Regular Beavercreek Trustee's Meeting

Monday, March 18, 2013

Ms. Graff called the Regular Trustee Meeting to order at 2:00 P.M. Those present were Trustees: Carol Graff, Dan Paxson, and Candy Prystaloski. Fiscal Officer, Christy Ahrens and Legal Advisor 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, and IT Manager Jeff Terry.

2013-076 Ms. Prystaloski made a motion to approve the Agenda for March 18, 2013, with the following additions: add Executive Session per ORC 121.22(G)(1) To consider the discipline or compensation of a public employee or official and 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. Mr. Paxson seconded. Roll Call: Mrs. Prystaloski, yes; Mr. Paxson, yes; and Ms. Graff, yes.

2013-077 Mr. Paxson made a motion to approve the March 20, 2013 Payroll in the amount of $252,765.75. Mrs. Prystaloski seconded. Roll Call: Mr. Paxson, yes; Mrs. Prystaloski, yes; and Ms. Graff, yes.

2013-078 Mr. Paxson made a motion to approve the Bills in the amount of $185,850.81. Mrs. Prystaloski seconded. Roll Call: Mr. Paxson, yes; Mrs. Prystaloski, yes; and Ms. Graff, yes.

2013-079 Mr. Paxson made a motion to approve the Regular Meeting Minutes of February 19, 2013. Mrs. Prystaloski seconded. Roll Call: Mr. Paxson, yes; Mrs. Prystaloski, yes; and Ms. Graff, yes.

2013-080 Mr. Paxson made a motion to approve the Regular Meeting Minutes of March 4, 2013. Mrs. Prystaloski seconded. Roll Call: Mr. Paxson, yes; Mrs. Prystaloski, yes; and Ms. Graff, yes.

PRE-SCHEDULED SPEAKER:
Congressman Mike Turner's Office:
Marty Heide, Director of Special Events and Greene County Outreach, 120 West Third Street, Suite 305, Dayton, Ohio spoke to the Trustees: to introduce herself and put a face with the local contact for Congressman Turner's office; to announce that Saturday, April 13, 2103 will be United States Service Academy Day at Centerville High School; and that the 2013 Congressional Art Competition (comprised of local high school Juniors and Seniors) will be displayed at the Dayton Art Institute from April 13 through May 5, 2013. The wining art is sent to Washington DC for exhibit in June.

RESIDENTS/GUESTS DESIRING TO SPEAK:
Jason Dennis, 4233 Colonel Glenn Highway, owner of Dave Dennis Chevrolet spoke to the Trustees regarding the issue of panhandlers loitering in the median where the exit from I-675 meets Colonel Glenn Highway. Mr. Dennis knows it is a difficult situation but fears that someone might get hurt due to the fact that they are in the median and he wanted to bring it to the Trustees attention. The Trustees were grateful to have the information and stated that they will have the Greene County Sheriff look into the situation and provide assistance in the matter.

OLD BUSINESS: None.
NEW BUSINESS:
Audit Committee Member Term Expiration:
Township Administrator Alex Zaharieff stated that Ms. Janet Gum's term on the Audit Committee is expiring and wanted to know how the Trustees wanted him to

proceed. General discussion occurred. Mr. Zaharieff will reach out to Ms. Gum to see if she is still interested in being a member of the Audit Committee.

ADMINISTRATOR:

Zoning:

Mr. Zaharieff stated that he sent the elected officials the possible advertisement for the Zoning Inspector, the Job Description, the hiring process, and the salary range for the position. Mr. Zaharieff stated that the Job Description will need to be amended to state, "Reports to the Township Administrator" instead of to the Trustees. General discussion occurred regarding: requiring a bachelor degree; and adding PUD experience to the advertisement. Mr. Paxson stated that the Job Description needed to be changed under Status to Exempt from Non-Exempt and that the wording needs to match what is in the Handbook and not use flex schedule in the description. Discussion occurred regarding the issue that this position is a full time forty hour week job, but that meetings occur after normal business hours and this employee will get comp time based on a 1:1 ratio, with the hours used as quickly as possible, and with Township Administrator approval. The Administrator will amend the Job Description and advertisement with the changes.

Mr. Paxson stated that the General Fund spent more money last year than it took in, in revenue and he is concerned that another position is being added to the General Fund. Discussion occurred regarding the two new developments coming into the Township. Mr. Paxson reiterated his concern with the workload for this employee right now and the expense of the General Fund sustaining two people for Zoning. He suggested that the Trustees look at this as a part time job, with the potential to go full time. Ms. Graff asked what the carry forward was in the General Fund for this year to which Ms. Ahrens stated the carry-forward from 2012 to 2013 was $1.9 million. Ms. Ahrens went on to state that revenue for the General Fund in 2012 was $1.2 million and that expenditures in the General Fund were $1.3 million. Ms. Graff stated that we had a reasonable carry forward of $1.9 million in the General Fund and that is available for those services that we want to support. Ms. Ahrens stated that this is the first year since she has been Fiscal Officer that the General Fund spent more than the revenue it brought in. Ms. Graff thinks that the Zoning Inspector should be a full time position.
Mrs. Prystaloski understands Mr. Paxson's concern, but knows the developments are going to come in fast and we need to be ready with someone with both planning and PUD experience. She thinks that the position should be full time but stated that we don't know the future and what will happen with the City.
Mr. Paxson reiterated that full time costs continue to go up and never go down and eventually the carry-over in the General Fund will be depleted.

2013-081 Ms. Prystaloski made a motion to approve sending out the advertisement for the full time position of Township Zoning Inspector/Administrator. Ms. Graff seconded. Roll Call: Mrs. Prystaloski, yes; Ms. Graff, yes; and Mr. Paxson, no.

Request to schedule Special Meeting:

Mr. Zaharieff stated he had three issues to discuss with the Trustees and would like to schedule a Special Trustee Meeting.
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 Thursday April 18, 2013 at 2:00 PM.
The Purpose of this Special Meeting is to meet in Open Session to hear a presentation from James Investment Research, Inc.; to discuss the Rotary Park Fireworks Program; and to meet in Executive Session Per ORC 121.22(G)(2) to consider the purchase of property for public purposes.

ROAD:

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Purchase Request for Fire Station Generator Preventative Maintenance:
2013-082 Mr. Paxson made a motion to approve the purchase request to Buckeye Power Sales for preventative maintenance for station generators and transfer switch in the amount of $3198.50; and to authorize the Township Administrator to sign for the Board. Mrs. Prystaloski seconded. Roll Call: Mr. Paxson, yes; Mrs. Prystaloski, yes; and Ms. Graff, yes

Agreement with Greene County Engineer:
2013-083 Ms. Prystaloski made a motion to approve Resolution 2013-083, the Agreement to participate in the Collective Paving for 2013 and Center Line/Edge Line for 2013, as bid by the Greene County Engineer. Mr. Paxson seconded. Roll Call: Mrs. Prystaloski, yes; Mr. Paxson, yes; and Ms. Graff, yes.

FIRE:
Firefighter Position Conversion:
Fire Chief VandenBos spoke to the Trustees stating that he would like to convert six part-time firefighter positions to three career firefighter positions. General discussion occurred.
2013-084 Ms. Prystaloski made a motion to approve the conversion of six part-time firefighter positions to three career firefighter positions; and to allow the Fire Chief to make conditional offers of employment to the next three candidates from the eligibility list; and approve the completion of the hiring process testing for the candidates; and to authorize the Township Administrator to sign for the Board. Mr. Paxson seconded.
Mr. Paxson had questions regarding: data on full-time versus part-time; pension, vacation, longevity, and holiday pay. He would like to hold off on this until more data is presented.
Ms. Graff questioned the benefit of the conversion from part-time to full-time employees. Chief VandenBos stated that there is better consistency of personnel and long term stability for the department.
Mrs. Prystaloski stated that part-time firefighters want to know there is advancement for them and it keeps our quality high.
General discussion occurred.
Roll Call: Mrs. Prystaloski, yes; Mr. Paxson, no; and Ms. Graff, yes.

EMS Billing Changes:
2013-085 Ms. Prystaloski made a motion to approve the new EMS Billing Fee Schedule; with the adjusted billing fees of $586 per BLS response; $865 per ALS1 response; $1020 per ALS2 response; a mileage fee of $13.00 per mile; and to authorize the Township Administrator to sign for the Board. Ms. Graff seconded. General discussion occurred. Ms. Ahrens stated that this Fund had revenue for 2012 in the amount of $823,121.69, expenditures in the amount of $853,939.15, and a carry-over from 2012 to 2013 of $1,950,008.12. Roll Call: Mrs. Prystaloski, yes; Ms. Graff, yes; and Mr. Paxson, yes.

Microwave Equipment Purchase:
2013-086 Ms. Prystaloski made a motion to approve the purchase request to Tessco for the purchase of microwave network equipment in the amount of $14,600.92; and to authorize the Township Administrator to sign for the Board. Mr. Paxson seconded. Mr. Paxson asked again for a Communications Plan. He feels the Fire Department is purchasing items; therefore there must be some kind of plan in place, and not just a line item in a budget. Chief VandenBos stated that this equipment is replacing existing equipment that the Township has had since 1989. IT Manager, Jeff Terry, stated that this is for data – due to the fact that we are having problems getting data between these stations and this will help fix that problem. Ms. Graff reiterated that Mr. Paxson would like a Communications Purchasing Plan; one that lists out what purchases will be made, when they will be replaced, and the maintenance involved; but then discussed an old Network Plan

that former IT Manager Jeff Ochester created and asked the Fire Chief to get Mr. Paxson and all the Trustees that plan. Ms. Graff stated that we will not create a new plan. General discussion occurred.
Roll Call: Mrs. Prystaloski, yes; Ms. Graff, yes; and Mr. Paxson, yes.

LGIF Paperwork:
Chief VandenBos stated that Mr. Glaser was appointed to sign all the LGIF paperwork for the Trustees last year. Now that Mr. Glaser is no longer a Trustee, a new person needs to be appointed.
2013-087 Ms. Prystaloski made a motion to allow the Township Administrator to sign the LGIF paperwork associated with the radio system migration. Mr. Paxson seconded. General discussion occurred regarding: how the entities are getting reimbursed; and that it is a pass through loan over ten years at zero percent and that Beavercreek Township is the primary member. We are reimbursed and then we reimburse the other jurisdictions. Discussion occurred. Roll Call: Mrs. Prystaloski, yes; Ms. Graff, yes; and Mr. Paxson, no.

Chief VandenBos added that now that the Trustees have agreed to the Firefighter conversion, he would like a Special Meeting to be set to hire and swear in those new full time firefighters.
The Beavercreek Township Board of Trustees will conduct a Special Meeting at the Beavercreek Township Fire Station #61, 2195 Dayton Xenia Road on Tuesday March 26, 2013 at 3:00 PM.
The Purpose of this Special Meeting is to meet in Open Session to conduct the hiring and promotional process within the Beavercreek Township Fire Department.

LEGAL ADVISOR:
2013-088 Ms. Prystaloski made a motion to go into Executive Session per ORC 121.22(G)(1) To consider the discipline or compensation of a public employee or official and 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 3:19 P.M. Mr. Paxson seconded. Roll Call: Mrs. Prystaloski, yes; Mr. Paxson, yes; and Ms. Graff, yes.

2013-089 Ms. Prystaloski made a motion to come out of Executive Session at 4:28 P.M. Mr. Paxson seconded. Roll Call: Mrs. Prystaloski, yes; Mr. Paxson, yes; and Ms. Graff, yes.

2013-090 Mr. Paxson made a motion to Adjourn at 4:28 P.M. Mrs. Prystaloski seconded. Roll Call: Mr. Paxson, yes; Mrs. Prystaloski, yes; and Ms. Graff, yes.

Trustee: _____

Fiscal Officer: _____