

The Center for Local Government Board of Directors Meeting  
January 8, 2020

1:30pm – 3pm

CLG Conference Room  
(4015 Executive Park Dr. Suite 226)

In attendance: Kristin Bitonte, Jim Lukas, Mike Rahall, Jack Cameron (by telephone), Vicky Earhart (Board); TJ White (Staff)

Absent: None

- Call to order at 1:34pm
- Approve November 6, 2019 board meeting minutes
  - J. Lukas motioned to approve the minutes. M. Rahall seconded. Motion passed 5-0.
- Center for Local Government 2020 FINAL Budget
  - T. White presented the “final” 2020 CLG Budget. The difference between this document and the document that was passed in November is that the “final” budget contains actual year-end numbers for 2019, has updates to the personnel titles for CLG staff, reflects the receipt of a \$2,000 grant from Duke Energy for the Leadership Academy, and removes the expected revenue from Hamilton Township, which will not be joining CLG after all.
  - J. Lukas asked why Hamilton Township was not going to join CLG. T. White stated that they were interested in spot surveys, the public works mutual aid, and the Leadership Academy. Their administrator stated that OTA sends out surveys, and that he sent his Police Chief to Leadership Warren County. Other comments from the Board were that CLG’s services in these areas are more specific to the region and to local government. T. White stated that he explained that to their administrator, and that he would keep them in the loop to see if they would be interested in joining at a later time.
  - M. Rahall stated that Whitewater Township was interested in learning more about CLGBP and CLG. T. White stated that he would reach out to them.
  - T. White stated that the “final” budget salary numbers were unchanged, even with the increase in salary for the “Assistant Director” to \$51,000. This is because the position will not be filled until February. K. Bitonte asked how the \$51,000 salary was determined. T. White stated that he utilized CLG’s pay data to identify positions with similar skill sets.
- Update on Assistant Director Hiring Process
  - T. White stated that there are three finalists: Sam McKinley, Erin Hartsock, and Cody Smith. Final round interviews are being conducted, and an offer will be made during the week of January 22. T. White stated that he was impressed with all of the candidates that he interviewed, and that the decision to narrow the list down was difficult.
- Hamilton County Shared Services Summit Review
  - V. Earhart requested a review of the 2019 Hamilton County Shared Services Summit. T. White stated that the event did a good job of showcasing the Hamilton County services that governments could take advantage of. However, he felt that there could have been more focus on how to create a new shared services program- e.g. what conditions must exist, how to determine if you will generate an efficiency from a shared service, etc. That said, he felt it was beneficial for CLG to participate- as it increased our exposure, and allowed us to meet the new Lincoln Heights Village Manager and the new Norwood Mayor.

- M. Rahall stated that his jurisdiction learned of new services they could pursue through the summit.
- CLG Electricity Consortium Renewal
  - T. White stated that the CLG electricity consortium pricing occurred on January 7<sup>th</sup>, and that costs went down again, with a combined annual savings of \$20,073. He went on to state that Silverton and Pierce Township actually were able to realize additional savings. In Pierce's case it was because they still had a year on their current contract, and in Silverton's case, their peak loads were reduced due to their choice to install a geothermal system.
  - T. White stated that per the discussion at the November board meeting, he did reach out to Energy Alliances to set up a time to discuss their services in the event there were future partnership opportunities.
- Newly Elected Officials Training
  - T. White stated that the CLG Newly Elected Officials Training would take place on Saturday January 11<sup>th</sup>, and that there were roughly 52 people signed up for the event. Sessions would include Ethics, Public Records, Open Meetings, Budget and Finance, Elected Official / staff relations, land use, and economic development.
- Other business
  - V. Earhart stated that Sycamore Township Administrator Greg Bickford had resigned, and that the new Administrator is Ray Warrick.
- Adjourn
  - Meeting adjourned at 2:23pm.