

**Agenda**  
**Regular Trustees' Meeting**  
**Monday, September 14, 2015, at 1:00 p.m.**  
**Community Room Lower Level of Fire Station #61, 2195 Dayton-Xenia Road, Beavercreek, OH 45434**

**Regular Trustees Meeting:**

**Pledge of Allegiance - Moment of Silence**

- Approve Agenda for the September 14, 2015, Meeting
- Approve the September 16, 2015, Payroll in the amount of \$
- Approval of Bills in the amount of \$

**Citizens Desiring to Speak (Each Speaker is Limited to 3 Minutes)**

**Old Business:**

- Discussion regarding process improvement initiatives that have been researched and/or implemented to reduce township expenditures for man hours, mileage reimbursement and postage expense in the Finance Office.
- Update on final cost for Finance Office relocation.
- Business hours of the Township for all Administrative Departments and lunch hour coverage.
- Safe Routes to Schools Committee - Nominations for Chair.
- Update from Finance Office on tax reporting obligations for employees that drive township vehicles to and from work as part of their daily commute. Finance Office recommendations for 2015 and prior years.
- Calculation of projected "uninvested " cash reserves available for immediate investment on or before Oct 1, 2015, including methodology used for calculation/projection.
- Update from Investment Advisory Committee.

**New Business:**

- Request Certification from Auditors Office:
  - Back payment to the firefighters was the correct amount
  - Calculating FLSA overtime correctly
- Records Retention Committee meeting request, topics and invitees
- Employee Recognition nominations

**Administrator:**

- Controlled Bow Hunting
- 2015 Strategic Goals Update
- Hutchison Farm Agreement
- Request to Schedule Special Meeting to discuss:
  - Updated Policy Manual
- Greene County Sheriff's Office Report

**Finance:**

- Biweekly Report

**Human Resources:**

- Biweekly Report

**Zoning:**

- Biweekly Report

**Information Technology:**

- Biweekly Report

**Road:**

- Seasonal On-Call Job Description
- Purchase Request for an Excavator
- Purchase Request for Tires for Ladder 61
- Purchase Request for Ladder Cables for Ladder 61
- Purchase Request for Tree Removal at Station 64

(continued on reverse)

- Biweekly Report

**Fire:**

- Biweekly Report

**Legal Advisor:**

**Trustees:**

**Fiscal Officer:**

**Legal Invoices**

**Executive Session:**

- Ohio Revised Code Section 121.22(G)(1) To consider the discipline of a public employee or the investigation of charges or complaints against a public employee.
- Ohio Revised Code Section 121.22(G)(1) To consider compensation of a public employee.
- Ohio Revised Code Section 121.22(G)(2) to consider the purchase of property for public purposes.

**Adjourn**