Regular Beavercreek Trustee's Meeting

Tuesday, May 26, 2015

Mr. Kretz called the Regular Trustee Meeting to order at 1:00 P.M. Those present were Trustees: Tom Kretz, Dan Paxson and Carol Graff; and Fiscal Officer, Christy Ahrens. Legal Advisor Dawn Frick was also present. Staff present: Township Administrator Alex Zaharieff, Finance Director James Barone, Road Superintendent Tim Parks, Fire Chief David VandenBos, IT Manager Jeff Terry, Zoning Inspector/Administrator Ed Amrhein and HR Manager Trish Gustafson.

2015-192 Ms. Graff made a motion to approve the Agenda for May 26, 2015, with the following additions: add EMS Soccer Coverage under Old Business; add Discussion about Advisory Signage on Trebein Road and Personal Use of Township Vehicles under New Business; add Joint Meeting with City under Administrator; and add two Executive Sessions per ORC 121.22(G)(5) 121.22(G)(5) To consider matters required to be kept confidential by Federal Law: and 121.22(G)(3) Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.

2015-193 Mr. Paxson made a motion to approve the May 28, 2015 Payroll in the amount of $276,737.16. Ms. Graff seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Kretz, yes.

2015-194 Ms. Graff made a motion to approve the Bills in the amount of $148,406.16. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.

2015-195 Mr. Paxson made a motion to approve the Special Trustee Meeting Minutes from May 11, 2015. Ms. Graff seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Kretz, yes.

2015-196 Ms. Graff made a motion to approve the Regular Trustee Meeting Minutes from May 11, 2015. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.

2015-197 Mr. Paxson made a motion to approve the Special Trustee Meeting Minutes from May 19, 2015. Ms. Graff seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Kretz, yes.

RESIDENTS/GUESTS DESIRING TO SPEAK: None.

OLD BUSINESS:

EMS Soccer Coverage:

2015-198 Ms. Graff made a motion to approve EMS coverage as proposed by Chief VandenBos to provide an on-duty crew, pre-positioned, that could be called elsewhere if needed, for all three soccer tournaments. Mr. Paxson seconded. General discussion occurred. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.

NEW BUSINESS:

Discussion on Advisory Signage on Trebein Road:

General discussion occurred regarding the speed limit on Trebein Road and the need for advisory signs. The Trustees agree and ask that the Township Administrator write a request to the Greene County Engineer to ask that advisory signs for Trebein Road be provided and identify all roads for housing developments.

Use of Township Vehicles:

Discussion occurred regarding the use of township vehicles and other fringe benefits. The Fiscal Officer has been and is actively working on this topic.

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ADMINISTRATOR:
US 35 Letter:
2015-199 Ms. Graff made a motion to approve the letter to the Ohio Transportation Review Advisory Council regarding the Improvements to U.S. 35 in Beavercreek Township. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes
Rumpke Recycling Agreement:
2015-200 Ms. Graff made a motion to approve the contract with Rumpke, as well as the addendum, for recycling in the amount of $53.00 per month; 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.
Employee Time Keeping Policy:
2015-201 Ms. Graff made a motion to approve the Employee Timekeeping Policy; Section 3, Number 002, as presented and to be added to the Employee Handbook. Mr. Paxson seconded. General discussion occurred. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.
Overtime Compensation Policy:
2015-202 Ms. Graff made a motion to approve the Overtime/Compensatory Time Policy; Section 1, Number 001, as amended to state that 2.3 should read twenty-four (24) hours not forty (40) hours; and state only the following under Purpose: "Beavercreek Township recognizes that employees may have personal preferences or obligations outside of the workplace which may affect their ability to work within the Township's business hours." This policy will be added to the Employee Handbook. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.
Work Schedule Policy:
Discussion occurred regarding the proposed policy.
2015-203 Ms. Graff made a motion to approve the Work Schedule Policy, eliminating all use of telework and the definition of telework from the and add it to the Employee Handbook. Mr. Paxson seconded. General discussion occurred regarding "personal situations" in the policy. The Board added to the motion, "remove personal situations from 2.1.3 Customized Schedule from the policy." Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.
There was a fifteen minute recess for the TA to eliminate telework and clean up the policy.
Greene County Sheriff's Office Report: No questions.
City/Township Joint Meeting:
The Trustees will conduct a Special Trustee Meeting on Tuesday, June 30, 2015 at 6:00 P.M. at Station 61, in the basement Community Room, for the purpose of discussing current and future shared services.

FINANCE:
Bi-Weekly Report:
Mr. Zaharieff presented the Bi-Weekly Report for the Finance Department. General discussion occurred regarding: the tax budget which will be on the Trustee Agenda for approval on July 6, 2015.

HUMAN RESOURCES:
Bi-Weekly Report:
Mr. Zaharieff presented the Bi-Weekly Report for the HR Department. General discussion occurred regarding: health insurance; and three remaining part-time firefighters.

ZONING:
Bi-Weekly Report:
Mr. Zaharieff presented the Bi-Weekly Report for the Zoning Department. No discussion occurred.

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INFORMATION TECHNOLOGY:
Barracuda Message Archiver Purchase (Hardware Refresh):
2015-204 Ms. Graff made a motion to approve the purchase request (07496) to Barracuda Networks, Inc. for the hardware refresh of a Barracuda Message Archiver 350, in the amount of $3,749.00.; 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.
Bi-Weekly Report:
Mr. Zaharieff presented the Bi-Weekly Report for Information Technology.
No discussion occurred.

ROAD:
Mr. Zaharieff presented items for the Road Department.
Bi-Weekly Report:
Mr. Zaharieff presented the Bi-Weekly Report for the Road Department.
General discussion occurred regarding: remodeling and moving the Trustee meeting room and seasonal employees.

FIRE:
Bi-Weekly Report:
Mr. Zaharieff presented the Bi-Weekly Report for the Fire Department.
General discussion occurred regarding Open Houses and WPAFB Tattoo program.

TRUSTEE: None.
FISCAL OFFICER: None.
EXECUTIVE SESSION:
2015-205 Ms. Graff made a motion to go into Executive Session per ORC 121.22(G)(5) To consider matters required to be kept confidential by Federal Law at 3:56 P.M. Mr. Paxson seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Kretz, yes.
2015-206 Ms. Graff made a motion to come out of Executive Session at 4:13 P.M. Mr. Paxson seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Kretz, yes.
2015-207 Ms. Graff made a motion to approve and extend to Lt. Robert Young the use of accumulated sick leave through July 20, 2015. Mr. Paxson seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Kretz, yes.
2015-208 Ms. Graff made a motion to go into Executive Session per ORC 121.22(G)(3) Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action at 4:14 P.M. Mr. Paxson seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Kretz, yes.
2015-209 Ms. Graff made a motion to come out of Executive Session at 4:41P.M. Mr. Paxson seconded. Roll Call: Mr. Paxson, yes; Ms. Graff, yes; and Mr. Kretz, yes.
2015-210 Ms. Graff made a motion to Adjourn at 4:41 P.M. Mr. Paxson seconded. Roll Call: Ms. Graff, yes; Mr. Paxson, yes; and Mr. Kretz, yes.

Trustee: _____

Fiscal Officer: _____