Regular Beavercreek Trustee's Meeting

Monday, August 22, 2011

Mr. Glaser called the Regular Trustee Meeting to order at 2:00 P.M. Those present were Trustees: Robert Glaser, Carol Graff and Bob Stone. Fiscal Officer, Christy Ahrens was 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, and Zoning Administrator/Inspector Victoria Long.

2011-334 Ms. Graff made a motion to approve the Agenda for August 22, 2011. Mr. Stone seconded. Roll Call: Ms. Graff, yes; Mr. Stone, yes; and Mr. Glaser, yes.

2011-335 Mr. Stone made a motion to approve the August 24, 2011 Payroll in the amount of $267,039.06. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Ms. Graff, yes; and Mr. Glaser, yes.

2011-336 Ms. Graff made a motion to approve the Bills in the amount of $195,051.96. Mr. Stone seconded. Roll Call: Ms. Graff, yes; Mr. Stone, yes; and Mr. Glaser, yes.

2011-337 Mr. Stone made a motion to approve the Special Meeting Minutes of August 1, 2011. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Ms. Graff, yes; and Mr. Glaser, yes.

2011-338 Ms. Graff made a motion to approve the Special Meeting Minutes of August 8, 2011. Mr. Stone seconded. Roll Call: Ms. Graff, yes; Mr. Stone, yes; and Mr. Glaser, yes.

2011-339 Mr. Stone made a motion to approve the Regular Meeting Minutes of August 8, 2011. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Ms. Graff, yes; and Mr. Glaser, yes.

RESIDENTS/GUESTS DESIRING TO SPEAK: None.

OLD BUSINESS: None.

NEW BUSINESS:
Resolution of Donation of Model Fire Trucks:
2011-340 Ms. Graff made a motion to approve **Resolution 2011-340**, WHEREAS, Mr. Mark Marderosian of Beavercreek, Ohio wishes to make a donation of sixteen model fire trucks to the Beavercreek Township Fire Department, and WHEREAS, according to section 505.10 of the Ohio Revised Code the Trustees of Beavercreek Township may accept a donation of any real or personal property for any township use and WHEREAS, the Trustees of Beavercreek Township do graciously accept said donation. Mr. Stone seconded. Roll Call: Ms. Graff, yes; Mr. Stone, yes; and Mr. Glaser, yes.

The Trustees asked everyone to join them at Station 61 to accept the donation from Mr. Marderosian.

2011-341 Mr. Stone made a motion to reconvene the Regular Trustee Meeting at Station 61. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Ms. Graff, yes; and Mr. Glaser, yes.

Mr. Glaser made a few comments in honor of Mr. Marderosian and his accomplishments as well as his donation of fire trucks to the Township.

Mr. Glaser read the following Proclamation.

Whereas, Marc Marderosian is a respected and active member in the Beavercreek Community; and
Whereas, Mr. Marderosian is a long-time supporter of the Beavercreek Township Fire Department and has promoted recognition of the work done by its Firefighters; and
Whereas, Mr. Marderosian has graciously donated his private collection of replica fire engines to the Beavercreek Township Fire Department for display to the Beavercreek Community.
Now therefore, we, the Trustees of the Township of Beavercreek, do hereby accept the donation and extend the thanks of a grateful community to Marc Marderosian; and
Therefore also, we dedicate the display of this collection to Mr. Marderosian and welcome the Beavercreek Community to Fire Station 61 to view it.
In Witness thereof, we have hereunto set our hands and caused the seal of the Township of Beavercreek, to be affixed this 22nd day of August, 2011.

Mr. Marderosian graciously accepted the Proclamation and a plaque.

2011-342 Ms. Graff made a motion to reconvene the Regular Trustee Meeting at the Fire Administration Building. Mr. Stone seconded. Roll Call: Ms. Graff, yes; Mr. Stone, yes; and Mr. Glaser, yes.

ADMINISTRATOR:
IT Manager:
Township Administrator Alex Zaharieff updated the Trustees regarding the IT Manager position stating that a conditional offer was made to Chris Zappanti and that all his background information came back without incident. Therefore, the Township Administrator is recommending to the Board that they hire Chris Zappanti at the Township IT Manager with an annual salary of $68,000.00 and benefits per the Township Employee Handbook.
Discussion occurred regarding: outside employment and consulting, and a time limit to be placed for helping current employer. Mr. Zaharieff will discuss this issue with Mr. Surdyk so that the wording is clear and concise. Mr. Stone stated the Board just wants it clear that we do not want this position to do work for other municipalities, except for a short time with Sugarcreek Township, while in transition.

2011-342 Mr. Stone made a motion to authorize the Township Administrator to offer Chris Zappanti the Information Technology Manager position at a starting salary of $68,000.00 plus the appropriate benefits per the Township Handbook. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Ms. Graff, yes; and Mr. Glaser, yes.

Employee Request for Unpaid Leave Status:

Mr. Glaser: Next order of business is an employee request for unpaid leave status. Before we start any discussion on this, I'd like to journalize the fact that anything we do with regards to this area as outlined in the employee handbook is strictly at the discretion of the Board of Trustees. This in no way sets a standard or a precedent in any way. Each and every case will be reviewed on an individual basis and is, again, strictly at the discretion of the trustees to grant or deny. With that being said, go ahead, Mr. Zaharieff.

Mr. Zaharieff: I received a letter from one of our employees requesting four weeks of unpaid leave status. This unpaid leave status will be for a surgery of her daughter, who needs a required surgery at Children's Cincinnati.
The four weeks of unpaid leave is the worst-case scenario. We hope everything, obviously, turns out OK. This employee has already used family medical leave this year, and no longer has the ability to use family medical leave. She does have the ability to use some of her personal leave and accumulated comp time and what balance she has left in sick leave.
Since she has completed family medical leave, per the handbook, she's allowed to start using the personal leave, the comp time, and the vacation and sick leave. She has used all her vacation time, as well.
This will be so, after she uses the leave, she may need to use the unpaid leave status. She may not need it, but she's making that request, in case she does need it, in case something happens during the surgery.
Glaser: What will be Michele's fill-in cost to the township?
Zaharieff: There is no fill-in cost. Currently, we do have a firefighter on light duty, who will be more than happy to fill in for her position during that time.
Glaser: How long will he be on light duty?
Zaharieff: He is going to be on light duty for several weeks.
Glaser: Could you explain his status and what will be his ability to return to a full work load.
Zaharieff: Currently, we have one firefighter who's on light duty after suffering a heart attack while performing his duties at a fire scene. Unfortunately, because of the heart condition, this employee cannot return to work, and will be filing for a disability pension.
Glaser: Has a workers comp claim been certified for him?
Zaharieff: Yes, it has.
Glaser: By whom?
Zaharieff: Certified by the HR manager.
Glaser: Two months ago, I asked for a list of all workers comp claims filed in the last year against the township, and I still don't have it.
Zaharieff: I have a quarterly report prepared for my next week in review, as well as the wellness and fitness from what we discussed at the meeting before I left on vacation.
Glaser: We're at a huge potential liability for the township and the trustees, and we have no idea what is going on in this area because we don't have that information available to us, and I've got a particular problem with that, because that could result in some very large liabilities for the township.
That's why I asked for this information, and that's why I think it's important that we get that report in a timely fashion, and two months has gone by, and I'm very concerned about not having that information.
Mr. Glaser passed the gavel to the vice-chair.

2011-343 Mr. Glaser made that we hire an outside consultant to review the last year's claims. The city uses someone to review these claims, and his name is John Tracy. I would suggest that it be him, but I'm not necessarily concerned about that. But, I do make that motion. Would anybody care to second?

Mr. Stone: Bob, I think I would be more than happy to second, after discussion first, would be more than happy to support that. But, two things. One is we have not seen this list. I don't know how extensive the list is or how costly it is. So, I'm assuming we see the list, and if it looks like we have an unusual amount of claims, or for some other reason, I would be more than happy to hire somebody to take a look at it. But, on the same token, I'm at this point being just a little bit blind. I don't know that I want to spend money until know that it warrants the expenditure.

You may have more information than I do, to make you believe that it is warranted. But, right now I don't have that information. So, I guess what I'm saying is, I can't jump in today and authorize an expenditure.
If you wish to reword that motion to say "to explore the cost of an investigation", I would be willing to let the staff go ahead and move forward on that.
Mr. Glaser: My concern is that this is an ongoing thing. Like I said, two months ago I made this request, and I don't have this information, and this is a tremendous potential liability for the township. We don't seem to be able to have this information. Like you said, you don't have the information to make the decision. I think that, unto itself, would give rise to the necessity of looking into this particular matter. However, if you choose not to do it, or postpone it, then so be it.
What exactly would you like me to modify my motion to be?
Mr. Stone: If you would like authorization for staff to consult with Mr. Tracy, and to get a feel for what his services are, and what his costs are, then I would certainly support that, and bring that to us, with that list that Mr. Glaser has asked for, no later than the next meeting, but the list is going to come sooner than that.
Mr. Zaharieff: I have the quarterly report, which was asked for, and I have that today. But, what I was asked last week was also to have a report on the light duty status and the cost savings of having somebody on light duty, as opposed to wage loss. So, I'm preparing that. In fact, I instructed staff Thursday, and today I had discussions with the fire chief on preparing that report for the Board for the next meeting.

2011-344 Mr. Glaser amended motion 2011-343 to the following: I'd like to see the list include the last year of all claims that have been filed, and I would put that in my motion, and I would ask staff then to take that list and explore with John Tracy, out of Dublin, Ohio, to review said list and give us a report. And would you please get the costs involved in that, and then bring them to us with recommendations at the next meeting. That'll be my motion.
Ms. Graff: You saying Tracy's to come back with information, or just what the costs might be?
Mr. Glaser: I'm saying at this point in time, to please Mr. Stone, that we at least move in some direction toward discovering where exactly the township stands on this.
I'm asking to find out what the costs are involved, so that Mr. Stone is more comfortable in proceeding with this, and it will also give him time to review said claims, to see if he feels that it warrants Mr. Tracy to review those claims.
Mr. Stone: So, it's at an amended motion by you.
Mr. Glaser: That's an amended motion.
Mr. Stone: I'll second that amendment.
Ms. Graff: We still up for discussion?
Mr. Glaser: Sure.
Ms. Graff: Have you discussed all this with the township administrator prior to the meeting?
Mr. Glaser: No. I've been waiting for the information to come in. We haven't got it, so –
Ms. Graff: In addition, as long as you're going to go that far, I'd like a report to include the costs that we have had for workers comp for the past 15 years, the annual costs, so we can see what we have experienced.
Mr. Stone: The premiums?
Ms. Graff: The premiums, so we could have a comparison as to what has happened to the premiums over the years. That would fit in with the information, with the number. The total cost is something we need to –
Mr. Glaser: That's kind of a separate issue, but that's fine. We could see where we're trending and it would give us more information to look at, which is something

that I think we could look at. I don't have a problem with that. I'll accept that as part of the amendment.
Ms. Graff: So this motion is to where you're going to gather information. The other thing you're going to find out is the costs that it would be if an outside reviewer –
Mr. Glaser: If Mr. Tracy would review the last year's –
Ms. Graff: How much would it cost? We don't want him to review the claims. We want to know what it would cost for him to review the claims. Is that accurate?
Mr. Glaser: Yes. And also to provide us with a list of the claims.
Ms. Graff: That's for us, not for Mr. Tracy.
Mr. Zaharieff: That's correct. I will have that in the quarterly report and I'll go back a year and get that report as well as what Mr. Glaser asked for last week, was the cost of having somebody on light duty, as opposed to lost wage cost.
Mr. Glaser: I was told it was more advantageous for us to do it that way. I would like to see us involved in these numbers, because there's a potential liability for the township. I think, as trustees, we should be involved in this process, at least from an oversight standpoint. That's my whole point.
Ms. Graff: That's in the motion. Any other discussion?
Mr. Stone: Yes. At the beginning of that motion, you originally included a statement that said not to allow this light duty individual to fill in.
Mr. Glaser: No, I have no problem with him filling in.
Ms. Graff: We're ready for a vote.
Roll Call: **Mr. Glaser: Yes. Ms. Graff: Yes. Mr. Stone: Yes.**

Mr. Stone: We've still got the issue of the unpaid leave.
Mr. Zaharieff: That's correct.
Mr. Stone: Just for clarity's sake, and this is regardless of the individual. The individual will utilize their sick leave and other leave benefits that they have already, and then this potential four weeks would kick in at the end of that.
Mr. Zaharieff: This individual would burn all her personal leave, accumulated comp time, what sick leave will be in the books currently. That's six hours right now, and she'll get another ten in September.
Mr. Stone: The process adheres to the handbook policies?
Mr. Zaharieff: That's correct.

2011-345 Ms. Graff made a motion to approve the request.

Mr. Glaser: One more point that I'd like to question. On using this leave, will this leave be used for the operation itself, recovery, I assume, with the child?
Mr. Zaharieff: That's right. The four weeks does include the surgery, and then the recovery time, and we're hoping, everybody's hoping, it's not going to be four weeks.
Mr. Glaser: My point is, technically, if we approve it as it's been proposed, we're not doing that, we're actually giving four weeks of additional leave that could be used a week now, two weeks now, another week later in the year, that kind of thing. The word "concurrent" was not used. Can we put that word in there?
Mr. Zaharieff: Yes.
Mr. Glaser: I don't have any problem at all with what's going on. I mean, this is a very serious situation. My granddaughter spent the weekend with me, and I understand the problems and the trials and tribulations that this would bring to a couple. So, realistically, I don't have any problem with it. I just want to make sure we're all clear and we're all on the same page as to what we're approving here.
Mr. Zaharieff: That's correct. If the board approves this, this is for the event.
Mr. Glaser: If it was scattered throughout the rest of the year, it would cause a staffing problem, so that's what I'm concerned about.
Mr. Zaharieff: I agree.
Mr. Glaser: So, we will insert the word "concurrent" and call the role.

2011-346 Ms. Graff made a motion to approve the request as proposed by the Township Administrator. I move to authorize the Township Administrator to approve four weeks of concurrent unpaid leave for a township employee.
Roll Call: Mr. Glaser: Yes. Ms. Graff: Yes. Mr. Stone: Yes.

Mr. Stone: And we wish them all the best of luck.
Mr. Glaser: Best of luck. Cincinnati's a fantastic hospital.

ROAD:
Acceptance of Subdivision:
Road Superintendent Tim Parks updated the acceptance of Bexley Hills at River West, Plat 2. He stated that by accepting this part of the subdivision it brings the total Township Road Mileage to 39.75 miles.

Rotary Bike Path:
Mr. Parks stated that this project is going out to bid this week, with the bid opening scheduled for September 7, 2011 with the project starting sometime before the end of the year.

Debris Management Plan:
Mr. Parks stated that when we have another national disaster, there needs to be a process for how to handle it. The County has adopted a plan and has asked each entity to adopt a smaller, similar plan and as Road Superintendent, he is recommending that the Board adopt the presented plan. General discussion occurred.
2011-347 Mr. Stone made a motion to adopt the Debris Management Plan as presented. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Ms. Graff, yes; and Mr. Glaser, yes.

FIRE:
GIS Maintenance Agreement:
2011-348 Mr. Stone made a motion to approve the purchase request to ESRI for the GIS Maintenance Fee in the amount of $5330.00. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Ms. Graff, yes; and Mr. Glaser, yes.

Station 64 Update:
Battalion Chief Young stated that currently all the paperwork is at the County for review and that it might be possible to get the paperwork back by the end of the week. Discussion occurred regarding the request to purchase additional furniture; however, since the amount was only $1835.00 no motion to approve was necessary.

2011-349 Ms. Graff made a motion to approve the purchase request to Technology Convergence Group (TCG)l for the phone system for Station 64 in the amount of $9114.00. Mr. Stone seconded. Roll Call: Ms. Graff, yes; Mr. Stone, yes; and Mr. Glaser, yes.

General discussion occurred on back ups.

2011-350 Mr. Stone made a motion to approve the purchase request to MNJ Technology for the Network switches and hardware in the amount of $8312.01. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Ms. Graff, yes; and Mr. Glaser, yes.

Regular Beavercreek Trustee's Meeting

Monday, August 22, 2011

2011-351 Mr. Stone made a motion to approve the purchase request to MNJ Technology for UPS units and batteries in the amount of $12,077.43. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Ms. Graff, yes; and Mr. Glaser, yes.

Discussion occurred regarding a request to pay additional CBC testing fees for the new Fire Station 64. The additional cost is $1499.57. Mr. Glaser questioned the work and asked if Mr. Surdyk had reviewed the bill due to the fact that they, CBC, missed several things resulting in the Township paying extra money for soil removal and backfill. Discussion also occurred on: the mileage being charged, as it is over the federal IRS rate; overages; and whether to challenge this bill. This topic was postponed for Mr. Surdyk's review and comments.

Chief VandenBos stated that the Insurance Service Organization (ISO) has contacted us and will evaluate our Fire Department on September 7, 2011. He will have a report for the Board by the end of September. The score the Fire Department receives will affect the insurance rates for our taxpayers and businesses.

Chief VandenBos invited everyone to see the new ladder truck immediately following the meeting.

FISCAL OFFICER:
Approval of Amounts and Rates:
General discussion occurred regarding: fund status and levies.

2011-352 Mr. Stone made a motion to accept the Amounts and Rates as determined by the Budget Commission, and that we authorize the necessary tax levies and certify them to the Greene County Auditor. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Ms. Graff, yes; and Mr. Glaser, yes.

2011-353 Ms. Graff made a motion to Adjourn at 3:32 P.M. Mr. Stone seconded. Roll Call: Ms. Graff, yes; Mr. Stone, yes; and Mr. Glaser, yes.

Trustee: _____

Fiscal Officer: _____