Regular Beavercreek Trustee's Meeting

Monday, June 23, 2014

Ms. Graff called the Regular Trustee Meeting to order at 1:01 P.M. Those present were Trustees: Carol Graff 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, and IT Manager Jeff Terry.

2014-239 Mr. Kretz made a motion to approve the Agenda for June 23, 2014, with the following corrections: remove purchase request for microwave link under Fire. Ms. Graff seconded. Roll Call: Mr. Kretz, yes; and Ms. Graff, yes.

2014-240 Mr. Kretz made a motion to approve the Payroll for June 25, 2014, in the amount of $267,374.53. Ms. Graff seconded. Roll Call: Mr. Kretz, yes; and Ms. Graff, yes.

2014-241 Mr. Kretz made a motion to approve the Bills in the amount of $182,528.91. Ms. Graff seconded. Roll Call: Mr. Kretz, yes; and Ms. Graff, yes.

2014-242 Mr. Kretz made a motion to approve the Regular Meeting Minutes of May 27, 2014. Ms. Graff seconded. Roll Call: Mr. Kretz, yes; and Ms. Graff, yes.

2014-243 Mr. Kretz made a motion to approve the Special Meeting Minutes of May 27, 2014. Ms. Graff seconded. Roll Call: Mr. Kretz, yes; and Ms. Graff, yes.

2014-244 Mr. Kretz made a motion to approve the Special Meeting Minutes of June 9, 2014. Ms. Graff seconded. General discussion occurred. Roll Call: Mr. Kretz, yes; and Ms. Graff, yes.

2014-245 Mr. Kretz made a motion to approve the Regular Meeting Minutes of June 9, 2014. Ms. Graff seconded. Roll Call: Mr. Kretz, yes; and Ms. Graff, yes.

RESIDENTS/GUESTS DESIRING TO SPEAK: None.
OLD BUSINESS: None.
NEW BUSINESS: None.

ADMINISTRATOR:
Audit Committee:
Mr. Zaharieff stated that he is working on expanding the Audit Committee and that he has received two names to contact for the Investment Committee. Discussion occurred regarding these two committees. They are separate committees, even though members from the Audit Committee have been asked to participate on the Investment Committee. Discussion occurred regarding the purpose of the Investment Committee and all elected officials were on the same track. The Township Administrator will write up a purpose for this committee once the committee has been formed. Discussion occurred regarding a member from PNC being on the Investment Committee when most of our banking is done through PNC. No decisions were made and general discussion occurred. Mr. Zaharieff will continue to work on the Investment Committee as well as securing the other possible vacancies within the Audit Committee and will bring the topic back to the Board when he has more information.

HUMAN RESOURCES:
Frank Gates Group Rating Re-Enrollment:
2014-246 Mr. Kretz made a motion to approve the purchase request to Frank Gates for the 2015 Group Rating Fee for services beginning July 1, 2014, in the amount of $17,216.00; and authorize the Township Administrator to sign for the Board. Ms. Graff seconded. Roll Call: Mr. Kretz, yes; and Ms. Graff, yes.

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Bi-Weekly Report:
HR Manager Trish was absent. The Trustees had no questions regarding her report.

ZONING:
Bi-Weekly Report:
Zoning Administrator/Inspector Ed Amhrein was absent. General discussion occurred regarding his report on the topics of: Ryan and M/I Homes and the draft Solid Waste Management proposal.

INFORMATION TECHNOLOGY:
Bi-Weekly Report:
IT Manager Jeff Terry highlighted items from his Bi-Weekly Report, submitted to the Trustees, concerning the June 9th meeting and the lack of sound recorded for You Tube or on the township audio device. The Trustees would like the June 9th meeting to be deleted from You Tube as no one will be able to listen to the meeting. Discussion occurred on whether any damage was incurred due to the storms in the area in the last week. No damage was reported. Questions were asked, answered and general discussion occurred.

ROAD:
Emergency Repair Maintenance Building HVAC:
2014-247 Mr. Kretz made a motion to approve the emergency purchase request (00320) to Air-Force One for a new outside HVAC compressor, in the amount of $3200.00; and authorize the Township Administrator to sign for the Board. Ms. Graff seconded. Roll Call: Mr. Kretz, yes; and Ms. Graff, yes.

Bi-Weekly Report:
Road Superintendent Tim Parks highlighted items from his Bi-Weekly Report, submitted to the Trustees, including the new Sherriff's vehicle; the Fire Rescue Unit having transmission problems and the possible repair. Questions were asked, answered and general discussion occurred.

FIRE:
Purchase Request for Fire Rescue International Training Conference:
2014-248 Mr. Kretz made a motion to approve the purchase request (07144) to PNC (IAFC) for fire training, in the amount of $1340.00; and authorize the Township Administrator to sign for the Board. Ms. Graff seconded. Roll Call: Mr. Kretz, yes; and Ms. Graff, yes.
2014-249 Mr. Kretz made a motion to approve the purchase request (07146) to PNC (Omni Dallas Hotel) for hotel expenses, in the amount of $666.65; and authorize the Township Administrator to sign for the Board. Ms. Graff seconded. Roll Call: Mr. Kretz, yes; and Ms. Graff, yes.
2014-250 Mr. Kretz made a motion to approve the purchase request (07146) to PNC (vendor TBD) for travel expenses, in the amount of $1080.00; and authorize the Township Administrator to sign for the Board. Ms. Graff seconded. Roll Call: Mr. Kretz, yes; and Ms. Graff, yes.
2014-251 Mr. Kretz made a motion to approve the purchase request (07146) to John Mercs and Dave Young for meal allowance each, in the amount of $396.00; and authorize the Township Administrator to sign for the Board. Ms. Graff seconded. Roll Call: Mr. Kretz, yes; and Ms. Graff, yes.

Bi-Weekly Report:

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Monday, June 23, 2014

Fire Chief David VandenBos highlighted items his Bi-Weekly Report, submitted to the Trustees, concerning contract negotiations, FDIC Review, Youthworks, hydrant testing, Station 61 community room and address signs. Questions were asked, answered and general discussion occurred. Mr. Kretz asked Chief VandenBos to calculate how much it would cost the Township to test all the fire hydrants in the township this summer. The Chief will bring this topic and the calculations back before the Board when he has them.

LEGAL ADVISOR:
Special Meeting Procedure:
2014-252 Mr. Kretz made a motion to approve **Resolution 2014-252**, Pursuant to Section 504.09 of the Ohio Revised Code, the Board of Trustees of Beavercreek Township hereby adopts the following rule and procedure regarding calling special meetings: **SPECIAL MEETINGS**
A Special Township Trustee meeting may be called to conduct any lawful business of the township.
Special Meetings may be called when one or more members of the Board of Trustees notifies the Township Administrator of a need for a special meeting or the Township Administrator becomes aware of a need for a special meeting. In the event that the special meeting must be scheduled prior to the Board's next regular meeting, the Township Administrator shall contact each Elected Official to determine the availability of a quorum of Board Members for such meeting and the availability of the Fiscal Officer or a designee from the Fiscal Office.
Except in the case of an emergency, all Board Members and the Fiscal Officer are given notice at least 48 hours in advance of the meeting. In the case of an emergency, Board Members and the Fiscal Officer must be given sufficient notice such that the Fiscal Office has sufficient time to cause to be posted notice of said meeting at least twenty-four (24) hours in advance.
The Fiscal Officer shall notice said special meeting including the time, place and purpose of the meeting, by posting said notice as made for all regular meetings, including at the Township Administration Building and/or other prominent and conspicuous places reasonably accessible to the public, on the township's website and with all usual media outlets.
Ms. Graff seconded. Roll Call: Mr. Kretz, yes; and Ms. Graff, yes

TRUSTEE:
Mr. Kretz asked Mr. Barone when the Trustees needed to have an answer to him regarding the MD&A portion of the Audit. Mr. Barone stated he was not getting pressure to have it completed but that it is the last part of our audit that needs to be turned in to the State Auditor's Office. General conversation occurred regarding the questions posed by the State Auditor's Office. This topic will be added to the next Trustee Meeting Agenda to discuss possible responses.

FISCAL OFFICER: Nothing.

2014-253 Mr. Kretz made a motion to go into Executive Session 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 at 2:09 P.M. Ms. Graff seconded. Roll Call: Mr. Kretz yes; and Ms. Graff, yes.

2014-254 Mr. Kretz made a motion to come out of Executive Session at 2:40 P.M. Ms. Graff seconded. Roll Call: Mr. Kretz, yes; and Ms. Graff, yes.

2014-255 Mr. Kretz made a motion to Adjourn at 2:40 P.M. Ms. Graff seconded. Roll Call: Mr. Kretz, yes; and Ms. Graff, yes.

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Trustee: _____

Fiscal Officer: _____