

**BEAVERCREEK TOWNSHIP
AGENDA PACKET
REGULAR TRUSTEES' MEETING
TUESDAY JULY 5, 2016
1:00 P.M.**



Agenda: Page 2

Administrator: Pages 3-9

- Greene County Sheriff's Office: Pages 3-9
 - Biweekly Report

Human Resources: Pages 10-11

- Biweekly Report

Zoning: Pages 12-15

- Biweekly Report

Information Technology: Pages 16-18

- Biweekly Report

Road: Pages 19-28

- Maintenance agreements for Park Board and Wetlands Association Pages 19-25
- Sign approval for 1981 Dayton Xenia Pages 26-27
- Bi-weekly Page 28

Fire: Pages 29-33

- Biweekly Activity Report

Agenda
Regular Trustees' Meeting
Tuesday, July 5, 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 July 5, 2016, Meeting
- Approve the July 6, 2016, Payroll in the amount of
- Approval of Bills in the amount of

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

Old Business:

- None

New Business:

- None.

Administrator:

- Request to Schedule Special Meeting
 - Road and Police Levy
 - City-Township Joint Meeting
- Greene County Sheriff's Office:
 - Biweekly Report

Human Resources:

- Biweekly Report

Zoning:

- Biweekly Report

Information Technology:

- Biweekly Report

Road:

- Maintenance agreements for Park Board and Wetlands Association
- Sign approval for 1981 Dayton Xenia
- Bi-weekly

Fire:

- Biweekly Activity Report

Legal Advisor:

Trustees:

Fiscal Officer:

Executive Session:

- Ohio Revised Code Section 121.22(G)(1) To consider the employment and compensation of a public employee.
- Ohio Revised Code section 121.22(G)(3) Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action.

Adjourn

07/05/2016
Biweekly Report

<u>Incident Date And Time</u>	<u>Incident Number</u>	<u>Incident Type</u>
06/15/2016 09:33:21	2016-00017541	Alarm - Business/Bank
	Type Totals: 1	
06/19/2016 14:09:17	2016-00017990	Alarm - Holdup/Panic
	Type Totals: 1	
06/17/2016 11:19:48	2016-00017761	Alarm - Residential
06/17/2016 16:04:38	2016-00017787	Alarm - Residential
06/18/2016 22:43:40	2016-00017914	Alarm - Residential
06/19/2016 15:22:33	2016-00017996	Alarm - Residential
06/20/2016 10:22:12	2016-00018055	Alarm - Residential
06/21/2016 15:05:21	2016-00018170	Alarm - Residential
06/23/2016 01:29:47	2016-00018277	Alarm - Residential
06/23/2016 15:20:13	2016-00018337	Alarm - Residential
06/23/2016 19:49:05	2016-00018355	Alarm - Residential
06/25/2016 03:43:01	2016-00018440	Alarm - Residential
	Type Totals: 10	
06/16/2016 15:21:06	2016-00017688	Assault
	Type Totals: 1	
06/20/2016 12:22:17	2016-00018064	Assist
06/24/2016 11:14:39	2016-00018400	Assist
	Type Totals: 2	
06/15/2016 13:40:46	2016-00017570	Assist Other Agency
	Type Totals: 1	
06/17/2016 06:40:05	2016-00017727	Breaking & Entering
06/21/2016 08:11:11	2016-00018139	Breaking & Entering
06/22/2016 18:47:10	2016-00018264	Breaking & Entering
06/26/2016 17:09:32	2016-00018529	Breaking & Entering
	Type Totals: 4	
06/25/2016 10:30:36	2016-00018451	Burglary
	Type Totals: 1	
06/15/2016 07:49:10	2016-00017521	Business Check
06/15/2016 07:59:48	2016-00017525	Business Check
06/15/2016 08:13:21	2016-00017528	Business Check
06/16/2016 03:48:59	2016-00017628	Business Check

07/05/2016
Biweekly Report

<u>Incident Date And Time</u>	<u>Incident Number</u>	<u>Incident Type</u>
06/16/2016 03:54:11	2016-00017629	Business Check
06/16/2016 03:56:02	2016-00017630	Business Check
06/16/2016 04:00:05	2016-00017631	Business Check
06/16/2016 04:01:09	2016-00017632	Business Check
06/16/2016 04:04:35	2016-00017633	Business Check
06/16/2016 07:37:00	2016-00017638	Business Check
06/16/2016 08:02:20	2016-00017644	Business Check
06/16/2016 22:30:53	2016-00017706	Business Check
06/16/2016 22:34:52	2016-00017707	Business Check
06/16/2016 22:46:26	2016-00017709	Business Check
06/17/2016 01:36:20	2016-00017712	Business Check
06/17/2016 01:51:43	2016-00017717	Business Check
06/17/2016 01:53:28	2016-00017718	Business Check
06/17/2016 16:20:21	2016-00017789	Business Check
06/18/2016 00:35:59	2016-00017823	Business Check
06/18/2016 00:51:04	2016-00017824	Business Check
06/18/2016 08:18:39	2016-00017846	Business Check
06/18/2016 14:27:23	2016-00017889	Business Check
06/18/2016 23:03:59	2016-00017915	Business Check
06/19/2016 08:29:53	2016-00017945	Business Check
06/19/2016 08:34:14	2016-00017947	Business Check
06/19/2016 09:47:31	2016-00017956	Business Check
06/20/2016 08:09:42	2016-00018040	Business Check
06/20/2016 08:11:40	2016-00018041	Business Check
06/20/2016 08:41:14	2016-00018049	Business Check
06/21/2016 07:30:55	2016-00018127	Business Check
06/21/2016 07:43:22	2016-00018131	Business Check
06/21/2016 10:02:41	2016-00018148	Business Check
06/21/2016 17:12:09	2016-00018177	Business Check
06/23/2016 10:40:41	2016-00018311	Business Check
06/24/2016 01:46:42	2016-00018371	Business Check
06/25/2016 21:36:00	2016-00018473	Business Check
06/25/2016 22:23:31	2016-00018478	Business Check

07-05-2016
Biweekly Report

Incident Date And Time	Incident Number	Incident Type
06/26/2016 11:18:23	2016-00018508	Business Check
06/26/2016 13:29:58	2016-00018515	Business Check
06/26/2016 13:54:00	2016-00018518	Business Check
06/27/2016 01:16:05	2016-00018545	Business Check
06/27/2016 01:21:48	2016-00018547	Business Check
06/27/2016 01:26:06	2016-00018548	Business Check
06/28/2016 21:25:08	2016-00018691	Business Check
06/29/2016 01:56:12	2016-00018701	Business Check
	Type Totals: 45	
06/23/2016 20:41:13	2016-00018360	Civil Complaint
	Type Totals: 1	
06/23/2016 15:18:11	2016-00018334	Civil Other
06/23/2016 15:21:24	2016-00018335	Civil Other
	Type Totals: 2	
06/17/2016 17:12:21	2016-00017793	Crash - Assist Only
06/17/2016 17:19:45	2016-00017794	Crash - Assist Only
06/27/2016 19:47:25	2016-00018594	Crash - Assist Only
	Type Totals: 3	
06/28/2016 18:30:44	2016-00018678	Crash - Personal Injury
	Type Totals: 1	
06/15/2016 17:06:35	2016-00017579	Crash - Property Damage
	Type Totals: 1	
06/17/2016 16:03:14	2016-00017786	Detail - Traffic
06/19/2016 07:53:32	2016-00017943	Detail - Traffic
	Type Totals: 2	
06/15/2016 17:51:37	2016-00017583	Disabled Vehicle
06/17/2016 21:46:00	2016-00017811	Disabled Vehicle
06/20/2016 10:35:52	2016-00018057	Disabled Vehicle
06/21/2016 16:30:49	2016-00018175	Disabled Vehicle
06/26/2016 10:28:00	2016-00018505	Disabled Vehicle
06/26/2016 18:36:16	2016-00018533	Disabled Vehicle
06/28/2016 20:27:35	2016-00018687	Disabled Vehicle
	Type Totals: 7	

07-05-2016
Biweekly Report

<u>Incident Date And Time</u>	<u>Incident Number</u>	<u>Incident Type</u>
06/26/2016 18:49:24	2016-00018534	Domestic Dispute
	Type Totals: 1	
06/18/2016 23:36:33	2016-00017917	Drug Activity
	Type Totals: 1	
06/17/2016 09:22:44	2016-00017742	Extra Patrol
06/17/2016 14:02:27	2016-00017773	Extra Patrol
06/17/2016 14:26:24	2016-00017776	Extra Patrol
06/17/2016 14:39:00	2016-00017777	Extra Patrol
06/18/2016 07:53:26	2016-00017843	Extra Patrol
06/18/2016 09:18:49	2016-00017852	Extra Patrol
06/18/2016 11:00:50	2016-00017874	Extra Patrol
06/18/2016 13:54:43	2016-00017888	Extra Patrol
06/18/2016 16:05:04	2016-00017900	Extra Patrol
06/18/2016 21:10:23	2016-00017910	Extra Patrol
06/19/2016 09:55:17	2016-00017957	Extra Patrol
06/19/2016 10:27:20	2016-00017965	Extra Patrol
06/19/2016 13:46:15	2016-00017985	Extra Patrol
06/19/2016 14:03:06	2016-00017989	Extra Patrol
06/19/2016 17:00:12	2016-00018000	Extra Patrol
06/21/2016 07:37:10	2016-00018128	Extra Patrol
06/22/2016 15:40:14	2016-00018251	Extra Patrol
06/22/2016 17:06:59	2016-00018257	Extra Patrol
06/23/2016 12:40:38	2016-00018324	Extra Patrol
06/23/2016 13:05:34	2016-00018326	Extra Patrol
06/24/2016 00:07:03	2016-00018366	Extra Patrol
06/24/2016 14:21:16	2016-00018406	Extra Patrol
06/25/2016 22:39:12	2016-00018480	Extra Patrol
	Type Totals: 23	
06/18/2016 21:56:18	2016-00017913	Fireworks
	Type Totals: 1	
06/15/2016 22:15:18	2016-00017597	Follow Up
	Type Totals: 1	
06/17/2016 13:53:30	2016-00017772	House Check

07-05-2016
Biweekly Report

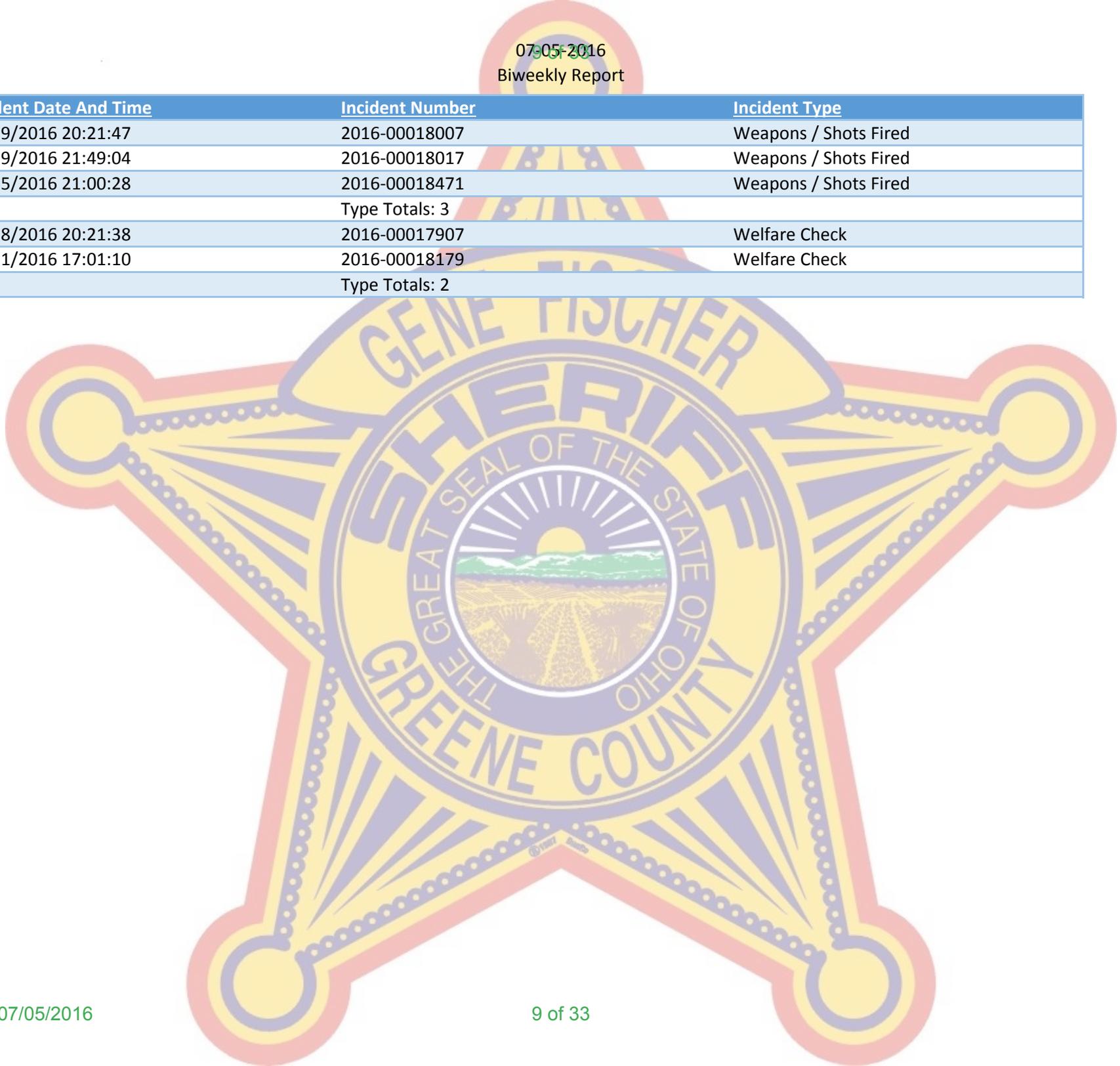
Incident Date And Time	Incident Number	Incident Type
06/18/2016 14:37:30	2016-00017890	House Check
06/18/2016 14:49:11	2016-00017892	House Check
06/19/2016 09:31:46	2016-00017953	House Check
06/19/2016 12:10:11	2016-00017978	House Check
06/22/2016 09:06:23	2016-00018231	House Check
06/22/2016 15:28:31	2016-00018250	House Check
06/23/2016 09:06:50	2016-00018304	House Check
06/23/2016 10:59:04	2016-00018314	House Check
	Type Totals: 9	
06/27/2016 09:31:45	2016-00018563	Lockout Assistance
	Type Totals: 1	
06/15/2016 08:50:50	2016-00017535	Miscellaneous
	Type Totals: 1	
06/25/2016 08:44:38	2016-00018446	Peace Officer
	Type Totals: 1	
06/29/2016 07:24:46	2016-00018712	Radar/Lidar Post
	Type Totals: 1	
06/15/2016 16:46:13	2016-00017587	Request Officer
06/20/2016 14:06:04	2016-00018081	Request Officer
06/23/2016 13:51:52	2016-00018328	Request Officer
06/27/2016 04:35:49	2016-00018554	Request Officer
	Type Totals: 4	
06/23/2016 09:12:47	2016-00018306	Street / Road Obstruction
06/26/2016 18:26:15	2016-00018530	Street / Road Obstruction
	Type Totals: 2	
06/15/2016 00:18:17	2016-00017492	Suspicious Person
06/24/2016 08:49:07	2016-00018389	Suspicious Person
	Type Totals: 2	
06/17/2016 04:03:46	2016-00017725	Suspicious Vehicle
06/17/2016 21:06:48	2016-00017809	Suspicious Vehicle
06/18/2016 21:08:41	2016-00017909	Suspicious Vehicle
06/21/2016 21:39:21	2016-00018194	Suspicious Vehicle
06/27/2016 21:56:38	2016-00018600	Suspicious Vehicle

07/05/2016
Biweekly Report

Incident Date And Time	Incident Number	Incident Type
	Type Totals: 5	
06/16/2016 08:18:13	2016-00017647	Theft
06/22/2016 09:19:40	2016-00018233	Theft
06/23/2016 03:12:02	2016-00018281	Theft
06/24/2016 16:23:59	2016-00018418	Theft
	Type Totals: 4	
06/28/2016 11:05:11	2016-00018635	Traffic Complaint
	Type Totals: 1	
06/15/2016 09:10:26	2016-00017537	Traffic Stop
06/15/2016 10:12:24	2016-00017543	Traffic Stop
06/15/2016 10:30:47	2016-00017545	Traffic Stop
06/15/2016 11:33:11	2016-00017552	Traffic Stop
06/15/2016 11:35:58	2016-00017553	Traffic Stop
06/17/2016 15:23:31	2016-00017783	Traffic Stop
06/17/2016 20:36:24	2016-00017805	Traffic Stop
06/18/2016 00:26:52	2016-00017820	Traffic Stop
06/18/2016 00:27:16	2016-00017821	Traffic Stop
06/20/2016 12:45:21	2016-00018069	Traffic Stop
06/22/2016 04:11:14	2016-00018213	Traffic Stop
06/23/2016 07:57:29	2016-00018297	Traffic Stop
06/23/2016 20:54:06	2016-00018361	Traffic Stop
06/25/2016 01:44:54	2016-00018438	Traffic Stop
06/25/2016 14:57:47	2016-00018463	Traffic Stop
06/26/2016 22:53:31	2016-00018543	Traffic Stop
06/28/2016 03:59:39	2016-00018616	Traffic Stop
06/29/2016 07:32:01	2016-00018713	Traffic Stop
	Type Totals: 18	
06/15/2016 12:25:12	2016-00017560	Unwanted Subject
06/27/2016 10:45:40	2016-00018569	Unwanted Subject
	Type Totals: 2	
06/19/2016 10:37:26	2016-00017966	Warrant
06/25/2016 15:19:43	2016-00018465	Warrant
	Type Totals: 2	

07/05/2016
Biweekly Report

<u>Incident Date And Time</u>	<u>Incident Number</u>	<u>Incident Type</u>
06/19/2016 20:21:47	2016-00018007	Weapons / Shots Fired
06/19/2016 21:49:04	2016-00018017	Weapons / Shots Fired
06/25/2016 21:00:28	2016-00018471	Weapons / Shots Fired
	Type Totals: 3	
06/18/2016 20:21:38	2016-00017907	Welfare Check
06/21/2016 17:01:10	2016-00018179	Welfare Check
	Type Totals: 2	



**BEAVERCREEK TOWNSHIP
HUMAN RESOURCES DEPARTMENT**

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



**BI-WEEKLY ACTIVITY REPORT
July 5, 2016**

JOB TASKS:

1. 2 Workers' Compensation claims for 2016
7 claims filed in 2015
2. Prepare bi-weekly report
3. Review bills
4. Work on return to work and issues pertaining to same
5. Review personnel and medical files from the Finance Office; work on list of issues pertaining to same
6. Work on BWC claims
7. Work on off duty injuries
8. Work on compensation plan
9. File documents
10. Work on unemployment matter
11. Work on insurance renewal
12. Work on multiple grievances
13. Schedule Medwork appointments
14. Work on youthworks program
15. Review evaluations
16. Review resumes



**BEAVERCREEK TOWNSHIP
HUMAN RESOURCES DEPARTMENT**

851 Orchard Lane, Beaver Creek, Ohio 45434
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17. Work on wellness initiative through MMO

MEETINGS AND OTHER ACTIVITIES:

- Meet with the TA on multiple issues
- Meet with Chief VandenBos on multiple issues
- Meet with FO on multiple issues
- Meetings with Jan Schultz on multiple issues
- Meet employee on return to work and retirement
- Meet with employee on recent injury
- Meeting with BC on employee issue
- Meetings with DC Mercs on multiple township issues
- Meet with employee on insurance issue
- Attend Board meeting
- Mw with MMO representative on renewal

Assistance to the Fiscal Officer: I have provided substantive support to the FO during the last two weeks by helping with payroll and billing in addition to extensive questions on our upcoming insurance renewal.

**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 TUESDAY, JULY 05, 2016

ACTIVITY FROM THU, JUNE 16, 2016 THROUGH WED, JUNE 29, 2016

PERMITS: Two permits for single-family dwellings were issued in this period (five more applications are pending, and will appear in the next report). Other permits issued were for two industrial accessory structures, one pool, and one fence. Also, three Parks Permits and one Right-of-Way Work Permit were issued. Last year, we issued the 53rd house permit on July 24. This year to date we have a 4% increase over 2015 in single-family dwelling permits (53 vs. 51), and a 17% increase in total Zoning actions (162 vs. 138), 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 June 29. 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	53
Driveways	32	22	32	27	57	94	51
Additions	4	9	1	3	10	5	6
Fences	16	19	14	20	22	13	5
Pools (including fence)	2	4	8	11	5	7	2
Signs	6	7	7	4	9	7	5
Rights of Way	3	0	7	1	2	3	4
Accessory Decks & Covered Patio	14	16	26	15	8	14	8
Accessory Structures	13	13	14	14	13	15	9
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	3
Temporary Tents Permits	13	13	13	13	14	12	8
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	1
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	49
Total	171	148	184	162	218	304	210
Revenue	\$14,274.80	\$24,094.65	\$15,843.80	\$11,735.00	\$15,910.00	\$29,380.00	\$22,650.00

PENDING: Applications are in hand for five single-family dwellings, and one Variance application. The re-zoning application by Ohio University for the Zinck farm is anticipated within the next month.

**BEAVERCREEK TOWNSHIP
ZONING DEPARTMENT**

851 Orchard Lane, Beavercreek, Ohio 45434
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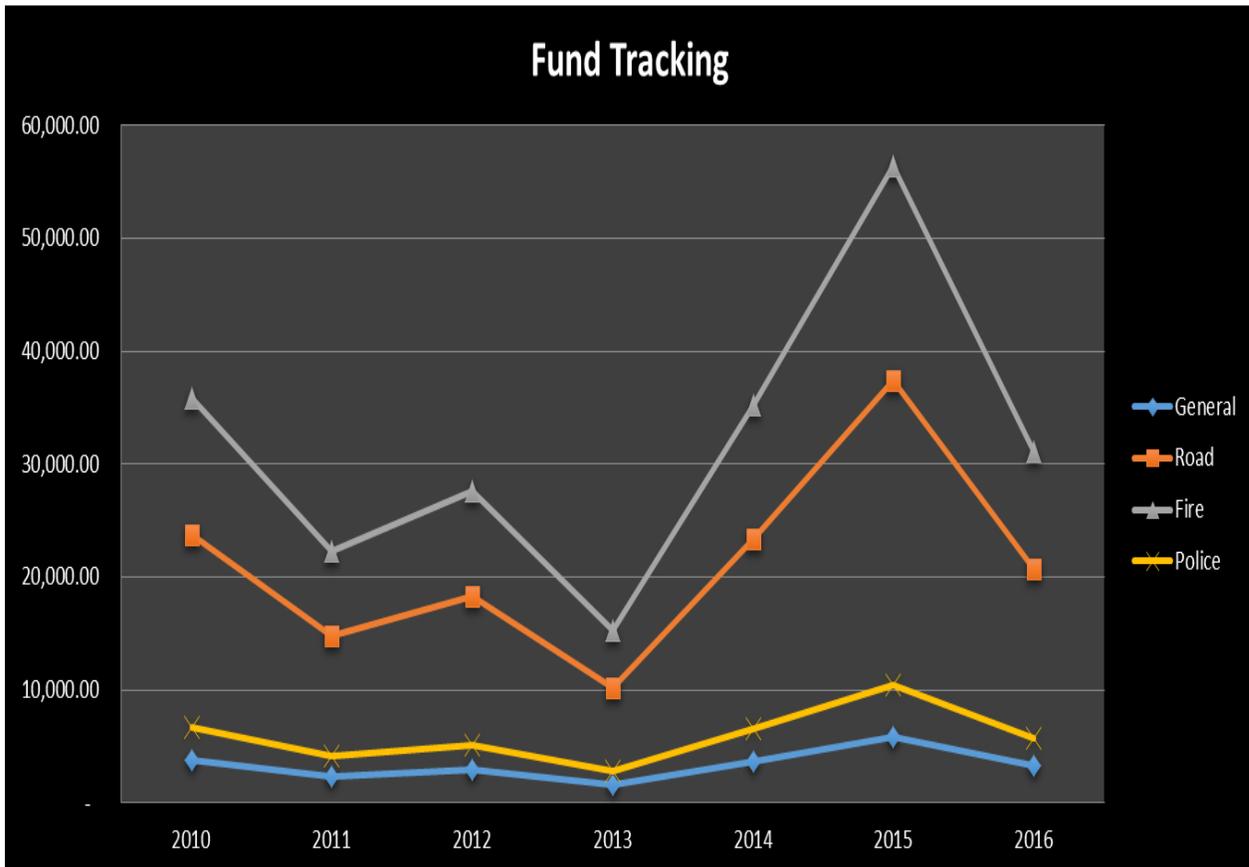


REVENUE PROJECTIONS

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 06-29-16, using 2014 Tax Levy rates and an estimated average NEW HOME property value of **\$350,000**. **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	3,736.25	2,327.50	2,878.75	1,592.50	3,675.00	5,880.00	3,246.25
Road	23,790.06	14,820.04	18,330.05	10,140.03	23,400.06	37,440.10	20,670.06
Fire	35,818.75	22,313.32	27,598.05	15,267.01	35,231.56	56,370.49	31,121.21
Police	6,622.76	4,125.65	5,102.78	2,822.81	6,514.19	10,422.70	5,754.20
Total	69,967.82	43,586.51	53,909.63	29,822.35	68,820.81	110,113.29	60,791.71

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
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MEETINGS/OTHER ACTIVITIES:

Note: ZA was on vacation from 6-21 thru 6-28.

1. Responded to follow-up inquiries re: Ohio University/Russ Research Center strategic planning effort, including conversations with OU principal planning consultant.
2. Consulted with TA, Zoning staff and HR re: department re-organization and job descriptions.
3. Continued formal and informal training of Zoning Assistant for assumption of new duties (Novak recommendation).
4. Conferred with multiple parties re: development ideas for 5-acre parcel on Beaver Valley Rd.
5. Organized presentation on Agritourism to take place 07-07-16.
6. Conferred with seller's agent re: sale of Beaver Valley Rd. property 06-16-16.
7. Attended Trustees regular meeting 06-20-16.
8. Consulted with resident re: proposed lot split 06-20-16.
9. Consulted with Mr. Rob Arnold and the owners of Bexley Hills Lots 169 & 170 re: Emergency Access drive 06-17-16.
10. Reviewed and signed mylars for two temporary construction easements and one lot split 06-29-16.
11. Attended TA staff mtg. 06-29-16.

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

- **Spent approximately 12 hours preparing verbatim Trustee Meeting Minutes.**
- Issued 10 Zoning permits;
- Issued 3 Parks Permits;
- Responded to one Code violation complaint;
- Responded to multiple zoning inquiries, advised applicant re: Variance application;
- Assisted with preparation of Zoning Department bi-weekly report;
- Consulted with ZA, TA, HR Manager & IT Manager re: Zoning Dept. reorganization.
- Continued training and supervision of YouthWorks student intern.
- Assisted with preparations and notifications for the Agritourism workshop to take place on 07-07-16.

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	84	71%	25
Spring Ridge	111	98	77%	13
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	138	85%	24
Claiborne Greens	166	50	30%	18
The Narrows	26	25	96%	1
River West				
Scarborough	75	13	17%	25
Bexley Hills	77	51	66%	16
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	7	16%	37
Arlington/The Colony	154	141	92%	13
Woodland Hills Estates	45	44	98%	1
Beaver Hills Estates	53	53	100%	0
Windemere	77	77	100%	0
Totals	2836	1704	60%	268

BEAVERCREEK TOWNSHIP
INFORMATION TECHNOLOGY DEPARTMENT

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



Bi-Weekly Report for
Jul 5, 2016
Regular Board of Trustees' Meeting
 (Report period 17-30 Jun 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)
 - Opened ticket with Unitrends Virtual Backups
 - Speed really seems to drop off dramatically when running these appliances. – waiting call back at time of report
 - WebEx session with Unitrends—reconfigured all UVB appliances to use 4 threads/streams while running backups. (the default is 8). This seemed to help a great deal with our throughput during backups.
 - Still have open ticket with Citrix and working with engineers.
 - We have not had a coalesce issue since 16 Jun, but still having some performance issues
- Research and deploy video conferencing between all Fire Stations (on hold for Citrix Migration)
- Equipment Inventory, Surplus (Gov Deals) and Repurpose IT equipment (hold)
- Hot/Warm site planning, station 64(hold)

Network Administration:

- Setup new Assistant to the Fiscal Officers Workstation/Phones
 - Created New AD and email accounts
 - Configured shortcuts to work folders
 - Reset phone VM code to give her access and change greeting
- Patched /Rebooted all servers physical/virtual (in-progress)
- Firefighter (Sta 64) having trouble accessing training website
 - Worked with site owners and got account reset
- Station 64 workstations having audio problems
 - Verified settings were correct, audio appeared to be working fine while onsite.
- Social Media—Township/Fire Website, Facebook, Twitter, YouTube

- Posted:
 - Special Meetings
 - Regular Beaver Creek Board of Trustees meeting for 20 Jun 16
- Active Directory (User/Group account management)
 - Created new Accounts for Assistant to Fiscal Officer
 - Unlocked/Reset accounts / passwords
 - Added/Deleted users To/From Security Groups
- Verified Backups are current and running
- Reviewed Spam/Web filters
 - Deleted/Whitelisted domains as appropriate
 - Purged junk mail from DataYard filter
 - Removing approximately 800-900 daily and over 2K on Mondays

Meetings:

- Department Heads meeting

Training:

- Webinar—Citrix Desktop Master Class

Miscellaneous / Outages:

- Working on 2017 Tax Budget
- Experienced a 4 hr. delay (29 Jun 16) receiving email from offsite.
 - Reset Barracuda Spam Filters Locally and DataYard reset theirs.
- Email latency (not receiving offsite emails in a timely manner)
 - DataYard was polling several domains that no longer existed, creating longer than normal mail distribution. Domains deleted
- Network down for approximately 2 hrs. after rebooting network switch (after normal business hours)
 - Lost connectivity to Citrix environment after rebooting network switch
 - Rebooted affected servers and VMs.

Awareness Items:

- None this period

Purchases:

- 2 ea. Copies of Win 2012 R2 Std. Server to upgrade Domain Controllers
- SmartNet service renewal (Cisco 5510 firewall/IPS maintenance agreement)
- Maintenance renewal on InMotion device installed in Sheriff's SUV

I look forward to meeting with you at the 05 July 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: June 30 2016
Reference: July 5 Trustees Meeting

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

- 1) Renewal of Maintenance agreements for Wetlands Association & Park Board
 - 2) Sign design approval for 1981 Dayton-Xenia Rd.
 - 3) Bi- weekly report
-

1. Maintenance Agreements

1.1. The current agreements are do to expire at the end of July, at this time we will be recommending approval at the same terms. Staff will re-evaluate cost this fall when the Historical Society agreement is do and we have a years with of cost in both buildings current usage by outside groups, and then adjust the other agreements on the next approval cycle.

1.2. I make a motion to approve the Maintenance Agreements as presented and authorize the Township Administrator to sign for the Board.

2. Sign for 1981 Dayton-Xenia

2.1. The Historical Society and Park Board would like to erect a sign in front of 1981 Dayton-Xenia at their cost. Staff is asking for approval to allow the sign to be place on Township property, as long as it meets all zoning requirements. The only cost to the Township is the sign will be install by maintenance staff. . Design and specifications attached.

2.2. I make a motion to approve the installation of a sign at 1981 Dayton-Xenia Rd. paid for by the Tenants.

3. Bi-weekly

RIGHT TO USE AND MAINTENANCE AGREEMENT

This Agreement is by and between the Board of Trustees of Beaver Creek Township, 1981 Dayton-Xenia Road, Beaver Creek, Ohio 45434 ("Township") and the Beaver Creek Wetlands Association. ("Tenant").

1. The Township hereby provides to Tenant the right to use the lower level ("the space") of the structure known as the "Coy House". The Tenant shall use the space solely as office space for its own use.

2. This Agreement shall be for a period of one (1) year commencing on the 1 day of August, 2015 and terminating on the 31 day of July, 2016.

3. Either party may terminate said Agreement during the original term or any renewal thereof upon sixty (60) days written notice to the other party.

4. During the terms of said Agreement or any renewal thereof, the Township shall maintain the exterior of the "Coy House". The Township shall also pay for all charges for gas, electricity, water and sewer used by the Tenant. The Tenant shall provide for and be solely responsible for the removal and disposal of its trash and shall pay for all custodial services for the space. The Tenant may use the Township's dumpster at no cost.

5. The Tenant shall keep the space in good repair, reasonable wear and tear excepted. The Tenant shall be responsible for all cleaning, janitorial services and interior maintenance of the space including replacement of light bulbs. The Township shall be responsible for the maintenance of the HVAC system servicing the space as well as the exterior of the "Coy House" (except for the repairs necessitated by the Tenant's negligent use of the space) including the removal of snow on the parking lot.

6. The Tenant shall not alter or improve the space without the prior written consent of the Township and any and all alterations, improvements, additions and fixtures made or placed on or in the space shall, on expiration or sooner termination of this Agreement, belong to the Township without compensation to the Tenant.

7. The Tenant shall not assign this Agreement nor sublet any portion of the space without the prior written consent of the Township.

8. All notices required under this Agreement shall be in writing and shall be deemed to have been duly given if they are delivered personally, transmitted via telecopy or transmission, followed by telephone confirmation of receipt, or mailed by overnight, express mail delivery services as follows:

Township: Board of Trustees of Beavercreek Township
1981 Dayton-Xenia Road
Beavercreek, Ohio 45434

Tenant: Beaver Creek Wetlands Association
P.O. Box 42
Alpha, Ohio 45301

9. Any of the Tenant's personal property remaining in the structure following termination of this Agreement shall be conclusively presumed to have been abandoned by the Tenant and the Township shall have the right to dispose of the personal property in any manner without regard to the preservation of any value.

10. The Tenant shall reimburse the Township \$130 each month for expenses incurred by the Township in maintaining the "Coy House". Said reimbursement shall be paid to the Township on the first day of each month.

11. The Township shall maintain fire and extended insurance on the "Coy House" including the space. Each party shall carry its own liability insurance with respect to the space. The Tenant shall secure and pay for a policy of comprehensive general liability insurance with single limit coverage of not less than \$1 million naming the Township as an additional insured. On the commencement date and on each subsequent insurance renewal date, if any, Tenant shall deliver to the Township suitable certificates evidencing this insurance.

12. Each party shall carry its own insurance with respect to the contents of the property and shall indemnify and hold harmless the other party from any and all claims for the losses associated with the personal property of the other.

13. The Tenant covenants and warrants to the Township as follows:

- A. Tenant warrants that it will use the space for only the stated purpose;
- B. That it will not permit the sale, service or consumption of alcoholic beverages or controlled substances in the space and that it will keep the space free of nuisance.
- C. Tenant shall assume the risk of, be responsible for and have the obligation to ensure against and indemnify Township and hold it harmless from any and all liability, claims, demands, actions,

damages, costs and expenses arising from or connected with any loss or damages or injury to persons (including death resulting therefrom) or property occurring in, on or about the space except for that caused by the negligence or willful act of the Township or its employees, agents or servants; and Tenant hereby releases the Township from any and all liability for the same.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year written above.

BOARD OF TRUSTEES OF
BEAVERCREEK TOWNSHIP, OHIO

Witness

Township Administrator

TENANT:

BEAVER CREEK WETLAND
ASSOCIATION

Witness

RIGHT TO USE AND MAINTENANCE AGREEMENT

This Agreement is by and between the Board of Trustees of Beavercreek Township, 851 Orchard Lane Suite C, Beavercreek, Ohio 45434 ("Township") and the Beavercreek Township Park Board ("Tenant").

1. The Township hereby provides to Tenant the right to use the east side ("the space") of the structure known as the "The Township Building". The Tenant shall use the space solely as office space for its own use.

2. This Agreement shall be for a period of one (1) year commencing on the 1 day of August, 2015 and terminating on the 31 day of July, 2016. There shall be no rental payments paid by the Tenant to the Township, but the Township shall receive a Maintenance Fee from the Tenant as set forth in Item 11.

3. Either party may terminate said Agreement during the original term or any renewal thereof upon sixty (60) days written notice to the other party.

4. During the terms of said Agreement or any renewal thereof, the Township shall maintain the exterior of the "The Township Building". The Township shall also pay for all charges for gas, electricity, water and sewer used by the Tenant. The Tenant shall provide for and be solely responsible for the removal and disposal of its trash and shall pay for all custodial services for the space. The Tenant may use the Township's dumpster at no cost.

5. The Tenant shall keep the space in good repair, reasonable wear and tear excepted. The Tenant shall be responsible for all cleaning, janitorial services and interior maintenance of the space. The Township shall be responsible for the maintenance of the HVAC system servicing the space as well as the exterior of the "The Township Building" (except for the repairs necessitated by the Tenant's negligent use of the space) including the removal of snow on the parking lot.

6. The Tenant shall not alter or improve the space without the prior written consent of the Township and any and all alterations, improvements, additions and fixtures made or placed on or in the space shall, on expiration or sooner termination of this Agreement, belong to the Township without compensation to the Tenant.

7. The Tenant shall not assign this Agreement nor sublet any portion of the space without the prior written consent of the Township.

8. During the period of this Agreement the Township shall be permitted access to the space. The Tenant shall provide the Township Fiscal Officer with one key to access the space for emergency purposes.

9. All notices required under this Agreement shall be in writing and shall be deemed to have been duly given if they are delivered personally, transmitted via telecopy or transmission, followed by telephone confirmation of receipt, or mailed by overnight, express mail delivery services as follows:

Township: Board of Trustees of Beavercreek Township
851 Orchard Lane Suite C
Beavercreek, Ohio 45434

Tenant: Beavercreek Historical Society
1981 Dayton-Xenia Road
Beavercreek, Ohio 45434

10. Any of the Tenant's personal property remaining in the structure following termination of this Agreement shall be conclusively presumed to have been abandoned by the Tenant and the Township shall have the right to dispose of the personal property in any manner without regard to the preservation of any value.

11. The Tenant shall reimburse the Township \$50.00 each month for expenses incurred by the Township in maintaining the "The Township Building". Said reimbursement shall be paid to the Township on the first day of each month.

12. The Township shall maintain fire and extended insurance on the "The Township Building" including the space. Each party shall carry its own liability insurance with respect to the space. The Tenant shall secure and pay for a policy of comprehensive general liability insurance with single limit coverage of not less than \$1 million naming the Township as an additional insured. On the commencement date and on each subsequent insurance renewal date, if any, Tenant shall deliver to the Township suitable certificates evidencing this insurance.

13. Each party shall carry its own insurance with respect to the contents of the property and shall indemnify and hold harmless the other party from any and all claims for the losses associated with the personal property of the other.

14. The Tenant covenants and warrants to the Township as follows:

- A. Tenant warrants that it will use the space for only the stated purpose;
- B. That it will not permit the sale, service or consumption of alcoholic beverages or controlled substances in the space and that it will keep the space free of nuisance.

- C. Tenant shall assume the risk of, be responsible for and have the obligation to ensure against and indemnify Township and hold it harmless from any and all liability, claims, demands, actions, damages, costs and expenses arising from or connected with any loss or damages or injury to persons (including death resulting therefrom) or property occurring in, on or about the space except for that caused by the negligence or willful act of the Township or its employees, agents or servants; and Tenant hereby releases the Township from any and all liability for the same.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year written above.

BOARD OF TRUSTEES OF
BEAVERCREEK TOWNSHIP, OHIO

Witness

Township Administrator

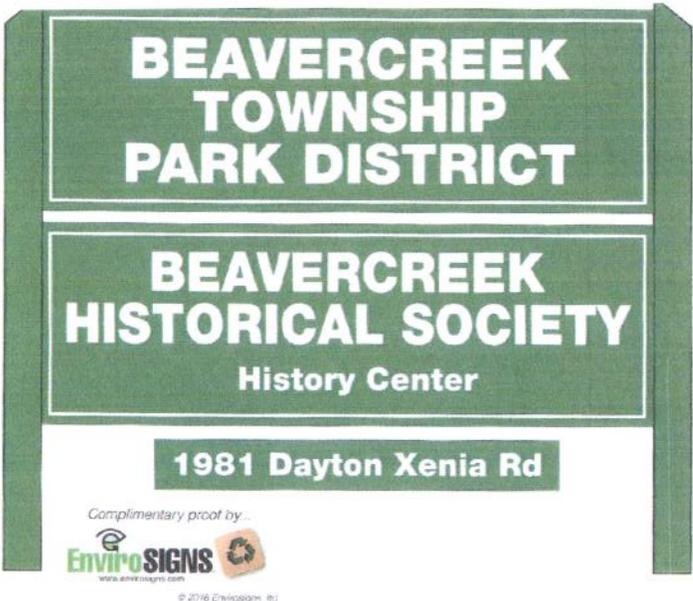
TENANT:

BEAVERCREEK TOWNSHIP PARK
DISTRICT

Witness

President

Treasurer





Envirosigns Estimate #3826

6/15/2016

Prepared For:
 Beaver creek Historical Society
 Robert Bader
 1368 Research Park Drive
 BEAVERCREEK, OH 45432
Phone: 937-426-4871 **Fax:**
Alt. Phone:
Email: baderm@msn.com

Prepared By:
 Jamie Inks
 Envirosigns, ltd
 PO BOX 450
 WOOSTER, OH 44691 USA
Phone: 888-492-5377 **Fax:** 888-492-5377
Alt. Phone:
Email: sales@envirosigns.com

Description: Double Sided EnviroPoly sign with 5x5 Posts

Estimated Time For Production: 30 working days

Quantity	Description	Each	Total	Taxable
2	24.00 in x 72.00 in EnviroPoly 3/4", 2 sided. Beaver creek Historical Society Beaver creek Park District	558.0596	\$1,116.12	
1	6.00 in x 48.00 in EnviroPoly 3/4", 2 sided. 1981 DAYTON XENIA ROAD	100.4318	\$100.43	
2	120.00 in 5x5 DuraPost. Fiberlass reinforced post-consumer recycled HDPE.	282.60	\$565.20	
1	Shipping not included	0.00	\$0.00	
		Subtotal	\$1,781.75	
		Total	\$1,781.75	

Terms: This estimate good for 60 days. 50% due on signing, balance due on completion.

By my signature, I authorize work to begin and agree to pay the above amount in full according to the terms on this agreement.

Signed by	Date	Amt. Paid Today
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BI-WEEKLY ACTIVITY REPORT FOR ROAD/MAINTENANCE DEPARTMENT

June 30, 2016

Calls for Service:

- Garage door repair- 3 hours Fire

Training:**Accomplishment/Information:**

- Attended staff meeting
- Attended 2 meetings on pond design at Woodridge also met with developer on landscaping within the Ride of Way.
- Attended Pre- construction meeting on Nathans Grove
- Meeting with Fire, zoning and resident on options for emergency access in Bexley Hills
- Assisting Finance as needed
- Finished July budget
- Finished employee evaluations-submitted to HR for review
- Reviewed several driveway permits
- Checking on developments- A great deal of time has been spent in the active sites on inspection
 - Bexley Hills 3A- checking on erosion control issues erosion control issues
 - Bexley Hill 3B- Completed storm, continued to fill, awaiting utility design from Engineer
 - Spring Ridge 3A- Curb replaced awaiting final paving after 4th
 - Spring Ridge 3B- Installing water and continuing to cut subgrade
 - Wood Ridge section 1- working with developer on landscape
 - Clairborne Greens 1- Finished replacing curb awaiting final pavement
 - Clairborne Greens 2A- checking on erosion control
 - Clairborne Greens 2B- Installing utilities
 - Spring Meadows section 5- Proof roll, installing 304 stone
 - Nathans Grove – Pre construction
 - River Reserve- on hold
- HVAC proposals- Still reviewing as time allows
- Transported engine for paint repairs
- Inspected engine that returned from paint shop
- Finished storm pipe installation on Stretch Dr., except for restoration
- Began 2nd mowing of ride of ways
- Removed tree on Sperling do to storm
- Began pipe repair in Windmere
- Finished prepping Parks for 4th of July
- Continued mowing Township Facilities

Awareness Items:

- Salt bids for 2016-2017 season
- HVAC proposals
- Library roof tentatively scheduled for third week of July- weather dependent-awaiting preconstruction meeting
- LED project- awaiting schedule

To: **Alex Zaharieff, Township Administrator**
 From: **David VandenBos, Fire Chief**
 Date: **2016-06-30**
 Re: **Fire Department Agenda Items for 2016-07-05 Biweekly Trustees' Meeting**

1) Biweekly Activity Report

1) Biweekly Activity Report

1.1) Open Department Meeting: The fire department held its monthly open meeting, where items of interest and concern were discussed, including: major event planning (4th of July, presidential debate), engine repair and upgrades and apparatus moves, annual air pack testing to begin, annual water refresher complete, and live burn training tentative schedule.

1.2) Fiscal Office Support: Paycor access to custom reporting still has not been restored to DC Mercs or FC VandenBos. Ms. Ahrens has provided access to Mr. Zaharieff and asked him to perform her duties. Mr. Zaharieff and Fire Chief VandenBos spent about 3 staff hours rebuilding the export, since the working, existing copy was made unavailable by Ms. Ahrens.

Also, the fire department has not received its regular, biweekly status reports in over three weeks. These reports are used by all levels of the fire department to manage its finances. In addition to program managers unable to check their respective budget areas, the fire department's tax budget preparations have been hindered, and the 2016 required submission will not use the most current data. It is worth noting that completion of the requested reports should take no more than 10 minutes every two weeks (at the completion of bills). And that time could be transferred or eliminated if the UAN software was installed in the State supported, multi-user configuration, using the Township's SQL server.

1.3) BC Betsinger Retirement: Battalion Chief Betsinger has requested that his retirement ceremony be held on Wednesday, 20 July at 12:00. The ceremony will be preceded by a review of the Stations and Crews, starting at 08:00 Station 61. The Board's attendance would be greatly appreciated.

1.4) YouthWorks Employees: The 2016 YouthWorks program employees have completed 3 weeks of work for the fire department. The program has been very successful, with the employees exceeding original productivity estimates. Unfortunately, one employee did have to be released due to a work rules violation. To date, these young men and women have completed:

Fire Hydrant Flow Tests: **116**

Fire Prevention Record Scans: **515**

1.5) Greene County Fair: The fire department will provide a medic to support the Greene County fair on August 3, during the harness racing events. This coverage will be provided with on-duty crews, and does not require overtime. This event falls under SOG 5000.003§3.4.1 (as approved by the Board, 2016-093) On-Site, Out-of-Service Coverage for Public Events and does not require a charge.



1.6) Statistics and Data Training: The fire department held a follow-up training to reinforce concepts and skills learned during the FireStats training. This training's topic was joining two datasets in SQL (using a Join statement) and Excel (using a VLOOKUP function). This provides the ability to correlate related data from two different sources.

1.7) Public Outreach: The fire department had non-incident contact with the community at the following events:

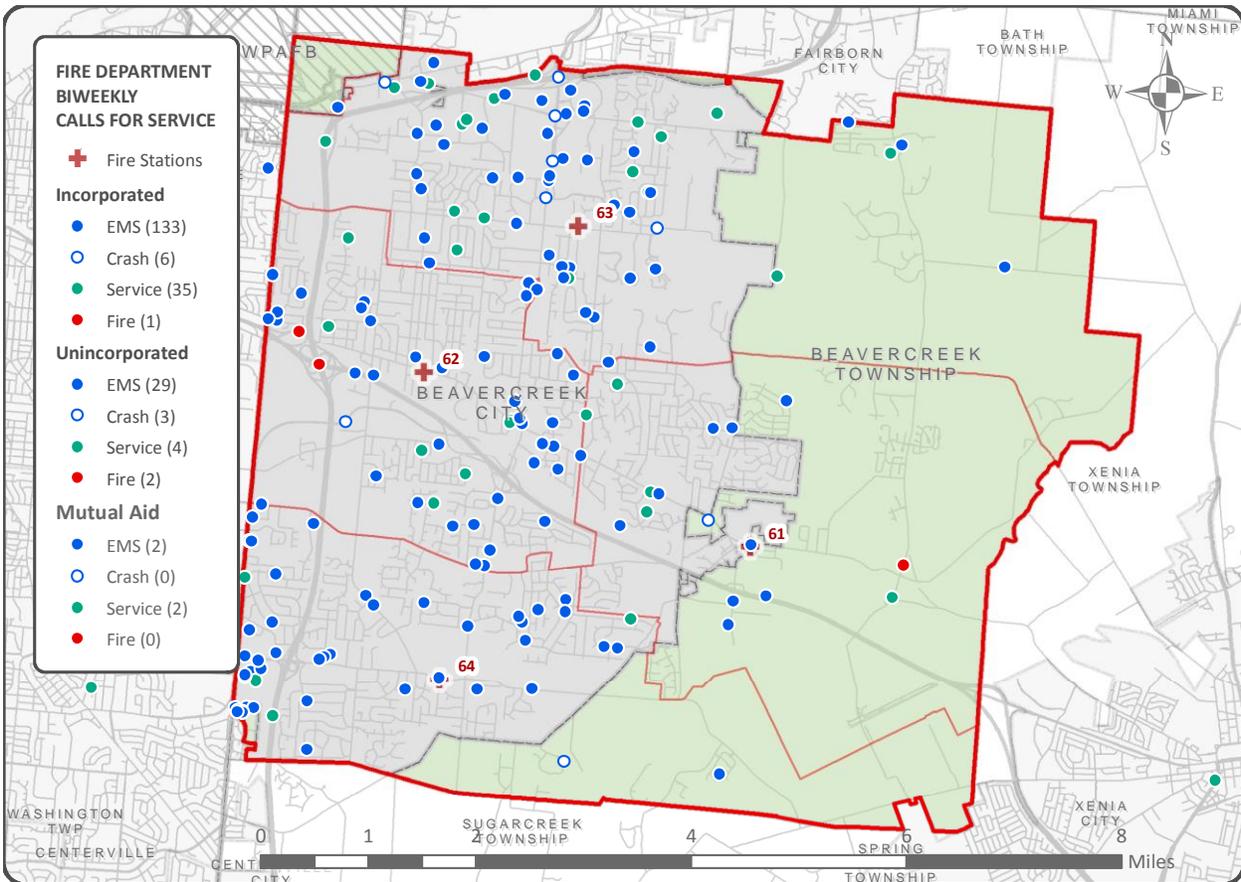
Station 62	Static Display, Beavercreek Baptist Church (Classic Car Show)
Station 64	Static Display, Grace Covenant Church (Family Fun Day)
Station 61	CPR/AED, Matrix Research
Station 63	Static Display and Fire Prevention Activities, Mall at Fairfield Commons (Child Safety Day)
Station 61	Heartsaver CPR, regularly scheduled class
Station 63	Static Display and Fire Prevention Activities, Sam's Club
Station 61	Open House, LTE Media Demonstration



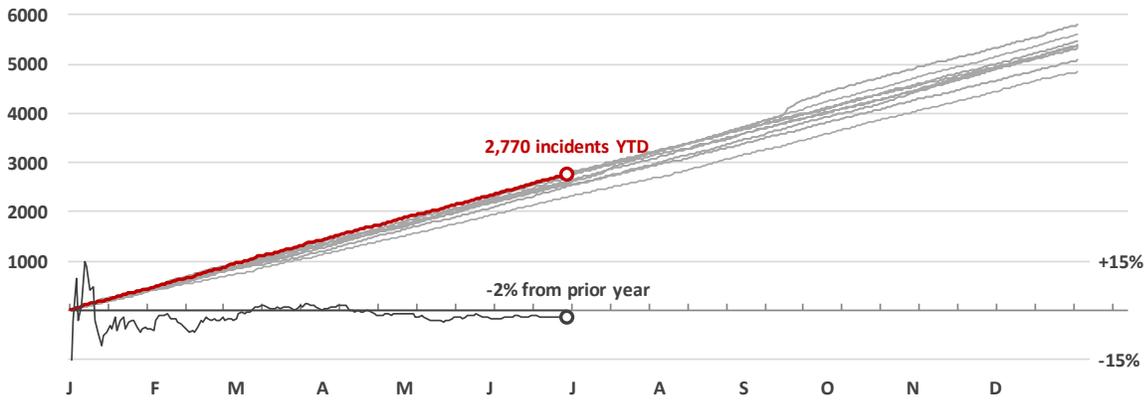
1.8) Biweekly Incident Activity

Biweekly Calls for Service Activity Report: Incorporated and Unincorporated

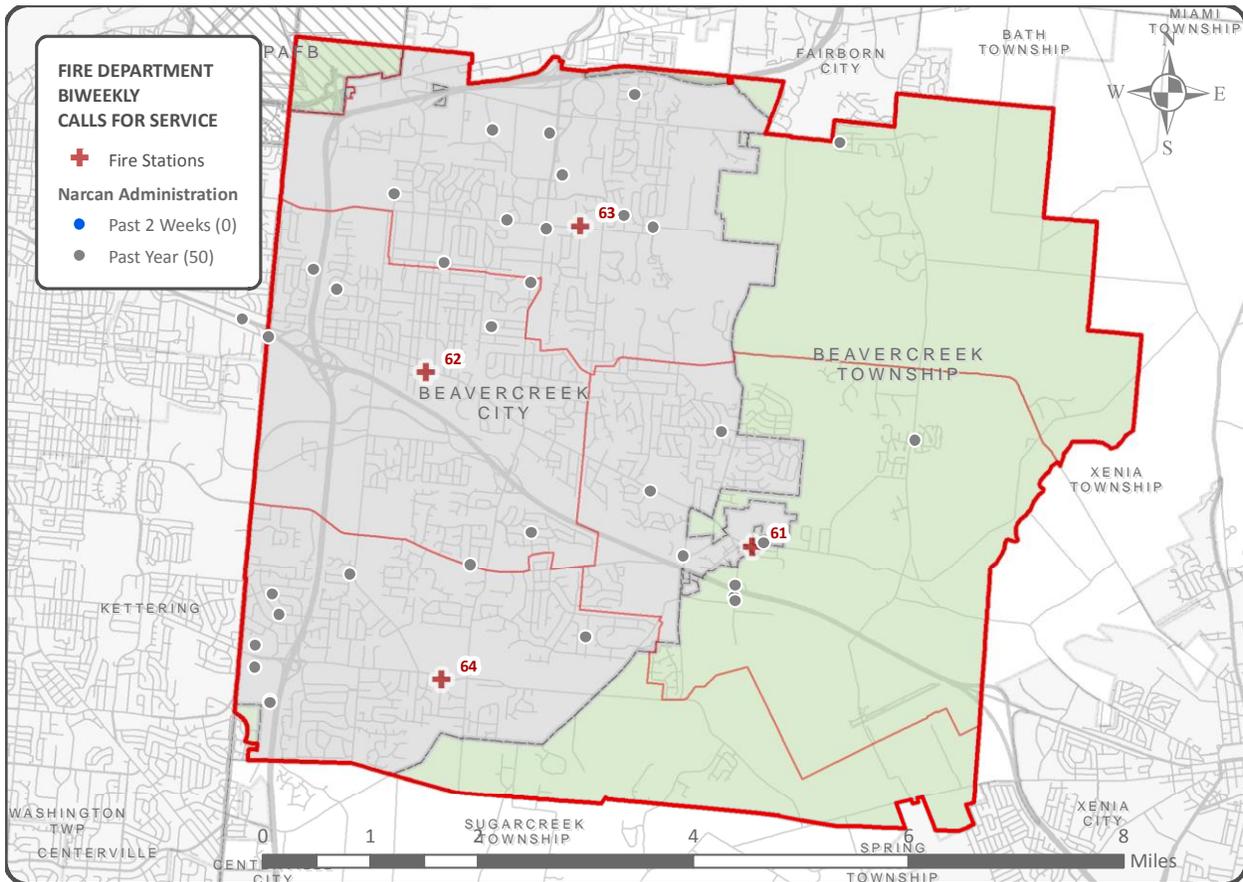
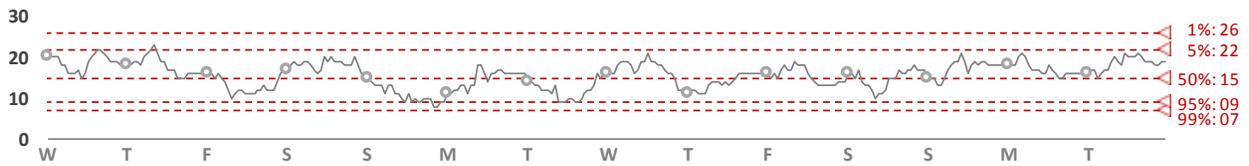
Call for Service Type	History Trend	Inc Uninc		10-Year over Year					YTD Projected		
		0	50	100	150	200	250				
3: Medical		133	31						3,968	2,102	+10%
7: False Alarm		13	1						381	169	-11%
3: Crash		6	3						329	164	+7%
6: Good Intent		10	5						274	153	+16%
5: Service		5	1						132	58	-8%
4: Hazard		6	0						124	64	+9%
1: Fire		1	2						84	41	-3%
2: Explosion		0	0						10	3	-27%
8: Severe Weather		0	0						-	-	#####
9: Special		1	1						23	16	+46%
Total		175	44						5,325	2,770	+8%



There have been 2,770 incidents this year, which is -2% from this time last year



The past two weeks were 03% slower than average, with 0 hours slower than 99%, and 0 hours busier than 99% of the year.



Biweekly Training Activity Report

Training Type	Weekly History Trend Current	0	250	500	750	1,000	10-Year over Year History	YTD
EMS	 ▲ 19	8.0%					 1,588	1,040
Firefighting	 ▼ 99	41.1%					 980	550
Driver/Operator	 ▲ 37	15.2%					 848	438
Rescue	 ▲ 16	6.5%					 1,732	822
Officers	 ▲ 34	14.3%					 1,215	902
Daily Drills	 ▼ 25	10.3%					 597	337
Haz-Mat	 ▲ 0	0.0%					 421	45
NIMS	 ▲ 11	4.4%					 2,227	1,522
Fire Prevention	 ▲ 1	0.2%					 100	37
Instructors	 ▲ 0	0.0%					 38	38
Dispatch	 ▲ 0	0.0%					 32	16
Total	 ▲ 240	100.0%					 9,777	5,745

