Regular Beavercreek Trustee's Meeting

Monday, June 9, 2014

Ms. Graff called the Regular Trustee Meeting to order at 1:01 P.M. Those present were Trustees: Carol Graff, Dan Paxson, and Tom Kretz. Legal Advisor Dawn Frick was also present. Staff present: Assistant to the Fiscal Officer James V. Barone, Administrator Alex Zaharieff, Road Superintendent Tim Parks, Deputy Fire Chief Scott Dorsten, IT Manager Jeff Terry, Zoning Administrator/Inspector Ed Amrhein, and HR Manager Trish Gustafson.

2014-218 Mr. Paxson made a motion to approve the Agenda for June 9, 2014, with the addition of legal bills under Administrator. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-219 Mr. Paxson made a motion to approve the June 11, 2014 Payroll in the amount of $259,825.45. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-220 Mr. Kretz made a motion to approve the Bills in the amount of $92,026.81. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

RESIDENTS/GUESTS DESIRING TO SPEAK: None.

OLD BUSINESS:

Pledge of Allegiance/Moment of Silence:

2014-221 Mr. Kretz made a motion to begin each meeting of the Beavercreek Township Board of Trustees with the Pledge of Allegiance and a 30 second moment of silence for all service members and first responders prior to the approval of the agenda. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

Tower Agreement:

2014-222 Mr. Kretz made a motion to approve the agreement between Beavercreek Township and Sugarcreek Township for the use of the communications tower located at 3633 Indian Ripple Road for public safety communications equipment with the additions of letters A-H as presented in the memo to the Board of Trustees dated June 5, 2014 and authorize the Administrator to sign on behalf of the Board of Trustees. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

NEW BUSINESS: None.

ADMINISTRATOR:

Performance Audit:

Ms. Julia Novak from the Novak Consulting Group was in attendance to answer any questions the Board of Trustees may have regarding the performance audit proposal. The Board of Trustees asked questions and discussion occurred.

2014-223 Mr. Kretz made a motion to approve **Resolution 2014-223** WHEREAS, the Board of Trustees of Beavercreek Township, Greene County, State of Ohio, moved for approval of the following:

WHEREAS, to re-appropriate from Account 1000-930-930-0000 Contingencies, to Account 1000-110-360-0000 – Contracted Services in the amount of $80,000.00

Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

2014-224 Mr. Kretz made a motion to approve the proposal from The Novak Group dated June 2, 2014 for a Full Township Performance Audit in the amount of $64,500.00 and authorize the Administrator to sign the agreement on behalf of the Board of Trustees. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

2014-225 Mr. Paxson made a motion to approve the proposal from Melissa L. Gruys, Ph.D., SPHR dated June 5, 2014 for a Human Resource Management Review in the amount of $12,500.00 and authorize the Administrator to sign the agreement on behalf of the Board of Trustees. Mr. Kretz Seconded.

Discussion occurred on the agreement and Ms. Graff was concerned that some of the HR manager assessment was included in the previous proposal from The Novak Group, and wants written assurance that there will be no duplication of services.

2014-226 Mr. Kretz made an amendment to motion **2014-225** that there be written assurance from The Novak Group that the HR manager assessment portion be excluded from their proposal dated June 2, 2014 as not to duplicate services being performed by Ms. Gruys. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

Roll Call was taken on motion **2014-225** Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

Ms. Graff called a five minute recess.

Legal Invoices:

2014-227 Mr. Kretz made a motion to approve and pay invoice #2597145 from Taft Stettinius & Hollister in the amount of $1,440.00. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

2014-228 Mr. Kretz made a motion to approve and pay invoice #2428-0001 from Newhouse, Prophater, Letcher & Moots, LLC in the amount of $3,960.00. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

HUMAN RESOURCES:

Hiring of Regular Part-Time Firefighters:

2014-229 Mr. Paxson made a motion to approve **Resolution 2014-229**
WHEREAS, the Board of Trustees of Beavercreek Township, Greene County, State of Ohio, moved to approve the hiring of the following individuals as Regular Part-Time Firefighters for the Beavercreek Township Fire Department pending the successful completion of Beavercreek Township's hiring process:

Curt McKinney
Shun Borders

Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

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Bi-Weekly Report:
HR Manager Trish Gustafson asked the Board of Trustees if there were any specific questions on the Bi-Weekly report she submitted on behalf of the HR department. There were none on the report, but Mr. Paxson asked were the Ohio Youthworks program stood and Ms. Gustafson explained that because of delays by the Montgomery County Prosecutors office regarding the agreement, they would not be able to utilize the program this year for the testing of the hydrants; however, they were still trying to get a few employees to help with data entry in the Fire Prevention Bureau, but that would not necessitate the need to hire supervisors. Questions were asked, answered and general discussion occurred.

ZONING:
Bi-Weekly Report:
Zoning Administrator/Inspector Ed Amrhein asked for specific questions regarding the Bi-Weekly Report submitted to the Trustees on behalf of the Zoning Department, there were none.

INFORMATION TECHNOLOGY:

Purchase request for replacement of 3 XenServer Hosts:

2014-230 Mr. Kretz made a motion to approve purchase request #06842 to MNJ Technologies for 3 ea. HP ProLiant DL360 Servers and associated hardware in the amount of $21,229.20 and authorize the Administrator to sign on behalf of the Board of Trustees. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

Bi-Weekly Report:
IT Manager Jeff Terry asked the Board of Trustees if there were specific questions regarding the Bi-Weekly Report he submitted. There were none.

ROAD:

Coy House Lease Renewal:

2014-231 Mr. Kretz made a motion to renew the agreement as presented and modified by legal counsel for the Coy House and authorize the administrator to sign the agreement on behalf of the Board of Trustees. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

Request for Special Trustee Meeting for Levy Discussion:

Discussion occurred and there was no meeting date or time set for this discussion, the Board of Trustees hope that the performance audit will help them determine what scenario they will choose, so they will wait to see if they can get some results from that first.

Bi-Weekly Report:
Road Superintendent Tim Parks highlighted items from his Bi-Weekly Report, submitted to the Trustees. Questions were asked, answered and general discussion occurred.

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FIRE:
Acceptance of Donation of Construction Materials:

2014-232 Mr. Paxson made a motion to approve **Resolution 2014-232**
WHEREAS, the Board of Trustees of Beavercreek Township, Greene County, State of Ohio, moved for approval of the following:

WHEREAS, Lowes located at 2850 Centre Dr. Beavercreek, Ohio wishes to make a donation of lumber and other construction materials for the construction of training aids to be used by the Beavercreek Township Fire Department at an approximate value of $300.00, 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. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

Fire Department Service Recognition and Awards Dinner:

Discussion occurred on the dinner and Mr. Kretz would like to see this dinner for the entire Township and not just the Fire Department and would also not like to see any tax dollars used to fund this dinner. Ms. Graff is in favor of approving this to hold the room as a place holder. Deputy Chief Dorsten explained that the Fire Department receives donations that defray the cost of this dinner. Mr. Barone again explained as he had in the Special Meeting held earlier, that the donations received to the Fire Department have not been used to reduce the expenditure of this dinner in the past.

2014-233 Mr. Paxson made a motion to approve the expenditure of $50.00 to the Beavercreek Golf Course to hold the room for the Fire Department Service Recognition and Awards Dinner to be held on January 16, 2015 with the option of cancelling this if there are not enough donations collected, and authorize the Administrator to sign on behalf of the Board of Trustees. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes, Mr. Kretz, yes; Ms. Graff, yes.

Purchase request for EMS Personal Protective Equipment:

2014-234 Mr. Kretz made a motion to approve purchase request #06971 to A.E. David Company for 12 ballistic vests, helmets, and carrying cases in the amount of $9,540.00 and authorize the administrator to sign on behalf of the Board of Trustees. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

Bi-Weekly Report:
Deputy Chief Scott Dorsten highlighted items the Bi-Weekly Report, submitted to the Board of Trustees from the Fire Department. Questions were asked, answered and general discussion occurred.

LEGAL ADVISOR:

Ms. Frick informed the Board that she will have a draft of the Special Meeting procedure at the next meeting.

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TRUSTEE:

FISCAL OFFICER:
Mr. Barone addressed the Board of Trustees regarding the 2015 tax budget and when they would like to hold the Budget hearing. It was decided based upon past practice that the Budget hearing would be scheduled immediately preceding the regular Board of Trustee meeting to be held on July 7, 2014.

Mr. Barone also let the Board know that the 2012-2013 Financial Audit being conducted by the State of Ohio is winding down and because Fiscal Officer Ms. Christy Ahrens files GASB financial statements, there is a lot of extra work and reporting that needs to be done. Also, there are some answers that the Fiscal Office will need from the Board of Trustees to finish the Management Discussion and Analysis and the Notes to the Financial, and he will e-mail the elected officials those questions.

2014-235 Mr. Paxson made a motion to go into Executive Session at 3:21 P.M. per ORC121.22 (G)(4) Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment Mr. Kretz seconded. Roll Call: Mr. Paxson yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-236 Mr. Paxson made a motion to come out of Executive Session at 3:49 P.M. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-237 Mr. Paxson made a motion to approve the extension of the current health insurance contract with United Health Insurance until June 30, 2015 and authorize the Administrator to sign on behalf of the Board of Trustees. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-238 Mr. Kretz made a motion to Adjourn at 3:51 P.M. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

Trustee: _____

Fiscal Officer: _____