Regular Beavercreek Trustee's Meeting

Monday, May 12, 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. 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, Zoning Administrator/Inspector Ed Amrhein, and HR Manager Trish Gustafson.

2014-178 Mr. Paxson made a motion to approve the Agenda for May12, 2014, with the following additions: add purchase request for body repair on a truck under Road; and add Executive Session per 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 with the other two Executive Sessions. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-179 Mr. Paxson made a motion to approve the May 14, 2014 Payroll in the amount of $251,460.59. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-180 Mr. Kretz made a motion to approve the Bills in the amount of $176,450.13. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

2014-181 Mr. Paxson made a motion to approve the Regular Meeting Minutes of April 28, 2014. Mr. Kretz seconded. Roll Call: Mr. Paxson yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-182 Mr. Paxson made a motion to approve the Special Meeting Minutes of April 30, 2014. Mr. Kretz seconded. Roll Call: Mr. Paxson yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-183 Mr. Kretz made a motion to approve the Special Meeting Minutes of May 1, 2014. Mr. Paxson seconded. Roll Call: Mr. Kretz; yes; Mr. Paxson, yes; and Ms. Graff, yes.

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

ADMINISTRATOR:
Legal Invoice:
Mr. Zaharieff stated he had a legal bill that needed to be approved by the Trustees. General discussion occurred.
2014-184 Mr. Paxson made a motion to approve to pay the bill from Newhouse, Prophater Letcher & Moots LLC in the amount of $7934.74. Mr. Kretz seconded. Roll Call: Mr. Paxson yes; Mr. Kretz, yes; and Ms. Graff, yes.
Legal Agreements:
The agreement had incorrect dates on it, and will be brought back before the Board at 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, negotiations and an Ohio Youthworks program. Questions were asked, answered and general discussion occurred.

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ZONING:
Set Zoning Meeting Date:
The Beavercreek Township Trustees will hold a public hearing at the Fire Administration Building, located at 851 Orchard Lane, on **Tuesday, May 27, 2014**, scheduled to begin at 7:00 p.m. or as soon as possible thereafter.
The purpose of the hearing is for the Beavercreek Township Trustees to review and act on a recommendation made by the Beavercreek Township Zoning Commission regarding Case #792, a Text Amendment to the Beavercreek Township Zoning Resolution.
The application of the request may be reviewed at the Zoning Office, 851 Orchard Lane, M– F, 8:00 a.m. to 4:30 p.m., or by contacting the Zoning Office at 937-306-0065. Interested persons may appear at the hearing and voice their opinions.

Re-Appointment to Zoning Commission:
2014-185 Mr. Kretz made a motion to approve **Resolution 2014-185**, **WHEREAS,** Ohio Revised Code §519.04 permits the Board of Township Trustees to create a Zoning Commission for Beavercreek Township; and
WHEREAS, the Beavercreek Township Trustees having considered available applicants for Zoning Commission; **NOW, THEREFORE, BE IT RESOLVED THAT,** after due consideration of all the evidence presented, the Beavercreek Township Board of Trustees voted to reappoint Alan Gunderson to the Beavercreek Township Zoning Commission board for a term expiring on **March 30, 2019** or until a suitable replacement is appointed. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff; yes.

Bi-Weekly Report:
Zoning Administrator/Inspector Ed Amhrein highlighted the following items his Bi-Weekly Report, submitted to the Trustees, concerning housing numbers, trips to new build sites, sign upgrade at Circle K, ODOT meeting and a highway district. 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 renewing or extending Mr. Ericson's contract and videotaping for You Tube. Today's meeting will be the first meeting open to the public on You Tube and all meetings will be kept on a disk, as it is a public record, and needs to be added to the record retention schedule.
Mr. Terry stated that he needed Mr. Ericson to continue helping with the completion of projects such as Citrix and the Exchange update. Mr. Zaharieff stated that extending Mr. Ericson's contract sixteen weeks would help with the work load and cover Mr. Terry's vacation. Discussion occurred regarding Mr. Ericson's original contract to catch up and the subsequent renewals. Discussion occurred regarding the number of hours Mr. Ericson can work and if the job needs to be done working eight hours a day for eight weeks, do it to get the projects complete. General discussion occurred regarding: performance audit; and working with the City. A contract for up to 320 hours of service for no longer than sixteen weeks will be brought back before the Trustees at the next Regular Trustee Meeting.

ROAD:
Purchase Request for Body Repair:
2014-186 Mr. Paxson made a motion to approve the purchase request (00319) to Carstar of Wilmington for body repair, in the amount of $4500.00; and authorize the Township Administrator to sign for the Board. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

Purchase Request for Paving:

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2014-187 Mr. Kretz made a motion to approve the purchase request (00316) to John R Jurgensen for the annual Road Resurfacing Program, in the amount of $4200.00; and authorize the Township Administrator to sign for the Board. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

Parking Lot Expansion Project:
2014-188 Mr. Paxson made a motion to approve the purchase request (00318) to Booher Blacktop for the parking lot expansion project, in the amount of $35,000.00; and authorize the Township Administrator to sign for the Board. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

Floor Sealing at Station 63:
General discussion occurred regarding: there not being a second quote, quality, and pricing of the job. The Trustees want to defer the work, wait to get two quotes and do both stations at the same time. They would also like to see a break out of the square footage for the job when quoted.

Request for Special Trustee Meeting for Levy Discussion:
The Beavercreek Township Board of Trustees will conduct a Special Meeting at the Beavercreek Township Fire Administration Building, 851 Orchard Lane Beavercreek, Ohio 45434 on **Monday May 19, 2014 at 2:00 PM.**
The Purpose of this Special Meeting is to meet in **Open Session** to discuss various levy scenarios and future budget concerns.

Bi-Weekly Report:
Road Superintendent Tim Parks highlighted items from his Bi-Weekly Report, submitted to the Trustees, an Eagle Scout Project and a Master's Program for a potential bug test lab. Questions were asked, answered and general discussion occurred.

FIRE:
Approve ProAir Annual Service Agreement:
2014-189 Mr. Kretz made a motion to approve **Resolution 2014-189**, the annual maintenance agreement with ProAir Inc. for NFPA compliant service of the Fire Department's breathing air systems; and authorize the Township Administrator to sign for the Board. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

Resolution – Acceptance of donation of physical fitness equipment:
2014-190 Mr. Kretz made a motion to approve **Resolution 2014-190**, WHEREAS, Monica Hax of 935 Briddlewood Street Beavercreek, Ohio wishes to make a donation of a fitness equipment that includes a weight bench, barbell, 3 pairs of dumb bells, various free weights and a weight storage rack at an approximate value of $1,850.00 to the Beavercreek Township Fire Department, 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. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

Request for summer interns (Ohio Youthworks):
Chief VandenBos stated that he received an email regarding the opportunity for the Township to employ twenty (20) youth, ages 14-17, for the summer to check fire hydrants and provide data entry. The youths would be employed by Montgomery County and would require no out of pocket expenses for those youths. Chief VandenBos would like to hire two part-time employees to transport, supervise, and provide quality control for the youth. General discussion occurred

regarding: hydrants no longer being tested by the county; this is a work force preparation opportunity, not an at risk youth program; and other programs within Greene county to consider. Discussion also occurred regarding bringing back two former firefighters as the two supervisors. They would not come back as firefighters and would be considered seasonal part time hires. Mr. Paxson suggested that they be hired as independent contractors so there is no confusion. Discussion occurred regarding pressure hydrants and if someone got injured or there was a claim. Chief VandenBos stated that part of the contract with Montgomery County is that the youths are employees of Montgomery County and therefore fall under their insurance policy, not ours.

2014-191 Mr. Kretz made a motion to approve the hiring of twenty (20) Youthworks seasonal employees; and authorizes the Township Administrator to sign for the Board, after Legal approves the non-financial agreement. Ms. Graff seconded. Roll Call: Mr. Kretz, yes; Ms. Graff, yes; and Mr. Paxson, yes.

2014-192 Mr. Kretz made a motion to approve the hiring of two (2) seasonal, part-time fire department employees, limited to 320 hours each at a rate of $15.72/hour for the Ohio Youthworks Season. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

Bi-Weekly Report:
Fire Chief David VandenBos highlighted items his Bi-Weekly Report, submitted to the Trustees, concerning contract negotiations and water supply training. Questions were asked, answered and general discussion occurred.

TRUSTEE:
Mr. Kretz had a question regarding legal contracts. All contracts being considered and approved are for the year 2014 only.

FISCAL OFFICER:
Ms. Ahrens stated that after reviewing the Minutes, she could find no record that the Board of Trustees passed a motion determining who in the Township could speak with legal counsel and incur charges. There was much discussion in March of 2013, but no formal action was taken. General discussion occurred. The Trustees asked Legal Advisor, Ms. Frick, to bring back before the Board a resolution regarding this topic.
Ms. Ahrens also stated that she saw former Trustee Ms. Prystaloski who stated she still had the Township's IPad. Township Administrator Alex Zaharieff stated he would get the IPad from Ms. Prystaloski as soon as possible.

TRUSTEE'S CONTINUED:
Mr. Kretz brought up the Investment Committee. Elected officials are to send potential names of Township residents to the Township Administrator for the committee, as well as incorporate the audit committee members. The Administrator will work on a policy for this committee as well. Discussion occurred regarding the City's Investment Advisory Committee and if more information about their committee could be obtained.

Mr. Kretz asked about the PNC Bank fees. Assistant to the Fiscal Officer James V. Barone stated that he is working closely with PNC and that they have switched items around in order to reduce the fees. Estimated monthly fees are now $50.00, starting June 1, 2014. Mr. Barone stated he has not heard back from Huntington regarding what they might be able to offer the township. Mr. Kretz brought up the Morgan Stanley account and his questions were asked and answered.

The Trustees took a five minute recess.

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2014-193 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; ORC 121 (G)(5) Maters required to be kept confidential by federal law; and 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 2:46 P.M. Mr. Paxson seconded. General discussion occurred. Roll Call: Mr. Kretz yes; Mr. Paxson, yes; and Ms. Graff, yes.

2014-194 Mr. Paxson made a motion to come out of Executive Session at 4:22 P.M. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-195 Mr. Paxson made a motion to extend the unpaid leave of absence for Jacob Zeckser through June 2, 2014. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-196 Mr. Kretz made a motion to Adjourn at 4:23 P.M. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

Trustee: _____

Fiscal Officer: _____