**Regular Beavercreek Trustee's Meeting**

**Monday, June 25 2012**

Mr. Glaser called the Regular Trustee Meeting to order at 2:00 P.M. Those present were Trustees: Robert Glaser, Carol Graff and Dan Paxson. 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, IT Manager Jeff Terry, Zoning Administrator/Inspector Victoria Long, and HR Manager Trish Gustafson.

**2012-236** Ms. Graff made a motion to approve the Agenda for June 25, 2012 with the following amendments: add Zoning Issue – Citizen Concern under New Business and add Executive Session per ORC 121.22(G)(1) to consider the discipline of a public employee after Fiscal Officer. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Glaser, yes.

**2012-237** Ms. Graff made a motion to approve the June 27, 2012 Payroll in the amount of $271,443.14. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Glaser, yes.

**2012-238** Mr. Paxson made a motion to approve the Bills in the amount of $268,225.61. Ms. Graff seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Glaser, yes.

**RESIDENTS/GUESTS DESIRING TO SPEAK**:
Harold Lewis, 1423 Town Hall Road, Beavercreek, Ohio spoke to the Trustees regarding: lack of policies and procedures for time keeping and purchasing; when per diem is used and what is considered a day; and lack of employee or supervisor signatures on timesheets. Mr. Glaser stated that we are working on revisions to the Handbook and that these issues need to be addressed; he will get back to Mr. Lewis. HR Manager Trish Gustafson stated that per diem was changed and placed in the current Handbook because of comments Mr. Lewis said in the past regarding this issue.

**OLD BUSINESS:**
Agreement between Beavercreek Township Trustees and Bob Hutchison on Land Usage:
Mr. Paxson stated that Mr. Surdyk was tasked to look into this matter and that Mr. Parks found excerpts from 2007 Minutes and an Agreement that the Trustees approved in regards to this property. Mr. Paxson stated that he asked Mr. Surdyk to update the Resolution to bring it up to date and that is the Resolution that is before the Board today. Mr. Glaser stated that he reviewed the Agreement and stated it was a one year agreement only and that he had concerns with one individual receiving revenue off of ten acres of government owned property. Discussion occurred regarding: trading services in exchange for cost of personnel to maintain property; and the benefit the Township is receiving. Ms. Graff stated that the relationship has been beneficial to the Township.

**2012-239** Mr. Paxson made a motion to approve **Resolution 2012-239**, an Agreement by and between the Board of Trustees of Beavercreek Township, Greene County, Ohio, 1981 Dayton-Xenia Road, Beavercreek, Ohio ("Trustees") and Robert Hutchison ("Tenant"). WHEREAS, the Trustees are the owners of 15.847 acres of land located at Fairground (aka Fairground Rd.)**,** which property is known as the "Pershing' Neatherton' Park"; and, WHEREAS, the Tenant desires to grow crops on approximately ten (10) acres, located at the upper portion of the property which currently is not being utilized by Beavercreek Township for any specific Township purpose; and,

WHEREAS, Ohio Revised Code Section 505.11 permits a board of township trustees to lease real property owned by a township upon such terms as may be agreed upon by the Board; and, WHEREAS, the Trustees and Tenant will enter into a mutually beneficial relationship where the Tenant will make a beneficial use of the property while maintaining the property for the Trustees during the terms of this Agreement. Ms. Graff seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Glaser, no.

**NEW BUSINESS:**

Zoning Issue – Citizen Concern:

Mr. Paxson stated that he received a call from a concerned citizen regarding a private business being operated in a residential home. Mr. Paxson stated that he does not know about Township Zoning and enforcement but would like to find out more. Ms. Long stated that citizens are permitted to have home occupations but are not permitted to have employees report for work. The problem is that it is difficult to prove whether people showing up at a residence are guests of the house, or employees. The Township cannot stop people from congregating at a residence. General discussion occurred regarding: the process and proving a claim of this nature.

**ADMINISTRATOR:**

Request for Work Session on Controlled Access and Joint Land Use Purchase Presentation:

The Beavercreek Township Board of Trustees will conduct a Special Meeting at the Beavercreek Township Fire Administration Building, 851 Orchard Lane Beavercreek, Ohio 45434 on Friday July 13, 2012 at 1:00 PM.
The Purpose of this Special Meeting is to meet in Open Session to conduct a workshop to discuss Beavercreek Township's Controlled Access Upgrade and to also discuss a proposed joint land purchase with the City of Beavercreek.

Joint Meeting Date and Agenda:

The Beavercreek Township Board of Trustees will conduct a Special Meeting at the Beavercreek Township Fire Station Training Room 2195 Dayton-Xenia Road, Beavercreek, Ohio 45434 Monday July 30, 2012 at 6:30 PM.
The Purpose of this Special Meeting is to meet in Open Session with officials from the City of Beavercreek to discuss items of mutual interest between Beavercreek Township and the City of Beavercreek.

**FIRE:**

Update on Various Items of Interest:

Fire Chief VandenBos updated the Trustees on the following items of interest that pertain to the Fire Department: The Grand Court Dayton cookout; Beavercreek Baptist Church Car Show; Rob's Rescue article; Soin Medical Center Baby Fair; Residential Knox Box program; and Freedom's Call 2012 Tattoo.

Equipment Donation Resolution:

**2012-240** Ms. Graff made a motion to rescind the prior Resolution (Resolution 2012-228) dated June 11, 2012 accepting a DeWalt reciprocating saw from Home Depot of Beavercreek, Ohio valued at $249.00, and WHEREAS, to replace the resolution with the following, WHEREAS, Home Depot of Beavercreek, Ohio wishes to make a donation of one DeWALT reciprocating saw valued at $199.00 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. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Glaser, yes.

Tower Resolution:
This Resolution (2012-231) was approved at the last Trustee Meeting and only needed signatures.

Work Session Request for ProQA:
The Beavercreek Township Board of Trustees will conduct a Special Meeting at the Beavercreek Township Fire Administration Building, 851 Orchard Lane Beavercreek, Ohio 45434 on Monday July 16, 2012 at 2:00 PM.

The Purpose of this Special Meeting is to meet in Open Session to conduct a workshop to discuss ProQA Dispatching Software for the Beavercreek Township Fire Department.
Update on Health and Wellness Initiative:
Fire Lt. Dustin Harrison spoke to the Trustees regarding the Township Health and Wellness Program. General discussion occurred regarding: flu shots, cholesterol checks, and a 45 minute cardio work out each morning for firefighters. Lt. Harrison stated that from June 2011 to June 2012, 3900 hours have been logged on-duty for health and wellness. 1100 hours occurred off-duty and off-site. Over the last six months: 17 fire employees, 9 township employees; and 2 auxiliary members have used the off-site facility. The Fitworks contract will expire at the end of July and we will be bringing back a renewal for the Trustees to sign, with no increase in price. Group classes and free tanning are included in the package, as well as, 1 guest permitted to attend the gym each time. Two personalized training sessions are also included for township employees. General discussion occurred.

License Agreement for Pre-Employment Testing:
General discussion occurred regarding the Alliance Membership.
**2012-241** Ms. Graff made a motion to approve the Test Licensing Agreement with Ergo Metrics for FireTEAM Testing System, and authorize the Township Administrator to sign the Agreement, with a total annual fee of $1000.00. Mr. Paxson seconded. Discussion occurred on testing. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Glaser, yes.

Shelter Addition for Fire Administration:
Chief VandenBos introduced to the Trustees a request for guidance to proceed with the addition of a pre-fabricated shelter at Fire Administration for communication equipment currently housed inside the building. The structure is constructed with its own air conditioning unit and dedicated power supply. Chief VandenBos stated that the addition of this structure would allow the Fire Department to reclaim office and closet space for administrative use.
Ms. Graff stated to move ahead with the project. Mr. Paxson stated that $75,000.00 was a lot of money and that the Township could buy a commercial unit for the room to better handle the environment for the radios. Again, Mr. Paxson questioned the lack of a program management plan for Communications and how could the Trustees spend that kind of money with no plan. Mr. Glaser asked Chief VandenBos to get quotes for air condition and fire suppression units for the existing room in order to evaluate both plans. Mr. Glaser also requested that Chief VandenBos include adding an appropriate size generator in the quote.

Station 64 Update:
Chief VandenBos stated he was coming before the Board with two Change Orders. The first Change Order is Order #24 – the redesign of the landscape in the back of fire station 64. The work was completed, but the Chief was under the

impression that the work was included in the contract; however then the Township was billed for the work. Mr. Glaser stated that if it wasn't under contract and not pre-approved by the Trustees then we're not required to pay it. General discussion occurred. The Trustees didn't approve the work and the trees were put in before the final grading was complete. General discussion continued.

Chief VandenBos brought up the issue of Brumbaugh requesting final payment, when the Township still has issues that need to be resolved. General discussion occurred. The Trustees decided to wait on this issue.

Chief VandenBos presented Substantial Completion documentation to the Trustees. The Trustees expressed concerns and would like to wait on this issue until Mr. Surdyk approves the form.

**TRUSTEES:**
Mr. Paxson congratulated Fiscal Officer Christy Ahrens and the Fiscal Office Staff for a perfect audit. He stated it was a worthy accomplishment with a $27 million dollar budget. Ms. Graff stated that she had a couple questions concerning the management report and that she would discuss those with Ms. Ahrens.

**FISCAL OFFICER:** None.

**2012-242** Ms. Graff made a motion to go into Executive Session per ORC 121.22(G)(1) to consider the discipline of a public employee at 3:23 P.M. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Glaser, yes.

**2012-243** Ms. Graff made a motion to come out of Executive Session at 5:11 P.M. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Glaser, yes.

**2012-244** Mr. Paxson made a motion to Adjourn at 5:11 P.M. Ms. Graff seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Glaser, yes.

Trustee: _____

Fiscal Officer: _____