Regular Beavercreek Trustee's Meeting

Monday, March 31, 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. Legal Advisor Dawn Frick was also present. Staff present: Township Administrator Alex Zaharieff, Assistant to the Fiscal Officer James V. Barone, Road Superintendent Tim Parks, Fire Chief David VandenBos, IT Manager Jeff Terry, Zoning Administrator/Inspector Ed Amrhein, and HR Manager Trish Gustafson.

2014-123 Mr. Paxson made a motion to approve the Agenda for March 31, 2014, with the following addition: add Township Administrator Resolution under Legal Advisor. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-124 Mr. Paxson made a motion to approve the April 2, 2014 Payroll in the amount of $255,949.71. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-125 Mr. Kretz made a motion to approve the Bills in the amount of $47,326.10. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

2014-126 Mr. Paxson made a motion to approve the Special Meeting Minutes of March 17, 2014. Mr. Kretz seconded. Roll Call: Mr. Paxson; yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-127 Mr. Kretz made a motion to approve the Regular Meeting Minutes of March 17, 2014. Mr. Paxson seconded. Roll Call: Mr. Kretz; yes; Mr. Paxson, yes; and Ms. Graff, yes.

2014-128 Mr. Paxson made a motion to approve the Special Meeting Minutes of March 26, 2014. Mr. Kretz seconded. Roll Call: Mr. Paxson; yes; Mr. Kretz, yes; and Ms. Graff, yes.

RESIDENTS/GUESTS DESIRING TO SPEAK:
None

OLD BUSINESS:
Legal Invoices:

Mr. Kretz outlined what was discussed at the last meeting and the fact that Ms. Ahrens had sent an e-mail asking that this issue be postponed until she received the information requested from the State Auditor's office and also that he had requested that Mr. Zaharieff contact the Greene County Prosecutors office and get an opinion on this issue. Mr. Paxson agreed that this issue should be postponed based upon the Fiscal Officer's request and a decision should be made once all the information has been collected. Ms. Graff stated that she felt they should go forward with this issue today as she would not be at the next regularly scheduled meeting to be held on April 14, 2014. Mr. Kretz agreed with Mr. Paxson and thought that the decision should wait until all the information requested has been obtained and suggested making a decision when there was a full board.

2014-129 Mr. Kretz made a motion to approve the Newhouse, Prophater, Letcher and Moots legal invoice in the amount of $1,958.14. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; Ms. Graff, yes.

NEW BUSINESS: None.

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ADMINISTRATOR:

Audit Committee:
Mr. Zaharieff explained to the Board that Audit Committee member Mr. Ronald Hunt's term was expiring on April 5, 2014 and he would like to renew Mr. Hunt's term.
2014-130 Mr. Paxson made a motion to approve **Resolution 2014-130,** Whereas, the Board of Trustees of Beavercreek Township, Greene County, Ohio moved to appoint Ronald Hunt to the Beavercreek Township Audit Committee, commencing April 6, 2014 for a term on three (3) years ending on April 5, 2017;
Now, therefore, be it resolved that the Board of Trustees of Beavercreek Township, Greene County, Ohio favorably passed the above resolution.
Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

Township/City Meeting:
Mr. Zaharieff explained that the date for a Joint Meeting between Beavercreek Township and the City of Beavercreek has been set for April 30, 2014 at 5:30 PM to be held at the Council Chambers. He asked that the Trustees send him possible agenda items before the next Trustee meeting.

HUMAN RESOURCES:
Bi-Weekly Report:
HR Manager Trish Gustafson highlighted the following items in her Bi-Weekly, submitted to the Trustees, concerning Worker's Comp claims, Collective Bargaining and a BWC safety congress she attended in Columbus. Questions were asked, answered and general discussion occurred.

ZONING:
Bi-Weekly Report:
Zoning Administrator/Inspector Ed Amhrein highlighted the following items his Bi-Weekly Report, submitted to the Trustees, concerning permits issued, and permits pending to be issued. Questions were asked, answered and general discussion occurred.

INFORMATION TECHNOLOGY:
Bi-Weekly Report:
IT Manager Jeff Terry highlighted items from his Bi-Weekly Report, submitted to the Trustees, concerning SharePoint 2010 Migration, Office 2010 Roll Out and the Video update. Questions were asked, answered and general discussion occurred.

ROAD:
State Bid Process:
Mr. Parks explained to the Board the State Bid Process throughout the State of Ohio in reference to questions asked at the last meeting.

Sheriff SUV and equipment replacement:

2014-131 Mr. Kretz made a motion to approve the purchase request (00306) to Lebanon Ford to purchase a Ford interceptor SUV off State Contract in the amount of $26,600.00, and to authorize the Township Administrator to sign for the Board. Mr. Paxson seconded. Roll Call; Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

2014-132 Mr. Paxson made a motion to approve the purchase request (00307) to Ultimate LSI to purchase emergency equipment and installation for the new sheriff's vehicle in the amount of $9,300.00; and to authorize the Township Administrator to sign for the Board. Mr. Kretz seconded. Roll Call; Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-133 Mr. Kretz made a motion to approve the purchase request (00308) to MPH Industries to purchase a radar package for the new sheriff's vehicle in the amount of $2,200.00; and to authorize the Township Administrator to sign for the Board. Mr. Paxson seconded. Roll Call; Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

2014-134 Mr. Paxson made a motion to approve the purchase request (00309) to L3 Mobile-Vision to purchase a digital Video system for the new sheriff's vehicle in the amount of $5,300.00; and to authorize the administrator to sign for the Board. Mr. Kretz seconded. Roll Call; Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

Road Department Replacement Vehicle:

Mr. Parks addressed the Board with his desire to purchase a Ford F-250 pick-up truck to ultimately replace a 1999 pick-up truck that is in his fleet at the moment. Mr. Paxson asked Mr. Parks if we didn't just purchase two pickup trucks to replace the Dodge Dakotas, to which Mr. Parks answered yes and that we kept the nicer of the two Dodge Dakotas and sold the other one on Gov Deals. Mr. Paxson went on to ask how many people we currently have driving Township owned vehicles to and from work every day, and Mr. Parks said currently there are three people with assigned Township owned vehicles that currently drive them to and from work every day. Mr. Paxson explained that there is a cost involved in doing that and since we are talking about going out for a renewal plus some additional levy amount in the near future, perhaps we should look into saving the money for this vehicle and put it towards the cost of living adjustment and any paving projects that the additional levy would fund.

Mr. Parks explained that there is a service that comes along with that and Mr. Paxson agreed, however; he again reiterated that there is a cost for fuel and insurance for that as well. He understands that there are certain instances and events that this comes in handy, but at what cost to the taxpayer? He asked what employees are willing to sacrifice in order to receive a cost of living adjustment.

Mr. Kretz added that he knows this is a 1999 vehicle but was unsure of the maintenance record on that vehicle, and commented on the levy cycles and the different scenarios of asking for an additional amount.

Ms. Graff asked Mr. Parks if this truck goes out of commission, do we have sufficient equipment to offer the service to the tax payer. Mr. Parks answered yes if we transferred some equipment around. Ms. Graff went on to compliment Mr. Parks in the wonderful job he has done over the years watching tax payer dollars and providing an excellent service all the while running a very cost effective department for our constituents.

Mr. Kretz wanted to know why the Township did not lease vehicles instead of buy them. Mr. Zaharieff asked if he meant a lease purchase or just a straight lease. Mr. Kretz said either. Mr. Zaharieff explained that many municipalities have gotten away from lease purchase over the years to avoid paying interest on that vehicle and he said as far as a straight lease, most companies will not lease for commercial use. Mr. Kretz indicated that there are companies that specialize in fleet vehicle lease and Mr. Zaharieff said we could look into that. Mr. Kretz just

wanted to know if there was a legal reason we did not lease. Mr. Zaharieff explained that we had the ability to purchase the vehicle and that is just the way we've always done it.

Mr. Kretz stated to Mr. Parks if the Township is not going to be under duress for the next two weeks without purchasing this vehicle today, he would like to see a simple analysis on what we've spent over the last two years on maintenance on the vehicle and the net cost of the new vehicle will be something less than is being asked to be approved as we will get at least some money for that vehicle on Gov Deals. He also asked for a brief analysis of the scenarios that we discussed in regards to the Road Levy, so that Mr. Paxson can get his questions answered. Mr. Paxson would also like to see the cost we have spent in fuel on those vehicles that are being driven to and from work on a daily basis by employees. Mr. Kretz would like this information to try to get a better understanding on leasing versus purchasing.

RFP for Parking Lot expansion project:

2014-135 Mr. Paxson made a motion to solicit bids for the Fire Administration parking lot expansion project with a bid opening of April 21, 2014.
Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

Landscaping at Station 61:

A lengthy discussion ensued regarding the landscaping at Station 61. There were concerns from all three Trustees that the bids were not for the same plan or scope of work, and Mr. Parks explained that both companies bid the same area with different ideas on what was to be put into the area. Mr. Parks was given direction to have the companies cross bid their proposals eliminating the bi-weekly maintenance on the one bid, or at least showing that as an option, so that they, the Board of Trustees could make an educated decision on the project, and that they are comparing apples to apples.

Bi-Weekly Report:
Road Superintendant Tim Parks highlighted items from his Bi-Weekly Report, submitted to the Trustees, including damage of a fence at the library, replacement of a small bridge at Phillips Park an filling the regular part-time vacancy. Questions were asked, answered and general discussion occurred on the sign reflectivity project and the grant available through State of Ohio.

Ms Graff called a recess from 3:39 PM until 3:44 PM.

FIRE:
Hiring of Part-Time Fire Inspector:
2014-136 Mr. Paxson made a motion to approve **Resolution 2014-136** whereas the Board of Trustees of Beavercreek Township, Greene County, State of Ohio, moved to approve the hiring of Robert Treiber as a Part Time Fire Inspector for the Beavercreek Township Fire Department effective April 1, 2014 at a starting rate of $15.72 per hour. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes, and Ms. Graff, yes.

Mr. Paxson asked if this employee was under the 1500 hour per year rule and Chief VandenBos replied yes, this employee will be part time subject to the 1500 hours or less per year rule with no benefits other than life insurance and

contributions to the Ohio Public Employees Retirement System applicable under Ohio Law.

Bi-Weekly Report:
Fire Chief David VandenBos highlighted items his Bi-Weekly Report, submitted to the Trustees, including the senior preparing a quarterly project update and contract negotiations. Questions were asked, answered and general discussion occurred regarding the Beavercreek Youth Council Dance, and the Board has agreed to host that activity once again this year.

LEGAL ADVISOR:

Township Administrator Resolution:

Ms. Frick presented a resolution to the Board of Trustees regarding the Administrator position and the changes they proposed at their Special Meeting held on March 17, 2014 concerning in the absence of an administrator. She will bring a formal copy to the next meeting on letter head for adoption.

TRUSTEES:
Ms. Graff asked which account the first half tax collection was deposited into, and Mr. Barone once again explained that the first half tax collection was deposited into the regular PNC checking account to increase the bank account balance in order to avoid analysis charges.

Ms. Graff expressed interest in receiving a bi-weekly report from the Fiscal Office, to which Mr. Zaharieff explained that he has directed Mr. Barone to continue to provide a financial bi-weekly report every other Monday morning so that the report is accurate and up to date. Ms. Graff explained that she would like to see other duties and reports that the Fiscal Office is performing and submitting. Mr. Kretz stated that that the fiscal office is providing more detail than anyone else, but suggests possibly a quarterly activity report and possibly a visit from our investment broker. Mr. Paxson stated that he is happy with the information and the detail he receives from the Fiscal Office and does not see a need for anything else.

Mr. Barone explained that this conversation and any subsequent requests need to be made through the elected Fiscal Officer of Beavercreek Township, and perhaps these concerns be forwarded directly to her. Mr. Kretz said that he would summarize what he would like to see on a quarterly level and forward that directly to Ms. Ahrens and suggested to Ms. Graff that she also summarize what she is looking for on an activity level and to direct that to Ms. Ahrens herself.

FISCAL OFFICER: None.

2014-137 Mr. Paxson made a motion to adjourn into Executive Session at 4:10 PM pursuant to 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. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-138 Mr. Kretz made a motion to come out of Executive Session at 4:47 PM. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

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2014-139 Mr. Kretz made a motion to authorize the Legal Advisor and the Township Administrator to discuss a settlement offer concerning the pending legal action. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes

2014-140 Mr. Paxson made a motion to Adjourn at 4:48 P.M. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

Trustee: _____

Fiscal Officer: _____