Regular Beavercreek Trustee's Meeting

Monday, October 3, 2011

Mr. Glaser called the Regular Trustee Meeting to order at 2:01 P.M. Those present were Trustees: Robert Glaser, Carol Graff and Bob Stone. Fiscal Officer, Christy Ahrens and Legal Advisor Robert Surdyk were also present. Staff present: Township Administrator Alex Zaharieff, Assistant to the Fiscal Officer James Barone, Road Superintendent Tim Parks, Fire Chief David VandenBos, Deputy Fire Chief(s) Scott Dorsten and John Mercs, Zoning Administrator/Inspector Victoria Long, and HR Manager Trish Gustafson.

2011-386 Ms. Graff made a motion to approve the Agenda for October 3, 2011 with the following amendments: add Item Description and Mortar Detonation under New Business; add US 35 Letter under Administrator; add Switch Replacement under Information Technology; add Fire Prevention Week, Acquired Structure, and Update on Fire Department Equipment Protocol under Fire. Mr. Stone seconded. Roll Call: Ms. Graff, yes; Mr. Stone, yes; and Mr. Glaser, yes.

2011-387 Mr. Stone made a motion to approve the October 5, 2011 Payroll in the amount of $241,646.84. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Ms. Graff, yes; and Mr. Glaser, yes.

2011-388 Ms. Graff made a motion to approve the Bills in the amount of $93,201.10. Mr. Stone seconded. Roll Call: Ms. Graff, yes; Mr. Stone, yes; and Mr. Glaser, yes.

2011-389 Ms. Graff made a motion to approve the Regular Meeting Minutes of September 6, 2011. Mr. Stone seconded. Roll Call: Ms. Graff, yes; Mr. Stone, yes, and Mr. Glaser, yes.

2011-390 Mr. Stone made a motion to approve the Special Meeting Minutes of September 12, 2011. Ms. Graff seconded. Discussion occurred regarding the Workers Comp Report that Ms. Graff wanted attached to this set of Minutes. Fiscal Officer Christy Ahrens stated that she had not been given a copy of that report, but would attach it to the Minutes once the HR Manager sent it to her. Roll Call: Mr. Stone, yes; Ms. Graff, yes; and Mr. Glaser, yes.

2011-391 Ms. Graff made a motion to approve the Regular Meeting Minutes of September 19, 2011. Mr. Stone seconded. Roll Call: Ms. Graff, yes; Mr. Stone, yes, and Mr. Glaser, yes.

RESIDENTS/GUESTS DESIRING TO SPEAK: None.

OLD BUSINESS: None.

NEW BUSINESS:
Item Description:
Ms. Graff stated that she had some questions concerning what items and services are being paid for when there is no description on the checks. Mr. Glaser agreed. Fiscal Officer Christy Ahrens stated the process her office uses when processing bills and cutting checks in order to ensure fiscal accountability. The checks have invoice numbers on them so that the vendors know what to apply the money toward. The Trustees approve, by signature, every expenditure over $2500.00 before the purchase is made or a check is cut. Anything below that amount is approved by a Department Head. General discussion occurred.

2011-392 Mr. Stone made a motion to have the Township Administrator work with the Fiscal Officer and staff to accomplish the request that more information be put

on the checks. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Ms. Graff, yes; and Mr. Glaser, yes.

Mortar Detonation:
Discussion occurred on how the Township Fire Department got involved with a mortar and grenade found at a Beavercreek home. Mr. Glaser questioned why Calamityville wasn't used as the place of detonation. Fire Chief VandenBos stated that neither he nor anyone else thought of it. General discussion occurred.

ADMINISTRATOR:
2012 Holiday Schedule:
2011-393 Ms. Graff made a motion to approve Resolution 2011-393, WHEREAS, to set the 2012 Township Holiday Schedule per the Beavercreek Township, Greene County Ohio Personnel Policy Book Section IV Number 9 to the following:

January 2, 2012	New Year's Day 2012
January 16, 2012	Martin Luther King Jr., Day
May 28, 2012	Memorial Day
July 4, 2012	Independence Day
September 3, 2012	Labor Day
November 12, 2012	Veterans Day
November 22 & 23, 2012	Thanksgiving
December 24 & 25, 2012	Christmas

Mr. Stone seconded. Roll Call: Ms. Graff, yes; Mr. Stone, yes, and Mr. Glaser, yes.

Non Union Employee Compensation:
2011-394 Mr. Stone made a motion to approve the Pay Rate for all Township employees, not covered by a Labor Management Agreement, to get a zero (0) percent increase in wages and to adjust the employee health and dental care contribution from eight (8) to ten (10) percent for 2012. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Ms. Graff, yes; and Mr. Glaser, yes.

US35 Letter:
Township Administrator Alex Zaharieff provided the Trustees a copy of the drafted letter regarding US 35. Ms. Graff talked about the information she had regarding this issue. Mr. Glaser asked that attachments be added to the letter, including a copy of the map the Trustees agree with and the Police Accident Reports regarding this area of US 35; however, if the Police Accident Reports cannot be produced within five days from now, to send the letter without the reports. Discussion occurred regarding: one intersection more viable than the other; that the Trustees spell out more definitively that they want to keep Orchard Lane's north and south connectivity; land space; bridge over or go under US 35. Legal Advisor Robert Surdyk will work on adding a few sentences regarding the connectivity of Orchard Lane to the letter. This topic will be addressed again at the end of the meeting, after changes have been made to the letter.

INFORMATION TECHNOLOGY:
Switch Replacement:
Discussion occurred as to the technical problems the Township has had with computer and phones this past week and the need to fix the problems once they are identified.
2011-395 Ms. Graff made a motion to approve the possible replacement of two (2) switches, if needed, for connectivity between the Fire Administration Building and the Township Administration and Road Buildings in an amount not to exceed $10,000.00. Mr. Stone seconded. Discussion occurred.

2011-396 Ms. Graff made a motion to amend her previous motion to approve an amount not to exceed $10,000.00 to repair the connectivity between the Fire Administration Building and the Township Administration and Road Buildings. Mr. Stone seconded. Discussion occurred. Roll Call: Ms. Graff, yes; Mr. Stone, yes, and Mr. Glaser, yes.

ROAD:
Rumpke Trash Agreement:
Road Superintendent Tim Parks updated the Trustees on the Township trash contracts and how we use different companies. This new contract would put the whole Township together for trash removal.

2011-397 Mr. Stone made a motion to approve the 2012 Customer Service Agreement with Rumpke of Ohio for a term of one year. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Ms. Graff, yes; and Mr. Glaser, yes.

FIRE:
SCBA Repair Purchase Request:
2011-398 Mr. Stone made a motion to approve the purchase requests to Warren Fire Equipment Inc for SCBA repairs in the total amount of $4878.62. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Ms. Graff, yes; and Mr. Glaser, yes.

Station 64 Update:
Chief VandenBos updated the Trustees on the extension for Temporary Occupancy of Station 64 and the need for landscape and the retention pond to be completed before the City would issue a Permanent Occupancy permit.

Fire Prevention Week:
2011-399 Ms. Graff made a motion to approve **Resolution 2011-399**, a Proclamation for Fire Prevention Week from October 9 - 15, 2011**,** WHEREAS, The Beavercreek Township Fire Department and the fire service of this State of Ohio, are dedicated to the safety of life and property of its protected citizens from the devastating effects of fire, and recognize the value of proper planning and preparedness before fire strikes; and WHEREAS, the members of the fire service are joined by the citizens of this community, businesses, schools, service clubs and organizations in their fire prevention efforts; and WHEREAS, Beavercreek's first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and WHEREAS, Beavercreek's residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes; and WHEREAS, Beavercreek residents who have planned and practiced a home fire escape plan and who have installed and maintained smoke alarms are more prepared and will therefore be more likely to survive a fire; and WHEREAS, the 2011 Fire Prevention Week theme, "It's Fire Prevention Week. Protect your Family from Fire!" effectively serves to remind us all of the simple actions we can take to stay safer from fire during Fire Prevention Week and year-round. THEREFORE, We the Trustees of Beavercreek Township, Greene County, State of Ohio, do hereby proclaim the week of October 9th – 15th, 2011, as Fire Prevention Week. This week commemorates the Great Chicago Fire of 1871, in which 250 persons were killed, 100,000 were left homeless, and more than 17,400 buildings were destroyed. We as the Trustees of Beavercreek Township call upon the people of the community to participate in activities at home, work, and school, and consider the Fire Prevention Week theme for 2011, "Smoke It's Fire Prevention Week. Protect your Family from Fire!" In WITNESS WHEREOF, we have here unto set our hand and caused the SEAL of Beavercreek Township to be affixed this 3rd day of October, year 2011.

Mr. Stone seconded. Roll Call: Ms. Graff, yes; Mr. Stone, yes; and Mr. Glaser, yes.

Acquired Structure:
Chief VandenBos stated that Martin Marietta asked the Fire Department to burn down a structure on their property. Mr. Surdyk will review the contract and the Chief will bring it back before the Trustees at the next meeting. General discussion occurred.

Update on Fire Department Equipment Procedures:
Mr. Glaser stated he wanted to check on the progress being made in regards to the damage that occurred on Ladder 61. Chief VandenBos stated that he was in the process of updating policies and procedures and operating guidelines, and that he could get the Trustees drafts of these documents. He also stated that he has met with all of the officers involved with the Ladder 61 incident, and how to do things going forward. Mr. Glaser stated he would like to see something in writing. General discussion occurred regarding: discipline and follow through.

Ms. Graff made a few comments regarding Public Record Requests and the Ohio Township Association's website that lists Beavercreek Township's total population instead of just the unincorporated population.

Township Administrator's Evaluation:
2011-400 Mr. Stone made a motion to go into Executive Session at 3:09 P.M. per ORC 121.22(g)(1) To consider the employment or compensation of a public employee. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Ms. Graff, yes; and Mr. Glaser, yes.

2011-401 Mr. Stone made a motion to come out of Executive Session at 3:56 P.M. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Ms. Graff, yes; and Mr. Glaser, yes.

2011-402 Ms. Graff made a motion to approve the October 3, 2011 letter to Senator Chris Widener regarding US 35. Mr. Stone seconded. Roll Call: Ms. Graff, yes; Mr. Stone, yes, and Mr. Glaser, yes.

2011-403 Mr. Stone made a motion to Adjourn at 4:01 P.M. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Ms. Graff, yes; and Mr. Glaser, yes.

Trustee: _____

Fiscal Officer: _____