Regular Beavercreek Trustee's Meeting

Monday, November 20, 2015

Mr. Kretz called the Regular Trustee Meeting to order at 1:00 P.M. Those present were Trustees: Tom Kretz and Carol Graff; Legal Advisor Dawn Frick was also present. Staff present: Township Administrator/Public Safety Director Alex Zaharieff, Finance Director James Barone, Road Superintendent Tim Parks, Deputy Fire Chief John Mercs, Human Resource Manager Trish Gustafson, Zoning Administrator/Inspector Ed Amrhein and IT Manager Jeff Terry.

2015-461 Ms. Graff made a motion to approve the Agenda for November 20, 2015 as presented. Mr. Kretz seconded. Roll Call: Ms. Graff, yes; and Mr. Kretz, yes.

2015-462 Ms. Graff made a motion to approve the November 25, 2015 Payroll in an amount not to exceed $280,000.00. Mr. Kretz seconded. Roll Call: Ms. Graff, yes; and Mr. Kretz, yes.

2015-462 Ms. Graff made a motion to approve the Bills in the amount of $296,014.80. Mr. Kretz seconded. Roll Call: Ms. Graff, yes; and Mr. Kretz, yes.

RESIDENTS/GUESTS DESIRING TO SPEAK: None.

OLD BUSINESS:

Flexible Spending Accounts:

Discussion continued on the Flexible Spending account enrollment and charge to the Township for the program. Human Resource Manage Trish Gustafson explained to the board that the participants would like the program to continue and would be responsible for the cost of the program depending on what that cost is. Ms. Graff's position has remained unchanged as she feels the program should continue as it has in the past despite the administrative cost to the Township. She again explained that the cost of health care far surpasses the cost of the Flexible Spending program. Mr. Kretz explained that employees do in fact contribute to their health care costs. He continued that most pay 15% of their health care cost, with some paying as much as 20% and the number will rise to 17% in 2016 for most. He feels that the money being used for this program could better be utilized by departments in another expenditure line.

This item will be placed on the next agenda under old business in hopes of having a full board to decide the issue.

NEW BUSINESS:

Employee Recognition Program:

The employee recognition committee met three times in 2015 deciding on a number of issues. The committee recommended Deputy Chief John Mercs for the Employee of the Year for 2015. All in all the system worked as designed.

ADMINISTRATOR:

Policy Manual:

2015-465 Ms. Graff made a motion to approve the 2015 Policy Manual as presented.
Mr. Kretz seconded. Roll Call: Ms. Graff, yes; and Mr. Kretz, yes.

Greene County Sheriff's Office Report:

Mr. Zaharieff presented the Greene County Sheriff's report and explained to the Board that the Sheriff's office is looking into adjusting the report based on the comments from the last meeting.

Regular Beavercreek Trustee's Meeting

Monday, November 20, 2015

Request Special Trustee Meetings for the 2016 appropriations:

The Board of Trustees scheduled two Special meetings to discuss the 2016 appropriations. They will be held Tuesday December 8 and Thursday December 10, 2015 both beginning at 9:00 AM. The Fiscal office will notice the meetings according to Ohio Law.

FINANCE:
Bi-Weekly Report:
Mr. Zaharieff presented the Bi-Weekly Report for the Finance Department. There were no questions.

HUMAN RESOURCES:
Bi-Weekly Report:
Mr. Zaharieff presented the Bi-Weekly Report for the HR Department. He explained that Ms. Gustafson is spending a lot of time in Xenia Township. Mr. Kretz asked how many members are in the bargaining unit in Xenia Township, to which Ms. Gustafson answered three. Mr. Kretz also asked if part time employees in Xenia Township are eligible to participate in the bargaining unit, to which Ms. Gustafson answered no.

ZONING:
Bi-Weekly Report:
Mr. Zaharieff presented the Bi-Weekly Report for the Zoning Department. Discussion occurred on the need for a planning department with a planning director. Ms. Graff questioned the Legal Advisor as to whether Township's can have a planning department with a planning director. She went on to state that Municipalities can have a planning department but she was not sure that Townships could have one and wanted to make sure everyone studied the ORC regarding Township Zoning. Ms. Frick explained that she was unsure of the specific section within the ORC but she indicated there was language that allows for the Board of Trustees to provide for other positions as they deem necessary.

INFORMATION TECHNOLOGY:
Bi-Weekly Report:
Mr. Zaharieff presented the Bi-Weekly Report for Information Technology. General discussion occurred regarding data storage.

Purchase request for increased data storage:

2015-466 Ms. Graff made a motion to approve purchase request #07739 to Reliant Technology for the purchase of a VNX Disk Array Enclosure and 6 hard drives, in the amount of $5,000.00; and authorize the Township Administrator to sign for the Board. Mr. Kretz seconded. Roll Call: Ms. Graff, yes; and Mr. Kretz, yes.

ROAD:

Bi-Weekly Report:
Mr. Zaharieff presented the Bi-Weekly Report for the Road Department. General discussion occurred regarding: Beaver removal and winter salt supplies.

Regular Beavercreek Trustee's Meeting

Monday, November 20, 2015

FIRE:

Request for acceptance of Donation:

2015-467 Ms. Graff made a motion to approve **Resolution 2015-467** WHEREAS, the Board of Trustees of Beavercreek Township, Greene County, State of Ohio, moved for approval of the following:

WHEREAS, Bayco Products located in Wylie Texas wishes to make a donation of one Nightstick NSP-4650B Helmet-Mounted Multi-Function Dual-Light Flashlight to be used by the Beavercreek Township Fire Department at an approximate retail value of $69.95, 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: Ms. Graff, yes; and Mr. Kretz, yes.

Bi-Weekly Report:
Mr. Zaharieff presented the Bi-Weekly Report for the Fire Department.
General discussion occurred regarding: Incidents in the unincorporated area and the usefulness of the maps that are provided.

LEGAL ADVISOR:

TRUSTEES:
Ms. Graff inquired about the recent Records Retention Meeting and Mr. Zaharieff explained the process for shredding and disposing of appropriate records. Mr. Kretz thanked Ms. Brown for all of her hard work on the process and is looking forward for the task being handled by the department heads and the appropriate department.

FISCAL OFFICER: Nothing.

2015-468 Ms. Graff made a motion to Adjourn at 1:44 P.M. Mr. Kretz seconded. Roll Call: Ms. Graff, yes; and Mr. Kretz, yes.

Trustee: _____

Fiscal Officer: _____

Regular Beavercreek Trustee's Meeting

Monday, November 20, 2015