Regular Beavercreek Trustee's Meeting

Monday, February 2, 2015

Mr. Kretz called the Regular Trustee Meeting to order at 1:04 P.M. Those present were Trustees: Tom Kretz, Dan Paxson, and Carol Graff. Fiscal Officer Christy L. Ahrens and Legal Advisor Dawn Frick were also present. Staff present: Administrator Alex Zaharieff, Assistant to the Fiscal Officer James Barone, Road Superintendent Tim Parks, Fire Chief David VandenBos, IT Manager Jeff Terry, and HR Manager Trish Gustafson.

2015-042 Ms. Graff made a motion to approve the Agenda for January 20, 2015 with the following modification: add Executive Session to the end of the meeting pursuant to Ohio Revised Code 121.22 (G)(1) to consider the appointment, employment or compensation of a public employee. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.

2015-043 Mr. Paxson made a motion to approve the February 4, 2015 Payroll in the amount of $260,448.30. Ms. Graff seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Kretz, yes.

2015-044 Ms. Graff made a motion to approve bills in the amount of $194,541.92. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.

2015-045 Mr. Paxson made a motion to approve the minutes from the Regular Meeting held December 22, 2014. Ms. Graff seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Kretz, yes.

2015-046 Ms. Graff made a motion to approve the minutes from the Regular Meeting held January 5, 2015. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.

2015-047 Mr. Paxson made a motion to approve the minutes from the Regular Meeting held January 20, 2015. Ms. Graff seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Kretz, yes.

2015-048 Ms. Graff made a motion to approve the minutes from the Special Meeting held January 22, 2015. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.

2015-049 Mr. Paxson made a motion to approve the minutes from the Special Meeting held January 23, 2015. Ms. Graff seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Kretz, yes.

2015-050 Ms. Graff made a motion to approve the minutes from the Special Meeting held January 26, 2015. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.

RESIDENTS/GUESTS DESIRING TO SPEAK: None.

OLD BUSINESS:

Revision to the Employee Department Appreciation Proclamation:

Mr. Zaharieff explained that a revision needed to be made to motion **2015-023** to correct language in the original proclamation, specifically changing the language regarding an unfamiliar auditing firm to the State of Ohio Auditor's office. The Board agreed to the change and the original proclamation will include the suggested change.

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Un-table motion 2015-028 Department Rule Approval – Fire Department Lateral-Transfer:

2015-051 Ms. Graff made a motion to un-table motion 2015-028 Department Rule Approval – Fire Department Lateral Transfer. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.

Mr. Zaharieff presented the Gap Analysis that the Board requested at their last meeting comparing the CPAT test and the NFPA 1582 physical evaluation. Discussion occurred regarding those two evaluations and which one was most beneficial to the Township. Mr. Paxson feels that both tests should be required when exercising the lateral transfer department rule. Mr. Kretz sees no reason not to require both, as there is a value to the Township to require both. Discussion continued on the pros and cons of both evaluation, and whether the Township should require both or just the NFPA 1582 physical evaluation.

2015-052 Mr. Paxson made a motion to approve the department rule fire department lateral transfer for the position of firefighter as presented with the inclusion of CPAT **and** NFPA 1582.

Ms. Graff seconded for discussion. Ms. Graff agrees with the recommendation by staff that the word "or" instead of "and" between the two tests is a much more practical way to work and if it doesn't work, it can always be changed in the future.

Roll Call: Mr. Paxson, yes; Ms. Graff, no; Mr. Kretz, yes.

NEW BUSINESS: None

ADMINISTRATOR:

Farm Agreement Update:
CAUV Application:

Mr. Zaharieff indicated that the farmer has met his obligations for taxes and rent for the property and also indicated the farmer wishes to continue the agreement to farm the land. Mr. Zaharieff asked the Board to postpone both of those items because he was contacted by an organization that is looking to install football fields on the property currently being farmed.

Mr. Zaharieff indicated the organization would like to make a presentation to the Board at their next regularly scheduled meeting. Mr. Kretz wanted to make sure the farmer had enough time before purchasing any seeds. Mr. Zaharieff indicated the CAUV application isn't due until the first part of March.

Controlled Bow Hunting Update:

Mr. Zaharieff indicated he wanted to pass along positive feedback from the bow hunters. One deer was tagged this year, and there is an increased Coyote population.

Greene County Sheriff's Office Update:

Mr. Zaharieff went over the activity report that was presented from the Greene County Sheriff's office and that was in the Trustee packet. General Discussion occurred on the activities in the Township.

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2015 Strategic Goals Update:

Mr. Zaharieff discussed the Strategic Goals that was presented in the packet and indicated he had modified it a little bit to break the goals down in order and he indicated the time lines were an estimate.

HUMAN RESOURCES:

Mr. Zaharieff presented items for the Human Resource Department.

PT Courier Job Description for the Fire Department:

Mr. Zaharieff indicated this item was just meant to distribute this job description for review and discussion at a later date.

IT Salary Discussion:

Mr. Zaharieff indicated the Board wished to move in a different direction for the IT independent contractor, but expressed interest in seeing the information that was gathered before the direction was changed.

Bi-Weekly Report:
Mr. Zaharieff highlighted items from the HR departments Bi-Weekly Report submitted to the Board of Trustees. General discussion occurred.

ZONING:

Mr. Zaharieff presented items for the Zoning Department.

Mr. Zaharieff indicated Mr. Amrhein was out ill.

Update and Discussion on Newport Nuisance Declaration:

Due to the absence of Mr. Amrhein, discussion on this item was postponed.

Mr. Kretz did indicate he would like to see a letter or some kind of communication with the developer in Arlington as a good will gesture to try to head off any maintenance issues before they become a problem this year.

Bi-Weekly Report:
Mr. Zaharieff highlighted items from the Bi-Weekly Report submitted to the Trustees. Questions were asked, answered and general discussion occurred.

Mr. Kretz asked for an update on Green County Regional Planning and Mr. Paxson indicated they hoped to have a decision by the end of March.

INFORMATION TECHNOLOGY:

Mr. Zaharieff presented items for Information Technology.

Bi-Weekly Report:
Mr. Zaharieff highlighted items from the Bi-Weekly Report, submitted to the Trustees, including the Greene Tree Group's report. Questions were asked, answered and general discussion occurred.

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ROAD:

Mr. Zaharieff presented items for the Road Department.

Lake Doctor Maintenance Renwal:

2015-053 Ms. Graff made a motion to approve the renewal of the pond maintenance agreement and purchase request (00340) for 2015 to The Lake Doctor for pond maintenance in the amount of $1,400.00; and to authorize the Township Administrator to sign for the Board. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; Mr. Kretz, yes.

Generator PM Maintenance Renewal:

2015-054 Mr. Paxson made a motion to renew the preventative maintenance agreement and purchase request (00339) for 2015, to Buckeye Power Sales for preventative maintenance of the Fire Station stand by generators in the amount of $3,198.50; and authorize the Township Administrator to sign for the Board. Ms. Graff seconded.

Mr. Kretz asked if this service had been competitively bid, and Mr. Parks said Buckeye Power Sales was the only vendor that performed that service.

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

Bi-Weekly Report:
Mr. Zaharieff highlighted items from the Bi-Weekly Report, submitted to the Trustees. Questions were asked, answered and general discussion occurred.

FIRE:

Mr. Zaharieff presented items for the Fire Department.

Purchase Request: Advanced Technology for Community Risk/Standards of Cover:

Discussion occurred regarding this on-line training for Deputy Chief Mercs and Battalion Chief Hiester for a virtual training course Advanced Technology for Community Risk/Standards of Cover, offered by the Center for Public Safety Excellence CPSE.

2015-055 Ms. Graff made a motion to approve purchase request 07158 to the Center for Public Safety Excellence for virtual training in the amount of $1,050.00 and to authorize the Township Administrator to sign for the Board. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; Mr. Kretz, yes.

Hiring Part Time Courier:

Discussion occurred regarding the Fire Department beginning the process of filling the vacant position of part-time courier. The primary function of the courier position would be completing the Township's inter-departmental mail run, transferring facility supplies and transporting employees for drug testing, and also transporting apparatus for maintenance and other non-emergency purposes. The position would be limited to 1500 hours annually and not eligible for health insurance benefits.

Ms. Graff asked the legal advisor if there was any liability for the Township in transporting employees for drug testing. She wondered if there would be a liability in having a low level employee doing that instead of an officer. Ms. Frick does not see any liability from a legal standpoint, but rather a trust issue.

Discussion continued on the pay level, as there was concern it was rather high. Mr. Kretz sees most of the job being administrative and data entry with the exception of transporting apparatus.

Bi-Weekly Report:
Mr. Zaharieff highlighted items from the Bi-Weekly Report, submitted to the Trustees. Questions were asked, answered and general discussion occurred.

LEGAL ADVISOR:

Ms. Frick updated the Board on the meeting she attended last week with the Greene County Prosecutors and the Greene County Coroner's office. She indicated the indigent burial problem is a growing concern not only in this area, but also nationwide. The primary issue is storage of a body in the short term until determination can be made. She indicated we had a policy regarding indigent burials and at this point the problem didn't seem to reach us.

TRUSTEE:
Ms. Graff indicated the OTA conference was held last week and it is always interesting to connect with other jurisdictions and see how they handle issues.

FISCAL OFFICER:

Permanent Appropriations:

2015-056 Mr. Paxson made a motion to approve **Resolution 2015-056**
Whereas The Board of Trustees of Beavercreek Township, Greene County, State of Ohio, met in regular session on the 2nd day of February, 2015, at the Fire Administration Building located at 851 N. Orchard Lane, in Beavercreek, Ohio. The following resolution was adopted:

BE IT RESOLVED THAT, the Board of Trustees of Beavercreek Township favorably passed the Resolution 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 appropriated of the several purposes for which expenditures are to be made for and during said fiscal year, as follows:

General Fund	2,439,473.30
Motor Vehicle License Tax	40,728.06
Gasoline Tax	166,216.64
Road and Bridge	1,452,017.53
Cemetery	87,052.31
Police	757,848.15
Fire	13,174,520.63
Permissive Motor Vehicle	39,965.02
EMS Medic Services	4,226,210.39
Accumulated Leave Balances	168,582.07
Bond	0.59
Land Acquisition/Improvement	545,552.87
New Ambulance	126,110.28
Advanced Life Support Fire Engine	1,625,000.00

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Fire Stations	339,713.80
Land Mobile Radios	100,061.28
Private Purpose Trust	5,896.76
LGIF-Marcs	3,260.35
Total	25,298,210.03

Also, to make the following transfers and amend the certificate of estimated resources accordingly:
From Fund 2192 Fire to Fund 2903 Accumulated leave in the amount of $231,417.93.
From Fund 4904 Fire Stations to Fund 2192 Fire in the amount of $339,713.80 to close the Fire Station Fund.
From Fund 2281 EMS to Fund 4901 New Ambulance in the amount of $325,000.00.

Ms. Graff seconded.

ALSO BE IT RESOLVED THAT, the Board approved the distribution of Township funds from the Fund level to the Program level.

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

LEGAL INVOICES:
Per Township motion **2014-159**; all legal bills are reviewed by the Township Administrator and the Trustees only.

2015-057 Mr. Paxson made a motion to approve the payment of funds to Taft Stettinius and Hollister LLP for Invoice #2673415 dated January 23, 2015 in the amount of $11,665.00. Ms. Graff seconded. Roll Call: Mr. Paxson; yes; Ms. Graff, yes; Mr. Kretz, yes.

2015-058 Ms. Graff made a motion to go into Executive Session at 3:07 PM pursuant to Ohio Revised Code 121.22 (G)(1) to consider the appointment, employment and compensation of a public official. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; Mr. Kretz, yes.

2015-059 Ms. Graff made a motion to come out of executive session and return to open session at 3:26 PM. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; Mr. Kretz, yes.

2015-060 Ms. Graff made a motion to Adjourn at 3:27 P.M. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; Mr. Kretz, yes.

Trustee: _____

Fiscal Officer: _____