Regular Beavercreek Trustee's Meeting

Monday, November 24, 2014

Mr. Kretz called the Regular Trustee Meeting to order at 1:01 P.M. Those present were Trustees: 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, Deputy Fire Chief John Mercs, IT Manager Jeff Terry, and HR Manager Trish Gustafson.

2014-441 Mr. Paxson made a motion to approve the Agenda for November 24, 2014 with the following addition: add Executive Session per ORC 121.22 (G)(1) To consider the appointment and compensation of a public employee. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; and Mr. Kretz, yes.

2014-442 Mr. Paxson made a motion to approve the November 26, 2014 Payroll in the amount of $258,795.45. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; and Mr. Kretz, yes.

2014-443 Mr. Paxson made a motion to approve the Bills in the amount of $201,887.87. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; and Mr. Kretz, yes.

2014-444 Mr. Paxson made a motion to approve the Minutes of the Regular Trustee Meeting held November 10, 2014. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; and Mr. Kretz, yes.

RESIDENTS/GUESTS DESIRING TO SPEAK: None
OLD BUSINESS:
Project Management:
Mr. Paxson went through Power Point presentation he created in order to encourage a Township Project Policy discussion. He went over several things he feels should be part of the policy and discussion including: the size of the project, resources, and funding in order to demonstrate accountability, document allocation of resources and exemplify transparency in government. Mr. Paxson said he would like to work with the Township Administrator in formulating a policy. Mr. Kretz asked several questions including asking the Administrator to go through the process of purchasing capital project items, which the TA then explained. Mr. Zaharieff was asked to put together a process flow for planned expenses and an explanation for how the township handles the accounting for unplanned expenses. Mr. Kretz stated that there is always room for improvement, but asked that what is currently in place be summarized with a list of areas of improvement along with Department Head input.

NEW BUSINESS: None.
ADMINISTRATOR:
2015 Meeting Schedule:
2014-445 Mr. Paxson made a motion to approve the Beavercreek Township Board of Trustees will conduct Regular Meetings for calendar year 2014 every other Monday in accordance with the Ohio Sunshine Law and Open Meetings Act. All meetings will be held at **1:00 PM** at the Beavercreek Township Fire Administration Building, 851 Orchard Lane, Beavercreek, Ohio, unless adjusted through public notice otherwise, or as indicated below:

January 5, 2015
January 20, 2015 (Tuesday)
February 2, 2015
February 16, 2015
March 2, 2015
March 16, 2015
March 30, 2015
April 13, 2015

April 27, 2015
May 11, 2015
May 26, 2015 (Tuesday)
June 8, 2015
June 22, 2015
July 6, 2015
July 20, 2015
August 3, 2015
August 17, 2015
August 31, 2015
September 14, 2015
September 28, 2015
October 12, 2015
October 26, 2015
November 9, 2015
November 23, 2015
December 7, 2015
December 21, 2015

*Please note, public hearings are considered Special Meetings and will be held in the evening and noticed accordingly as they are scheduled.
Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; and Mr. Kretz, yes.
2015 Holiday Schedule:
2014-446 Mr. Paxson made a motion to approve **Resolution 2014-446**, WHEREAS, to set the 2015 Township Holiday Schedule per the Beavercreek Township, Greene County Ohio Personnel Policy Book Section IV Number 9 to the following:

January 1, 2015	New Year's Day 2015
January 19, 2015	Martin Luther King Jr., Day
May 25, 2015	Memorial Day
July 3, 2015	Independence Day
September 7, 2015	Labor Day
November 11, 2015	Veterans Day
November 26 &27, 2015	Thanksgiving
December 24 & 25, 2015	Christmas

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

HUMAN RESOURCES:
Bi-Weekly Report:
HR Manager Trish Gustafson asked if the Trustees had any questions regarding her Bi-Weekly report; they did not. Mr. Kretz asked Mr. Barone questions concerning the Bureau of Workers Comp rebate and how it was receipted.

ZONING:
Bi-Weekly Report:
Mr. Zaharieff stated that the Zoning Department was active in issuing housing permits these last two weeks.

INFORMATION TECHNOLOGY:
Citrix License and Service Contract Renewal:
2014-447 Mr. Paxson made a motion to approve the purchase request to Citrix Systems Inc., for Licensing and Premium Support renewal, in the amount of $5,432.00; and authorize the Township Administrator to sign for the Board. Mr. Kretz seconded. General discussion occurred regarding: state bid, Ohio Township Association purchasing power, and the county Township Administrators networking to discuss collective purchase power. Roll Call: Mr. Paxson, yes; and Mr. Kretz, yes.

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Bi-Weekly Report:
IT Manager Jeff Terry discussed the Bi-Weekly report that was submitted by the IT department that included discussions on the fact that the Township now has Facebook and Twitter accounts and that they will go public today; IPad's versus Android tablets, and Go To meeting applications. Tablet and meeting applications are items for discussion in 2015.

ROAD:
Re-Appropriation of Funds:
2014-448 Mr. Paxson made a motion to re-appropriate from Account 2192-930-930-0000 Contingencies - Fire, to Account 2192-220-730-5500 Improvement of Sites - Facilities in the amount of $10,500.00. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; and Mr. Kretz, yes.

Purchase Request for Energy Consultant:
2014-449 Mr. Paxson made a motion to approve the purchase request (00336) to Heappy Engineering for energy consulting services, in the amount of $10,500.00; and authorize the Township Administrator to sign for the Board. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; and Mr. Kretz, yes.

Snow and Ice Policy:
2014-450 Mr. Paxson made a motion to approve the Snow and Ice Policy for the 2014/2015 season, as presented. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; and Mr. Kretz, yes.

Bi-Weekly Report:
Road Superintendent Tim Parks discussed the Bi-Weekly report that was submitted by the Road Department which included discussions that the cherry trees that have been planted in Phillips Park and four burials occurred during this reporting. Mr. Kretz asked questions regarding the bridge in Phillips Park concerning: plans and possible grants. Mr. Parks hopes to have a plan back to present to the Trustees by the end of the year. Mr. Kretz suggested that Mr. Parks speak to Ms. Graff or the MVRPC for possible grant options from that organization. Mr. Parks added that the Indian Ripple property project is complete. Discussion occurred regarding naming the Park now that the house and address no longer exist. General discussion occurred regarding Factory Road and the dramatic improvement to the road with no flooding issues being reported.

FIRE:
Resolution Correcting Resolution 2014-338:
2014-451 Mr. Paxson made a motion to amend **Resolution 2014-338**,
WHEREAS, The family of Rick Osterday of 738 Suden Dr. Beavercreek, Ohio wishes to make a donation of two die cast fire trucks, in appreciation of service provided to the community, to the Beavercreek Township Fire Department at an approximate value of $100.00, 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. Paxson, yes; and Mr. Kretz, yes.

Resolution Accepting Donation - Die Cast Fire Truck:
2014-452 Mr. Paxson made a motion to approve **Resolution 2014-452**,
WHEREAS, Rick Osterday of 738 Suden Dr. Beavercreek, Ohio wishes to make a donation of one die cast fire truck, in appreciation of service provided to the community, to the Beavercreek Township Fire Department at an approximate value of $50.00, 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. Kretz seconded. Roll Call: Mr. Paxson, yes; and Mr. Kretz, yes.

Resolution Accepting Donation - Fitness Equipment:
2014-453 Mr. Paxson made a motion to approve **Resolution 2014-453**, WHEREAS, Travis and Lindsay Logsdon of 758 Alpha Rd. Alpha, Ohio wishes to make a donation of gift certificate to Rogue Fitness, in appreciation of service provided to their family and the community, to the Beavercreek Township Fire Department at an approximate value of $500.00, 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. Kretz seconded. Roll Call: Mr. Paxson, yes; and Mr. Kretz, yes.

Purchase Request – Firehouse Annual Support:
2014-454 Mr. Kretz made a motion to approve purchase request (07311) to Xerox Business Services for Firehouse Annual Support Services, in the amount of $5,225.00; and authorize the Township Administrator to sign for the Board. Mr. Paxson seconded. General discussion occurred regarding: tech support and software support and possibly separating the fees for each among alternating years. Firehouse is not separated at this time. Roll Call: Mr. Paxson, yes; and Mr. Kretz, yes.

Purchase Request – Kaplan Online Fire and EMS Training:
2014-455 Mr. Paxson made a motion to approve purchase request (06952) to Kaplan Fire & EMS Division for Fire and EMS Continuing Education, in the amount not to exceed $3,140.00; and authorize the Township Administrator to sign for the Board. Mr. Kretz seconded. General discussion occurred. Roll Call: Mr. Paxson, yes; and Mr. Kretz, yes.

Bi-Weekly Report:
Fire Chief David VandenBos discussed the Bi-Weekly report that was submitted by the Fire Department which included discussions on the performance audit's recommendation to shift from part-time to full-time firefighters, nineteen firefighters applied for fifteen available positions and the Open House.

TRUSTEES: None.
FISCAL OFFICER: None.
LEGAL INVOICES:
Per the 2014 motion by the Trustees; all legal bills are reviewed by the Township Administrator and the Trustees only.
2014-456 Mr. Paxson made a motion to approve the payment of funds to Surdyk, Dowd and Turner for Invoice #67506 dated November 1, 2014 in the amount of $4,541.90. Mr. Kretz seconded. Roll Call: Mr. Paxson; yes; and Mr. Kretz, yes.
2014-457 Mr. Paxson made a motion to approve the payment of funds to Newhouse, Prophater, Kolman & Hogan for Invoice #2428-0001 dated November 5, 2014 in the amount of $374.00. Mr. Kretz seconded. Roll Call: Mr. Paxson; yes; and Mr. Kretz, yes.
2014-458 Mr. Paxson made a motion to approve the payment of funds to Taft, Stettinius & Hollister for Invoice #2643997 dated October 24, 2014 in the amount of $10,475.00. Mr. Kretz seconded. Roll Call: Mr. Paxson; yes; and Mr. Kretz, yes.

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EXECUTIVE SESSION:
2014-459 Mr. Paxson made a motion to go into Executive Session per ORC 121.22 (G)(1) To consider the appointment and compensation of a public employee at 2:20 P.M. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; and Mr. Kretz, yes.

2014-460 Mr. Paxson made a motion to come out of Executive Session at 3:33 P.M. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; and Mr. Kretz, yes.

Township Administrator Alex Zaharieff stated that he had just been notified that there is a problem with the heat pump at the library. A brief discussion occurred regarding repairing the heat pump, if possible, which is believed to cost $3,900.00 or replacing it which would cost $11,200.00. Mr. Kretz asked that Mr. Zaharieff look into a replacement with a rebuilt heat pump to see if it would be cheaper.

2014-461 Mr. Paxson made an emergency motion to approve the repair or replacement of the heat pump at the library, in an amount not to exceed the cost of a new one. Mr. Kretz seconded. Roll Call: Mr. Paxson, yes; and Mr. Kretz, yes.

2014-462 Mr. Paxson made a motion to Adjourn at 3:36 P.M. Mr. Kretz seconded. Roll Call: Mr. Paxson yes; and Mr. Kretz, yes.

Trustee: _____

Fiscal Officer: _____