting coverage for spouses.

Discussions continued on budgeted amounts, actual amounts and appropriated amounts.

That concludes the 2015 budget discussions in the General Fund.

2015-039 Ms. Graff made a motion to Adjourn at 5:21 P.M. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.

Trustee: _____

Fiscal Officer: _____