

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, met in Work Session on October 7, 2013, at 5:30 p.m., at 2090 Ferry Road, Bellbrook, Ohio 45305.

1. Mr. Pittman called the meeting to order at 5:30 pm.
2. Mr. Hodson called the roll with Board Members Nadine Daugherty, Mike Pittman and Scott Bryant being present. In addition to Mr. Tiffany, Township Administrator, others present were Chief Brown, Chief Pavlak, Donna Hellman and Steve Knopp.

3. Department Discussion Items –

Administration - Mr. Hodson said he had an appropriations increase for General Fund on the agenda tonight. He said the spending cuts for the original permanent appropriations were pretty ambitious and that the fund was currently about five percent over budget. He said the Resolution on the agenda was for an increase in appropriations of twenty five thousand dollars.

Police - Chief Brown said James Brown, Channel 7 News, for October, has been wearing pink ties in support of the anti-breast cancer movement. He said those who provide him with a tie receive recognition on the newscast. He said he will be wearing a tie from the Department tonight and we should receive a plug.

Fire Department – Mr. Pittman asked about the Fire staffing issue. Chief Pavlak acknowledged cost differences between his calculations and those of Mr. Hodson and Mr. Tiffany. He said he did find an error that reduced his number by twenty thousand. Mr. Pittman said you've included reducing staffing to 8/7 and do we want to do that. Chief Pavlak said we will stabilize since we can control our full-time better than our part-time. Mr. Pittman said he was not sure how we are so far off in numbers. Mr. Bryant said he thought at least both sets of numbers would have been on the same side of zero. Chief Pavlak said he used \$12.00 per hour for part-time being replaced where Mr. Hodson used \$9.00. Mr. Tiffany said our numbers were based on the newest and lowest paid being cut first. Mr. Bryant said that didn't have to be. He said he thinks a full time staff best for stability and would rather move to more stability. He said he would rather move towards more full time.

Mr. Pittman said he has expressed the same position for several weeks and you are familiar with it. Its okay now but we need to be looking ahead. This increase will become thousands and we don't want to go back to the people for more money. He said we conceivably have safety issues and I would go along with two full-time. Mrs. Daugherty asked Joann about scheduling. Joann said it was easier with full-time to reliably schedule them since you have more control. Mr. Pittman asked, if we make a structural change and we have a lot of turnover, are we going to control our overtime. Chief Pavlak responded that we will reduce it. Mr. Pittman asked if we could hire part-time to a fixed shift. Chief Pavlak said it's hard to find part-time people for a fixed shift. He said Obamacare has affected everything. Mr. Pittman said he would like to be able to fill more overtime hours with part-timers. He asked if a full-timer takes off does he have to be replaced with a full-timer by contract. Chief Pavlak said only if he was scheduled. Mr. Pittman asked chief Pavlak how many hours of overtime do we have a year; 500? Chief Pavlak said probably more than that. Mr. Pittman said it's a way to reduce cost.

Mrs. Daugherty said if going to 8/7 two full-time are okay with me. Mr. Pittman he was okay with two. Mr. Tiffany said, doing a quick calculation, the \$12.00 calculation only makes up for a \$23,000 difference. He said the last thing he wants to hear is that we need more money. Mrs. Daugherty said that's the last thing she wants to hear also. She said do we throw two in now and wait for more information? Mr. Bryant said he didn't know if two was the right number because the study was not done yet, but he does want more full-time. Mrs. Daugherty said we all agree on the full-time. Mr. Pittman asked Mr. Knopp for his comments. Mr. Knopp said he considered Barry and Ted's numbers accurate based on the assumptions. His calculations came to a savings of \$8,000.00. He said if you start with two, and as the study goes along further, you can always go back and hire another full-time. Mr. Bryant said that is what he thinks and the two is something we can rely on. He also said he didn't want to finalize on two.

Chief Pavlak said we have a full-time eligible list good until April. If the first ones on the list pass the physical and psychological tests we will bring them to you for hiring. Mr. Knopp said he has picked two or three communities for benchmarking and has a list of twenty or so communities. Mr. Pittman asked all present to do their best to provide Mr. Knopp with any information he may need. Mr. Knopp said he believed in full disclosure of all his information. Mr. Bryant asked when it will be done. Mr. Knopp said, with benchmarking, maybe another ten days, but Mr. Tiffany's list more extensive than mine. He said if he can talk face-to-face can make much better headway. Mr. Bryant said he was thinking, if we can have the data by the end of the year we can discuss it in January. Mr. Knopp said benchmarking is difficult because of so many variables. He said, for example, he is looking at a slightly smaller community but their call level is less because they do not have an influx of daytime commercial traffic like we do nor do they have fast water rescue etc. Mr. Knopp asked Mr. Tiffany if the end of the year was reasonable for his part of the study. Mr. Tiffany replied that it was. He said if an additional levy is to be asked for it will need to be in by February. Chief Pavlak agreed but said we need more time and maybe should go for November. He said by then we will have a better handle on Obamacare. Mr. Bryant asked when the next Police levy will be. Chief Brown said next fall and it will be a renewal.

Chief Pavlak said he has been contacted by a student attending the Warren County Career Center, who is eighteen years old and wants to do an EMT internship with the Sugar Creek Fire Department. Mr. Tiffany said he was not familiar with the program and is checking into liability issues. Chief Pavlak said they want shadow someone from 11:00 to 4:00pm and would be under the control of the shift commanders. Mr. Bryant asked what certifications they were pursuing. Chief Pavlak said a Firefighter/EMS career and wants to see if it's what he wants. He said it would be 12 hours a week. The Board was okay with it if the liabilities checked out okay.

Chief Pavlak said he would like to discuss the administrative assistant position. Mrs. Daugherty asked why we were going through a temporary agency. Chief Pavlak said so we could try before we buy. Mr. Pittman said it was not an easy job and a lot was going on. Mr. Bryant said if they were not working out in two weeks we should probably move on to another. Chief Pavlak said the job has not been posted yet. Mr. Tiffany said maybe we should post it internally. He said Sally might want the job except she is full time. Mr. Bryant said maybe she could do both. He said the only issue would be people walking in. Mr. Tiffany said she could do most of it from here. Chief Pavlak said if it doesn't work out we can continue with the temps.

Mr. Tiffany said he attended a C.L.O.U.T. Meeting to discuss House Bill 2777 regarding Type II annexations. Mr. Bryant thinks we should put a letter out since this is a very important issue. Mr. Tiffany said all our Representatives say they will vote for it but none want to sponsor it. Mr. Bryant said we don't care if they sponsor it as long as they vote for it. He asked if we could get a letter out this week. Mr. Tiffany said yes.

Mr. Tiffany said we needed an Executive Session before the Regular Session regarding the annexation lawsuit.

Mr. Pittman moved to adjourn. Mrs. Daugherty seconded. Roll was called with the vote being as follows:

Mr. Pittman – Yes
Mrs. Daugherty – Yes
Mr. Bryant - Yes

The meeting adjourned at 6:30 pm.

Theodore L. Hodson, Fiscal Officer
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