Regular Beavercreek Trustee's Meeting

Monday, March 16, 2015

Mr. Kretz called the Regular Trustee Meeting to order at 1:02 P.M. Those present were Trustees: Tom Kretz, Dan Paxson, and Carol Graff. 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 Inspector/Administrator Ed Amrhein and HR Manager Trish Gustafson.

2015-108 Ms. Graff made a motion to approve the Agenda for March 16, 2015, as presented. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.

2015-109 Mr. Paxson made a motion to approve the March 18, 2015 Payroll in the amount of $272,028.25. Ms. Graff seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Kretz, no.

2015-110 Ms. Graff made a motion to approve the Bills in the amount of $264,577.27. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.

2015-111 Mr. Paxson made a motion to approve the Regular Trustee Meeting Minutes from February 16, 2015. Ms. Graff seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Kretz, yes.

RESIDENTS/GUESTS DESIRING TO SPEAK: None.
OLD BUSINESS: None.
NEW BUSINESS: None.
ADMINISTRATOR:
Zoning Fee Schedule:
2015-112 Ms. Graff made a motion to approve **Resolution 2015-112**, WHEREAS, Pursuant to Article 519 of the Ohio Revised Code, the Board of Township Trustees has the authority to establish and amend a Zoning Fee Schedule for the Township; and WHEREAS, the Zoning Administrator for Beavercreek Township has recommended adjustments to certain fees; and WHEREAS, this Resolution has been approved as to form by Township Legal Counsel; NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Beavercreek Township hereby approves the amended Zoning Fees Schedule of Beavercreek Township, attached as Exhibit A; and BE IT FURTHER RESOLVED that this amendment shall take effect on June 1, 2015. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.

Finance Director Job Description:
Township Administrator (TA) Alex Zaharieff recommended the proposed Finance Director Job Description to the Trustees for approval. He stated that the Job Description had been reviewed with Assistant to the Fiscal Officer James Barone and modifications had been made to the Job Description.
2015-113 Ms. Graff made a motion to approve the Finance Director Job Description, as presented. Mr. Paxson seconded. General discussion occurred. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.

Beavercreek Township Organizational Structure:
Township Administrator Alex Zaharieff presented a new Township Organizational Structure, eliminating the direct reporting/supervising authority from the Finance Department to the Fiscal Officer and giving it to the Township Administrator.
2015-114 Ms. Graff made a motion to approve the Beavercreek Township Organizational Structure, as presented. Mr. Kretz seconded. General discussion occurred. Mr. Paxson and Fiscal Officer Christy Ahrens think that the Finance Department direct reporting should be to the Fiscal Officer. Mr. Kretz and Ms.

Graff think that the Finance Department direct reporting should be to the Trustee's Township Administrator. Roll Call: Ms. Graff, yes; Mr. Kretz, yes; and Mr. Paxson, no.
TA Alex Zaharieff stated that, at the next regular trustee meeting, there will be a resolution for the Trustees to approve appointing Mr. James Barone to the position of Finance Director.
Greene County Sheriff's Office Report:
There were no questions or discussion.

HUMAN RESOURCES:
Mr. Zaharieff presented the Bi-Weekly for the Human Resource Department.
General discussion occurred regarding: the goals from the performance audit and the handbook format.
ZONING:
Mr. Zaharieff presented the Bi-Weekly Report for the Zoning Department.
General discussion occurred regarding: the Bexley Hills sign.
INFORMATION TECHNOLOGY:
Mr. Zaharieff presented the Bi-Weekly Report for Information Technology.
General discussion occurred regarding: new tablets for the elected officials and TA.

ROAD:
Mr. Zaharieff presented items for the Road Department.
Agreement with Greene County Engineer's Office:
2015-115 Mr. Paxson made a motion to approve **Resolution 2015-115**,an Agreement Between the Greene County Engineer and The Beavercreek Township Board of Trustees, to participate with the Engineer in the competitive bid contract for the Collective Paving for 2015 and Center Line/Edge Line (County doing work) for 2015, as bid by the Greene County Engineer. Ms. Graff seconded. General discussion occurred. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Kretz, yes.
Bi-Weekly Report:
Mr. Zaharieff presented the Bi-Weekly Report for the Road Department.
General discussion occurred regarding: the Bexley Hills sign.

FIRE:
Mr. Zaharieff presented items for the Fire Department.
Resolution to Modify EMS Billing Agreement:
2015-116 Ms. Graff made a motion to approve **Resolution 2015-116**,where the Board directs MED3000 (also known as McKesson) to forward all available information on bed debt to the Township's collections service provider: Ohio Shared Services (OSS); and that MED3000 update OSS in the event it receives payment or information regarding an account that had previously been identified as bad debt; and that the Township Administrator has the authority to provide additional instruction or authorization, including signature, to accomplish the implementation or improvement of collections billing on behalf of the Board . Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.

Purchase Requests for New Medic Equipment Installation:
2015-117 Ms. Graff made a motion to approve purchase request (06947) to P&R Communications for equipment installation in new medic in the amount of $1,850.00; and authorize the Township Administrator to sign for the Board. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.
2015-118 Ms. Graff made a motion to approve purchase request (07089) to Nederman, LLC for modification of Station 62 exhaust system in the amount of $8,500.00; and authorize the Township Administrator to sign for the Board. Mr. Paxson seconded. General discussion occurred. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.

Regular Beavercreek Trustee's Meeting

Monday, March 16, 2015

Purchase Request for Vehicle Data Modems:
2015-119 Mr. Paxson made a motion to approve purchase request (08403) to Motorola Solutions for purchase of nine (9) VML750 vehicle modems in the amount of $17,959.50; and authorize the Township Administrator to sign for the Board. Ms. Graff seconded. General discussion occurred regarding: technology, cost, life cycle. Roll Call: Mr. Paxson, no; Ms. Graff, yes; and Mr. Kretz, yes.

Purchase Request for Mobile Computers:
2015-120 Ms. Graff made a motion to approve purchase request (07090) to MNJ Technologies for purchase of six (6) Surface tablet computers in the amount of $13,396.44; and authorize the Township Administrator to sign for the Board. Mr. Kretz seconded. General discussion occurred regarding: durability of device, objective of the purchase, and possible leasing options. Roll Call: Ms. Graff, yes; Mr. Kretz, yes; and Mr. Paxson, no.

Purchase Request to Existing Command Vehicles Repair and Refitting:
2015-121 Mr. Paxson made a motion to approve purchase request (06945) to Millers Collision Center for repair of two (2) Chevy Tahoes in the amount not to exceed $5000.00; and authorize the Township Administrator to sign for the Board. Ms. Graff seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Kretz, yes.
2015-122 Ms. Graff made a motion to approve purchase request (07088) to P&R Communications for replacement command consoles and light bars in the amount of $22,630.00; and authorize the Township Administrator to sign for the Board. Mr. Paxson seconded. General discussion occurred. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.

Purchase Request for New Command Vehicle Outfitting:
2015-123 Mr. Paxson made a motion to approve purchase request (08401) to DanCo Lettering for lettering and striping new command vehicle in the amount of $650.00; and authorize the Township Administrator to sign for the Board. Ms. Graff seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Kretz, yes.
2015-124 Ms. Graff made a motion to approve purchase request (08404) to P&R Communications for equipment and installation for new command vehicle in the amount of $27,854.00; and authorize the Township Administrator to sign for the Board. Mr. Paxson seconded. General discussion occurred regarding: cost of the equipment versus cost of the vehicle and overall cost of outfitting the new vehicle. Roll Call: Ms. Graff, yes; Mr. Paxson, no; and Mr. Kretz, yes.

Request for Special Meeting for Full-Time Firefighter Hiring:
The Beavercreek Township Board of Trustees will conduct a Special Meeting at Station 61, 2195 Dayton-Xenia Road on Monday, March 23, 2015 at 1:00P.M. The Purpose of this Special Meeting is to meet in Open Session to hire a new Full Time Firefighter and administer the Oath of Office.

Bi-Weekly Report:
Mr. Zaharieff presented the Bi-Weekly Report for the Fire Department. General discussion occurred regarding: the live burn taking place March 16 and March 17, 2015.

TRUSTEE: None.
FISCAL OFFICER: None.
LEGAL INVOICES:
Per Township motion **2014-159**; all legal bills are reviewed by the Township Administrator and the Trustees only.
2015-125 Ms. Graff made a motion to approve the payment of funds to Surdyk, Dowd and Turner for Invoice #68597 dated March 1, 2015 in the amount of

$399.00. Mr. Paxson seconded. Roll Call: Ms. Graff; yes; and Mr. Paxson, yes; and Mr. Kretz, yes.
2015-126 Ms. Graff made a motion to approve the payment of funds to Surdyk, Dowd and Turner for Invoice #68599 dated March 1, 2015 in the amount of $38.00. Mr. Paxson seconded. Roll Call: Ms. Graff; yes; and Mr. Paxson, yes; and Mr. Kretz, yes.
2015-127 Ms. Graff made a motion to approve the payment of funds to Surdyk, Dowd and Turner for Invoice #68598 dated March 1, 2015 in the amount of $399.00. Mr. Paxson seconded. Roll Call: Ms. Graff; yes; and Mr. Paxson, yes; and Mr. Kretz, yes.
2015-128 Ms. Graff made a motion to approve the payment of funds to Surdyk, Dowd and Turner for Invoice #68600 dated March 1, 2015 in the amount of $3211.69. Mr. Paxson seconded. Roll Call: Ms. Graff; yes; and Mr. Paxson, yes; and Mr. Kretz, yes.

2015-129 Mr. Paxson made a motion to Adjourn at 2:52 P.M. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.

Trustee: _____

Fiscal Officer: _____