Regular Beavercreek Trustee's Meeting

Monday, January 6, 2014

Ms. Graff called the Regular Trustee Meeting to order at 2:00 P.M. Those present were Trustees: Carol Graff, Dan Paxson, and Tom Kretz. 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, IT Manager Jeff Terry, and Zoning Administrator/Inspector Ed Amrhein.

2014-001 Mr. Paxson made a motion to approve the Agenda for January 6, 2014, with the following additions: add Tecumseh Land Trust under New Business. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-002 Mr. Paxson made a motion to approve the January 8, 2014 Payroll in the amount of $257,874.51. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

RESIDENTS/GUESTS DESIRING TO SPEAK: None.

OLD BUSINESS:

Discussion on Taping and Broadcasting Trustee Meetings on Channel 5:

Ms. Graff stated she put this issue on the Agenda as it was tabled in 2012 and stated the Township Administrator has more information. Township Administrator Alex Zaharieff stated that he has not talked to the City since the issue was tabled in 2012, so he is assuming the offer is still the same. Ms. Graff asked if there was any interest from the other Trustees in pursuing this option again. Mr. Kretz stated that citizens have asked him about it since the Trustees meetings are held during the day, and would be interested in looking into the matter as long as it is not cost prohibitive. Mr. Paxson stated that the topic was discussed in the past and due to the fact that it was going to incur overtime and equipment expenditures, he did not feel it was cost effective. He pointed out that citizens can obtain the digital recording from the township and can read the minutes online to gain all the information from each trustee meeting. Mr. Paxson also stated he would be in favor of changing the time of the meeting back to the evening, if that would make it easier for the township residents. General discussion occurred regarding: video equipment purchases, personnel costs, costs the City would charge; and cost of editing. Ms. Graff stated that she thinks the township should broadcast meetings and would like the Township Administrator to get an updated contract to bring before the Trustees for discussion and review. Mr. Paxson stated that if the township decides to broadcast regular trustee meetings, he feels that all trustee meetings should be broadcast – all special meetings as well. Mr. Kretz agreed.

NEW BUSINESS:

Reorganization of Board of Trustees:

Chair of Board of Trustees:

Mr. Kretz nominated Ms. Graff. Mr. Paxson nominated himself. Fiscal Officer Christy Ahrens called the role. Mr. Kretz voted for Ms. Graff. Mr. Paxson voted for Mr. Paxson. Ms. Graff voted for Ms. Graff. Ms. Graff is Chair for 2014.

Vice-Chair of Board of Trustees:

Mr. Kretz nominated Mr. Paxson. Mr. Paxson nominated Mr. Kretz. Fiscal Officer Christy Ahrens called the role. Mr. Kretz voted for Mr. Paxson. Mr. Paxson voted for Mr. Kretz. Ms. Graff voted for Mr. Kretz. Mr. Kretz is Vice-Chair for 2014.

Designation of Representatives and Alternates for MVRPC and GCRPCC:

MVRPC Representative:

Mr. Paxson nominated Mr. Kretz as Representative. Mr. Kretz declined nomination and nominated Ms. Graff. Mr. Paxson nominated himself.

Fiscal Officer Christy Ahrens called the role. Mr. Kretz voted for Ms. Graff. Ms. Graff voted for Ms. Graff. Mr. Paxson voted for Mr. Paxson. Ms. Graff is the Representative to MVRPC for 2014.

MVRPC Alternate:
Ms. Graff nominated Mr. Kretz. Mr. Paxson agreed. Fiscal Officer Christy Ahrens called the role. Ms. Graff voted for Mr. Kretz. Mr. Paxson voted for Mr. Kretz. Mr. Kretz voted for Mr. Kretz. Mr. Kretz is the Alternate Representative to MVRPC for 2014.

GCRPCC Representative:
Mr. Kretz nominated Mr. Paxson. There were no other nominations. Fiscal Officer Christy Ahrens called the role. Mr. Kretz voted for Mr. Paxson. Mr. Paxson voted for Mr. Paxson. Ms. Graff voted for Mr. Paxson. Mr. Paxson is the Representative to GCRPCC for 2014.

GCRPCC Alternate:
Ms. Graff nominated Mr. Kretz. Mr. Paxson agreed. Fiscal Officer Christy Ahrens called the role. Ms. Graff voted for Mr. Kretz. Mr. Paxson voted for Mr. Kretz. Ms. Graff voted for Mr. Kretz. Mr. Kretz is the GCRPCC Alternate for 2014.

TAC Representative:
2014-003 Mr. Kretz made a motion to appoint Mr. Ed Amhrein as the TAC Representative for 2014. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

TAC Alternate:
Ms. Graff nominated Mr. Paxson. There were no other nominations. Fiscal Officer Christy Ahrens called the vote. Ms. Graff voted for Mr. Paxson. Mr. Paxson voted for Mr. Paxson. Mr. Kretz voted for Mr. Paxson. Mr. Paxson is the TAC Alternate for 2014.

Mr. Kretz stated that he had an interest in discussing the Community Liaison position. Ms. Graff stated that it is an informal meeting that she has been doing for years with the City School Superintendent and City Manager. She gave a brief history of how it came about. Mr. Kretz stated that he felt a Trustee should be present and stated he would be willing to be the Township Representative. General discussion occurred. Mr. Kretz suggested that he would like there to be quarterly meetings and that the Board of Trustees would discuss issues to be discussed at these meetings, then the representative would attend the meeting, and finally provide a summary back to the elected officials on what occurred at the meeting. General discussion occurred.

2014-004 Mr. Kretz made a motion to appoint himself as the Trustee to represent the Township in all meetings with the Beavercreek City School Superintendent or representative) and the Beavercreek City Manager. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

Tecumseh Land Trust:
There was a discussion of the service done by the Trust for the Township, the Koogler Conservation Easement and as discussion with Mr. Amrhein to meet with the Trust on an agreement for the Siebenthaler Conservation Easement. The Land Trust would monitor those properties, to assure compliance with the easement contracts.

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ROAD:
2013 Mileage Certification:
2014-005 Mr. Paxson made a motion to approve the 2013 Mileage Certification as presented by Road Superintendent Tim Parks. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.
There was no change in mileage – the Township has 40.743 miles.

Purchase Request for Salt:
2014-006 Mr. Kretz made a motion to approve the purchase request to Cargill Deicing Technologies for 500 tons of road salt in the amount of $27,500.00; and authorize the Township Administrator to sign for the Board. Mr. Paxson seconded. Discussion occurred. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

TRUSTEE:
Mr. Kretz stated that he had a few items he'd like to request from various Department Heads to be sent to the elected officials for the next Trustee Meeting.
Fire Chief – Summary Report: a break down for 2012-2013 Training, including overtime and travel; a copy of a third party proposal for a Strategic Plan for the Fire Department; establish a semi-annual walk through of all fire stations with the elected officials, the TA, and the Chief; and a quarterly report in Microsoft Project, or something similar, laying out the Fire Departments project objectives.
Human Resources – Quarterly Summary of what we are doing in regards to human resources; a procedure on how you achieve privacy records; and an inventory of what records the Human Resource Manager has.
Road – Mr. Kretz asked if there was a computer system that maintains Road equipment for maintenance. General discussion occurred. The Road Department documents all equipment for the Road Department in the Township Inventory, at the beginning of each year. Mr. Kretz would also like a Quarterly Summary for all of the Road Department's known projects.
IT – Quarterly Summary Report and objectives for IT - If we've met our goals or not met our goals and why.
Zoning – Summary Report on major residential growth projected for 2014, 2015, and 2016 as well as Quarterly Summary of zoning challenges.
Fiscal Office – Archiving township records and standards - are there any department records requested and not fulfilled. Discussion occurred regarding the Township Record Retention Schedule which will be provided to Mr. Kretz.

Discussion occurred regarding the approval in 2013 of a contract for a third party to come in and review township positions. Mr. Paxson stated that a contract has been signed and returned to the vendor. The Trustees would like to see a copy of the contract. General discussion occurred.

Ms. Graff brought up the issue of the Township Employee of the Year Chamber Award. Mr. Paxson stated that the issue was decided in 2013. Ms. Graff disagreed. Discussion occurred. Questions were asked and answered. Mr. Kretz offered that for the future a better protocol be defined for this process. Mr. Kretz recommended that all three nominated employees be given the award for 2013. Ms. Graff disagreed. Mr. Paxson suggested that we start from scratch, have no recipient this year and set a policy to be in place for 2014. Ms. Graff agreed.

2014-007 Mr. Paxson made a motion to, for this year, recognize all three employees internally in some fashion, but not have a recipient of the Township Employee of the Year for the Chamber Award for 2013, but establish a policy for the procedure of nominating and voting for the Employee of the Year for the Chamber Award moving forward. Ms. Graff seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Kretz, abstain.

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FISCAL OFFICER:
Fiscal Officer Christy Ahrens reminded all Departments that they are to have their Inventory to the Fiscal Office by January 8, 2014 for submission to the county.

2014-008 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 3:31 P.M. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-009 Mr. Paxson made a motion to come out of Executive Session at 4:32 P.M. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-010 Mr. Paxson made a motion to Adjourn at 4:33 P.M. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

Trustee: _____

Fiscal Officer: _____