**Regular Beavercreek Trustee's Meeting**

**Monday, August 20, 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 Assistant Dawn Frick 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.

**2012-286** Ms. Graff made a motion to approve the Agenda for August 20, 2012 with the following amendments: add Budget Hearing and Annual Reports under New Business. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Glaser, yes.

**2012-287** Ms. Graff made a motion to approve the August 22, 2012 Payroll in the amount of $250,037.79. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Glaser, yes.

**2012-288** Mr. Paxson made a motion to approve the Bills in the amount of $190,109.84. Ms. Graff seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Glaser, yes.

**2012-289** Ms. Graff made a motion to approve the Regular Meeting Minutes of July 23, 2012. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Glaser, yes.

**2012-290** Mr. Paxson made a motion to approve the Special Meeting Minutes of July 30, 2012. Ms. Graff seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Glaser, yes.

**2012-291** Ms. Graff made a motion to approve the Special Meeting Minutes of August 2, 2012. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Glaser, yes.

**2012-292** Mr. Paxson made a motion to approve the Regular Meeting Minutes of August 6, 2012. Ms. Graff seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Glaser, abstain.

**RESIDENTS/GUESTS DESIRING TO SPEAK**:
Bob Darden, Beavercreek Township Park Board member, spoke to the Trustees on two items. First, a thank you to the Beavercreek Township Fire Department for outstanding service when he needed it; and second, to let the Trustees know that the ground breaking service for Owen's Place was held and that the next day work began on the park.

**OLD BUSINESS:** None.

**NEW BUSINESS:**
Budget Hearing:
Ms. Graff said that the Budget Hearing went well and that discussion regarding budget stabilization was interesting and informative.

A Special Trustee Meeting is set for Thursday, September 20, 2012 at 1:30 P.M. at the Fire Administration Building. The purpose of this Special Meeting is to meet in Open Session to begin discussions on the 2013 budget/appropriations.

**Regular Beavercreek Trustee's Meeting**

**Monday, August 20, 2012**

Annual Reports:
Mr. Paxson stated that he had a citizen ask for the Fire Annual Report and he wondered if the Fire Department had been doing annual reports. Fire Chief VandenBos stated that the last time the Fire Department did an annual report was for 2008. Mr. Paxson stated that he would like each Department to do an Annual Report. Mr. Glaser agreed. General discussion occurred regarding: how long it might take to pull the information together; the content of the report; and where taxpayer money is being spent. Mr. Paxson will get together a list of items for the Department Heads to put in their Annual Reports by the next Trustee meeting.

General discussion occurred regarding the information in the report being easy to read and something the general citizen can understand and gain knowledge about the Township from.

**HUMAN RESOURCES:**
Township Personnel Manual:
General discussion occurred regarding where to go from here. Ms. Graff stated she was ready to adopt the manual. Mr. Glaser and Mr. Paxson stated they still have concerns with the document.

A Special Trustee Meeting is set for Monday, September 10, 2012 at 1:00 P.M. at the Fire Administration Building. The purpose of this Special Meeting is to meet in Open Session to discuss possible revisions to the Beavercreek Township Personnel Policy Manual.

**FIRE:**
Pro QA Dispatching Software Purchase:
Fire Chief VandenBos requested permission to purchase the Pro QA software. Mr. Paxson requested that in the Chief's next report to Trustees to purchase anything that he list the benefits to the taxpayers as well as the benefits to the Fire Department.

**2012-293** Ms. Graff made a motion to approve the purchase of Pro QA Medical software in the amount of $37,457.00. Mr. Paxson seconded. Discussion occurred regarding dispatcher discretion and feedback from dispatchers. No roll call.

**2012-294** Ms. Graff made a motion to amend motion 2012-293, to include: and authorize the Township Administrator to sign for the Board. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Glaser, yes.

**2012-295** Ms. Graff made a motion to rescind motion **2012-294**. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Glaser, yes.

Come back to Pro QA.

Station 64 and ARC Bills:
Chief VandenBos stated that Mr. Surdyk recommended moving forward with paying these bills, pending Mr. Surdyk's review. General discussion occurred. Fiscal Officer Christy Ahrens agreed with acquiring Trustee approval and stated that if so approved and signed off by legal, she would cut the checks in the next bill cycle.

**2012-296** Mr. Paxson made a motion to approve (1) Station 64, Change Order #8, at no change in project duration or costs to the Township, and to authorize the Township Administrator to sign for the Board; (2)approve the payment, upon

approval of Legal Counsel, of ARC invoices 24A, 24B, 25A, 25B, 26, and to authorize the Township Administrator to sign for the Board; and (3) approve the payment, upon approval of Legal Counsel, of Brumbaugh invoice 14 (final), and to authorize the Township Administrator to sign for the Board. Ms. Graff seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Glaser, yes.

Dispatch Agreement:
Chief VandenBos stated that he and Chief Evers have been working together regarding this agreement since the Joint Township/City Special Meeting. General discussion occurred regarding the index.

**2012-297** Mr. Paxson made a motion to approve the use of the Consumer Price Index for Dispatch Service Agreements:
Index: CWUSA213SAO
Annual Minimum: 1.5%
Annual Maximum: 4.5%
and to authorize the Township Administrator to sign for the Board. Ms. Graff seconded. Discussion occurred. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Glaser, yes.

Pro QA Software Continued:
**2012-298** Ms. Graff made a motion to re-appropriate from Account 2192-930-930-5999, Contingencies, Fire to Account 2192-220-740-5350, Machinery, Equipment and Furniture – Dispatch, in the amount of $37,457.00. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Glaser, yes.

**2012-299** Ms. Graff made a motion to approve the purchase from Priority Dispatch for Priority Dispatching Software (Pro QA) in the amount of $37,457.00, and to authorize the Township Administrator to sign for the Board. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Glaser, yes.

Other Items of Interest:
General discussion occurred regarding a structural issue with Medic 63. It is a manufacturing defect and Road Superintendent Tim Parks is working on the fix.

**FISCAL OFFICER:**
Ms. Ahrens read a statement.
In response to Ms. Graff's statement from August 6, 2012; I'd like to clarify a few of her statements.

1. There is no record that the Township received any sexual harassment complaints from any of our employees against the Assistant to the Fiscal Officer, as was stated by Ms. Graff.
2. Township Administrator Alex Zaharieff did not investigate the complaint in conjunction with an Ohio Civil Rights complaint; as the Township turned in their response to the OCRC on June 15, 2012. The incident being discussed now occurred four days later on June 19, 2012.
3. Let me remind the Trustees, the Civil Rights Complaint was filed against the Township because Ms. Graff was overheard making derogatory remarks about Mr. Barone, Mr. Paxson, and me.
4. As the Fiscal Officer, I did my due diligence; I investigated the matter, consulted the County Prosecutor's Office, and levied my discipline. The discipline that was levied was above and beyond what records show the Township has done for more severe infractions in the past.

**Regular Beavercreek Trustee's Meeting**

**Monday, August 20, 2012**

Ms. Graff's continuance of bringing this matter into public meetings is unprofessional and unbecoming of an elected official and creating a hostile work environment within the Township. As outlined in my report to the Trustees dated, July 31, 2012, I consider this matter to be closed and ask that Ms. Graff treat all employees and elected officials of the Township with respect and courtesy.

**2012-300** Mr. Paxson made a motion to go into Executive Session per ORC 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 at 2:54 P.M. Ms. Graff seconded. Roll Call: Mr. Paxson, yes, Ms. Graff, yes; and Mr. Glaser, yes.

**2012-301** Ms. Graff made a motion to come out of Executive Session at 3:25 P.M. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Glaser, yes.

**2012-302** Ms. Graff made a motion to Adjourn at 3:25 P.M. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Glaser, yes.

Trustee: _____

Fiscal Officer: _____