

**Regular Beaver Creek Trustee's Meeting**

**Monday, January 9,**

**2017**

Mr. Kretz called the Regular Trustee Meeting to order at 1:00 P.M. Those present were: Trustees Carol Graff and Jeff Roberts and Fiscal Officer Christy Ahrens. Legal Advisor Dawn Frick was also present. Staff present: Township Administrator/Public Safety Director Alex Zaharieff, Road Superintendent Tim Parks, Fire Chief David VandenBos, Zoning Inspector/Administrator Ed Amhrein, HR Manager Trish Gustafson and Assistant to the Fiscal Officer Jan Schultz.

**2017-001** Ms. Graff made a motion to approve the Agenda for January 9, 2017, with the following corrections: add Postage Lease Agreement under Administrator and add another Executive Session per ORC 121.22 (G)(2) To consider the purchase of property for public purposes. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

**2017-002** Ms. Graff made a motion to accept the Paycor Payroll Report (General Ledger) for the payroll issued on January 4, 2017, in the amount of \$279,182.81. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

**2017-003** Mr. Roberts made a motion to accept the UAN Accounts Payable Report (Payment Listing) for warrants issued on December 30, 2016, in the amount of \$56,016.05. Ms. Graff seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, yes.

**2017-004** Ms. Graff made a motion to approve the Special Trustee Meeting Minutes from December 8, 2016. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

**2017-005** Mr. Roberts made a motion to approve the Regular Trustee Meeting Minutes from December 19, 2016. Ms. Graff seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, abstain.

**RESIDENTS/GUESTS DESIRING TO SPEAK:** None.

**OLD BUSINESS:** None.

**NEW BUSINESS:** None.

**ADMINISTRATOR:**

Postage Lease Agreement:

Township Administrator/Public Safety Director Alex Zaharieff presented and general discussion occurred regarding: the increase in price; cost of each unit and that the Agreement has been approved by Legal.

**2017-006** Mr. Roberts made a motion to approve the Pitney Bowes Lease Agreement for the Township and Fire Department, and authorize the Township Administrator to sign for the Board. Ms. Graff seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, yes.

Levy Certification:

**2017-007** Ms. Graff made a motion to approve **Resolution 2017-007**, WHEREAS, The Board of Trustees of Beaver Creek Township have determined that it is necessary to levy a tax outside of the ten mill limitation for purposes of the purpose of providing and maintaining motor vehicles, communications, other equipment, buildings, and sites for such buildings used directly in the operation of a police department, or the payment of salaries of permanent or part-time police, communications, or administrative personnel to operate the same, including the payment of any employer contributions required for such personnel under section 145.48 or 742.33 of the Revised Code, or the payment of the costs incurred by townships as a result of contracts made with other political subdivisions in order to

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obtain police protection, or the provision of ambulance or emergency medical services operated by a police department by Section 5705.19(J) of the Ohio Revised Code; and, WHEREAS, The Board of Trustees of Beaver Creek Township proposes that said tax be a .90 mill additional levy as authorized by Section 5705.192 of the Ohio Revised Code; and, WHEREAS, Section 5705.03(B) requires the Township to certify to the County Auditor a resolution requesting the County Auditor certify to the Township the total current tax valuation of the unincorporated area of Beaver Creek Township and the number of mills required to generate a specified amount of revenue or the dollar amount of revenue that would be generated by a specified amount of .90 mills. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes. NOW, THEREFORE, BE IT RESOLVED, by the board of Trustees, Beaver Creek Township, Greene County, Ohio that in accordance with Section 5705.03(B) of the Ohio Revised Code, the Board of Trustees of Beaver Creek Township hereby requests the Auditor of Greene County, Ohio to certify the total current tax valuation of the unincorporated area of Beaver Creek Township and the dollar amount of revenue that will be generated by additional levy of .90 mills. It is found and determined that all formal actions of the Beaver Creek Township Board of Trustees concerning and relating to the adoption of this resolution were adopted in open meetings of the Beaver Creek Township Board of Trustees; and that all deliberations of the Beaver Creek Township Board of Trustees and of any of their committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

General discussion occurred regarding the fact that this is in case the re-count comes back that we were not successful in November 2016; then we'd need to put this levy on the ballot in 2017.

Request to Schedule Special Meeting: Trustee Zoning Meeting:

The Beaver Creek Township Trustees will hold a public hearing at the Beaver Creek Township Fire Administration Building located at 851 Orchard Lane on **Monday, January 23, 2017**, scheduled to begin at 7:30 p.m. or as soon as possible thereafter.

The purpose of the hearing is for the Beaver Creek Township Trustees to review and act on a recommendation made by the Zoning Commission regarding Case #800 to amend the Beaver Creek Township Zoning Resolution Schedule of Permitted Uses, Table 2, to designate Automobile uses as Conditional/Permitted Uses in the B-2, B-3, B-4, I-1, and I-2 zoning districts.

The purpose of the hearing is for the Beaver Creek Township Trustees to review and act on a recommendation made by the Zoning Commission regarding Case #801 to amend the "Beaver Creek Township Comprehensive Plan - An Update to the Beaver Creek Township Land Use Plan" (April 2012). The proposed amendment(s) would change the anticipated future uses of certain parcels of land in Beaver Creek Township. Specifically, several parcels adjacent to the Russ Research Center on Indian Ripple Road are currently identified for possible future residential development. Recent developments in the Township indicate that a future "Mixed Use" designation would be more appropriate. Such a change would not preclude residential uses, but would allow for consideration of additional uses such as Commercial or Public & Institutional uses. The change is proposed for the parcels identified by the following Greene County, Ohio parcel ID numbers: B03000100230000900, B03000100230001100, and B03000100230001200.

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The purpose of the hearing is for the Beavercreek Township Trustees to review and act on a recommendation made by the Zoning Commission regarding Case #671-9A to consider amending the Stonehill Village PUD Master Plan to incorporate 1.072 acres of property, located at 545 Hilltop Rd. and which was rezoned to PUD-RB, into the "Zone 3 R3-C/O mix 116 acres" of the Stonehill Village Master Plan. The parcel, which is located at the northeast corner of Trebein Rd. is in the unincorporated portion of Beavercreek Township. The Greene County Parcel I.D. # is B03000200440002100.

The purpose of the hearing is for the Beavercreek Township Trustees to review and act on a recommendation made by the Zoning Commission regarding Case #799 to rezone 1.072 acres of property, located at 545 Hilltop Rd. The rezoning is for the purpose of adding the parcel to the Planned Unit Development (PUD) known as Stonehill Village. The parcel, which is located at the northeast corner of the intersection with Trebein Rd., is in the unincorporated portion of Beavercreek Township. The Greene County Parcel I.D. # is B03000200440002100.

Greene County Sheriff's Office:Monthly/Year to Date Analysis Report:

No questions. The Trustees appreciate the Sheriff Department's continued excellent service.

**HUMAN RESOURCES:**Job Descriptions:

Township Administrator/Public Safety Director Alex Zaharieff presented the new job descriptions and general discussion occurred regarding: vacation and EDO's. **2017-008** Mr. Roberts made a motion to approve the Captain, Fire Marshall, Planning & Zoning Administrator, and Zoning Inspector/Code Enforcement Job Descriptions, as presented. Ms. Graff seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, yes.

Compensation and Reward Program Policy:

**2017-009** Mr. Roberts made a motion to approve the Compensation and Reward Program Policy, as presented and revised on January 9, 2017. Ms. Graff seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, yes.

Bi-Weekly Report:

Township Administrator/Public Safety Director Alex Zaharieff presented and general discussion occurred regarding: healthcare and that due to employee participation in the health screening program, the township will receive a two percent rebate on the next renewal.

**ZONING:**Bi-Weekly Report:

Township Administrator/Public Safety Director Alex Zaharieff presented and general discussion occurred regarding: a total of 99 new home permits requested in 2016 and 3 new home permits to date in 2017.

**INFORMATION TECHNOLOGY:** No Report.

**ROAD:**Emergency Purchase snow plow moldboard:

**2017-010** Ms. Graff made a motion to approve the purchase request (08288) to Kaffenbarger Truck Equipment for a snow plow moldboard, in the amount of \$5,195.00; and authorize the Township Administrator to sign for the Board. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, abstain.

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Bi-Weekly Report:

Township Administrator/Public Safety Director Alex Zaharieff presented and general discussion occurred regarding: the cost of snow removal year to date.

**FIRE:**

Proclamation recognizing Mrs. Jo Ann Rigano:

**2017-011** Ms. Graff made a motion to approve **Resolution 2017-011**, WHEREAS, the Beaver Creek Township Fire Department wants to publicly thank Mrs. Jo Ann Rigano for all the holiday dinners she has graciously provided for fire department personnel; and WHEREAS, Mrs. Jo Ann Rigano has been an advocate for individuals in public safety careers, who risk their lives every day to help men, women, and children in emergencies. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Beaver Creek Township, does hereby thank Mrs. Jo Ann Rigano for her dedication in serving the Beaver Creek Community, and for the time she spends catering a delicious holiday meal for the Beaver Creek Township Fire Department, each year during the Thanksgiving and Christmas season; and

FURTHER, BE IT RESOLVED that the Beaver Creek Township Fire Department sincerely thanks Mrs. Jo Ann Rigano for her support, and for instilling into her students the importance and value of public safety professionals; and

FURTHER, BE IT RESOLVED that the Board of Trustees of Beaver Creek Township recognizes Mrs. Jo Ann Rigano for her continuous support of the Beaver Creek Township Fire Department.

Request to permit Beaver Creek Youth Council Dance at Station 61:

**2017-012** Mr. Roberts made a motion to approve the request by the Beaver Creek Youth Council to have their annual Spring Dance at Station 61 on Saturday, April 29, 2017. Ms. Graff seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, yes.

Request to Modify the Battalion and Deputy Chief's Resolution:

Township Administrator/Public Safety Director Alex Zaharieff presented and general discussion occurred regarding: the positions moving to forty (40) hour work weeks and then moving forward ties into the compensation plan.

**2017-013** Ms. Graff made a motion to approve **Resolution 2017-013**, An Update to the Chief Officers' Benefits Definitions, as attached. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

Semi-Monthly Report:

Township Administrator/Public Safety Director Alex Zaharieff presented and general discussion occurred regarding: a half percent increase in calls from last year and that a new report will be in the next Trustee packet. Mr. Zaharieff said that he received three positive comments from residents expressing their appreciation for the care they received when calling for help.

**TRUSTEE:**

Mr. Kretz asked Ms. Ahrens to drop her Mandamus Request.

**FISCAL OFFICER:** Nothing.

**EXECUTIVE SESSION:**

**2017-014** Mr. Roberts made a motion to go into Executive Session per ORC 121.22(G)(1) To consider the employment, dismissal and compensation of a public employee and per ORC 121.22(G)(3) Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action and per ORC 121.22 (G)(2) To consider the purchase of

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property for public purposes at 1:35 P.M. Ms. Graff seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz.

**2017-015** Ms. Graff made a motion to come out of Executive Session at 4:30 P.M. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

The Trustees welcomed everyone who had shown up for the Promotional Ceremony and turned the meeting over to Fire Chief VandenBos.

Chief VandenBos gave a brief background on each of the fire department employees and recommended them individually for promotion.

**2017-016** Ms. Graff made a motion to approve **Resolution 2017-016**, the promotion of Leigh Brewer to the position of Captain in the Beaver Creek Township Fire Department effective January 9, 2017 at an hourly rate of \$30.84. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz. Fiscal Officer Christy Ahrens swore in Leigh Brewer.

**2017-017** Ms. Graff made a motion to approve **Resolution 2017-017**, the promotion of Christine Hawker to the position of Captain in the Beaver Creek Township Fire Department effective January 9, 2017 at an hourly rate of \$30.84. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes. Fiscal Officer Christy Ahrens swore in Christine Hawker.

**2017-018** Mr. Roberts made a motion to approve **Resolution 2017-018**, the promotion of Ryan Williams to the position of Captain in the Beaver Creek Township Fire Department effective January 9, 2017 at an hourly rate of \$30.84. Ms. Graff seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, yes. Fiscal Officer Christy Ahrens swore in Ryan Williams.

**2017-019** Mr. Roberts made a motion to approve **Resolution 2017-019**, the promotion of Randy Grogan to the position of Fire Marshall in the Beaver Creek Township Fire Department effective January 9, 2017 at a bi-weekly rate of \$3,298.38 and an annual salary of \$85,758.00. Ms. Graff seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, yes. The ceremony was followed by an informal reception for all in attendance.

**EXECUTIVE SESSION:**

**2017-020** Ms. Graff made a motion to go back into Executive Session per ORC 121.22(G)(1) To consider the employment, dismissal and compensation of a public employee and per ORC 121.22 (G)(3) Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action and per ORC 121.22 (G)(2) To consider the purchase of property for public purposes at 4:59 P.M. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz.

**2017-021** Ms. Graff made a motion to come out of Executive Session at 5:53 P.M. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

**2017-022** Mr. Roberts made a motion, in order to be consistent with the 2016 goals of the Township Administrator and the actions taken by the Board in 2016 to reorganize the Township, to approve to outsource the IT Department and eliminate the position of I.T. Manager effective January 17, 2017 at 5:00 p.m. and to

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authorize the Township Administrator to present the IT Manager with a Separation Agreement. Ms. Graff seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, yes.

**2017-023** Mr. Roberts made a motion to authorize the Township Administrator to enter into an Agreement with Back to Business IT to perform a network rebuild not to exceed 140 hours @ \$86.06 per hour and to provide interim help desk support at a rate of \$86.06 per hour through March 27, 2017. Ms. Graff seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, yes.

**2017-024** Mr. Roberts made a motion to Adjourn at 5:54 P.M. Ms. Graff seconded. Roll Call: Mr. Roberts, yes; and Ms. Graff, yes.

Trustee: \_\_\_\_\_

Fiscal Officer: \_\_\_\_\_

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**2017-028** Ms. Graff made a motion to amend the Regular Trustee Meeting Minutes from January 9, 2017 to include the amount spent on the Mandamus Action that was stated at the last Trustee meeting, \$21,278.06. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

**2017-029** Mr. Roberts made a motion to approve the Regular Trustee Meeting Minutes from January 9, 2017, as amended. Ms. Graff seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, yes.