

**BEAVERCREEK TOWNSHIP
AGENDA PACKET
REGULAR TRUSTEES' MEETING
MONDAY MARCH 28, 2016
1:00 P.M.**



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Agenda

Regular Trustees' Meeting

Monday, March 28, 2016, at 1:00 p.m.

Community Room, Lower Level of Fire Station #61, 2195 Dayton-Xenia Road, Beavercreek, OH 45434

Pledge of Allegiance - Moment of Silence

- Approve Agenda for the March 28, 2016, Meeting
- Approve the March 30, 2016, Payroll in the amount of \$
- Approval of Bills in the amount of \$102,203.73 +

Citizens Desiring to Speak (Each Speaker is Limited to 3 Minutes)

Old Business:

- None.

New Business:

- None.

Administrator:

- Resolution for Re-appropriation of Funds
- Greene County Sheriff's Office Biweekly Report

Finance:

- Biweekly Report

Human Resources:

- Biweekly Report

Zoning:

- Biweekly Report

Information Technology:

- Biweekly Report

Road:

- Agreement with the Greene County Engineer for 2016 Collective Paving
- Request for Proposals for HVAC Preventive Maintenance for Township-Owned Buildings
- Electrical Energy Price Quotes
- Biweekly Report

Fire:

- Biweekly Report

Legal Advisor:

Trustees:

Fiscal Officer:

Adjourn



BEAVERCREEK TOWNSHIP

851 Orchard Lane
Beavercreek, Ohio 45434-7220
(937) 429-4472
(937) 429-5678 Fax

Trustees - Carol Graff
Tom Kretz
Jeff Roberts

Fiscal Officer - Christy L. Ahrens

Administrator - J. Alexander Zaharieff

BEAVERCREEK TOWNSHIP TRUSTEES GREENE COUNTY, OHIO

RESOLUTION NUMBER: _____
ADOPTION DATE: MARCH 28, 2016

WHEREAS, the Board of Trustees of Beavercreek Township, Greene County, State of Ohio, moved for approval of the following:

WHEREAS, to re-appropriate from Account 1000-930-930-0000 Contingencies (General Fund), to Account 1000-190-360-2000 Contracted Services (Human Resources), in the amount of \$225.00 and,

WHEREAS, to re-appropriate from Account 1000-930-930-0000 Contingencies (General Fund), to Account 1000-190-330-2000 Travel and Meeting Expenses (Human Resources), in the amount of \$275.00.

NOW THEREFORE BE IT RESOLVED THAT, the Board of Trustees of Beavercreek Township, Greene County, Ohio favorably passed the above Resolution.

THE VOTE WAS AS FOLLOWS:

Carol Graff _____
Tom Kretz _____
Jeff Roberts _____

APPROVED BY:
BEAVERCREEK TOWNSHIP TRUSTEES

Carol Graff, Chair

Tom Kretz, Vice-Chair

Jeff Roberts, Trustee

ATTESTED BY:

Christy L. Ahrens
Fiscal Officer

<u>Incident Date And Time</u>	<u>Incident Number</u>	<u>Incident Type</u>
03/10/2016 08:25:50	2016-00007891	Abandoned/Junk Vehicle
	Type Totals: 1	
03/14/2016 16:56:18	2016-00008330	Alarm - Business/Bank
03/21/2016 21:45:00	2016-00009056	Alarm - Business/Bank
03/22/2016 03:22:43	2016-00009102	Alarm - Business/Bank
03/22/2016 19:12:49	2016-00009165	Alarm - Business/Bank
	Type Totals: 4	
03/16/2016 22:14:57	2016-00008599	Alarm - Holdup/Panic
	Type Totals: 1	
03/15/2016 21:21:53	2016-00008443	Alarm - Residential
03/20/2016 06:17:00	2016-00008920	Alarm - Residential
	Type Totals: 2	
03/15/2016 22:53:04	2016-00008460	Animal Complaint
	Type Totals: 1	
03/21/2016 16:31:56	2016-00009034	Assault
	Type Totals: 1	
03/13/2016 13:20:33	2016-00008222	Assist
03/15/2016 21:58:16	2016-00008447	Assist
03/20/2016 20:21:50	2016-00008957	Assist
03/21/2016 00:03:07	2016-00008968	Assist
03/22/2016 01:30:28	2016-00009087	Assist
	Type Totals: 5	
03/09/2016 02:26:21	2016-00007735	Business Check
03/09/2016 09:14:08	2016-00007782	Business Check
03/09/2016 23:37:08	2016-00007851	Business Check
03/09/2016 23:43:57	2016-00007852	Business Check
03/09/2016 23:50:20	2016-00007854	Business Check
03/09/2016 23:51:31	2016-00007855	Business Check
03/09/2016 23:54:13	2016-00007856	Business Check
03/09/2016 23:57:15	2016-00007857	Business Check
03/10/2016 00:00:29	2016-00007858	Business Check
03/10/2016 00:31:06	2016-00007862	Business Check
03/10/2016 01:31:12	2016-00007865	Business Check

<u>Incident Date And Time</u>	<u>Incident Number</u>	<u>Incident Type</u>
03/10/2016 01:36:20	2016-00007866	Business Check
03/10/2016 02:07:59	2016-00007875	Business Check
03/10/2016 03:49:12	2016-00007881	Business Check
03/11/2016 10:37:20	2016-00008007	Business Check
03/11/2016 11:58:23	2016-00008017	Business Check
03/11/2016 12:42:56	2016-00008021	Business Check
03/11/2016 14:12:13	2016-00008028	Business Check
03/11/2016 14:18:01	2016-00008029	Business Check
03/11/2016 14:22:01	2016-00008030	Business Check
03/11/2016 14:25:33	2016-00008032	Business Check
03/12/2016 00:25:39	2016-00008078	Business Check
03/12/2016 10:08:47	2016-00008125	Business Check
03/12/2016 13:37:03	2016-00008143	Business Check
03/12/2016 15:06:58	2016-00008156	Business Check
03/13/2016 10:28:45	2016-00008217	Business Check
03/14/2016 22:19:45	2016-00008346	Business Check
03/14/2016 23:46:16	2016-00008353	Business Check
03/15/2016 00:46:02	2016-00008357	Business Check
03/15/2016 00:52:18	2016-00008361	Business Check
03/15/2016 02:12:31	2016-00008365	Business Check
03/15/2016 02:48:51	2016-00008369	Business Check
03/15/2016 04:29:03	2016-00008371	Business Check
03/15/2016 04:31:24	2016-00008372	Business Check
03/15/2016 15:38:35	2016-00008416	Business Check
03/15/2016 22:44:37	2016-00008458	Business Check
03/15/2016 22:48:31	2016-00008459	Business Check
03/16/2016 01:20:29	2016-00008483	Business Check
03/16/2016 01:44:43	2016-00008484	Business Check
03/16/2016 08:17:43	2016-00008512	Business Check
03/16/2016 13:26:31	2016-00008553	Business Check
03/16/2016 14:18:40	2016-00008562	Business Check
03/16/2016 14:31:45	2016-00008565	Business Check
03/16/2016 14:49:48	2016-00008567	Business Check

<u>Incident Date And Time</u>	<u>Incident Number</u>	<u>Incident Type</u>
03/16/2016 14:52:52	2016-00008568	Business Check
03/16/2016 14:58:54	2016-00008569	Business Check
03/16/2016 15:04:51	2016-00008570	Business Check
03/17/2016 01:11:57	2016-00008609	Business Check
03/17/2016 01:35:47	2016-00008611	Business Check
03/18/2016 13:09:49	2016-00008763	Business Check
03/19/2016 03:55:04	2016-00008823	Business Check
03/20/2016 01:44:07	2016-00008906	Business Check
03/20/2016 03:07:45	2016-00008916	Business Check
03/20/2016 04:31:02	2016-00008919	Business Check
03/20/2016 21:40:00	2016-00008962	Business Check
03/21/2016 01:42:34	2016-00008978	Business Check
03/21/2016 04:26:43	2016-00008987	Business Check
03/21/2016 04:28:32	2016-00008988	Business Check
03/21/2016 04:29:17	2016-00008989	Business Check
03/21/2016 04:37:26	2016-00008990	Business Check
03/22/2016 00:55:38	2016-00009082	Business Check
03/23/2016 00:41:52	2016-00009198	Business Check
03/23/2016 00:45:24	2016-00009199	Business Check
03/23/2016 00:51:17	2016-00009201	Business Check
03/23/2016 00:59:21	2016-00009202	Business Check
03/23/2016 01:06:30	2016-00009203	Business Check
	Type Totals: 66	
03/11/2016 12:47:30	2016-00008022	Civil Other
	Type Totals: 1	
03/10/2016 17:38:51	2016-00007941	Crash - Assist Only
03/14/2016 09:58:12	2016-00008290	Crash - Assist Only
03/18/2016 23:24:00	2016-00008807	Crash - Assist Only
	Type Totals: 3	
03/16/2016 18:59:44	2016-00008586	Crash - Property Damage
	Type Totals: 1	
03/11/2016 08:32:30	2016-00007985	Detail - Other
03/15/2016 08:55:10	2016-00008392	Detail - Other

<u>Incident Date And Time</u>	<u>Incident Number</u>	<u>Incident Type</u>
	Type Totals: 2	
03/09/2016 07:40:25	2016-00007753	Detail - School
03/09/2016 08:26:32	2016-00007763	Detail - School
03/09/2016 14:19:49	2016-00007814	Detail - School
03/14/2016 07:22:47	2016-00008276	Detail - School
03/14/2016 14:17:47	2016-00008323	Detail - School
03/15/2016 07:18:40	2016-00008377	Detail - School
03/15/2016 08:31:51	2016-00008388	Detail - School
03/18/2016 08:11:17	2016-00008727	Detail - School
03/18/2016 12:00:42	2016-00008759	Detail - School
03/23/2016 07:34:41	2016-00009232	Detail - School
	Type Totals: 10	
03/09/2016 14:24:38	2016-00007816	Disabled Vehicle
03/13/2016 03:16:37	2016-00008191	Disabled Vehicle
03/14/2016 05:22:57	2016-00008270	Disabled Vehicle
03/16/2016 13:51:54	2016-00008558	Disabled Vehicle
03/19/2016 21:08:46	2016-00008892	Disabled Vehicle
03/21/2016 20:29:34	2016-00009050	Disabled Vehicle
	Type Totals: 6	
03/12/2016 00:58:00	2016-00008084	Disturbance
	Type Totals: 1	
03/09/2016 20:37:11	2016-00007833	Extra Patrol
03/09/2016 21:07:51	2016-00007836	Extra Patrol
03/09/2016 23:18:24	2016-00007846	Extra Patrol
03/10/2016 02:22:13	2016-00007877	Extra Patrol
03/11/2016 01:13:34	2016-00007960	Extra Patrol
03/11/2016 17:13:51	2016-00008052	Extra Patrol
03/12/2016 08:39:23	2016-00008108	Extra Patrol
03/12/2016 16:57:16	2016-00008166	Extra Patrol
03/15/2016 00:00:50	2016-00008354	Extra Patrol
03/15/2016 01:14:44	2016-00008362	Extra Patrol
03/16/2016 03:26:30	2016-00008497	Extra Patrol
03/16/2016 10:58:08	2016-00008537	Extra Patrol

<u>Incident Date And Time</u>	<u>Incident Number</u>	<u>Incident Type</u>
03/16/2016 17:23:38	2016-00008581	Extra Patrol
03/19/2016 23:30:38	2016-00008901	Extra Patrol
03/20/2016 01:57:30	2016-00008907	Extra Patrol
03/20/2016 23:53:56	2016-00008967	Extra Patrol
03/21/2016 00:47:35	2016-00008971	Extra Patrol
03/21/2016 01:03:20	2016-00008972	Extra Patrol
03/22/2016 01:38:31	2016-00009089	Extra Patrol
03/22/2016 08:57:18	2016-00009120	Extra Patrol
03/22/2016 16:57:30	2016-00009158	Extra Patrol
	Type Totals: 21	
03/10/2016 09:02:17	2016-00007905	Found Property
	Type Totals: 1	
03/13/2016 10:53:19	2016-00008218	Fraud/Forgery
	Type Totals: 1	
03/10/2016 01:55:10	2016-00007871	House Check
03/10/2016 01:57:31	2016-00007873	House Check
03/10/2016 02:00:50	2016-00007874	House Check
03/11/2016 08:49:37	2016-00007986	House Check
03/11/2016 08:53:13	2016-00007988	House Check
03/11/2016 08:58:36	2016-00007990	House Check
03/11/2016 14:38:40	2016-00008036	House Check
03/12/2016 10:37:22	2016-00008131	House Check
03/12/2016 14:11:15	2016-00008147	House Check
03/12/2016 14:17:02	2016-00008148	House Check
03/12/2016 14:22:29	2016-00008150	House Check
03/13/2016 09:08:07	2016-00008196	House Check
03/13/2016 09:11:52	2016-00008197	House Check
03/13/2016 09:16:17	2016-00008201	House Check
03/13/2016 09:47:16	2016-00008211	House Check
03/14/2016 08:37:43	2016-00008282	House Check
03/14/2016 08:46:50	2016-00008284	House Check
03/15/2016 02:27:28	2016-00008366	House Check
03/15/2016 02:35:12	2016-00008367	House Check

<u>Incident Date And Time</u>	<u>Incident Number</u>	<u>Incident Type</u>
03/15/2016 02:42:50	2016-00008368	House Check
03/15/2016 08:25:32	2016-00008385	House Check
03/15/2016 16:18:08	2016-00008419	House Check
03/15/2016 16:28:36	2016-00008420	House Check
03/16/2016 02:00:18	2016-00008485	House Check
03/16/2016 02:06:51	2016-00008486	House Check
03/16/2016 13:14:07	2016-00008547	House Check
03/16/2016 13:18:20	2016-00008549	House Check
03/16/2016 13:22:24	2016-00008552	House Check
03/16/2016 15:20:55	2016-00008573	House Check
03/17/2016 08:47:47	2016-00008634	House Check
03/17/2016 09:07:49	2016-00008639	House Check
03/17/2016 09:11:09	2016-00008640	House Check
03/17/2016 09:16:12	2016-00008641	House Check
03/19/2016 03:45:34	2016-00008820	House Check
03/19/2016 03:48:11	2016-00008821	House Check
03/19/2016 03:51:36	2016-00008822	House Check
03/20/2016 02:57:19	2016-00008911	House Check
03/20/2016 02:59:08	2016-00008912	House Check
03/20/2016 03:02:04	2016-00008914	House Check
03/21/2016 01:27:18	2016-00008975	House Check
03/21/2016 01:28:31	2016-00008976	House Check
03/21/2016 01:32:14	2016-00008977	House Check
	Type Totals: 42	
03/12/2016 20:33:56	2016-00008176	Miscellaneous
	Type Totals: 1	
03/16/2016 19:20:38	2016-00008589	Noise Complaint
	Type Totals: 1	
03/12/2016 01:48:01	2016-00008092	Open Door/Window
03/16/2016 02:13:14	2016-00008487	Open Door/Window
	Type Totals: 2	
03/22/2016 12:43:08	2016-00009141	Peace Officer
	Type Totals: 1	

<u>Incident Date And Time</u>	<u>Incident Number</u>	<u>Incident Type</u>
03/14/2016 10:46:35	2016-00008297	Radar/Lidar Post
	Type Totals: 1	
03/15/2016 10:26:48	2016-00008397	Request Officer
	Type Totals: 1	
03/09/2016 14:08:51	2016-00007811	Solicitor
	Type Totals: 1	
03/20/2016 14:06:00	2016-00008945	Suspicious Person
	Type Totals: 1	
03/09/2016 17:54:29	2016-00007827	Suspicious Vehicle
03/17/2016 00:12:06	2016-00008606	Suspicious Vehicle
03/20/2016 21:09:18	2016-00008959	Suspicious Vehicle
	Type Totals: 3	
03/12/2016 20:43:19	2016-00008179	Traffic Complaint
03/14/2016 09:37:27	2016-00008289	Traffic Complaint
03/18/2016 19:50:20	2016-00008790	Traffic Complaint
03/18/2016 21:40:44	2016-00008798	Traffic Complaint
	Type Totals: 4	
03/09/2016 02:02:01	2016-00007734	Traffic Stop
03/09/2016 13:24:51	2016-00007807	Traffic Stop
03/09/2016 14:08:31	2016-00007810	Traffic Stop
03/09/2016 14:23:43	2016-00007815	Traffic Stop
03/10/2016 06:00:30	2016-00007882	Traffic Stop
03/11/2016 00:57:36	2016-00007958	Traffic Stop
03/11/2016 01:23:56	2016-00007961	Traffic Stop
03/11/2016 21:04:56	2016-00008070	Traffic Stop
03/12/2016 20:13:45	2016-00008170	Traffic Stop
03/12/2016 20:33:26	2016-00008175	Traffic Stop
03/14/2016 03:44:29	2016-00008267	Traffic Stop
03/14/2016 07:29:10	2016-00008278	Traffic Stop
03/14/2016 07:49:52	2016-00008279	Traffic Stop
03/14/2016 08:24:54	2016-00008281	Traffic Stop
03/14/2016 10:37:44	2016-00008295	Traffic Stop
03/15/2016 07:27:34	2016-00008379	Traffic Stop

<u>Incident Date And Time</u>	<u>Incident Number</u>	<u>Incident Type</u>
03/15/2016 08:10:11	2016-00008383	Traffic Stop
03/15/2016 08:36:57	2016-00008390	Traffic Stop
03/15/2016 20:56:45	2016-00008439	Traffic Stop
03/15/2016 21:16:13	2016-00008442	Traffic Stop
03/16/2016 13:14:55	2016-00008548	Traffic Stop
03/16/2016 15:15:58	2016-00008571	Traffic Stop
03/16/2016 15:54:56	2016-00008577	Traffic Stop
03/18/2016 10:53:42	2016-00008750	Traffic Stop
03/18/2016 11:40:02	2016-00008757	Traffic Stop
03/20/2016 10:36:25	2016-00008937	Traffic Stop
03/20/2016 11:00:52	2016-00008940	Traffic Stop
03/20/2016 12:26:22	2016-00008942	Traffic Stop
03/20/2016 14:05:51	2016-00008944	Traffic Stop
03/20/2016 21:23:46	2016-00008960	Traffic Stop
03/20/2016 21:24:07	2016-00008961	Traffic Stop
03/22/2016 01:46:38	2016-00009090	Traffic Stop
03/23/2016 04:49:54	2016-00009220	Traffic Stop
	Type Totals: 33	
03/14/2016 13:23:38	2016-00008319	Welfare Check
03/19/2016 05:42:13	2016-00008825	Welfare Check
	Type Totals: 2	

BEAVERCREEK TOWNSHIP
FINANCE DEPARTMENT

851 Orchard Lane Suite C, Beavercreek, Ohio 45434-7220
 Ph.: (937) 429-4472 Fax: (937) 429-5678



Bi-Weekly Report
For the Trustees Meeting held on Monday March 28, 2016
Activity from March 10, 2016 – March 23, 2016

The Finance Department is responsible for assisting the Fiscal Officer in completing all the duties outlined in Chapter 507 of the Ohio Revised Code.

Financial Data:

All Financial Reports will be e-mailed to elected officials on Monday March 28, 2016 once all the data is finalized and collected for this particular time period, and will include Expenditure Reports, Revenue Reports, Fund Reports and Investment Activity Reports.

Departmental Activities and Duties:

- The Finance Director was off for 1 day during this period.
- Mailed 68 checks paying 119 invoices paid on 3/14/16.
- Processed 81 invoices for payment on 3/28/16.
- Entered all data in UAN for the 81 invoices to be paid on 3/28/16
- Research on 5 new invoices not yet payable.
- Audited UAN batch reports for the 81 invoices to be paid on 3/28/16.
- Prepared 1 sales tax exemption certificate for a vendor
- Phone conversations with vendors regarding payments, credits, and terms.
- Emailed requests to employees for missing supporting documentation.
- Processed and distributed the 3/16/16 payroll.
- Reviewed 3/16/16 payroll reports prepared by Paycor.
- Processed 7 payroll changes for the 3/30/16 payroll.
- Responded to one employee request for copies of W-2 tax documents.
- Reconciled/prepared and mailed the:
 - Ohio Deferred Comp biweekly statement and payment.
- Met with grave owner who came in to discuss process for approval of her request to kill grass around the base of her mother's grave so she can place above ground vases around it for various plants and flowers.
- Prepared Cemetery Deed for three graves purchased on March 10, 2016.
- Verified grave ownership and location for three new foundation orders.
- Phone calls regarding various foundation orders, monuments and grave prices.
- Emailed Agenda for the 3/14/16 Regular Trustees Meeting.
- Emailed request for Agenda items for 3/28/16 Regular Trustees Meeting.
- Notifications of Finance Office relocation via phone calls and emails.
 Fortunately, these are becoming fewer over time.
- Processed 22 Receipts and made 7 trips to PNC Bank.
- Processed 3 Purchase Orders and 5 Blanket Certificates
- Prepared Special meeting notice for March 21, 2016

BEAVERCREEK TOWNSHIP
FINANCE DEPARTMENT

851 Orchard Lane Suite C, Beavercreek, Ohio 45434-7220
 Ph.: (937) 429-4472 Fax: (937) 429-5678



-
- Prepared Hiring resolution, Oath of Office and Pay Rate Form for the Special meeting held on March 21, 2016.
 - Prepared re-appropriation resolution for Human Resources
 - Prepared and distributed all Financial Reports to Elected Officials, Administrator/Public Safety Director, Road Superintendent and Fire Management.
 - Prepared one employment and salary verification.
 - Updated website with current financial data as well as minutes.
 - Prepared and processed Cafeteria reimbursements.
 - Prepared and processed electronic funds deposits from Med3000 for ambulance billing.
 - Prepared and processed electronic funds deposits from the Greene County Auditor.
 - Prepared and processed electronic funds withdrawal from Paycor for payroll.
 - Close Blanket Certificates, moved funds and processed new Blanket Certificates.

Trainings:

- Attended FLSA Procedural Demonstration on March 11, 2016.

Meetings:

- Attended staff meeting conducted by Township Administrator/Public Safety Director held on March 23, 2016.

BEAVERCREEK TOWNSHIP
HUMAN RESOURCES DEPARTMENT

851 Orchard Lane, Beavercreek, Ohio 45434
Ph: (937) 426-1213 Fax: (937) 306-5150



BI-WEEKLY ACTIVITY REPORT
March 28, 2016

JOB TASKS:

1. 0 Workers' Compensation claims for 2016
7 claims filed in 2015
2. Prepare bi-weekly report
3. Review bills
4. Prepare proposals for Xenia Township
5. Work on hiring
6. Work on transitional work program credits
7. Work on insurance issue
8. Work on locating intern for the Fire Department
9. Work on return to work
10. Draft response to grievances
11. Work on employee issue
12. Draft opt-out policy
13. Work on spousal waivers and policies pertaining to same
14. Work on youthworks program for FD
15. Review information potential new TPA
16. Set up Form fire for insurance renewal
17. Schedule policy training and evaluations

**BEAVERCREEK TOWNSHIP
HUMAN RESOURCES DEPARTMENT**

851 Orchard Lane, Beavercreek, Ohio 45434
Ph: (937) 426-1213 Fax: (937) 306-5150



18. Work on job descriptions

MEETINGS AND OTHER ACTIVITIES:

Meet with the TA on multiple issues

Meet with Chief VandenBos on multiple issues

Attend staff meeting

Meeting with Alan Stock on issues pertaining to Xenia Township

Meeting with Brower to discuss renewal

Attend safety congress

BEAVERCREEK TOWNSHIP ZONING DEPARTMENT

851 Orchard Lane, Beavercreek, Ohio 45434
Ph.: (937) 306-0065 Fax: (937) 427-6574



BI-WEEKLY REPORT

FOR THE TRUSTEES MEETING OF MONDAY, MARCH 28, 2016

ACTIVITY FROM THU. MARCH 10, 2016 THROUGH WED. MARCH 23, 2016

PERMITS: Five permits for single-family dwellings were issued in this period. Other permits issued were for two signs, two accessory structures, one deck and four tents (two permits). Last year, we did not issue the 29th house permit until May 5. This year to date we have a 142% increase over 2015 in single-family dwelling permits (29 vs. 12), and a 61% increase in total Zoning actions (74 vs. 46), not counting Parks Permits.

The following chart compares numbers of Zoning Permits issued for the last six years. Numbers through 2015 are totals for each year. 2016 numbers are year-to-date, through March 23. The revenue line is the amount generated by Zoning Department fees.

	2010	2011	2012	2013	2014	2015	2016
Single family dwellings	62	37	47	26	61	96	29
Driveways	32	22	32	27	57	94	27
Additions	4	9	1	3	10	5	
Fences	16	19	14	20	22	13	1
Pools (including fence)	2	4	8	11	5	7	1
Signs	6	7	7	4	9	7	2
Rights of Way	3	0	7	1	2	3	1
Accessory Decks & Covered Patio	14	16	26	15	8	14	1
Accessory Structures	13	13	14	14	13	15	3
Commercial Structures	1	0	7	2	0	0	
Commercial Addition	2	0	2	1	1	2	
Commercial Accessory Structures	1	0	1	2	5	2	
Temporary Tents Permits	13	13	13	13	14	12	2
Exemption Certificate	0	1	2	3	2	6	
Use Compliance Certificates	1	2	1	1	1	3	
Cell Tower Co-location	0	0	0	0	2	0	
Temporary Use Permits (Real Estate Sales)	0	0	0	0	2	0	
Political Signs	1	5	2	19	4	7	6
Parks Permits	0	0	0	0	0	18	18
Total	171	148	184	162	218	304	91
Revenue	\$14,274.80	\$24,094.65	\$15,843.80	\$11,735.00	\$15,910.00	\$29,380.00	\$9,440.00

PENDING: Survey work is under way for the re-zoning of the Zinck property by Ohio Univ. Construction drawings are under review for Bexley Hills Sec. 3B and River Reserve Sec. 1.

**BEAVERCREEK TOWNSHIP
ZONING DEPARTMENT**

851 Orchard Lane, Beavercreek, Ohio 45434
Ph.: (937) 306-0065 Fax: (937) 427-6574

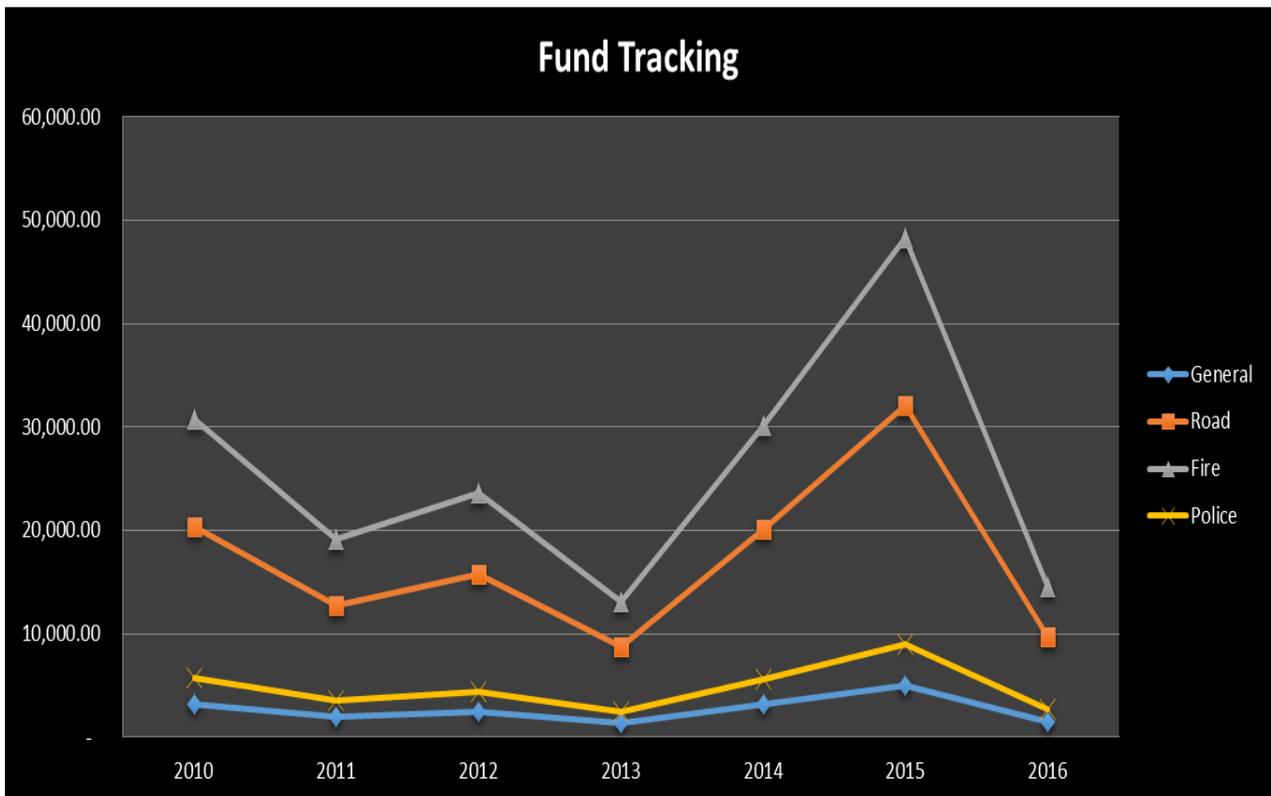


REVENUE PROJECTIONS

The following chart shows estimated **additional** Township revenue generated by new home construction, by Fund. For 2010 through 2015 the amounts are based on final year-end Zoning Permit totals. The numbers for this year are year-to-date based on permits issued through 03-23-16, using 2014 Tax Levy rates and an estimated average NEW HOME property value of \$300,000. **Note:** Receipt of revenues will follow two years after they are generated, e.g. revenue generated in 2016 will be disbursed to the Township in 2018.

Fund	2010	2011	2012	2013	2014	2015	2016
General	3,202.50	1,995.00	2,467.50	1,365.00	3,150.00	5,040.00	1,522.50
Road	20,391.48	12,702.89	15,711.47	8,691.45	20,057.20	32,091.51	9,694.31
Fire	30,701.78	19,125.70	23,655.47	13,086.01	30,198.48	48,317.56	14,595.93
Police	5,676.65	3,536.27	4,373.81	2,419.56	5,583.59	8,933.74	2,698.73
Total	59,972.42	37,359.87	46,208.26	25,562.01	58,989.26	94,382.82	28,511.48

The following graph is simply an illustration of the revenue data in the chart above.



BEAVERCREEK TOWNSHIP
ZONING DEPARTMENT

851 Orchard Lane, Beavercreek, Ohio 45434
 Ph.: (937) 306-0065 Fax: (937) 427-6574



MEETINGS/OTHER ACTIVITIES:

1. Responded to follow-up inquiries re: Ohio University/Russ Research Center strategic planning effort, including conversations with OU CFO and planning and legal consultants.
2. Consulted with TA, Zoning staff and HR re: department re-organization and job descriptions.
3. Consulted with RPCC staff re: Bexley Hills Sec. 3B.
4. Continued formal and informal training of Zoning Assistant for assumption of new duties (Novak recommendation).
5. Inspected status of construction activities at Spring Ridge, Bexley Hills Sec. 3.
6. Issued two Zoning Permits and four Park Permits.
7. Attended monthly mtg. of Partners for the Environment Land Group 03-10-16.
8. Conducted tour of local wetlands for U.D. Sustainability class 03-11-16.
9. Attended Trustees regular meeting 03-14-16.
10. Attended Greene County Combined Health District Advisory Board mtg. 03-15-16.
11. Attended planning meeting for the 2017 Miami Valley Cycling Summit 03-16-16.
12. Attended BZA mtg. /Public Hearing 03-16-16.
13. Attended MVRPC TAC mtg. 03-17-16.
14. Organized and attended Boards & Commissions training workshop 03-17-16.
15. Attended Trustees Special mtg. for F.D. hiring ceremony 03-21-16.
16. Attended Public Hearing of the Spring Valley Township Zoning Commission re: a controversial application for a new gravel pit 03-22-16.
17. Responded to GC Sheriff Deputy request for assistance with fence dispute 03-22-16.
18. Attended TA staff mtg. 03-23-16.
19. Met with TA re: prep for TA absence and service as acting TA 03-23-16.

Following are some highlights of additional Zoning tasks performed by Laurie Brown, Zoning Assistant (tasks outside her job description)

- Issued 14 Zoning permits, (including 6 driveway permits).
- Responded to multiple zoning inquiries, advised applicant for a Variance.
- Assisted with preparation of Zoning Department bi-weekly report.
- Consulted with ZA, TA, HR Manager & IT Manager re: Zoning Dept. reorganization.
- Attended BZA mtg. 03-16-16.
- Attended Board & Commission training workshop 03-17-16.

**BEAVERCREEK TOWNSHIP
ZONING DEPARTMENT**

851 Orchard Lane, Beavercreek, Ohio 45434
Ph.: (937) 306-0065 Fax: (937) 427-6574



BUILD-OUT DATA

The following chart shows build-out percentages and remaining shovel-ready home sites, by subdivision. This chart is a work-in-progress – we will continually update it according to available data, and will perform field checks as time allows.

PUD	# Homes Approved	Completed	% Completed	Shovel Ready
Spring Meadows	109	82	71%	27
Spring Ridge	111	91	77%	20
The Conservancy	62	59	95%	3
Rolling Meadows	24	23	96%	1
Dorset Downs	37	32	86%	5
Nathaniel's Grove	475	0	0%	0
Wolf Ridge	14	13	93%	1
Stonehill Village				
Spindletop	156	142	91%	14
Liberty Hill	162	136	84%	26
Claiborne Greens	166	42	25%	26
The Narrows	26	25	96%	1
River West				
Scarborough	75	13	17%	25
Bexley Hills	77	49	64%	18
River Reserve	244	0	0%	0
Stone Farm Est.	26	25	96%	1
Country Club of the North	311	241	77%	70
Hunters' Pointe	344	344	100%	0
Hickory Hollow Est.	44	44	100%	0
Wood Ridge Est.	44	5	11%	39
Arlington/The Colony	154	140	91%	14
Woodland Hills Estates	45	44	98%	1
Beaver Hills Estates	53	53	100%	0
Windemere	77	77	100%	0
Totals	2836	1680	59%	292



BEAVERCREEK TOWNSHIP
INFORMATION TECHNOLOGY DEPARTMENT

851 Orchard Lane, Beavercreek, Ohio 45434
 Ph: (937) 306.5049 Fax: (937) 426-8780

Bi-Weekly Report
March 28, 2016
(Report period 10 – 24 Mar 16)

Trustees,

The following is a brief synopsis of the past two weeks in the IT department. I will be present to answer any questions or concerns you may have.

IT Projects/Management:

- Upgrade Citrix environment (in-work)
 - Still actively working with Citrix
 - Running scripts for active logging in order to collect data to send to engineers. May slow things down just a bit while running.
 - Data retrieved running scripts were uploaded to Citrix and are currently being reviewed by engineers.
 - Worked past Saturday to troubleshoot Citrix environment further.
 - Bypassed network switch and speeds increased to acceptable limits, but should be faster. Ordered a replacement switch to replace 2 End Of Life switches. Should be able to configure into environment with little to no downtime
- Research and deploy video conferencing between all Fire Stations (on hold for Citrix Migration)
 - Looks like WebEx may be best solution for our environment, but need a few more test and meeting with fire department to go over findings
- Equipment Inventory, Surplus (Gov Deals) and Repurpose IT equipment (hold)
- Hot/Warm site planning, station 64(hold)

Network Administration:

- Installed and configured new phone for Zoning Department
- Patched /Rebooted servers in progress
- Social Media—Website, Facebook, Twitter, YouTube
 - Website
 - Updated TWP and Fire websites to latest version a new core module
 - YouTube
 - Posted 14 March Regular Meeting
 - Posted 21 Mar Special Meeting (Hiring Career Full-Time Firefighter)Posted 29 Feb Trustees Meeting

- Facebook/Twitter—Links posted
- Active Directory (User/Group account management)
 - Unlocked accounts
 - Added/Deleted users To/From Security Groups.
 - Created new account for newly hired firefighter.
- Verified Backups are current and running.
- Reviewed Span/Web filters
 - Deleted/Whitelisted domains as appropriate

Meetings:

- Department Heads meeting

Training:

- Citrix Master Class (Deploying a Secure Browser) Webinar
 - Discussed some of the features that come with Platinum licensing.
Comparing price with that of monitoring software. (solicited quote).

Miscellaneous / Outages:

- Network brought down for scheduled troubleshooting 20 Mar 16 from 0900-1300
 - Troubleshooting Citrix latency and server updates

Awareness Items:

- T-1 line relocation (Windstream) UPDATE
 - Getting closer to a resolution and continued service, or not with Windstream.
 - Looking at other options with TCG and possibly Time Warner.
 - Will brief findings in meeting.
 - Waiting on final report from TCG, so far looks like we can save upwards of \$400 dollars a month transferring to Time Warner

Purchases:

- Unitrends Virtual backups renewal
- HP Layer 3 network switch and Cat 6 cables (replace end of life switch)

I look forward to meeting with you at the 28 March meeting and answering any questions/concerns you may have on the preceding information. In the meantime, if you have any questions you can contact me via email or my cell @ 937.212.1379

Jeff Terry | Information Technology
Beavercreek Township
937.306.5049

To: Alex Zaharieff, Township Administrator
 From: Tim Parks, Road Superintendent
 Date: March 24, 2016
 Reference: March 28 Trustees Meeting

Please find documentation for the following Road Department agenda items for Monday's meeting:

- 1) Request to approval of agreement with Engineer's office for collective bidding program
 - 2) Request approval of RFP for HVAC preventive maintenance
 - 3) Electrical energy quote for 2017-2018
 - 4) Bi- weekly report
-
1. Agreement between Greene County Engineer and Beavercreek Township for 2016 collective paving
 - 1.1. The agreement is an annual agreement to participate in the annual paving bid.
 - 1.2. Near future need
 - 1.3. The agreement outlines that the Township will do the inspections and be billed directly for the services provided, the Engineer's office will withhold all retainage for the project
 - 1.4. Cost center/program area: Contracted Service/ Paving 2031-330-360-4800, 2201-330-360-4800, 2021-330-360-4800 and 2231-330-360-4800
 - 1.5. Participation in this agreement will allow 1.8 miles of resurfacing in 2016, estimated at \$195,000. The amount budgeted in the 2016 appropriations budget was \$200,000.
 - 1.6. County wide bid process
 - 1.7 Specifications- 1.5" overlay with milling
 - 1.7.1 Approved to form from Greene County Prosecutor office
 - 1.8 The collective bidding process for Greene County.
 - 1.8.1 This agreement is renewed annually
 - 1.9 Agreement attached
 2. Request for proposals for preventive maintenance for all Township HVAC equipment
 - 2.1. This RFP is to solicit quotes for preventive maintenance for HVAC equipment
 - 2.2. Project Necessity: future need
 - 2.3. This RFP is for a period of 3 years.
 - 2.4. Cost Center/ Program Area: Repairs and Maintenance buildings various accounts
 - 2.5. The Township began doing the RFP for this work starting in 2008 to provided competitive pricing for the service and to help control cost.
 - 2.6. Quotes- NA
 - 3.6.3. State Term Schedule: n/a
 - 3.7. Specifications: see attached RFP
 - 3.8. Other Cost Considerations:
 - 3.8.1 These services cannot be provided in-house with our current staff
 - 3.8.2 The recurring cost is for a period of 3 years, proposal will require an annual price for each of the three years.
 - 3.9. n/a
 - 3.10 I make a motion to approve the RFP for HVAC preventive maintenance and to advertise on the Township website.

3. Electrical energy pricing

3.1 This contract is to provide fixed electrical energy pricing for 2017-2018. Our current contract expires on November 30, 2016 for all account. The first quarter is usually the best time to shop for new rates due to the fact rates are typically 12%-23% lower before the summer demand. The Township was contacted by our current energy broker Integrity Energy to shop for new rates for the renewal.

3.2 Project Necessity: future need

3.3 Integrity Energy shops our usage for the best rates with the top 17 energy providers in the country to provide the lowest rate available at the time.

3.4 Department budget number- electricity various budgets

3.5 The Township has shopped for energy rates since 2012 and received significant savings from doing so. Our current supplier is Direct Energy at a rate of .0543/kWh which we locked in in 2014. We have typically chosen a 2 year agreement.

3.6 Quotes

3.6.1 **Suez Energy**

Direct Energy

.0553 = 24 months

.0555 = 24 months

.0548 = 36 months

.0552 = 27 months

3.7 Specifications N/A

3.8 Other cost considerations-I will be recommending a 36 month contract with Suez Energy at a increase of .0005/kWh. Pricing is effective thru Tuesday March 29, 2016.

3.9 I make a motion to approve the contract with Suez Energy for fixed electrical pricing from December 1, 2016 until November 30, 2019; and to authorize the Road Superintendent to sign for Road Superintendent to sign for the Board.

4.0 Bi-weekly

**AGREEMENT BETWEEN THE GREENE COUNTY ENGINEER
AND
THE BEAVERCREEK TOWNSHIP BOARD OF TRUSTEES**

The Greene County Engineer and the Beaver Creek Township Board of Trustees (hereinafter referred to as the Engineer and the Trustees, respectively), agree to the following:

WHEREAS, the Trustees desire to participate with the Engineer in the competitive bid contract for the **Collective Paving for 2016** as bid by the Greene County Engineer.

WHEREAS, all work within the Trustees' jurisdiction, shall be inspected by and all questions decided which may arise as to quality and acceptability of materials furnished, work performed, the rate of progress; the interpretation of the specifications, by the Trustees and the acceptable fulfillment of the contract on the part of the Contractor.

WHEREAS, the Contractor will invoice the Trustees directly for the actual quantities of work performed, all line item extras, and/or negotiated extra work in accordance with ORC 5575.05.

WHEREAS, the Engineer shall withhold all retainage for the total **Collective Paving 2016** bidding contract from the County's share of the work and the Engineer will insure that the work has been performed in accordance with the Township's instructions prior to releasing the retainage.

THEREFORE, the acceptance of this agreement is indicated by the signatures below:

GREENE COUNTY ENGINEER:

Witnessed by: _____

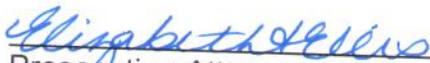
Robert N. Geyer, P.E., P.S.

BEAVERCREEK TOWNSHIP TRUSTEES:

By Resolution No: _____

DATE: _____

Approved as to form by:



Prosecuting Attorney's Office
Counsel for County Engineer
Counsel for Beaver Creek Township Board of Trustees

APPROVED AS TO FORM


STEPHANIE HAYDEN
ASSISTANT PROSECUTOR
GREENE COUNTY, OHIO

REQUEST FOR PROPOSALS TO PROVIDE PREVENTIVE MAINTENANCE AND INSPECTION SERVICES OF HEATING AND AIR CONDITIONING EQUIPMENT FOR BEAVERCREEK TOWNSHIP, GREENE COUNTY, OHIO FOR A PERIOD OF THREE YEARS

Beavercreek Township is soliciting proposals to provide preventive maintenance and inspection services of various heating and air conditioning equipment for a period of three (3) years at facilities owned or operated by Beavercreek Township, Greene County, Ohio.

SCOPE OF SERVICE

The contractor is to provide a complete program of preventive and predictive maintenance service to maintain the equipment in good working order and perform the service tasks, at the minimum, in accordance with the guidelines specified herein.

The planned service program shall be designed to meet or exceed all manufacturers' requirements to properly maintain and service said equipment. All work is to be performed during regular business hours unless otherwise specified in the supplemental service section. Normal business hours are defined as Monday through Friday 7:30 am through 4:30 pm excluding state and national holidays.

The planned service maintenance program shall consist of a specified number of operating inspections, plus annual off-line preventive maintenance tasking designed to prepare the equipment for the next operating season.

The contractor will provide a written report of all findings, log data, an annual summary of equipment condition including lifecycle expectations, corrective actions, and recommendations following each visit.

Planned Maintenance Work and Service to be performed:

- Inspect and/or replace filters to be supplied by the township
- Measure and verify refrigerant charge.
- Perform visual inspection for refrigerant leaks.
- Measure and verify volts/amps of motor(s) and compressor(s).
- Oil and grease motor(s) and fan bearing(s), where applicable.
- Check belts for proper condition, tension and alignment, where applicable.
- Check and adjust motor/fan sheave and fan bearing alignment, as required.
- Check motor/fan bearing supports and hold-downs bolts, where applicable.
- Inspect starter and contact surfaces.
- Check and tighten all electrical connections.
- Check all electrical and safety controls for proper operation.
- Inspect and clean condensate drain(s)-pan(s) and pumps(s), where applicable.
- Check Fan(s)-blower(s) for dirt accumulation /damage. Clean as needed.
- Check Fan(s)-blower(s) alignment, balance and security to shaft.
- Inspect outdoor/indoor coils for damage and dirt build up. Clean as needed.

- Inspect manual outside damper and/or economizer for proper operation and for dirt accumulation, where applicable. Clean and adjust as needed.
- Perform inspection of heat exchanger and flue.
- Check pilot assembly and clean, where applicable.
- Perform inspection of burner assembly and clean, where applicable.
- Check ignition system and safety controls for proper operation.
- Check combustion fan, where applicable.
- Perform inspection of humidifier, where applicable.
- Check and verify correct operation of all temperature controls/thermostats.
- Check cabinetry/hardware and structural integrity of unit.
- Complete all required paper documentation and report findings to customer contact.

SUPPLEMENTAL SERVICE

Along with the planned maintenance work and service, the contractor will provide supplemental coverage as described below on all equipment.

The proposal is to set forth following hourly rates, including truck charges and any fuel surcharges, for any work outside the planned service program:

- Hourly rate during normal business hours
- Hourly rate after normal business hours to include weekends
- Hourly rates for all holiday services

If additional services are required which are not specified as part of the contract to be awarded by the township, the contractor must agree to make recommendations, detailing the task required, pricing, and turn-around time. Upon Beaver Creek Township approval, this work is to be performed in a timely manner during normal business hours unless specified.

EMERGENCY SERVICE

The contractor will provide Beaver Creek Township with 24-hour emergency service and response. In its proposal, the contractor is to include the maximum response time for all emergency service calls and an average response time. The contractor is to also provide a list of after-hours contacts.

MATERIALS INCLUDED IN PROPOSAL

As part of the Planned Maintenance Work and Service proposal, all basic maintenance materials, including refrigeration oil, degreasers, lubricants, coiling cleaning solvents, and basic maintenance materials shall be included in the total of the proposed bid and not listed as an additional or "add-on" expense.

Beaver Creek Township will provide filters as needed.

REQUEST BREAKOUT PRICING

All of the equipment at the following locations is to be included in the proposal, with each facility being quoted separately for Beavercreek Township internal billing purposes. (The township will be awarding a single contract for all facilities.)

Sheriff Substation 2195 Dayton-Xenia	Township Administration 1981 Dayton-Xenia
Fire Station 61 2195 Dayton-Xenia	Auxiliary Building 1981 Dayton-Xenia
Fire Station 62 3777 Dayton-Xenia	Township Maintenance 1981 Dayton-Xenia
Fire Station 63 3100 Kemp	Beavercreek Library 3618 Dayton-Xenia
Fire Station 64 3633 Indian Ripple	Coy House 1980 Dayton-Xenia
Fire Administration 851 Orchard Lane	

TERM OF PROPOSED AGREEMENT

The agreement for services shall be for a period of three (3) years commencing April 1, 2012 and ending March 30, 2015. It shall contain a provision permitting the township to terminate the agreement upon 90 days notice. All proposals shall be priced on an annual basis for each year of the proposed agreement. Payment will be made by the Township every three months.

EQUIPMENT INVENTORY BY LOCATION

Beavercreek Township makes no representations regarding the condition, make or model of any of the equipment at any location. The contractor is responsible for verifying the condition, make and model of each piece of equipment by visiting each location. Arrangements to conduct such an inspection can be made by contacting:

Ben Northup
Shop Forman
Beavercreek Township
(937) 429-3672

Sheriff Substation
3 Furnaces
3 Condensing units
Thermostat controls

Township Administration
1 Furnace
1 Condensing unit
2 Wall units

Fire Station 61

- 10 Furnaces
- 7 Condensing units
- 1 Liebert air handler unit
- 6 Radiant Heaters
- 6 Exhaust Fans
- Thermostat controls

Fire Station 62

- 2 Furnaces
- 2 Condensers
- 3 Unit Heaters
- 1 Sanyo Unit

Station 63

- 4 Furnaces
- 4 Condensing units
- 5 Radiant heaters
- 3 Return air fans
- 4 Exhaust fans

Fire Station 64

- 4 Packaged Split Units
- 8 Radiant heaters
- 1 Liebert Unit
- 1 Wall Unit

Fire Administration Building

- 3 Ceiling Furnaces
- 3 Condensing units
- 1 Wall unit

Auxiliary Building

- 1 Unit heater

Township Maintenance

- 2 Furnaces
- 2 Condensing units
- 1 Makeup air unit
- 4 Exhaust Fans
- 10 Unit heaters

Beavercreek Library

- 3 Packaged units
- 3 Air handler units
- 3 Condensing units
- 2 Duct heaters

Coy House

- 1 Furnace

REQUEST FOR REFERENCES

The contractor is to include at least 5 commercial customers as references as part of its proposals.

ADDITIONAL INFORMATION

Any questions regarding this request for proposal should be submitted, in writing, to:

Ben Northup
 Shop Forman
 Beavercreek Township
 1981 Dayton-Xenia Road
 Beavercreek, Ohio 45434.
 (937) 429-3672

Proposals will be accepted until **April 29, 2016** at the offices of **Beavercreek Township, 851 Orchard Lane Suite C, Beavercreek, Ohio 45434**. Please mark proposal **Planned Maintenance Program for Beavercreek Township**. Beavercreek Township reserves the right to accept or reject any proposal that is not in the best interest of Beavercreek Township. No late postmarks will be accepted.

Customer: Beavercreek Township

PR #:
Contract #:

OHIO ELECTRIC ENERGY SALES AGREEMENT VARIABLE PRICE

This Ohio Energy Sales Agreement (the "Agreement") is entered into effective as of the **24** day of **March 2016** (the "Effective Date") by and between GDF SUEZ Energy Resources NA, Inc. ("**Suez**"), a Delaware corporation and **Beavercreek Township** ("**Customer**"). Suez and Customer are also referred to herein individually as a "Party" and collectively as the "Parties." Unless provided to the contrary, capitalized terms are defined in Section 3.

SECTION 1. TRANSACTION TERMS AND CONDITIONS

- 1.1 **Purchase and Sale.** Subject to the terms and conditions set forth herein, Suez shall sell and deliver and Customer shall purchase and receive Firm Full Requirements Service for the facility(ies) identified in Attachment A, Exhibit 1 for the term set forth below.
- 1.2 **Term.** This Agreement shall be effective on the Effective Date and the service contemplated herein shall commence at the Contract Price on the first available Utility Transfer Date on or immediately following the Start Date as specified for each facility in Attachment A, Exhibit 1. Service shall remain in effect at the Contract Price through the first available Utility Transfer Date immediately following the End Date as specified for each facility in Attachment A, Exhibit 1. Notwithstanding the foregoing, Customer's options for service beyond the Utility Transfer Date following the End Date include: i) executing an agreement with Suez for new terms and conditions of service, ii) transferring to another competitive supplier, or iii) providing a written request to Suez to transfer Customer's account(s) to the applicable default service provider. **In the event Customer does not exercise one of the options above prior to the End Date, Suez may continue providing service on a month-to-month basis ("Post Term Service"). You will receive a notice within 45 - 90 days stating whether Suez will renew this Agreement on a month-to-month basis or terminate the Agreement. If Suez elects to renew the Agreement your affirmative consent will not be required.** Where the local billing utility uses a "rate ready" billing system, the Contract Price for Post Term Service shall be a monthly variable rate set by Suez that is based on the cost of electricity supply plus costs and margin. Where the local billing utility does not use a rate ready billing system, the Contract Price for Post Term Service shall be an amount equal to the applicable real time index price as posted by the ISO for the relevant delivery point, plus a per kWh Post-Term Charge as defined herein, plus any applicable non-utility charges, including but not limited to Ancillary Services, installed (or unforced) capacity, losses, and all other ISO charges or administrative fees incurred in connection with delivery of energy to the delivery point specified in Attachment A, Exhibit 1. Taxes and Utility Related Charges are additional and not included and are separately listed in the Customer invoice. Customer may terminate Post Term Service without liability for any early terminate fees by providing at least 30 days' notice.
- 1.3 **Billing and Payment.** For each Billing Cycle, Suez will deliver to Customer an invoice setting forth the charges due for the preceding Billing Cycle. Such invoice shall include the monthly charges for energy consumption and any other charges or fees imposed pursuant to the terms of the Agreement Taxes and Utility Related Charges are not included in the Contract Price and will be collected by the applicable local utility. Suez may, however, use estimated data for billing purposes hereunder provided that such estimates will be subject to future reconciliation upon receipt of final data regarding the actual quantity of energy consumed for the applicable Billing Cycle. Payment of the invoice amount shall be due to Suez by check, electronic funds transfer (EFT) or any other mutually agreed upon payment method within twenty one (21) days after the date of the invoice. Overdue payments will accrue interest at the Interest Rate from the due date to the date of payment, and Suez retains the right to report payment history to various credit agencies. If any amount of an invoice is disputed in good faith, the entire invoice shall be paid when due. Any disputed amounts that are ultimately determined to be owed to Customer shall be refunded by Suez with interest accrued at the Interest Rate from the date payment was made through the date of refund to Customer. Any dispute with respect to an invoice is waived unless the other Party is notified within twenty-four months after the invoice is rendered or any specific adjustment to the invoice is made. Customer's failure to pay the Utility Related Charges in accordance with this Section 1.3 may result in Customer's account(s) being disconnected in accordance with the applicable local electric utility tariff. Suez shall be authorized to recover reasonable attorney's fees incurred in the successful pursuit of collection of unpaid amounts due from Customer. Suez may sell its receivables to the billing utility pursuant to its purchase of receivables ("POR") program, in which case the terms and conditions of the POR program shall control. When available, Suez will use consolidated billing (i.e. a single bill containing both Suez and Utility Related Charges).
- 1.4 **Contract Price.** In addition to applicable Taxes and Utility Related Charges that are not included in the Contract Price and are collected by the applicable local utility, Customer shall pay Suez the Contract Price per kwh of electric energy consumed in a Billing Cycle. The Contract Price may include, if applicable, an Intermediary Fee, and is inclusive of all non-utility charges including energy, ancillary services, installed (or unforced) capacity, congestion, losses, and other PJM charges or administrative fees incurred in connection with delivery of energy to the delivery point specified in Attachment A, Exhibit 1. Suez will not adjust the Contract Price if the local utility or ISO adjusts Customer's capacity peak load contribution.
- 1.5 **Other Transmission-Related Charges.** The following charges are billed to Customer by the local electric utility company, and are not included in the Contract Price or in any other Suez charge: Network Integrated Transmission Service, Transmission Enhancement, and other transmission-related ancillary services.
- 1.6 **RMR Charges.** Your Contract Price does not include Real-time Reliability Must Run (RMR) charges. RMR Charges are directly billed to the Customer by the local utility.

v. 12.31.2015 (matrix - small commercial customer disclosures)

SECTION 2. GENERAL TERMS AND CONDITIONS

- 2.1 **Notices.** Notices, correspondence, and address changes shall be in writing and delivered by regular or electronic mail, facsimile, or similar means or in person. Notice by facsimile, electronic mail or hand delivery shall be deemed to have been received on the date transmitted or delivered (after business hours deemed received on next Business Day) and notice by overnight mail or courier are deemed received two Business Days after it was sent.
- 2.2 **Taxes.** "Taxes" shall mean any and all taxes and fees imposed on the purchase and sale of electric energy by any Governmental Authority. Customer will be responsible for and indemnify Suez for all Taxes hereunder, whether imposed on Customer or Suez. Suez may collect such Taxes from Customer by increasing Suez charges for the amount of such Taxes.
- 2.3 **Title, Risk of Loss.** Title, liability and risk of loss associated with the electric energy purchased and sold hereunder shall pass from Suez to Customer at the delivery point specified in Attachment A, Exhibit 1.
- 2.4 **Credit Assurances.** If Suez has commercially reasonable grounds to believe Customer's creditworthiness or performance under this Agreement may become unsatisfactory, then Suez may provide Customer with written notice requesting a deposit in an amount not to exceed three (3) times the average amount invoiced by Billing Cycle. Upon receipt of such notice, Customer shall have five (5) days to remedy the situation by providing such deposit to Suez. The deposit shall be in the form of a cash or a letter of credit. In the event that Customer provides a deposit in the form of a letter of credit it shall be in a form approved by Suez and shall have a term that expires no less than ninety (90) days beyond the End Date of this Agreement. If such deposit is in the form of cash, any remaining balance shall be returned to Customer after all payment obligations have been fulfilled. No interest will be paid on deposits.
- 2.5 **Force Majeure.** "Force Majeure" shall mean an event that is beyond the reasonable control of the Party claiming an event of Force Majeure that could not have been prevented by the exercise of due diligence. If either Party is rendered unable by Force Majeure to carry out, in whole or part, its obligations under this Agreement, such Party shall give notice and provide full details of the event to the other Party in writing as soon as practicable after the occurrence of the event. During such Force Majeure period, the obligations of the Parties (other than the obligation to make payments then due or becoming due with respect to performance prior to the event) will be suspended to the extent required. The Party claiming Force Majeure will make all reasonable attempts to remedy the effects of the Force Majeure and continue performance under this Agreement with all reasonable dispatch; provided, however, that no provision of this Agreement shall be interpreted to require Suez to deliver, or Customer to receive, electric energy at points other than the delivery point(s). Force Majeure shall not include (a) Customer's decision to shut down, sell or relocate its facilities or (b) economic loss due to Customer's loss of markets or suppliers.
- 2.6 **Events of Default.** It shall be an "Event of Default" if Customer fails to make any payment required by this Agreement and such failure is not cured within fourteen (14) days of receiving written notice from Suez.
- 2.7 **Remedies Upon an Event of Default.** If an Event of Default occurs, the Suez shall have the right (i) to liquidate and terminate any and all agreements hereunder and/or (ii) suspend performance. If Suez elects to terminate and liquidate, it shall calculate the aggregate amount of losses or gains it incurs in accordance with the following formula: Termination Payment = (Contract Price – Current Market Price) x (the amount of electricity remaining to be delivered under the terminated agreements according to Suez's consumption forecast). The Suez shall provide a written explanation of its calculation of the Termination Payment to Customer, and the Termination Payment shall be due within five (5) Business Days thereafter. It will not be an Event of Default and no Termination Payment will be due if Customer discontinues service at a facility prior to the End Date because Customer has moved, sold, or closed the facility, provided that Customer provides thirty (30) days' notice, a forwarding address, and other evidence required by Suez that Customer no longer occupies the facility.
- 2.8 **Limitation of Liability.** **THE PARTIES AGREE THAT ACTUAL DAMAGES WOULD BE DIFFICULT TO DETERMINE IN THE EVENT OF ANY EARLY TERMINATION AND THEREFORE AGREE THAT THE CALCULATION OF A TERMINATION PAYMENT AS SET FOR THE HEREIN CONSTITUTES A REASONABLE APPROXIMATION OF THE HARM OR LOSS AS A MUTUALLY AGREED UPON FORM OF LIQUIDATED DAMAGES. FOR ANY OTHER BREACH OF THIS AGREEMENT, LIABILITY SHALL BE LIMITED TO DIRECT ACTUAL DAMAGES ONLY AND ALL CONSEQUENTIAL, INCIDENTAL, PUNITIVE, EXEMPLARY OR INDIRECT DAMAGES IN TORT, CONTRACT, UNDER ANY INDEMNITY PROVISION OR OTHERWISE, ARE WAIVED BY BOTH PARTIES.**
- 2.9 **Indemnification.** Except as limited by Section 2.8, each Party shall indemnify, defend and hold the other Party harmless from claims, demands and causes of action asserted against the indemnitee by any person arising from or out of any event, circumstance, act or incident first occurring or existing during the period when control and title to electric energy is vested in such Party as provided in Section 2.3.
- 2.10 **Representations and Warranties.** As a material inducement to entering into this Agreement, each Party, with respect to itself, represents and warrants to the other Party as of the Effective Date of the Agreement as follows: (a) it is duly organized, validly existing and in good standing under the laws of the jurisdiction of its formation and is qualified to conduct its business in those jurisdictions necessary to perform this Agreement; (b) the execution, delivery and performance of this Agreement are within its powers, have been duly authorized by all necessary action and do not violate any of the terms or conditions in its governing documents or any contract to which it is a party or any law, rule, regulation, order, writ, judgment, decree or other legal or regulatory determination applicable to it; (c) this Agreement and each other document executed and delivered in accordance with this Agreement constitutes its legally valid and binding obligation enforceable against it in accordance with its terms, subject to any equitable defenses; (d) it is not Bankrupt or Insolvent and there are no reorganization, receivership or other arrangement proceedings pending or being contemplated by it, or to its knowledge threatened against it; and (e) it has read this Agreement and fully understands its rights and obligations under this Agreement, and has had an opportunity to consult with an attorney of its own choosing to explain the terms of this Agreement and the consequences of signing it. Customer further represents and warrants to Suez throughout the term of this Agreement that no facility or account listed on the Attachment will be classified by the applicable utility as a residential account. With the exception of any warranty that is expressly set forth in this Agreement, Suez and its successors, assigns and delegates make NO WARRANTY OF ANY KIND, EITHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. Suez acts solely as counter-

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- party in all transactions with Customer under this Agreement. Accordingly, Suez has no duty to advise Customer or exercise judgment on Customer's behalf as to the merits or suitability of any transactions that Suez proposes to enter into with Customer.
- 2.11 **Assignment and Binding Effect.** Neither Party will assign this Agreement or any of its rights or obligations under this Agreement without the prior written consent of the other Party. Consent to assignment shall not be unreasonably withheld. Any assignment in violation of this Section shall be void.
- 2.12 **Change in Law.** In the event that there is a change in law, administrative regulation, or any fees or costs imposed by the PJM or by a Governmental Authority, or a change in ISO/RTO Operations, market structure, congestion zone design, or protocols, and such change causes Suez to incur any capital, operating or other costs relating to the provision of services contemplated herein, such costs shall be passed through pro rata to Customer. Provided that, in the event such a change in law renders performance under this Agreement illegal, the Parties shall meet as soon as practicable to attempt to renegotiate the Agreement to comply with such change. If the Parties are unable to so amend the Agreement, the Parties' obligations hereunder shall terminate upon the date Customer commences service with a retail energy provider in lieu of Suez.
- 2.13 **Governing Law.** THIS AGREEMENT AND ALL MATTERS ARISING OUT OF OR RELATING TO IT SHALL BE GOVERNED AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS, WITHOUT REGARD TO ANY CONFLICTS-OF-LAW PRINCIPLE THAT DIRECTS THE APPLICATION OF ANOTHER JURISDICTION'S LAWS. EACH PARTY CONSENTS TO THE PERSONAL JURISDICTION IN ANY FEDERAL OR STATE COURT WITHIN HOUSTON, HARRIS COUNTY, TEXAS, AND WAIVES ANY RIGHT TO TRIAL BY JURY IN ANY ACTION RELATING TO THIS AGREEMENT.
- 2.14 **Misc.** This Agreement, any Appendix or Exhibits attached hereto and any agreements executed in accordance with this Agreement constitute the entire agreement between the Parties. There are no prior or contemporaneous agreements or representations affecting the same subject matter other than those herein expressed. No amendment, modification or change will be enforceable unless reduced to writing and executed by both Parties. No waiver by any Party hereto of any one or more defaults by the other Party in the performance of any of the provisions of this Agreement will be construed as a waiver of any other default or defaults whether of a like kind or different nature. If any provision of this Agreement is found to be illegal or unenforceable, the other provisions shall remain effective and enforceable to the greatest extent permitted by law. All confidentiality and indemnity rights will survive the termination of this Agreement. This Agreement may be executed in several counterparts, each of which will be an original and all of which constitute one and the same instrument. In any action or proceeding to collect amounts due under this Agreement, the prevailing Party shall be entitled to recover its collection costs and expenses, including reasonable attorneys' fees, from the other Party.
- 2.15 **Public Utility Commission of Ohio Required Contract Disclosures:**
- Your local electric utility company may charge you fees for switching your account(s) to Suez.
 - You have the right to request, not more than two (2) times in a twelve (12) month period, up to twenty-four (24) months of your payment history with Suez. Suez shall provide this information to you at no additional charge.
 - You may contact Suez at the mailing address or telephone number listed in Section 4. The hours of operation for telephone service are eight a.m. to five p.m., week days, Central Standard Time. You may also find more information at www.gdfsuezna.com.
 - A small commercial customer (defined by Chapter 4901:1-21 and Chapter 4928.01(A)(2) of Title 49 of the State of Ohio Revised Code shall have a right to rescind this Agreement within seven (7) calendar days from the postmark date of the utility's confirmation notice by timely contacting Suez by phone at the number listed in the Notices Section herein and contacting its local electric utility company in writing or by phone to request to rescind the Agreement.
 - Suez may terminate this Agreement on fourteen (14) days written notice to Customer should Customer fail to pay an invoice or meet any agreed-upon payment arrangements.
 - You have the right to terminate this Agreement, upon prior written notice to Suez, without penalty, if the following circumstances occur: (i) you move or relocate the facility(ies) specified in Attachment A outside of Suez's service territory or into an area where Suez charges a different rate than your current Contract Price;
 - Suez may terminate this Agreement as a result of a Change in Law that renders performance of this Agreement illegal.
 - Procedure for Handling Consumer Complaints: If your complaint is not resolved after you have contacted Suez and/or your local electric utility company, or for general utility information, you may contact the Public Utility Commission of Ohio for assistance at 1-800-686-7826 (toll-free) from 8:00 a.m. to 5:00 p.m. weekdays, or at www.PUCO.ohio.gov. Hearing or speech impaired customers may contact the PUCO via 7-1-1 (Ohio relay service).
 - The Ohio consumers' counsel (OCC) represents residential utility customers in matters before the PUCO. The OCC can be contacted at 1877-742-5622 (toll free) from eight a.m. to five p.m. weekdays, or at <http://www.pickocc.org>.
 - Suez is prohibited from disclosing your social security number and/or account number(s) without your consent except for providing such information for the purpose of collections or credit reporting or assigning this Agreement to another electric supplier.
 - If you switch or transfer the electric energy service provided pursuant to this Agreement to the local electric utility company, you may not be served under the same contract rate, terms or conditions that apply to other customers served by such local electric utility company.
 - If you are interested in budget billing, that service would have to be arranged through the utility, as we do not offer it directly.
 - Suez's environmental disclosure information can be found on our website: <http://www.gdfsuezeneryresources.com/ohio-state-compliance>

SECTION 3. DEFINITIONS

"Billing Cycle" means, for each account, the period between meter read dates rendered either by Suez or the applicable utility during the applicable Term.

"Business Day" means any day except a Saturday, Sunday, or a Federal Reserve Bank holiday. A Business Day shall open at 8:00 a.m. and close at 5:00 p.m. local time for the relevant Party's principal place of business. The relevant Party, in each instance unless otherwise

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specified, shall be the Party to whom the notice, payment or delivery is being sent and by whom the notice or payment or delivery is to be received.

"Claiming Party" means the Party claiming an event of Force Majeure.

"Current Market Price" means the wholesale price of electricity and any applicable related services (e.g. capacity, ancillary services) that are available for sale at the time of a termination and liquidation. Such price may be based on quotes from leading brokers, dealers, and other sellers in the wholesale market; and the Non-Defaulting Party shall not be required to enter into any transactions in order to establish the Current Market Price.

"Firm Full Requirements Service" means that either Party shall only be relieved of its obligations to sell and deliver or purchase and receive electric energy hereunder without liability to the extent that, and for the period during which, such performance is prevented by Force Majeure or any type of curtailment as ordered by the PJM.

"Governmental Authority" means any federal, state, local, municipal or other government, any governmental, regulatory or administrative agency, commission or other authority lawfully exercising or entitled to exercise jurisdiction over the Parties or any transaction contemplated herein.

"Interest Rate" means, for any date, the lesser of (a) one and one-half percent (1½%) and (b) the maximum rate permitted by applicable law.

"Intermediary Fee" means a fee included in the Contract Price that Customer agrees should be remitted to the broker / service provider that Customer engaged, if any, in the selection of Suez as its electricity supplier.

"PJM" means the Pennsylvania Jersey Maryland Independent System Operator.

"Post-Term Charge" means the \$/kWh charge of electric energy consumed as specified on the Attachment A. Suez may, at its discretion, charge an additional fee of up to \$0.0030/kWh of electric energy consumed if the number of accounts specified on the Attachment A exceeds 100.

"Utility Related Charges" means charges or surcharges by a utility arising from or related to, including but not limited to, (i) transmission and distribution of energy (other than network integrated transmission service); (ii) stranded costs or transition costs and any other similar types of charges associated with the opening of the Illinois electric market to competition; (iii) system reliability, rate recovery, future payback of under-collections, amortization, of above market purchases or energy load repurchases, public purpose programs and all similar items.

"Utility Transfer Date" means the time and date on which the applicable utility has completed the process necessary to permit Suez to commence or discontinue providing the services hereunder. The process may include, as necessary and without limitation, recognizing Suez as Customer's electric supplier and /or limited agent; processing and acting on direct access service requests; installation of meters and the final meter read date.

SECTION 4. NOTICES

	BUSINESS NAME CONTACT NAME	BILLING CONTACT	GDF SUEZ Energy Resources NA, Inc. CONTACT	CUSTOMER PAYMENTS
NAME: ATTN:	Beavercreek Township Tim Parks	SAME	GDF SUEZ Energy Resources NA, Inc. Attn: GSERNA Retail	<u>Please wire payments to:</u> Mellon Bank
STREET ADDRESS:	1980 Dayton-Xenia Rd	SAME	1990 Post Oak Blvd	<u>Account Title:</u> GDF SUEZ Energy Resources NA, Inc.
CITY, STATE, ZIP, COUNTY:	Beavercreek, OH 45434	SAME	Houston, TX 77056	<u>Account Number:</u> 8-086-282
PHONE #:	937-429-3672	SAME	1-888-232-6206	<u>ABA Number:</u> 031000037
FAX #:	937-427-6576	SAME	713-636-0927	<u>For payment by check, please send to:</u>
EMAIL:	tparks@beavercreektownship.org	SAME	CustServ@gdfsuezna.com	GDF Suez Energy Resources P.O. Box 9001025 Louisville, KY 40290-1025

CUSTOMER INFORMATION		GDF SUEZ INFORMATION	
DUNS NO #:	[Customer DUNS No.]	DUNS NO #:	099668332
FEDERAL TAX ID #:	[Customer Federal Tax Id No.]	FEDERAL TAX ID #:	76-0685946

IN WITNESS WHEREOF, the Parties, by their respective duly authorized representative, have executed this Agreement to be effective as of the Effective Date.

SIGNATURES	
Customer: Beaver Creek Township	GDF SUEZ Energy Resources NA, Inc.
Signature: <input checked="" type="checkbox"/>	Signature:
Print Name: <input checked="" type="checkbox"/>	Print Name:
Print Title: <input checked="" type="checkbox"/>	Print Title:
Date: <input checked="" type="checkbox"/>	Date:

Customer:

Effective Date:

Agreement #:

PR #:

Product Code: FP01

Product: Fixed Price RTC

ATTACHMENT A: AGREEMENT SUMMARY INFORMATION**Exhibit 1: Facilities and Accounts**

#	Facility Name Service Address	City, State, Zip	County	Utility	Delivery Point	Account Number	Rate Schedule	Start Date [mm/dd/yyyy]	End Date [mm/dd/yyyy]
1	Beavercreek Township-1981 Day-Xenia Rd	Beavercreek, OH 45434		DP&L		3606140279	717	12/01/2016	11/30/2019
2	Beavercreek Township-851 Orchard Ln, Unit C	Xenia, OH 45385		DP&L		4965791565	717	12/01/2016	11/30/2019
3	Beavercreek Township-140 N Valley Rd	Xenia, OH 45385		DP&L		9253266552	717	12/01/2016	11/30/2019
4	Beavercreek Township-1981 Day-Xenia Rd	Beavercreek, OH 45434		DP&L		2119675250	717	12/01/2016	11/30/2019
5	Beavercreek Township-1980 Day-Xenia Rd, Chm	Beavercreek, OH 45434		DP&L		8422398350	717	12/01/2016	11/30/2019
6	Beavercreek Township-2036 Day-Xenia Rd	Beavercreek, OH 45434		DP&L		7836545146	717	12/01/2016	11/30/2019
7	Beavercreek Township-851 Orchard Ln, Unit A	Xenia, OH 45385		DP&L		9502812237	717	12/01/2016	11/30/2019
8	Beavercreek Township-851 Orchard Ln, Unit B	Xenia, OH 45385		DP&L		9966845127	717	12/01/2016	11/30/2019
9	Beavercreek Township-2195 Day-Xenia Rd	Beavercreek, OH 45434		DP&L		1297744891	737	12/01/2016	11/30/2019
10	Beavercreek Township-3777 Day-Xenia Rd	Dayton, OH 45432		DP&L		0134763673	717	12/01/2016	11/30/2019
11	Beavercreek Township-3100 Kemp Rd	Dayton, OH 45431		DP&L		5349680921	737	12/01/2016	11/30/2019
12	Beavercreek Township-3633 Indian-Ripple Rd	Dayton, OH 45440		DP&L		6390985124	737	12/01/2016	11/30/2019

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Product Code: FP01
 Product: Fixed Price RTC

Exhibit 1: Facilities and Accounts

#	Facility Name Service Address	City, State, Zip	County	Utility	Delivery Point	Account Number	Rate Schedule	Start Date [mm/dd/yyyy]	End Date [mm/dd/yyyy]
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Contract Price (\$/Kwh)	0.0548
Post Term Charge (\$/Kwh)	0.01900

ACKNOWLEDGMENT:

Customer has reviewed the Account Numbers on this Attachment A for accuracy and completeness and verifies that the facilities and accounts identified on this Attachment A are owned or under its control.

SIGNATURE: ^x _____

PRINT NAME: ^x _____

BI-WEEKLY ACTIVITY REPORT FOR ROAD/MAINTENANCE DEPARTMENT**March 24, 2016****Calls for Service:**

- High water Factory – 6 hours

Training:**Accomplishment/Information:**

- Attended staff meeting
- Attended meeting with Heapy Engineering on energy audit rough draft
- Attended meeting with County Engineers office and contractor on modifications in Wood Ridge section 1
- Attended LED meeting with contractor on modifications to fire stations
- Completed RFP for HVAC preventive maintenance for Township Facilities and extending contract for 6 months with current vendor
- Reviewed City's management agreement for parks
- Worked with Dura-Last roofing to provided RFP for Library roof- Due April 1 by noon
- Provided list of park tasks and additional work to be done to Administrator
- Reviewed final plans for Bexely Hills 3B- preparing comments
- Received plans for River Reserve section 1-began review
- Began reviewing applications for summer help
- Reviewed several driveway permits
- Checking on developments-
 - Bexley Hills 3A- checking on erosion control issues
 - Bexley Hill 3B- on hold awaiting emergency access information
 - Spring Ridge 3A- checking on erosion control
 - Wood Ridge section 1- contractor working on grading and erosion control
 - Clairborne Greens 2A- checking on erosion control
 - Clairborne Greens 2B- began installation of water and sewer extensions
- Coordinated outside repair of Sherriff's cruiser and calibration of radar unit for both vehicles
- Began repairs on shower at Station 63
- Working on estimates for replacement HVAC for server room at Station 63
- Working on a billing issue with Stoops Freightliner on warranty issue- hopefully resolved awaiting new invoice
- Working on billing issue with Cat on repairs to Ladder 61
- Removed and installed new fence bike path in Community Park
- Removed tree on Linebaugh damaged due to wind
- Removed trees at Victory Park- damaged due to wind
- Began mowing Township Facilities
- Began landscaping at Fire Stations

Awareness Items:

- Library roof repairs
- LED upgrade proposal
- Electric energy pricing
- HVAC replacement in server room at Station 63

To: **Alex Zaharieff, Township Administrator**
 From: **David VandenBos, Fire Chief**
 Date: **2016-03-24**
 Re: **Fire Department Agenda Items for 2016-03-28 Biweekly Trustees' Meeting**

1) Biweekly Activity Report

1) Biweekly Activity Report

- 1.1) Senior Staff Meeting: Senior staff met to discuss items of general interest and concern of the department, including: department activities planner, upcoming Blue Card training, Econolodge training opportunity, new hire scheduling and assignment and new payroll deadline to conform with the Finance Department taking on FLSA processing.
- 1.2) FLSA training: The fire department provided training to the finance department to complete the transition of FLSA processing and quality control from fire to finance. At the conclusion of training, Ms. White indicated that she had learned new information and Mr. Barone said that he did not learn anything new.
- 1.3) Police Accreditation: The fire department met with the City police department's accreditation evaluator to discuss the agencies' relationship and mutual activities and services, including dispatching and joint training and operations.
- 1.4) Energy Audit: The maintenance department invited the fire department to an energy audit review. Several possible items have been identified for improvement, including the approved lighting upgrades.
- 1.5) Auxiliary Meeting: The Auxiliary held its regular monthly meeting, and it was well attended. It included the first in a series of trainings on fire department apparatus (specifically medics). The CERT team also held a map-reading training in conjunction with the fire department's lost person search training.
- 1.6) Lost Person Search Training: Station 61 conducted lost person search training, including interested auxiliary and CERT members.
- 1.7) Lost Equipment: Approximately \$2000 in fire gear supplies (nomex hoods, gloves and helmet suspension) were discovered missing during routine inventory maintenance. After a thorough investigation, the supplies were not found and no proof of distribution or assignment were discovered. To account for the missing supplies a lost and damaged report and police report were filed and the items have been removed from inventory.
- 1.8) Public Outreach: The fire department had non-incident contact with the community at the following events:

Station 64	Girl Scouts, station tour
Station 63	No Buts 5k, medic standby
Station 61	Girl Scouts, station tour



1.9) Biweekly Incident Activity

Biweekly Incident Activity Report

Call for Service Type	Biweekly History Trend Current	10-Year over Year History	YTD Projected
3: Medical	▲ 146		3,935 979 +15%
7: False Alarm	▼ 20		412 81 -19%
3: Crash	▲ 13		347 77 +6%
6: Good Intent	▲ 7		282 71 +26%
5: Service	▲ 3		168 29 -13%
4: Hazard	▲ 4		132 30 +1%
1: Fire	▼ 2		86 13 -46%
2: Explosion	▼ 1		10 3 +61%
8: Severe Weather	▼ 0		5 - -100%
9: Special	▼ 0		9 - -100%
Total	▼ 196		5,386 1,283 +10%

