Regular Beavercreek Trustee's Meeting

Monday, May 16, 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 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 Human Resource Manager Trish Gustafson.

2011-211 Ms. Graff made a motion to approve the Agenda for May 16, 2011 with the following amendments: add Grayson Report under Old Business and add US 35 Discussion under New Business. Mr. Stone seconded. Roll Call: Ms. Graff, yes; Mr. Stone, yes; and Mr. Glaser, yes.

2011-212 Mr. Stone made a motion to approve the May 18, 2011 Payroll in the amount of $258,334.31. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Ms. Graff, yes; and Mr. Glaser, yes.

2011-213 Ms. Graff made a motion to approve the Bills in the amount of $588,208.88. Mr. Stone seconded. Roll Call: Ms. Graff, yes; Mr. Stone, yes; and Mr. Glaser, yes.

2011-214 Mr. Stone made a motion to approve the Regular Meeting Minutes of April 18, 2011. Mr. Glaser seconded. Roll Call: Mr. Stone, yes; Mr. Glaser, yes; Ms. Graff, abstain.

2011-215 Ms. Graff made a motion to approve the Special Meeting Minutes of April 25, 2011. Mr. Glaser seconded. Roll Call: Ms. Graff, yes; Mr. Glaser, yes; and Mr. Stone, abstain.

2011-216 Mr. Stone made a motion to approve the Regular Meeting Minutes of May 2, 2011. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Ms. Graff, yes; Mr. Glaser, yes.

2011-217 Ms. Graff made a motion to approve the Special Meeting Minutes of May 4, 2011. Mr. Stone seconded. Roll Call: Ms. Graff, yes; Mr. Stone, yes; and Mr. Glaser, yes.

RESIDENTS/GUESTS DESIRING TO SPEAK: None.

OLD BUSINESS:

Lofino Agreement:

Township Administrator Alex Zaharieff updated the Trustees on the Lofino Agreement letting them know that the City of Beavercreek had moved forward and completed the Agreement between the City and Mr. Lofino as of May 12, 2011.

Organizational Chart:

2011-218 Ms. Graff made a motion to approve the Beavercreek Township Organization Chart as submitted by the Township Administrator. Mr. Stone seconded. General discussion occurred. Roll Call: Ms. Graff, yes; Mr. Stone, yes; and Mr. Glaser, yes.

Grayson Report:

Trustee Chair Robert Glaser gave this statement: "At the request of this Board, Ms. Deborah Grayson, Attorney at Law, interviewed a number of township employees to ascertain the basis of conflicts between certain township employees. Based upon her interviews, Ms. Grayson prepared a report (the

Grayson Report) which identified areas of conflict between various township departments. Ms. Grayson concluded that these conflicts were attributable, in part, to misunderstandings attributable to inadequate or nonexistent policies; ill-defined areas of responsibility or an uneven application of township procedures. This Board reviewed the Grayson Report and found it to be most instructive. Fortunately, this issues identified are correctable. So as to ensure that the concerns voiced by employees to Ms. Grayson are addressed and that township's policies and procedures meet the current needs of the organization, the Township Administrator is hereby requested by this Board to meet with all department heads to discuss the relevancy, efficiency, and application of township policies and procedures; to work with the Township Fiscal Officer and her department to ensure that her office is receiving the information she requires to complete her job duties and to periodically report to this Board about changes which he has implemented or which he believes may be appropriate to increase the efficiency of organization and enhance the working environment for all township employees and elected officials."

NEW BUSINESS:
US 35 Discussion:
Ms. Graff stated that last week a meeting was held to discuss the latest US 35 rendition to eliminate the at-grade intersections along US 35. Ms. Graff stated that she missed the meeting but looked at the proposed changes and was not happy with several of the proposed changes especially with making Orchard Road a cul-de-sac both North and South of the highway instead of having it go under US 35 and continue to provide access to north Beavercreek. Mr. Smith from the Ohio Department of Transportation presented printed material from 2008 through the present regarding the US 35 corridor. General discussion occurred regarding: Orchard and US 35 intersection; Fire/EMS access or lack of; access to soccer fields, especially during large tournaments; and business access along US 35 and the business owners' opinions. Mr. Smith stated that everything is still on the table for discussion. Mr. Beach, Public Administrative Services Director for the City of Beavercreek, stated that the City of Beavercreek is working on generating comments and feedback regarding this issue, and asked if the Trustees would like to work with the City on voicing joint concerns. The Trustees agreed they would like to work together on this issue. Discussion occurred regarding having a Public Input Meeting to get more input from businesses, where the Trustees would be available for input and discussion as well. The Trustees just want connectivity. The Trustees asked Township Administrator Alex Zaharieff to organize a meeting with business owners, Township officials, City officials, and Mr. Smith to discuss these issues.

HUMAN RESOURCES:
Human Resource Manager Trish Gustafson presented the Trustees with a Job Description for the newly vacant position of IT Manager and a draft press release for their approval. General discussion occurred. Township Administrator Zaharieff went through his plan for reviewing applications and interviews before making a recommendation to hire.
2011-219 Mr. Stone made a motion to proceed to fill the IT Manager position as discussed and to follow the direction of the Township Administrator in the process of selecting a candidate for recommendation. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Ms. Graff, yes; Mr. Glaser, yes.
2011-220 Ms. Graff made a motion to adopt the Job Description for the IT Manager, as submitted. Mr. Stone seconded. Roll Call: Ms. Graff, yes; Mr. Stone, yes; and Mr. Glaser, yes.
Discussion occurred on the Draft press release for the IT Manager position.

ROAD:
Emergency Purchase Medic 62:
2011-221 Mr. Stone made a motion to approve the purchase request to Carroll-Wuertz for tires and repairs for Medic 62 in the amount of $3201.89. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Ms. Graff, yes; Mr. Glaser, yes.

FIRE:
Dispatch Contract Update:
Fire Chief VandenBos updated the Trustees on discussions he has been having with the City of Beavercreek regarding the Dispatch Contract. Although things were moving in the right direction, the City withdrew talking about the Agreement any further. General discussion occurred regarding what to do now and possible alternatives. The Trustees would like this to be a topic of discussion at the Joint City Council – Trustee Meeting on June 20, 2011.

Chief VandenBos updated the Trustees that work on the Communications Room at the new Station 64 has been approved by the county and demolition should begin shortly to correct the two foot error.

OLD BUSINESS:
Personnel Hearing:
Mr. Stone read the following statement: "The Board of Trustees held a hearing on the 18th day of April 2011 to hear charges brought by Fire Chief VandenBos against Firefighter Keith Holloway. Chief VandenBos presented evidence to support the charges against Firefighter Holloway. Firefighter Holloway was represented by counsel, who cross-examined the fire department's witnesses and who presented evidence on Firefighter Holloway's behalf. All witnesses were placed under oath before testifying. Following the hearing, and upon consent of Firefighter Holloway, the Board granted a continuance of the hearing until May 16, 2011, allowing Firefighter Holloway the opportunity to rectify his status as a wanted person in the State of Utah. Firefighter Holloway was to report back to the Board on May 16, 2011. Mr. Anderson would your client like to give a report to the Board regarding his status in Utah?"

Mr. Anderson, counsel for Firefighter Keith Holloway, stated that counsel in Utah has advised him that the warrant for Firefighter Holloway's arrest has been withdrawn. He stated that there is a pre-trial set for June 28, 2011 for Mr. Holloway, but that Mr. Holloway does not need to be present that date. General discussion occurred regarding disposal of criminal charges without a trial.

2011-222 Mr. Stone made a motion to go into Executive Session at 3:09 P.M. per ORC 121.22 (G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee. Mr. Glaser seconded. Roll Call: Mr. Stone, yes; Mr. Glaser, yes; and Ms. Graff, yes.

2011-223 Mr. Stone made a motion to come out of Executive Session at 3:43 P.M. Ms. Graff seconded. Roll Call: Mr. Stone, yes; Mr. Glaser, yes; and Ms. Graff, yes.

2011-224 Mr. Stone made the following motion "Having heard and considered the evidence, I make a motion to find that the charges against Firefighter Holloway of gross immorality by violating the Township's Workplace Violence Policy and violating the Township's Employee Conduct Policy are sustained, and based upon that finding, move to suspend for eight consecutive shifts without pay Firefighter

Holloway from his position as part-time firefighter for Beavercreek Township, commencing May 26, 2011. A written opinion will follow within about three days." Mr. Glaser seconded. Roll Call: Mr. Stone, yes; Mr. Glaser, yes; and Ms. Graff, abstain.

2011-225 Ms. Graff made a motion to Adjourn at 3:45 P.M. Mr. Stone seconded. Roll Call: Ms. Graff, yes; Mr. Stone, yes; and Mr. Glaser, yes.

Trustee: _____

Fiscal Officer: _____