

Regular Beaver Creek Trustee's Meeting

Monday, March 13,

2017

Mr. Kretz called the Regular Trustee Meeting to order at 1:01 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, Planning and Zoning Administrator Ed Amhrein, and HR Manager Trish Gustafson.

2017-096 Ms. Graff made a motion to approve the Agenda for March 13, 2017, with the following additions: add Ohio BWC Purchase Request and Exit Audit under Fiscal Officer; and delete the Executive Session. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

2017-097 Mr. Roberts made a motion to accept the General Ledger Report, in the amount of \$282,261.97, for the March 15, 2017 Payroll. Ms. Graff seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, yes.

2017-098 Ms. Graff made a motion to accept the Payment Listing Reports, in the amount of \$179,398.05, for the February 28, 2017 through March 8, 2017 warrants. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

2017-099 Mr. Roberts made a motion to approve the following Trustee Minutes: January 23, 2017 Regular Meeting Minutes; January 23, 2017 Special Meeting Minutes; February 13, 2017 Regular Meeting Minutes; February 27, 2017 Regular Meeting Minutes; March 6, 2017 Special Meeting Minutes (1); and March 6, 2017 Special Meeting Minutes (2). Ms. Graff seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, yes.

PRE-SCHEDULED SPEAKER:

Morgan Stanley:

Brian Andzik of Morgan Stanley presented the 2017 Annual Portfolio and Performance Review for Beaver Creek Township. He provided in email as well as in paper-form this review. He stated the account has experienced an up-swing in income and that he anticipates that up-swing to continue and increase the estimated annual income for this year. General questions were asked, answered and discussion occurred regarding: treasury management and how that role could work for Beaver Creek Township.

RESIDENTS/GUESTS DESIRING TO SPEAK: None.

OLD BUSINESS: None.

NEW BUSINESS: None.

ADMINISTRATOR:

Greene County Sheriff's Office:

Agreement:

Township Administrator/Public Safety Director Alex Zaharieff presented the Agreement and discussed the four deputies in the Township for 2017 and that in September the Sheriff would present a budget for 2018. Fiscal Officer Christy Ahrens asked for clarification regarding certifying funds, as it was listed with the entire four year contract. Legal Advisor Dawn Frick stated that the Fiscal Officer would certify the funds each year, for one year. Ms. Ahrens also asked for clarification regarding the renewal of the Agreement. The Agreement states it will renew every fourth year on January 1st, however, it is April now, so thinks the next

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renewal year should be placed in the Agreement. After discussion, it was decided that January 1, 2021 would be the first renewal date.

2017-100 Mr. Roberts made a motion to approve **Resolution 2017-100**, the Law Enforcement and Patrol Service Agreement, as modified with the first renewal date to be January 1, 2021. Ms. Graff seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, yes.

Deputy of the Year:

2017-101 Mr. Roberts made a motion to approve **Resolution 2017-101**, a Proclamation in honor of Christopher Moore as Greene County Sheriff's Office Deputy of the Year for 2017. Ms. Graff seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, yes.

Bi-Weekly Report: No questions. However, Mr. Zaharieff stated that speed complaints were up due to the nice weather.

HUMAN RESOURCES:

RL Emmons Invoice:

2017-102 Ms. Graff made a motion to approve the payment of the polygraph examination, to R.L. Emmons and Associates, in the amount of \$4200.00. Mr. Roberts seconded. General discussion occurred regarding: the hiring process and costs associated with hiring. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

Bi-Weekly Report:

General discussion occurred regarding the Youth Works program for 2017 and for summer hires as part of a Greene County College program to assist Beaver Creek Township.

ZONING:

BZA/Zoning Commission:

Zoning Commission:

2017-103 Mr. Roberts made a motion to approve **Resolution 2017-103**, WHEREAS, Ohio Revised Code §519.13 permits the Board of Township Trustees to create a Board of Zoning Appeals for Beaver Creek Township; and WHEREAS, the Beaver Creek Township Trustees having considered available applicants for said Board of Zoning Appeals; and WHEREAS, Frank Fitzgerald has resigned from the Board of Zoning Appeals and Emil Martinsek has applied to be a member of said board; Ms. Graff seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, yes.

NOW, THEREFORE, BE IT RESOLVED THAT, after due consideration of all the evidence presented, the Beaver Creek Township Board of Trustees voted to appoint Emil Martinsek to the Beaver Creek Township Board of Zoning Appeals to serve the unexpired term of Frank Fitzgerald, which term expires on March 31, 2021 or until a suitable replacement is appointed.

2017-104 Mr. Roberts made a motion to approve **Resolution 2017-104**, WHEREAS, Ohio Revised Code §519.13 permits the Board of Township Trustees to create a Board of Zoning Appeals for Beaver Creek Township; and WHEREAS, the Beaver Creek Township Trustees having considered available applicants for said Board of Zoning Appeals; and WHEREAS, Brent Huntsman has served on the Board of Zoning Appeals as a full board member whose last reappointment was on June 11, 2012; Ms. Graff seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, yes.

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NOW, THEREFORE, BE IT RESOLVED THAT, after due consideration of all the evidence presented, the Beaver Creek Township Board of Trustees voted to reappoint Brent Huntsman to the Beaver Creek Township Board of Zoning Appeals for a term expiring on March 31, 2022 or until a suitable replacement is appointed.

2017-105 Mr. Roberts made a motion to approve **Resolution 2017-105**, WHEREAS, Ohio Revised Code §519.04 permits the Board of Township Trustees to create a Zoning Commission for Beaver Creek Township; and WHEREAS, the Beaver Creek Township Trustees having considered available applicants for said Zoning Commission; and WHEREAS, Robert Gustin has served on the Zoning Commission as a full board member whose last reappointment was on March 5, 2012; Ms. Graff seconded. General discussion occurred regarding having each of the members term end on different years and keeping with the continuity of such. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, yes. NOW, THEREFORE, BE IT RESOLVED THAT, after due consideration of all the evidence presented, the Beaver Creek Township Board of Trustees voted to reappoint Robert Gustin as a full board member of the Beaver Creek Township Zoning Commission, said term to expire on March 31, 2020 or until a suitable replacement is appointed.

Request to Schedule Special Zoning Meeting:

The Beaver Creek Township Trustees will hold a public hearing in the lower level of Beaver Creek Township Fire Station #61, located at 2195 Dayton-Xenia Rd., on **Monday, March 27, 2017**, scheduled to begin at 6:00 p.m. or as soon as possible thereafter.

The purpose of the hearing is so the Trustees may review and act on one or more proposed amendments to the Beaver Creek Township Zoning Resolution being proposed by the Zoning Commission. The proposed amendment(s) would change Regulations pertaining to the permitting of private residential swimming pools in Beaver Creek Township. Specifically proposed are changes to the required fence height, consideration to allow automatic pool covers in lieu of fences, and other provisions. No changes are being proposed pertaining to Public, Community, or Club Swimming Pools.

Bi-Weekly Report:

Township Administrator/Public Safety Director Alex Zaharieff presented and general discussion occurred regarding: housing permits continuing to increase; new development in the Township; new property for sale on the corner of Dayton-Xenia Rd and Trebein and how this property is governed by a PUD and the Master Plan; and the Oasis Aqua Farm, located in the Township, that was featured in the Dayton Daily News, that will sell pesticide-free, chemical-free vegetables, fruit, fish and crayfish year-round.

INFORMATION TECHNOLOGY:

Project Update:

Township Administrator/Public Safety Director Alex Zaharieff said that the project is about forty percent (40%) complete and that the rest of the project should go quickly, with a go live date of April 2, 2017. General discussion occurred regarding the Uniform Accounting Network (UAN) and possible solutions to enable the software to provide read-only access, to township employees, in a safe environment.

ROAD:

Purchase Request for Cab & Chassis and Equipment for One Ton Truck:

Township Administrator/Public Safety Director Alex Zaharieff presented and general discussion occurred regarding the purchases.

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2017-106 Mr. Roberts made a motion to approve purchase request (08292) to Walt Sweeney Ford for a 2017 Ford F-550 Cab & Chassis under State of Ohio cooperative purchasing contract RS901017, in an amount of \$41,790.50; 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.

2017-107 Ms. Graff made a motion to approve purchase request (08293) to Henderson Products for dump body and related equipment with installation under NJPA contract #080114-HPI, in the amount of \$47,394.00; 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.

Purchase Request for Replacement Bed and V-Box:

2017-108 Mr. Roberts made a motion to approve purchase request (08294) to Henderson Products for dump body and related equipment with installation under NJPA contract #080114-HPI, in an amount of \$28,387.00; 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.

Bi-Weekly Report:

No questions. Road Superintendent Tim Parks stated that the Township received the first rebate check from DP&L and that we should get the second check in month or so. General discussion occurred regarding charting the savings as this project progresses over the years. General discussion occurred regarding the 2017 Equipment Evaluations chart and the items highlighted in red.

FIRE:Request Establishment of Capital Fund and Transfer of Funds:

General discussion occurred regarding the resolution and that the Fiscal Officer hadn't seen it until the Trustee packet and hadn't been asked to review it. Fiscal Officer Christy Ahrens also asked the Fire Chief if it was his intention to use the Fire Fund still showing in the UAN, the answer was yes, if possible.

2017-109 Mr. Roberts made a motion to approve **Resolution 2017-109, A Resolution Establishing a Capital Projects Fund for the Construction of Two New Fire Stations,**
 WHEREAS, the Board of Trustees of Beaver Creek Township, of Greene County, Ohio, met at a duly called and authorized meeting of the Board of Trustees of Beaver Creek Township on the date set forth above, such meeting being duly called pursuant to a notice stating the time, place and purpose of the meeting received by all
 Beaver Creek Township Board members, and the following resolution was made, seconded, and adopted by those present at the meeting; and
 WHEREAS the Ohio Revised Code §5705.13(C) authorizes the Trustees to "establish a capital projects fund for the purpose of accumulating resources for the...construction...of fixed assets of the subdivision"; and
 WHEREAS the Trustees identified the need to construct two fire stations, based upon recommendation #4 of the
 Fire Department's 2016 Standard of Cover.
 Ms. Graff seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, yes.

NOW THEREFORE BE IT RESOLVED THAT, the Board of Beaver Creek Township Trustees, hereby establish a Capital Projects Fund to accumulate resources for the construction of two new fire stations; and that the Capital Projects Fund may receive money from any fire department special revenue fund or from the Township's general fund; and that the Capital Projects Fund may accumulate no more than ten million dollars; and that the fund will accumulate funds for 10-years from the date of establishment of the fund; and that after 10-

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years from the date of establishment of the funds any money not encumbered by contract for the construction of the two new fire stations will be returned to the funds from which the money originally was transferred.

2017-110 Mr. Roberts made a motion to approve **Resolution 2017-110**, A Resolution Re-Appropriating and Transferring Funds to the New Capital Projects Fund,

WHEREAS, the Board of Trustees of Beaver Creek Township, of Greene County, Ohio, met at a duly called and authorized meeting of the Board of Trustees of Beaver Creek Township on the date set forth above, such meeting being duly called pursuant to a notice stating the time, place and purpose of the meeting received by all Beaver Creek Township Board members, and the following resolution was made, seconded, and adopted by those present at the meeting; and

WHEREAS the Board has established a Capital Projects Fund for the construction of two new fire stations in accordance with Ohio Revised Code §5705.13(C); and WHEREAS the Township's levys for fire protection were authorized under Ohio Revised Code §5705.19(I) to operate the fire department, including *"for providing and maintaining...buildings and sites"*; and

WHEREAS the Ohio Revised Code §5705.13(C) authorizes the Board to *"transfer money to the capital projects fund from any other fund of the subdivision that may lawfully be used for the purpose of...constructing...the fixed assets identified in the resolution"*; and

WHEREAS the Ohio Revised Code §5705.40 authorizes the Board to amend or supplement any appropriation ordinance or measure and that *"transfers may be made by resolution...from one appropriation item to another."*

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

NOW THEREFORE BE IT RESOLVED THAT, the Board of Beaver Creek Township Trustees, hereby modify the temporary appropriation resolution approved by the Board on December 5th, 2016; and

FURTHER BE IT RESOLVED that the Board re-appropriate \$18,750.00 from 2192-220-190-5999 (salaries-cost allocation) to 2192-910-910-5000 (transfers out-fire); and

FURTHER BE IT RESOLVED that the Board transfers \$18,750.00 from 2192-910-910-5000 to the new Capital Projects Fund transfers-in revenue code (931); and

FURTHER BE IT RESOLVED that the Board re-appropriate \$18,750.00 from the new Capital Projects Fund transfers-in to the new Capital Projects Fund legal services object, Station 65 cost center.

2017-111 Mr. Roberts made a motion to approve **Resolution 2017-111**, A Resolution Re-Appropriating Funds for a Four-Year Technical Services and Support Contract,

WHEREAS, the Board of Trustees of Beaver Creek Township, of Greene County, Ohio, met at a duly called and authorized meeting of the Board of Trustees of Beaver Creek Township on the date set forth above, such meeting being duly called pursuant to a notice stating the time, place and purpose of the meeting received by all Beaver Creek Township Board members, and the following resolution was made, seconded, and adopted by those present at the meeting; and

WHEREAS the Board wishes to enter a four-year contract for technical service and support; and

WHEREAS there are insufficient funds appropriated for contracted repair services to fund the technical services and support contract; and

WHEREAS the Ohio Revised Code §5705.40 authorizes the Board to amend or supplement any appropriation

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ordinance or measure and that *"transfers may be made by resolution from one appropriation item to another."*

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

NOW THEREFORE BE IT RESOLVED THAT, the Board of Beaver Creek Township Trustees, hereby modify the temporary appropriation resolution approved by the Board on December 5th, 2016; and

FURTHER BE IT RESOLVED that the Board re-appropriates \$57,147.20 from 2281-230-740-5720 (capital equipment-EMS) to 2281-230-360-5720 (contracted repair services-EMS).

Request Permission to Purchase Fire Gear:

2017-112 Ms. Graff made a motion to approve purchase request (08578) to Phoenix Safety Outfitters for ten (10) complete sets of fire gear, in the amount of \$33,050.00; 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.

Request Permission to Purchase Uniforms:

2017-113 Mr. Roberts made a motion to approve purchase request (08579) to multiple vendors for complete uniforms for ten (10) firefighters, in an amount not to exceed \$14,800.00; 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.

Request Permission to Renew a Technical Services and Support Agreement for Cardiac Monitors:

2017-114 Ms. Graff made a motion to approve purchase request (07680) to Physio Control for Technical Service and Support Contract, in the amount not to exceed \$57,147.20; and authorize the Township Administrator to sign for the Board. Mr. Roberts seconded. Discussion occurred regarding the expiration date; and that this contract is valid through February 28, 2021. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

Bi-Weekly Report:

Fire Chief VandenBos presented and general discussion occurred regarding: incidents in the Township and how busy the department is; that there are seven (7) members in the Explorer Post 343, with two members from Carroll High School, one from Greene County Career Center and four from Beaver Creek High School; and that the Fire Department treated 11 overdoses, including 2 suspected of heroin, out of 213 patients during the last two weeks; and that there were more overdoses than 98%, and more heroin incidents than 58%, of the bi-weekly periods in the past five years.

TRUSTEE:

Ms. Graff stated that the Library Open House would be on March 22, 2017 from 3-5 P.M. and that all are invited to attend.

Mr. Roberts and Mr. Kretz had nothing.

FISCAL OFFICER:

Permanent Appropriations:

Ms. Ahrens stated that she had two Resolutions for Permanent Appropriations, one with approval at the Fund level and one with approval at the Program level, where it has been for the last several years. However, with the new budgeting system the Trustees implemented, there is a lot of moving money around and the Fund level approval would be more efficient.

2017-115 Ms. Graff made a motion to approve **Resolution 2017-115**, The Board of Trustees of Beaver Creek Township, of Greene County, Ohio, met at a duly called and authorized meeting of the Board of Trustees of Beaver Creek

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Township on the date set forth above, such meeting being duly called pursuant to a notice stating the time, place and purpose of the meeting received by all Beavercreek Township Board members, and the following resolution was made, seconded, and adopted by those present at the meeting.

WHEREAS, the Budget Commission of Greene County, Ohio provided the Board of Trustees of Beavercreek Township with an Amended Official Certificate of Estimated Resources, dated January 26, 2017; and

WHEREAS, the total of All Funds on the above Certificate is \$26,017,219.48; and

WHEREAS, a “by-fund” distribution of these funds is attached; and

WHEREAS, the Board approves the distribution of Township funds from the Fund Level; and

WHEREAS, Ohio Revised Code §5705.38 states the Board shall pass a permanent appropriations measure for the Township.

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

NOW, THEREFORE, BE IT RESOLVED, that, in order to provide for the current and ordinary expenses of the Township, for the fiscal year ending December 31, 2017, the Board of Trustees of Beavercreek Township does hereby set aside \$26,017,219.48 in permanent appropriations.

<u>Fund</u>	<u>\$ Amount</u>
1000 General Fund	\$ 2,161,232.89
2011 Motor Vehicle License Tax	44,669.97
2021 Gasoline Tax	187,519.42
2031 Road and Bridge	1,660,061.82
2041 Cemetery	72,858.68
2191 Police	742,291.43
2192 Fire	13,610,057.30
2231 Permissive Motor Vehicle	59,937.19
2281 EMS Medic Services	4,696,801.57
2903 Accumulated Leave Balances	362,961.62
4101 Debt Service	0.59
4901 New Ambulance	241,868.28
4902 Land Acquisition/Improvement	353,239.23
4903 Advanced Life Support Fire Engine	1,625,000.00
4905 Land Mobile Radios	100,093.92
9001 LGIF Marcs	92,675.36
9751 Private Purpose Trust	<u>5,950.21</u>
Total	<u>\$ 26,017,219.48</u>

Re-Appropriations from Contingencies for OTARMA Insurance Premiums:
2017-116 Ms. Graff made a motion to approve **Resolution 2017-116**,

WHEREAS, to re-appropriate from Account 1000-930-930-0000 Contingencies (General Fund), to Account 1000-110-389-0000 Insurance and Bonding (General Fund), in the amount of \$6,000.00, for OTARMA insurance premiums; and

WHEREAS, to re-appropriate from Account 2031-930-930-0000 Contingencies (Road & Bridge Fund), to Account 2031-330-389-4200 Insurance and Bonding

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(Road & Bridge Fund), in the amount of \$2,100.00, for OTARMA insurance premiums; and

WHEREAS, to re-appropriate from Account 2191-930-930-0000 Contingencies (Police Fund), to Account 2191-210-389-0000 Insurance and Bonding (Police Fund), in the amount of \$850.00, for OTARMA insurance premiums; and

WHEREAS, to re-appropriate from Account 2281-930-930-5999 Contingencies (EMS Fund), to Account 2281-230-382-5400 Liability Insurance Premiums (EMS Fund), in the amount of \$12,000.00, for OTARMA insurance premiums.

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 approve the above re-appropriations from contingencies.

2017-117 Ms. Graff made a motion to approve purchase request (08552) to OTARMA for Liability Insurance Premiums, in the amount of \$109,156.00. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

Ohio BWC Purchase Request:

2017-118 Ms. Graff made a motion to approve purchase request (08553) to Ohio BWC for the Workers' Comp Premium, 2016 True-Up balance due, in the amount of \$5,291.98. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

Ms. Ahrens said that several people had asked if there was going to be a sign put outside the Fire Administration/Zoning/Fiscal Office building so people know where to go for Township services. Mr. Zaharieff said that a sign was budgeted for this year and that he will be moving forward with it shortly.

General discussion occurred regarding the two part-time positions (one in Zoning, one for the Road Department) and that there are 16 applicants and interviews will be starting soon.

Exit Audit Conference:

General discussion occurred and the Trustees would like to see if Monday March 27, 2017 at 11:00 or 11:30 A.M. would work for the State. Ms. Ahrens will contact them and let the Trustees know the time.

2017-119 Ms. Graff made a motion to Adjourn at 2:50 P.M. Mr. Roberts seconded. Roll Call: Ms. Graff, yes; Mr. Roberts, yes; and Mr. Kretz, yes.

Trustee: _____

Fiscal Officer: _____