

HAMILTON TOWNSHIP TRUSTEES

April 15, 2015

Mr. Weber called the meeting to order at 6:03 p.m. with Mr. Weber, Mr. Duvelius and Mr. Wallace present.

The Pledge of Allegiance to the Flag was recited by all in attendance.

Mr. Duvelius made a motion and Mr. Wallace seconded the motion to adopt the proposed agenda for the April 15, 2015 meeting.

Roll call as follows:	Gene Duvelius	Yes
	David Wallace	Yes
	Kurt Weber	Yes

Mr. Duvelius made a motion and Mr. Wallace seconded the motion to dispense with the public reading of the minutes and approve as written for the April 1, 2015 meeting.

Roll call as follows:	Gene Duvelius	Yes
	David Wallace	Yes
	Kurt Weber	Yes

Mr. Weber made a motion and Mr. Duvelius seconded the motion to pay the bills before the Board for checks numbered 74548 through 74554 as written.

Roll call as follows:	Kurt Weber	Yes
	Gene Duvelius	Yes
	David Wallace	Yes

Mr. Weber made a motion and Mr. Duvelius seconded the motion to pay the bills before the Board for checks numbered 74555 through 74612 as written with check 74569 voided.

Roll call as follows:	Kurt Weber	Yes
	Gene Duvelius	Yes
	David Wallace	Yes

Mr. Weber made a motion and Mr. Duvelius seconded the motion to pay the withholding checks for checks numbered 74527 through 74547 with check numbers 74531 and 74532 voided; payroll direct deposit vouchers numbered 2015-568 through 2015-650.

Roll call as follows:	Kurt Weber	Yes
	Gene Duvelius	Yes
	David Wallace	Yes

Mr. Ray Warrick, Fiscal Officer, provided the Board with a spreadsheet showing the Appropriation/Fund/Revenue Status. This is a monthly review. The spreadsheet is not created on UAN and is done by Ms. Ellen Horman, Finance Coordinator. There are no problems to point out. With 25% of the year gone, the Township has brought in 9.6% of the budgeted revenue, spent 19.1% of Appropriations with 25 percent of the year gone.

Mr. Warrick also presented the Board with spreadsheets showing a comparison of January, February and March of 2014 versus the same months in 2015 in regard to revenues and expenses. The first few months we have spent more than last year because in January and February of last year there were many items remaining from the previous year and several 'Then and Now's' had to be done to catch things up. The months going forward should be a better comparison.

Mr. Warrick noted the 2014 Audit is almost complete and should be ready to submit to the state by the end of the month in hopes of early processing. As of today there has been no big finding or major problems.

Mr. Warrick stated there have been various discussions on closing the Tax Increment Finance District (TIF). The plan is to move \$500,000.00 of the TIF funds to the General Fund and then transfer it to the Road and Bridge Fund for road resurfacing. The remaining balance would be managed as school payments would be due and the \$55,000.00 towards the Kiddie Academy Project. The transferred funds would take care of the roads this year and help us catch up on the roads that need attention.

Mr. Warrick stated there would be a presentation this evening on the healthcare from the Insurance Committee. This looks like a positive direction and he hopes the Board allows the committee to continue and negotiate with Greg Amend to keep the ball moving forward. There appears to have significant savings and no reduction in benefits.

Mr. Duvelius asked if the spreadsheet numbers presented were from UAN. Mr. Warrick stated the numbers were pulled from UAN and input on the spreadsheet as UAN does not have some reports that we would like to see. The numbers are checked against UAN and he could provide anyone with the reports to compare the numbers.

Mr. Gary Boeres, Administrator, presented the Resolution to immediately dissolve the TIF District. The funds from the TIF will be transferred into the General Fund and then into the Road and Bridge Fund to pay for the street resurfacing. The Township will be participating in the Warren County Road Resurfacing Program to do a number of roads still for this year. Mr. Boeres asked if the TIF was dissolved this evening, would the money still need to be transferred into the General Fund. Mr. Warren Ritchie, Law Director, stated the Resolution language authorized the transfer of the funds into the General Fund, but a separate Resolution would be done to transfer from General to Road and Bridge Fund. Mr. Boeres stated the County Bid goes out in May so the money would need to be appropriated sometime shortly after that date. It was noted that even though the Township is cancelling the TIF, the Township still has the ability to participate in infrastructure improvements through the 10/75 TIF. Mr. Wallace asked about the increase of funds to the Police and Fire Departments by cancelling the TIF. Mr. Boeres stated at the end of the year, taxes would flow like they normally do to each department as they do with property taxes. Mr. Weber stated the rest of this year the collections would be deposited into the TIF Fund. Mr. Ritchie stated the June tax bill would still be allocated to the TIF Fund. Mr. Boeres stated the trustees would have a plan at the next meeting showing the options in moving forward with road improvements.

Mr. Weber made a motion and Mr. Wallace seconded the motion to approve Resolution #15-0415, A Resolution authorizing the termination of the Tax Increment Financing Exemption Established in Resolution #01-1212, and related matters.

Roll call as follows:	Kurt Weber	Yes
	David Wallace	Yes
	Gene Duvelius	Yes

Mr. Boeres noted several members of the Insurance Committee were present to listen in and are here on a voluntary basis. Mr. Greg Amend, Health Insurance Consultant, was present to offer a consulting opportunity to the Board. The quotes he has received show at least a 15% savings with no change in benefit coverage if the switch is made by May 1, 2015. He believes the savings will be higher, but guarantees 15%. Mr. Weber asked if the net 15% savings included any cancellation fees from the other provider. Mr. Amend stated this would be looked at closer and yes it would cover the fees. Mr. Boeres stated the intent this evening was to determine if the Board wanted to use a consultant to try and save on health care. Then, Ms. Brock, Mr. Ritchie and Mr. Boeres would work with Mr.

Amend to come up with an agreement. Mr. Duvelius asked if a health treatment process is going on currently and if we change carriers does that affect anything. Mr. Amend stated that is being taken into consideration. Some people may not be changed initially because they may be better off where they are for now. He hopes to have the least amount of disruption as possible. Mr. Boeres wanted to be able to present the benefits to the union representatives showing there are no changes in the policy before we agree. Mr. Weber asked if the Township would be self-insured. Mr. Amend stated he calls it partially insured, but essentially self-insured and depends on where the stop loss is set. Mr. Duvelius asked how much time Mr. Boeres would need to take it back to the committee and the unions. Mr. Boeres stated a meeting could be set next week and have something for the Trustees at the May 6th meeting. Mr. Boeres stated he would like to have formal recommendation from the Insurance Committee and bring it back to the Board for final approval. Mr. Ritchie stated that would be his preference too. Mr. Wallace wanted to note his father works in financial services in the same office, but he has never worked with Mr. Amend.

Ms. Melissa Brock, Human Resources, stated the Insurance Committee was established in the later part of 2014 after going through budgets and knowing cuts to the insurance would need to be made because of budgetary issues. The goal was to reduce insurance costs by at least ten percent. There has been six (6) meetings thus far, some with Frank Harmon of Ohio Insurance and Mr. Amend. The committee has spoken with surrounding townships and agencies to obtain their information for research.

Ms. Brock asked the Board to make a motion to approve Officer Chris Kaufholz to a one (1) year hourly rate for career personnel as outlined in the FOP Blue Unit of \$21.59 retro back to the effective date of April 3, 2015.

Mr. Duvelius made a motion and Mr. Wallace seconded the motion as stated above.

Roll call as follows:	Gene Duvelius	Yes
	David Wallace	Yes
	Kurt Weber	Yes

Ms. Brock asked the Board to make a motion to approve the purchase of a cemetery lot to Sue Redmon within the Maineville Cemetery – New Section - Lot 22, Grave 1 at the rate of \$600.00. The deed number is #2015-02.

Mr. Duvelius made a motion and Mr. Wallace seconded the motion as stated above.

Roll call as follows:	Gene Duvelius	Yes
	David Wallace	Yes
	Kurt Weber	Yes

Ms. Brock requested an Executive session for IAFF Union Negotiations and Fire Chief potential hire.

Mr. Gary Boeres, Administrator, stated he sent the Board information about placing an RFP for an updated phone system for voice over IP. The IT Committee has discussed this at length. FF Sean Connelly, Hamilton Township Fire Department, drafted the RFP. The current Black Box system is outdated. Mr. Rusty Holman, Volunteer Financial Analyst, has been in contact with Black Box and they are not willing to continue with support. The committee will make a recommendation after receiving quotes from the RFP and make a recommendation to the Board.

Mr. Duvelius made a motion and Mr. Wallace seconded the motion to place an RFP for Voice Over IP Phone System to replace Black Box for the township.

Roll call as follows:	Gene Duvelius	Yes
	David Wallace	Yes
	Kurt Weber	Yes

Mr. Duvelius stated Mr. Connelly did a great job preparing the RFP. Mr. Boeres agreed he did great work.

Mr. Boeres asked for an approval for a Then and Now Purchase Order Request. The Board approved last month a \$5,400.00 expenditure to send two (2) firefighters to BGSU for school. There was a lapse in sending the information to Ms. Horman, Finance Coordinator, before the bill was received.

Mr. Duvelius made a motion and Mr. Wallace seconded the motion to approve the Then and Now for \$5,400.00 for training services.

Roll call as follows:	Gene Duvelius	Yes
	David Wallace	Yes
	Kurt Weber	Yes

Mr. Boeres stated late last year the Fire Department had requested to place a backup generator at Station 76. The department is asking for approval of a Purchase Order in the amount of \$22,260.00 for the generator and this includes the equipment and labor to install from Trebor Electric. Mr. Duvelius stated a good thing about a backup generator is the station can now be a safe haven during storms.

Mr. Duvelius made a motion and Mr. Wallace seconded the motion to approve the Purchase Order Request for \$22,260.00 for a backup generator from Trebor Electric.

Roll call as follows:	Gene Duvelius	Yes
	David Wallace	Yes
	Kurt Weber	Yes

Mr. Duvelius asked how soon this could be installed since storm season is on its way. Mr. Kenny Hickey, Maintenance Supervisor, stated they could have it ordered and installed in less than a month.

Mr. Boeres stated he had a productive meeting with the Warren County Engineer's Office for Road Salt purchase in the 2015-2016 seasons. The Township usually purchases salt through Morton Salt on our own, but was denied last year causing the Township to scramble and resulting in a higher price than last season. Mr. Neil Tunison, Warren County Engineer, had stated yesterday he was willing to allow Warren County municipalities and townships to join in the County bid for salt to obtain a better price. In order for the Township to join in the bid, a Resolution needs to be passed authorizing a contract with the Warren County Engineer's Office for the purchase of road salt. The Township has \$100,000.00 available for the purchase of salt giving us more than 1,000 tons. The salt barn the Township has holds 1,400 tons. This would set the Township for next year and beyond. The estimated tons were based on \$100.00 per ton, but they are hoping for a better price. Mr. Wallace appreciated Mr. Tunison for helping the Township. Mr. Weber stated he works for the Engineer's Office and will abstain from this vote.

Mr. Wallace made a motion and Mr. Duvelius seconded the motion to approve Resolution #15-0415A, a Resolution authorizing a contract with the Warren County Engineer's Office for the purchase of road salt.

Roll call as follows:	David Wallace	Yes
	Gene Duvelius	Yes
	Kurt Weber	Abstain

Mr. Boeres noted Management Partners did an analysis of the Hamilton Township Fire Department and it is now complete. It will be posted on the website tomorrow and he would like to invite the consultant to make his presentation at the May 6th meeting. Mr. Weber wanted to point out the population projection in the report seemed low to him.

Mr. Duvelius made a motion and Mr. Wallace seconded the motion to allow the analysis to be placed on the website and have Management Partners attend the meeting on May 6th for their presentation.

Roll call as follows:	Gene Duvelius	Yes
	David Wallace	Yes
	Kurt Weber	Yes

Mr. Boeres noted on Friday, May 1st there will be a meeting at the ODOT District 8 office to discuss the Hopkins Road and US 22-3 improvement project.

Mr. Boeres thanked Mr. Gary Leever and Mr. Don Furterer who donated the trees planted out front of the Administration Building.

Mr. Warren Ritchie, Law Director, was present to discuss the State Route 48 Reimbursement Agreement. Mr. Ritchie noted this is a commitment of up to \$55,000.00 for public improvements. The text of the agreement seems fine and the suggested changes were incorporated. In an email exchange with the developer wants to enter into the agreement as soon as possible. The attached exhibits of the schedule of improvements, budget and the plans and specifications need reviewed. Mr. Ritchie stated the agreement can be signed, but recommended this be reviewed by the Township before any funds released. Mr. Boeres was not opposed to reviewing the documents for the Board. The project was just for the turn lane on State Route 48 and for \$55,000.00 not \$60,000.00.

Mr. Weber made a motion and Mr. Duvelius seconded the motion to approve and sign the TIF Agreement with State Route 48 Daycare LLC for the right turn lane on south bound 48 to enter into their property and for the Administrator to hold the agreement until proper documentation is provided.

Roll call as follows:	Kurt Weber	Yes
	Gene Duvelius	Yes
	David Wallace	Yes

Mr. Weber thanked Mr. Ritchie for all his work on the TIF and the Agreement.

Mr. Weber opened the floor to the public.

Mr. Weber closed the floor to the public.

Mr. Duvelius stated he heard a rumor that Hamilton Township does not do grants. It needs to be clarified that right now we do not do any matching grants where the township has to provide any money, but if it is a 100% paid grant the Board is not opposed to looking at that.

Mr. Duvelius stated he would not be in attendance at the May 6th meeting due to being out of the country.

Mr. Duvelius stated he received a letter from Mr. Roy Rider on Hatt Swank Road about trash. Mr. Boeres stated we have received a few complaints on this, but there is nothing we can do.

Mr. Duvelius stated he is receiving a publication call the blower via email and wanted to look into blocking it.

Mr. Weber wanted to remind everyone the Road Resurfacing Bid was May 5th through the Engineer's Office. Also the Foster Maineville Road and Butterworth Road intersection project done through the Engineer's office could start as early as May 4th. It hasn't been set yet as utility relocation has to be done first.

Mr. Weber stated he heard good things about the Easter Egg Hunt.

Mr. Weber made a motion and Mr. Duvelius seconded the motion to enter into Executive Session at 7:16 p.m. to discuss IAFF Negotiations and potential hiring of a Fire Chief. Mr. Weber invited Mr. Ritchie, Mr. Boeres, Ms. Brock and Chief Wheeler along with the trustees.

Roll call as follows:	Kurt Weber	Yes
	Gene Duvelius	Yes
	David Wallace	Yes

Mr. Duvelius made a motion and Mr. Wallace seconded the motion to come out of Executive Session at 8:15 p.m.

Roll call as follows:	Gene Duvelius	Yes
	David Wallace	Yes
	Kurt Weber	Yes

Mr. Weber stated Executive Session was to discuss the IAFF Negotiations and also the potential hire of a Fire Chief.

Mr. Duvelius made a motion and Mr. Wallace seconded the motion to go forward with negotiations for a Fire Chief and authorize the Administrator to sign any necessary and appropriate documents should an agreement be reached.

Roll call as follows:	Gene Duvelius	Yes
	David Wallace	Yes
	Kurt Weber	Yes

Mr. Weber made a motion and Mr. Duvelius seconded the motion to adjourn the meeting at 8:16 p.m.

Roll call as follows:	Kurt Weber	Yes
	Gene Duvelius	Yes
	David Wallace	Yes