Special Beavercreek Trustee's Meeting

Friday, March 15, 2013

Ms. Graff called the Special Trustee Meeting to order at 11:00 A.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 and Assistant to the Fiscal Officer James Barone.

The Purpose of this Special Meeting is to meet in Open Session to discuss adoption of a proclamation for General Wolfenbarger, discussion of Zoning Department options for Beavercreek Township and also to discuss possible request for proposals regarding legal counsel.

Proclamation:
2013-074 Ms. Prystaloski made a motion to approve **Resolution 2013-074**, WHEREAS, General Janet C. Wolfenbarger is a distinguished graduate of Beavercreek High School; and WHEREAS, General Wolfenbarger, through actions and deeds, portrays a positive image for all women, military and civilian; and WHEREAS, General Wolfenbarger has demonstrated a strong commitment to Beavercreek Township and the surrounding communities through her position as Commander of the Air Force Materiel Command at Wright-Patterson Air Force Base; THEREFORE, We, the Trustees of Beavercreek Township, Greene County, State of Ohio, do hereby proclaim our support in naming the Beavercreek High School campus in her honor and further declare March 15, 2013 as General Janet C. Wolfenbarger Day in Beavercreek Township. Mr. Paxson seconded. Roll Call: Mrs. Prystaloski, yes; Mr. Paxson, yes; and Ms. Graff, yes.

Zoning Department Options:
Township Administrator Alex Zaharieff stated that he had researched outsourcing the Zoning duties for Beavercreek Township, as requested by the Trustees, and that he had reached out to eight individuals/entities.

1. Greene County Regional Planning stated that they could assist; but could not provide zoning services due to lack of staffing.
2. National Inspection Company didn't submit a formal proposal; but stated that their rates were $1800-$1900 per month or $22,800 for the year. After talking with Washington Township, who used them, the biggest complaint was the long turnaround time and lack of having someone on-site to handle zoning issues.
3. The City of Beavercreek did not submit a proposal or offer any information.
4. Carrie Smith, Trustee of Spring Valley and former Zoning Inspector, estimated $20-$25 per hour or $13,000 for the six month period.
5. Rhonda Painter – Zoning Inspector for Spring Valley and New Jasper Township's, offered a flat monthly fee of $2500; and if worked over 20 hours per week, and additional $25 per hour for an estimated $15,000 for six months.

General discussion occurred regarding: work load (198 permits last year; 50 were houses); increase in future building in the Township at Nathaniel's Grove and at Country Club of the North; the process of a permit and how long (in hours) it takes to process the permit; zoning complaints and the hours it takes to handle them; and the fact that this position will also have to possibly attend other meetings such as Regional Planning and Wetlands meetings.

Discussion occurred regarding the economy. The Administrator has two main concerns: 1. The economy is not back yet; and 2. The City of Beavercreek will secede and this newly hired person would then be out of a job.

Mr. Paxson stated that the workload is significantly less than it was when this Department was created. Discussion occurred on the Zoning Clerk III position and

Special Beavercreek Trustee's Meeting

Friday, March 15, 2013

how that person has been working for the Township Administrator and the Fire Prevention Bureau due to the lack of work in zoning alone.

Ms. Graff stated that she feels that there are things that are not being taken care of with the list of possible applicants presented. She feels the following issues will require a fulltime zoning position: the Township has complicated PUD's; Nathaniel Grove will be a major plat; Stonehill Village still has room to expand; and the Township Zoning Resolution is being revised. Ms. Graff does not think that any of the individuals listed had complicated zoning experience or were up to date enough with zoning issues. As for the concerns of the Township Administrator, Ms. Graff stated that the City is going to do what it's going to do; we need to do what's best for us.

Mrs. Prystaloski stated that we need someone with hands-on experience and believes that the increase in workload from the Nathaniel's Grove development will keep this position busy.

General discussion occurred regarding the Zoning Inspector Job Description: does it need to be modified; the salary schedule; and the hiring process (which is in the Employee Handbook).

<u>Requests for Proposals for Legal Counsel:</u>
Mr. Paxson stated that he would like to see what attorneys are available in the Dayton area to provide legal counsel to the Township for general legal counsel and labor counsel. He feels it is time to look at our options since we have had the same legal counsel for more than six years.

General discussion occurred. The Township Administrator stated that he was satisfied with the current legal agreements, but that the decision was up to the Board of Trustees.

Mr. Paxson stated that it is good to mix things up and that long term agreements might not be in the best interest of the Township. Mrs. Prystaloski stated that there is value in keeping some continuity, as well.

Discussion occurred regarding legal bills and that the Township Administrator, after reviewing bills, determined over 7000 hours he could not account for in legal fees, either made by elected officials or employees. General discussion continued and the Trustees do not want any calls made to any Township attorney without the Township Administrator's approval.
The Administrator recommended that a motion be prepared stating the Trustees intent to have all attorney contact approved by the Township Administrator prior to contacting the attorney. General discussion occurred.

2013-075 Mrs. Prystaloski made a motion to Adjourn at 12:18 P.M. Mr. Paxson seconded. Roll Call: Mrs. Prystaloski, yes; Mr. Paxson, yes; and Ms. Graff, yes.

Trustee: _____

Fiscal Officer: _____