

Regular Beaver Creek Trustee's Meeting

Monday, January 23,

2017

Mr. Kretz called the Regular Trustee Meeting to order at 1:00 P.M. Those present were: Trustees Tom Kretz, Jeff Roberts, and Carol Graff; 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, and Zoning Inspector/Administrator Ed Amhrein.

2017-025 Ms. Graff made a motion to approve the Agenda for January 23, 2017, as presented. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

2017-026 Mr. Roberts made a motion to accept the General Ledger Report, in the amount of \$287,494.01, for the January 19, 2017 payroll. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

2017-027 Ms. Graff made a motion to accept the Payment Listing Report, in the amount of 169,909.93, for the January 30, 2017 warrants (not to exceed \$170,000.00). Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

General discussion occurred regarding the January 9, 2017 meeting Minutes not reflecting the amount spent by the Township in attorney fees for the Mandamus Action.

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.

RESIDENTS/GUESTS DESIRING TO SPEAK: None.

OLD BUSINESS: None.

NEW BUSINESS: None.

ADMINISTRATOR:

Police Services Levy:

Township Administrator/Public Safety Director Alex Zaharieff updated the Trustees on the Police Levy, stating that the first levy in November 2016 passed, but that the court has yet to rule on the issue; therefore, there is no need to move forward with putting language on the ballot for another police levy. The purpose of passing the resolution at the last meeting was to ensure that those who have a right to vote in Beaver Creek Township got their votes counted and those not paying taxes in Beaver Creek Township did not.

Greene County Sheriff's Office:

Semi-Monthly Report:

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

HUMAN RESOURCES:

No report. No questions. General discussion occurred regarding hiring.

ZONING:

Semi-Monthly Report:

Regular Beavercreek Trustee's Meeting**Monday, January 23,****2017**

Township Administrator/Public Safety Director Alex Zaharieff presented and general discussion occurred regarding: the three Germaine VW parcels and the next section of Stone Hill Village.

INFORMATION TECHNOLOGY:Project Update:

Township Administrator/Public Safety Director Alex Zaharieff presented and general discussion occurred regarding: project hours being spent re-building the system and the percentage of the project complete versus hours spent would be nice to see. The Trustees would like to be kept up to date on this and thanked Chief VandenBos and Battalion Chief Heister for their time and effort working on IT.

ROAD:Purchase Request for Engine 64 Radiator:

2017-030 Ms. Graff made a motion to approve the purchase request (08289) to All-American Fire Equipment for a completed radiator, in the amount of \$3,650.00; and authorize the Township Administrator to sign for the Board. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

Then and Now Purchase Request for repairs to Ladder 61 emission control system:

2017-031 Mr. Roberts made a motion to approve purchase request (08290) to Ohio Cat for the repairs to Ladder 61 emission system, in the amount of \$3,717.04; 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.

2016 Road Mileage Certification:

2017-032 Ms. Graff made a motion to accept the 2016 Township Highway Mileage Certification, as presented, with a total of 42.447 miles of public roads being certified for the Township. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

General discussion occurred regarding: how many more miles the township is anticipating on receiving in the next few weeks and that if the end of year mileage could be placed in graph form in order to make it easier to see how the township is growing.

Semi-Monthly Report:

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

FIRE:Semi-Monthly Report:

Township Administrator/Public Safety Director Alex Zaharieff presented and general discussion occurred regarding: no major fires or structure calls; the meeting with the City of Beavercreek regarding the Standards of Coverage and Chief VandenBos feels the meeting was positive as he got to explain and give details for the information presented; the Annual Awards Banquet was a great success – thank you to Michelle Grogan for all her hard work on the event and a thank you to Ms. Graff for all her years of service. Discussion also occurred regarding Narcan and if/how we share information with other jurisdictions, ninety percent of the time law enforcement is on the scene before the Fire Department, so information is shared on site. Discussion also occurred regarding anything being discussed in the school district regarding opiates, general consensus is that there probably is not much discussion in the schools except through the DARE program. Chief VandenBos will look into any programs that might be available and proactive.

Regular Beaver Creek Trustee's Meeting

Monday, January 23,

2017

TRUSTEE:

Ms. Graff asked Mr. Zaharieff to explain what is going on with the Parks and that it looks like there will not be any park consolidation. Mr. Zaharieff stated that City Council notified city staff that they are not open to discussing park consolidation at this time, but questioned whether the Trustees would be open to turning over all operations of Rotary Park to the City. Discussion occurred regarding: the City currently does all the management of the park, now they would add our fifty percent of operations and our capital improvement money. Ms. Graff asked if the City wanted ownership of the park. The Trustees know the items that need to be repaired or replaced but we don't have the money to do so. The Rotary Park Agreement expires in 2017 – the township would like to negotiate terms for 2018 and 2019 depending on if the City's levy passes; but work from the current agreement and move forward. Mr. Zaharieff emphasized there are not a lot of details regarding this yet, but that park consolidation is off the table. Mr. Kretz stated that this development opens it up for the Township to talk with anyone else who might be interested in a partnership regarding our parks. Mr. Zaharieff stated that he has talked to the County Administrator. The question is who is best suited to partner with us for the next ten years, not two years. Mr. Zaharieff will keep the Trustees up to date as he learns more.

FISCAL OFFICER:Inventory:

2017-033 Ms. Graff made a motion to approve **Resolution 2017-033**, WHEREAS, the Ohio Revised Code Section 505.04 states the Board of Township Trustees shall make an Inventory on the second Monday of January, each year, of all the materials, machinery, tools, and other Township supplies in its possession. The Inventory shall be a public record and shall be made in duplicate, one copy of which shall be fixed with the Fiscal Officer of the Board and one copy with the County Engineer. WHEREAS, the Board of Trustees of Beaver Creek Township does hereby define materials, machinery, tools, and other supplies as non-expendable and which have a cost of at least \$500.00 as a single unit. WHEREAS, the Board of Trustees of Beaver Creek Township does hereby request that anything owned by Beaver Creek Township that fits the definition above be included in the Beaver Creek Township Inventory list. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

EXECUTIVE SESSION:

2017-034 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 at 1:50 P.M. Ms. Graff seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, yes.

2017-035 Ms. Graff made a motion to come out of Executive Session at 4:36 P.M. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

Mr. Roberts reviewed the provisions of the Township Administrator/ Public Safety Directors employment contract, specifically section 3(d) related to performance goals, bonus opportunities and the January 31, 2017 deadline for review of the calendar year 2016 goals, payment for calendar year 2016 goals and establishment of 2017 goals. Any bonus amount will be included in the payroll for the last week of January, which will be paid out on February 1, 2017.

2017-036 Mr. Roberts made a motion for the approval of payment to the Township Administrator/Public Safety Director for the 2016 Goals as follows:

Regular Beaver Creek Trustee's Meeting

Monday, January 23,

2017

Goal #1 The Township Administrator/Public Safety Director satisfactorily achieved the goal to present a final compensation plan for approval to the Board of Trustees no later than June 30, 2016 and therefore a performance bonus of **\$2,000.00** shall be authorized by the Board of Trustees.

Goal #2 The Township Administrator/Public Safety Director satisfactorily achieved the goal to review, update and present a final version of all current job descriptions in the Township to the Board of Trustees by June 30, 2016 and therefore a performance bonus of **\$2,000.00** shall be authorized by the Board of Trustees.

Goal #3 The Township Administrator/Public Safety Director satisfactorily achieved the goal to present a Township wide re-organization plan that achieves a balanced budget for fiscal year 2017 to the Board of Trustees by June 30, 2016 and therefore a performance bonus of **\$2,000.00** shall be authorized by the Board of Trustees.

Goal #4 The Township Administrator/Public Safety Director satisfactorily achieved the goal to fully complete the Novak and Dr. Gruys report recommendations 35, 29, 30, 34, 37, and HR by September 30, 2016 and therefore a performance bonus of **\$2,000.00** shall be authorized by the Board of Trustees.

Goal #5 The Township Administrator/Public Safety Director partially achieved the goal to present to the Board of Trustees by November 30, 2016, a shared service agreement(s) that result in a net savings of not less than \$25,000.00 per year beginning in Fiscal Year 2017, and therefore, a performance bonus of **\$1,000.00** shall be authorized by the Board of Trustees.
Ms. Graff seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, yes.

General discussion occurred regarding the Goals:

Goal #1 was presented by June 30, 2016 but not approved until July 18, 2016, which was not caused by the Township Administrator.

Goal #2 was presented by June 30, 2016 but not approved until November 7, 2016 due to the Board's delay.

Goal #3 was presented by June 30, 2016 but not approved until July 18, 2016 due to the Board's delay.

Goal #4 was presented to the Board on October 6, 2016 but not approved until November 14, 2016 due to the Board's delay.

Goal #5 had a few things to take into consideration. The Township did present an opportunity to the City of Beaver Creek for shared services, but the City did not accept the opportunity. The Trustees want to continue to have agreements with other groups and entities and look forward to some of them coming to fruition.

Pursuant to the Employment Contract with the Township Administrator/Public Safety Director, specifically section 3(D) related to the Performance Goals bonus opportunities for the Calendar Year 2017.

2017-037 Ms. Graff made a motion for the Board of Trustees to adopt the following list of Performance Goals for the Township Administrator/Public Safety Director for Calendar Year 2017:

Goal # 1: The Township Administrator/Public Safety Director to present a Zoning Resolution update to the Board on or before November 30, 2017, and to include specific updates regarding: mining; the Highway Overlay District; marijuana cultivation, processing, distribution and sales; Agro-tourism; Adult Entertainment, and the permitted use section as it relates to business and Industrial uses.

Goal # 2: The Township Administrator/Public Safety Director to present Inter-Department Service Level Agreements to the Board on or before July 31, 2017 for

Regular Beaver Creek Trustee's Meeting

Monday, January 23,

2017

the pre-established cost allocation method for both the Fire Department and Road Department.

Goal #3: The Township Administrator/Public Safety Director to present a TIF Agreement with Valley Springs Farms to the Board on or before July 31, 2017.

Goal #4: The Township Administrator/Public Safety Director to negotiate and execute a long-term agreement with the Greene County Sheriff on or before June 30, 2017

Goal #5: The Township Administrator/Public Safety Director to complete the successful implementation of the new IT network; update the Township's internal service request protocol and policies; and implement a Service Agreement with Back to Business that includes measured usage reporting, on or before April 10, 2017.

Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

2017-038 Mr. Roberts made a motion to authorize a three (3) percent Bonus in Lieu (BIL) of a merit increase for the Road Department Staff that have reached their maximum, capped salary range or step increase per Section 5 of the Compensation and Reward Program Policy; the three (3) percent Bonus in Lieu (BIL) of a merit increase shall be paid on February 1, 2017. Ms. Graff seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, yes.

2017-039 Ms. Graff made a motion to Adjourn at 4:46 P.M. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

Trustee: _____

Fiscal Officer: _____