

HAMILTON TOWNSHIP TRUSTEES

January 21, 2015

Mr. Weber called the meeting to order at 6:01 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. Weber seconded the motion to adopt the proposed agenda for the January 21, 2015 meeting.

Roll call as follows:	Gene Duvelius	Yes
	Kurt Weber	Yes
	David Wallace	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 January 7, 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 74232 through 74269.

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 74224 through 74230 with check number 74229 voided and payroll direct deposit vouchers numbered 2015-8 through 2015-169.

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

Mr. Gary Boeres, Administrator, noted a new vendor on the bill list being Fuelman. This is the new provider of fuel for the township. We are already seeing a savings since the switch.

Ms. Melissa Brock, Human Resources, asked the board to make a motion to approve the purchase of a cemetery lot to Lyudmila Giller within the Murdoch Cemetery – New Section - Lot 131, grave 5 at the rate of \$600.00. The deed number is #2015-01.

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

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

Ms. Brock asked the Board to make a motion to approve a wage increase to Police Officer Nicholas Robers, Part-time, to \$12.50 per hour, retro to the pay cycle of January 4, 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 stated all 2014 W2's have been distributed and mailed.

Mr. Gary Boeres, Administrator, stated the Township Community Center has an old oil heating system. The tank has a leak and is about \$1,250.00 to replace. Mr. Kenny Hickey, Maintenance Supervisor, obtained a quote for a new gas furnace for \$3,300.00. It would be more cost effective to go with the new unit and the Board agreed.

Mr. Weber made a motion and Mr. Duvelius seconded the motion to move forward with installing a new natural gas furnace in the Hamilton Township Community Center for \$3,300.00.

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

Mr. Boeres presented two (2) bills that needed Then and Now Certificates approved by the Board. Both bills were for the Barnhill Field at Testerman Park. The first bill was for Miles of Green Lawncare for \$4,761.05 and the second was Team All Sports for \$2,111.36. There is a contract with Mr. Barnhill for \$10,000.00 for maintenance of the Barnhill Field. Mr. Barnhill was informed in 2014 that the funds were not available in the fall to pay for any work done. There were no approvals or purchase orders done through the Township for these vendors. The vendors did not know of the issue before work was done.

Mr. Weber made a motion and Mr. Duvelius seconded the motion to move forward with the two (2) Then and Now Certificates for Miles of Green and Team All Sports for a total of \$6,872.41.

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

Mr. Boeres had a large purchase order request. The township received an invoice from the Insurance Company for the deductible for the claim the South Lebanon residents made the township on the Police District. The Court issue has been resolved and now the insurance company wants the deductible in the amount of \$10,000.00. The Township has requested and received the billing hours from the attorneys who were on the case. The Police Chief suggested the payment would come out of the unappropriated carry-over in the Police Fund. The trustees agreed it was ok to use carryover to pay the invoice. At the next meeting Mr. Boeres will have a Resolution for an Amendment to the Appropriations to move the money.

Mr. Boeres asked the Board to remove Mr. Kenny Hickey, Maintenance Supervisor, from his probationary status. This would include a salary increase to something consistent with employees that work in his field. Mr. Boeres had sent the Board comparable salary information from other communities prior to the meeting. Mr. Boeres believes \$30.00 per hour would be fair. The only change would be Mr. Hickey would become a Department Head and moved to salary and all overtime would not be at time and a half it would be moved to his compensatory bank like Mr. Boeres, Chief Wheeler and the Fire Chief. Mr. Duvelius agreed with the Salary and over time change.

Mr. Duvelius made a motion and Mr. Wallace seconded the motion to remove Mr. Kenny Hickey from probationary status and provide a pay increase of \$30.00 per hour and he will become a salary employee effective January 18, 2015.

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

Mr. Boeres stated the Healthcare Committee was formed of Township employees. The Committee is comprised of a representative of management and front line employees. Ms. Brock is the head of the Committee. In previous emails and discussions, the goal has been to save a minimum of 10 percent of the total health care cost. Mr. Boeres wanted some direction from the Board as to the savings they were anticipating. His approach is to have a more gradual change in the insurance as far as the benefits and the amount the Township pays. If the trustees want to move the pace up, he wants to know if he needs to move in that direction. Mr. Weber asked if the Committee has met yet and Mr. Boeres stated they have one (1) time. The current broker will be present at the next meeting to discuss different plans. The members are contacting other entities to see what coverage they have. Mr. Duvelius stated he wanted to save as much as the township can and still provide the employees with the best plan possible. Mr. Warrick noted our insurance is 27 percent of salaries currently and state average for government is 18%. The kind of coverage needs reviewed and we need to make sure we are paying the right amount for the coverage. Mr. Boeres wants to have the Committee or a representative attend a meeting in late summer and explain the healthcare package they are recommending. If their recommendation is higher or lower than what the Board is expecting, the Committee has to explain why they chose the package they did. The Board can then choose to accept it or send the Committee back to find something else. Mr. Wallace would like to see us close to the state average, but also include the community members into the discussion. Mr. Weber stated he wanted to save as much as we can and look to outside brokers. Mr. Boeres stated a significant cut to the health insurance needs to be discussed with the unions and this may present a challenge in regard to their current contracts. Mr. Dan Phipps, Resident, asked if the policies now include spouses and children. Mr. Boeres stated yes. Mr. Wallace stated if the employee doesn't take the insurance we give them a reimbursement. Mr. Boeres stated this is correct we would pay a quarter of the total cost of the benefits. Mr. Warrick asked if that was also in the Union Contracts. Mr. Boeres stated yes.

Mr. Boeres noted the Fire Department Survey results have been emailed to the trustees. He will meet with Mr. Warrick and the consultant to discuss the initial findings at the end of the week. By the second meeting in February, Mr. Boeres hopes the Board will have the draft copy to review. After the review the results will be online and distributed to the public.

Mr. Weber stated recently there was an Executive Session to discuss Park Board. The Trustees are thrilled to have the interest and passion of the Park Board and their support of the parks, but at the same time the Township does not have money for park improvements. Mr. Weber thought about suspending the Park Board for a time until monies are available to go towards the improvements. Those interested can still be involved in the parks by providing input or support to the Trustees. A non-profit association is being created to generate funds for the park. The association is outside of Hamilton Township functions. Mr. Wallace stated the association will be particular about how the raised funds are spent. They want signs for Mounts Park fishing and upgrading the playground at Testerman Park. Mr. Wallace thanked those on the Park Board as some of them have been serving for many years. Mr. Duvelius agreed and stated it is not fair to ask the members to give up their time when the township does not have the ability to substantiate their recommendations. They are all valuable assets and always will be. Mr. Rusty Holman, Volunteer Financial Analyst, believes the trustees will take on the functions of the Park Board and people will be attending the meetings here on things that

were previously taken to the Park Board. Mr. Phipps suggested meeting with the Park Board before dissolving them temporarily and get their thoughts and if they want to stay with the organization. The trustees set a work session with the Park Board for February 4, 2015 at 5:30 p.m.

Mr. Weber made a motion and Mr. Duvelius seconded the motion to change the meeting time of the February 4, 2015 meeting to 5:30 p.m. to hold a works session with the Park Board.

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

Mr. Ray Warrick, Fiscal Officer, presented Resolution #15-0121 authorizing the Amendment of the 2015 Permanent Appropriations. This is in regards to LOEB Grant Funds that were not appropriated for 2015 in the amount of \$18,000.00. Mr. Duvelius noted the LOEB monies will go in after we take the money out. Mr. Warrick stated it is a private grant.

Mr. Weber made a motion and Mr. Duvelius seconded the motion to approve Resolution #15-0121 authorizing the Amendment of the 2015 Permanent Appropriations for the LOEB Grant in the amount of \$18,000.00 for the Fire Fund #2283.

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

Mr. Warrick presented Resolution #15-0121A authorizing the Transfer of Funds from FEMA reimbursing us for training of a Firefighter. The County Auditor will be asked to amend the certificate. Then the monies will be transferred from the FEMA Fund to the Fire Fund. Last meeting a Resolution was passed to open a FEMA Fund.

Mr. Duvelius made a motion and Mr. Wallace seconded the motion to approve Resolution #15-0121A Authorizing the Transfer of Funds, an amended budget certificate increase of \$1,718.51 for the FEMA Fund.

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

Mr. Warrick wanted to review the month end and year end reports. The third party CPA has completed his work and the Township is now ready for the audit. Mr. Warrick noted looking at the 2014 year in review, the actual Revenue Year to Date is \$10,059,715.00 and the Year to Date Expenditures is actually \$8,739,738.00. The Budget for 2015 is projecting \$9.6 million in revenue and the expenditures projected is \$9.4 million. Some of the capital spending may or may not happen. The township brought in 3.1% more revenue last year than budgeted and only spent 91% of the appropriated budget. Almost every area came in under on their spending. Mr. Warrick noted management has done a great job of controlling spending. The Township has now instituted quarterly Super Blanket Certificates in place of the annual Blanket Certificates that were used last year. This will allow for more checks and balances. Mr. Warrick and Mr. Holman are creating a spreadsheet to be able to view month by month. The audit will be done by a third party. A conference call will be done on Friday morning with the five (5) companies that want to bid on the project and Mr. Warrick will sit in on the call although we do prefer Mr. Wayne Bastin. Having the auditors around this year has been very helpful. The Report on Accounting Methods is being reviewed. The OpenGov program has been purchased and information will be input. This is another tool and both the employees and public will be able to use to better understand the Township's financial condition.

Mr. Kenny Hickey, Maintenance Foreman, updated the trustees on the electric upgrade for Fire Station 76. The piping has been installed under the driveway. There are no wires yet as they install those last. All the disconnects and meter boxes were worked on today. The electric will be down for one (1) day that is unknown at this time. Chief Wheeler thanked Mr. Hickey for all his help on the project and allowing a few of his crew members to help with the drywall project inside.

Mr. Weber opened the floor to the public.

Mr. Weber closed the floor to the public.

Mr. Warren Ritchie, Law Director, had nothing to report.

Mr. Duvelius asked for an update on the hubcap issue with Horton Emergency Vehicles. Mr. Boeres stated Horton has agreed to pay for all damages.

Mr. Weber made a motion and Mr. Duvelius seconded the motion to adjourn the meeting at 6:56 p.m.

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