Regular Beavercreek Trustee's Meeting

Monday, December 8, 2014

Ms. Graff called the Regular Trustee Meeting to order at 1:03 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 Jim Ericson, Zoning Administrator/Inspector Ed Amrhein, and HR Manager Trish Gustafson.

2014-462 Mr. Paxson made a motion to approve the Agenda for December 8, 2014, with the following deletion: remove Purchase Request: Command Vehicles Console Furniture under Fire. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-463 Mr. Paxson made a motion to approve the December 10, 2014 Payroll in the amount of $472,437.72. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-464 Mr. Kretz made a motion to approve the Bills in the amount of $224,728.36. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; Ms. Graff, yes.

2014-465 Mr. Paxson made a motion to approve the Minutes from the Special Trustee Meeting held November 10, 2014. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-466 Mr. Kretz made a motion to approve the Minutes from the Regular Trustee Meeting held November 24, 2014. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; Ms. Graff, abstain.

RESIDENTS/GUESTS DESIRING TO SPEAK:
Alan Trimbur, Beavercreek Township Part-time Firefighter spoke to the Trustees on behalf of himself and other part-time firefighters regarding the situation they find themselves in with the conversion of the fire department from full and part-time firefighters to all full-time firefighters. With years of experience and loyalty to Beavercreek Township, they wanted to know why they were being cut loose.

OLD BUSINESS: None.
NEW BUSINESS:
Greene County Township Association Meeting:
General discussion occurred regarding Township Association meetings and when Beavercreek Township will host a meeting. There is the possibility of Beavercreek joint hosting a meeting with Sugarcreek Township. Ms. Graff will contact Mr. Pitman regarding this matter.

Flexible Spending Accounts:
Fiscal Officer Christy Ahrens stated that she had written an email to the Trustees regarding the fact that the Trustees needed to make a decision regarding whether to continue offering Flexible Spending Accounts to employees in 2015 or not. Faced with audit issues, cost of administering the plan and lack of employee participation, Ms. Ahrens recommended not offering the Flexible Spending Account to employees next year. General discussion occurred and Township Administrator Alex Zaharieff stated he had concerns regarding the Collective Bargaining Agreement. It was decided to defer this conversation to Executive Session under ORC 121.22(G)(1)compensation.

ADMINISTRATOR: None.
HUMAN RESOURCES: No questions regarding the Bi-Weekly Report.

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ZONING:
Bi-Weekly Report: One question regarding single family dwelling permits was asked and answered.

INFORMATION TECHNOLOGY: No questions regarding the Bi-Weekly Report.
ROAD:
Personnel:
Road Superintendent Tim Parks stated that he regretfully accepted the resignation of one of his full-time employees. General discussion occurred regarding the employee as well as the position.
2014-467 Mr. Kretz made a motion to approve the filling of the vacant full-time Road position. Mr. Paxson seconded. Discussion occurred regarding this position and the part-time position that also needs to be filled. The part-time position will be posted on the website and social media outlets as well. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; Ms. Graff, yes.

Bridge Proposal:
Discussion occurred regarding the replacement bridge in Phillips Park: one of the highest requested amenities from the public, the future use for 5K runs in our parks, and providing secondary access to both parks. Questions were asked and answered and discussion occurred regarding grants. Warranty (of structure and material), grants, and ADA information will be gathered for the Trustees and presented at the next Trustee meeting. All Trustees agree that the bridge is an asset to the community; however, the Trustees would like a little more information before proceeding.

Bi-Weekly Report:
Road Superintendent Tim Parks discussed the Bi-Weekly report that was submitted by the Road Department which included discussions on Factory Road, the bucket truck, the waterline upgrade in Rotary Park, and the possibility of utilizing the City's Fuel and Maintenance amenities.

FIRE:
Proposed Resolution Modifying Fire Department Authorized Staffing:
This item was moved after Executive Session.

Purchase Request: Shift Commander Vehicle Replacement:
Questions were asked and answered regarding this purchase and general discussion occurred.
2014-468 Mr. Paxson made a motion to approve the purchase request (06960) to Byers Chevrolet for a 2015 Chevy Tahoe, in the amount of $31,970.00; 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.

Bi-Weekly Report:
Fire Chief David VandenBos discussed the Bi-Weekly report that was submitted by the Fire Department which included discussions on fleet cost allocation, fire critique, Auxiliary, and the EMS Proctor's Report. Questions regarding the charging stations were asked and not answered sufficiently. General discussion regarding the cost of the stations occurred. Mr. Parks, Chief VandenBos and Mr. Kretz will meet and/or discuss this project before it continues.

TRUSTEES:
Mr. Kretz asked if the heat pump situation at the Library had been solved. Yes, a new heat pump was purchased for the Library.
Mr. Paxson gave each of the Trustees a handout containing blank Project Management templates to help facilitate the Township toward utilizing a method like this when dealing

with township projects. He asked the Trustees review the information for future conversation.

FISCAL OFFICER:
Temporary Appropriations:
2014-469 Mr. Paxson made a motion to approve **Resolution 2014-469**,
BE IT RESOLVED THAT, the Board of Trustees of Beavercreek Township, Greene County, Ohio that to provide for the current expenses and other expenditures of said Board of Trustees, during the fiscal year ending December 31, 2015, the following sums be and the same are hereby set aside and temporarily appropriated for several purposes for which expenditures are to be made for and during said fiscal year, as follows:

General Fund	1,754,884.00
Motor Vehicle License Tax	33,569.00
Gasoline Tax	158,430.00
Road and Bridge	1,176,866.00
Cemetery	50,153.00
Police	777,894.00
Fire	10,896,463.00
Permissive Motor Vehicle	36,234.00
EMS Medic Services	3,287,245.00
Accumulated Leave Balances	168,582.00
Land Acquisition/Improvement	519,713.00
New Ambulance	92,698.00
Fire Station	339,714.00
Advanced Life Support Fire Engine	1,325,000.00
Land Mobile Radios	237,638.00
Private Purpose Trust	5,884.00
LGIF Marcs	9,635.00
Total	20,870,602.00

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

LEGAL INVOICES:
Per the 2014 motion by the Trustees; all legal bills are reviewed by the Township Administrator and the Trustees only.
2014-470 Mr. Kretz made a motion to approve the payment of funds to Surdyk, Dowd, and Turner for Invoice #67507 dated November 1, 2014 in the amount of $1,938.00. Mr. Paxson seconded. Roll Call: Mr. Kretz; yes; Mr. Paxson, yes; and Ms. Graff, yes.
2014-471 Mr. Kretz made a motion to approve the payment of funds to Taft Stettinius & Hollister for Invoice #2654430 dated November 24, 2014 in the amount of $3,825.00. Mr. Paxson seconded. Roll Call: Mr. Kretz; yes; Mr. Paxson, yes; and Ms. Graff, yes.
General discussion occurred regarding how the process is working and that it adds a little more time in the payment of legal bills but hopefully it won't affect our audit in the future.

2014-472 Mr. Kretz made a motion to go into Executive Session per ORC 121.22 (G)(1) To consider the appointment, employment, dismissal and compensation of public employees at 2:05 P.M. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

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2014-473 Mr. Kretz made a motion to come out of Executive Session at 3:36 P.M. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes. There was a five minute recess.

FIRE:
Proposed Resolution Modifying Fire Department Authorized Staffing:
2014-474 Mr. Kretz made a motion to approve **Resolution 2014-474**,
The Board of Trustees of Beavercreek Township, of Greene County, Ohio, met at a duly called and authorized meeting of the Board of Trustees of Beavercreek Township on the date set forth below, such meeting being duly called pursuant to a notice stating the time, place and purpose of the meeting received by all Beavercreek Township Board members, and the following resolution was made, seconded, and adopted by those present at the meeting. **WHEREAS,** the Ohio Revised Code §505.38(A) requires the Board of Township Trustees, in each Township with a fire department, to provide for the employment of firefighters as it considers best; and, **WHEREAS,** in the interest of providing the best service to the citizens and guests of Beavercreek Township, the Fire Chief recommends modifying the currently authorized staffing levels by reducing the number of Part-Time Firefighters by twenty-seven (27) and increasing the number of Full-Time Firefighters by fifteen (15) to the following staffing levels for the fire department:

NOW THEREFORE BE IT RESOLVED THAT, the Board of Beavercreek Township Trustees, hereby adopt the recommended staffing levels; and

FURTHER BE IT RESOLVED that the Township Administrator implement these changes by the end of Fiscal Year 2015; and

FURTHER BE IT RESOLVED that these staffing levels will remain in effect unless modified by further Resolution of this Board.

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

Two new Fire Work Rules:
2014-475 Mr. Paxson made a motion to accept SOG Number 5000.01, Fire Department Personnel Deployment, Version 1.0, dated December 8, 2014 as presented. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.
2014-476 Mr. Kretz made a motion to motion to accept SOG Number 112.001, Fire Department Staffing and Leave Scheduling, Version 1.0, dated December 8, 2014 as presented. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

2014-477 Mr. Paxson made a motion to approve **Resolution 2014-477**,
WHEREAS, the Board of Trustees of Beavercreek Township, Greene County, Ohio is tasked with ensuring a balance between safety and the fiscal integrity of Beavercreek Township; and, **WHEREAS**, the Board of Trustees of Beavercreek Township, Greene County, Ohio has determined that it would be in the best interest of the Township to evaluate and replace the Part-Time Firefighters with Full-Time Firefighters to address the turnover rate with the Part-Time Firefighter program, the significant cost to the Township, and crew continuity and safety; and,
WHEREAS, the Board of Trustees of Beavercreek Township, Greene County, Ohio directed the Fire Chief to begin the process to migrate to a Full-time Firefighter force by January 1, 2015 and such a process was developed and conducted to evaluate with specific criteria the current Part-Time Firefighters for 15 available Full-Time Firefighter positions; and **WHEREAS**, based upon the specific criteria set forth by the Beavercreek Township Fire Chief and the Board of Trustees of Beavercreek Township, Greene County, Ohio, 19 individuals were evaluated and tested for the 15 available Full-Time Firefighter positions;
NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board of Trustees has considered the full record before it, which includes but is not limited to such things as the staff report regarding the evaluation and testing process, recommendations of the Novak Group consultants and other materials submitted or provided to it;

2. The fiscal and other concerns are being addressed by the decision to lay off Fire Department part-time personnel and is taken for the purpose of addressing the need to move to a Full-Time Firefighter Force. The Board of Trustees has fully considered the effects of the layoffs and has acted and continues to act in good faith;

3. The Fire Chief is hereby directed to prepare and issue layoff notices so as to effectuate the reduction of 9 Part-Time Firefighters who shall be maintained on paid administrative leave until December 31, 2014. These 9 Part-Time Firefighters are: Jacob Zeckser, Benjamin Boussum, Steven Smith, Jeffrey Bender, Keith Holloway, Kris Foster, Alan Trimbur, Bruce Armstrong, and Kyle Winning.

4. All formal actions of the Board of Trustees of Beavercreek Township concerning the adoption of this Resolution were in open meetings of the Beavercreek Township Board of Trustees; and that all deliberations of the Board of Trustees of Beavercreek Township which resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

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

Flexible Spending Accounts:
Discussion continued regarding this issue and the Trustees would like legal to look into whether the administrative costs can be allocated and paid by the participants, if the Board can determine the number of employees required to participate in order to offer the plan, and the cash in lieu implications. Ms. Ahrens reminded the Trustees that having a legal opinion is one thing, complying with what the State Auditor's Office wants could be another. The HR Manager will have employees fill out the forms for Flexible Spending Accounts in case the Trustees decide to continue with the program; however, she will let all employees know that it is a tentative program and that the employee might incur further costs if they participate in the program.

2014-478 Mr. Paxson made a motion to go into Executive Session per ORC 121.22 (G)(1) To consider the compensation of a public employee at 4:02 P.M. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2014-479 Mr. Paxson made a motion to come out of Executive Session at 5:07 P.M. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; Mr. Kretz, yes; and Ms. Graff, yes.

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 **Thursday December 11, 2014 at 9:00 AM.**

The Purpose of this Special Meeting is to meet in **Executive Session** pursuant to ORC 121.22(G)(1) to consider the appointment, employment or compensation of a public employee or official and to meet in **Open Session** to discuss personnel.

2014-480 Mr. Kretz made a motion to Adjourn at 5:10 P.M. Mr. Paxson seconded. Roll Call: Mr. Kretz, yes; Mr. Paxson, yes; and Ms. Graff, yes.

Trustee: _____

Fiscal Officer: _____