

Regular Beaver Creek Trustee’s Meeting

Tuesday, January 19,

2016

Mrs. Graff called the Regular Trustee Meeting to order at 1:01 P.M. Those present were: Trustees Carol Graff, Tom Kretz and Jeff Roberts; and Fiscal Officer, Christy Ahrens. Legal Advisor Dawn Frick was also present. Staff present: Township Administrator/Public Safety Director Alex Zaharieff, Finance Director James Barone, Road Superintendent Tim Parks, Fire Chief David VandenBos, IT Manager Jeff Terry, and HR Manager Trish Gustafson.

2016-019 Mr. Kretz made a motion to approve the Agenda for January 19, 2016, with the following additions: add another Executive Session per ORC121.22 (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. Roberts seconded. Roll Call: Mr. Kretz, yes; Mr. Roberts, yes; and Ms. Graff, yes.

2016-020 Mr. Kretz made a motion to approve the January 20, 2016 Payroll in the amount of \$285,402.54. Mr. Roberts seconded. Roll Call: Mr. Kretz, yes; Mr. Roberts, yes; and Ms. Graff, yes.

2016-021 Mr. Roberts made a motion to approve the Bills in the amount of \$213,815.41. Mr. Kretz seconded. Roll Call: Mr. Roberts, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2016-022 Mr. Kretz made a motion to approve the Regular Trustee Meeting Minutes from January 4, 2016. Mr. Roberts seconded. Roll Call: Mr. Kretz, yes; Mr. Roberts, yes; and Ms. Graff, yes.

RESIDENTS/GUESTS DESIRING TO SPEAK: None.

OLD BUSINESS: None.

NEW BUSINESS: None.

ADMINISTRATOR:

Request to Schedule Special Meeting:

The Beaver Creek Township Board of Trustees will conduct a Special Meeting in the Community Room Lower Level of Fire Station #61, 2195 Dayton Xenia Road on **Tuesday January 26, 2016** at 3:00 PM.

The Purpose of this Special Meeting is to meet in **Open Session** to discuss modifications to the Roof at the Beaver Creek Library, and to hire Full Time Firefighters within the Beaver Creek Township Fire Department.

The Beaver Creek Township Board of Trustees will conduct a Special Meeting at the City of Beaver Creek Council Chambers 1368 Research Park Drive, Beaver Creek, Ohio 45432 on **Tuesday February 16, 2016 at 5:00 PM.**

The Purpose of this Special Meeting is to meet in **Open Session** with officials from the City of Beaver Creek to discuss joint ventures and items of mutual interest between Beaver Creek Township and the City of Beaver Creek.

Greene County Sheriff’s Office Report:

The Trustees appreciate the new summary of the Sheriff’s Report. The Trustees were informed that the City requested the same information from the Sheriff, as well. General discussion occurred regarding the City being interested in providing police support to the unincorporated area of the township.

FINANCE:

Mr. Zaharieff presented the Bi-Weekly Report for the Finance Department.

Bi-Weekly Report:

There were no questions.

HUMAN RESOURCES:

Mr. Zaharieff presented the Bi-Weekly Report for the HR Department.

Bi-Weekly Report:

General discussion occurred regarding Xenia Township and that the project with that township anticipates to be concluded by the end of March.

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ZONING:

Mr. Zaharieff presented the Bi-Weekly Report for the Zoning Department.

Bi-Weekly Report:

General discussion occurred regarding the number of single family dwelling permits for 2016 (8) and that the township did not have that many in 2015 until March. Discussion on the Nathaniel's Grove buffering question will be discussed in Executive Session.

INFORMATION TECHNOLOGY:

Mr. Zaharieff presented the Bi-Weekly Report for the IT Department.

Bi-Weekly Report:

General discussion occurred regarding Mr. Ericson's contract. Mr. Zaharieff stated that he will have something before the Board by February.

ROAD:

Proposal/Purchase Request for 2028 Dayton-Xenia Road Property:

Mr. Zaharieff gave a brief overview and update regarding the property owned by the Township at 2028 Dayton-Xenia Road.

2016-023 Mr. Roberts made a motion to approve the proposal from Tackett Environmental for the asbestos abatement and documentation, as presented; and authorize the Township Administrator to sign for the Board. Mr. Kretz seconded. Roll Call: Mr. Roberts, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2016-024 Mr. Roberts made a motion to approve the purchase request (00361) to Tackett Environmental for the asbestos abatement in the amount not to exceed \$10,000.00; and authorize the Township Administration to sign for the Board. Mr. Kretz seconded. Roll Call: Mr. Roberts, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2015 Highway Mileage Certification:

2016-025 Mr. Roberts made a motion to approve the ODOT 2015 Township Highway System Mileage Certification, as presented, with a total responsibility for maintaining 41.450 miles of public roads. Mr. Kretz seconded. Roll Call: Mr. Roberts, yes; Mr. Kretz, yes; and Ms. Graff, yes.

Bi-Weekly Report:

Mr. Zaharieff presented the Bi-Weekly Report for the Road Department. There were no questions.

FIRE:

Purchase Request for Statistics Training for Fire Officers:

Mr. Zaharieff presented information regarding the Statistics Training. Questions were asked, answered and general discussion occurred regarding: this being fire service oriented, uses our own data and encourages/teaches firefighters to ask better questions.

2016-026 Mr. Kretz made a motion to approve purchase request (05142) to FireStats, LLC for Custom, onsite Statistics Training in the amount of \$8,800.00; and authorize the Township Administrator to sign for the Board. Mr. Roberts seconded. Roll Call: Mr. Kretz, yes; Mr. Roberts, yes; and Ms. Graff, yes.

Purchase Request for Fire Engine Hose Bed Modifications:

Fire Chief VandenBos discussed the problems with the hose beds on the fire engines and how this modification fixes the issue. All four (4) engines will be fixed, have 10 to 15 years until replacement, and all still have a ten year warranty on structure.

2016-027 Mr. Roberts made a motion to re-appropriate from Account 2192-930-930-5999 Contingencies (Fire Fund), to Account 2192-220-740-5600 Machinery, Equipment and Furniture (Apparatus), in the amount of \$49,000.00. Mr. Kretz seconded. Roll Call: Mr. Roberts, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2016-028 Mr. Roberts made a motion to approve the purchase request (07328) to All-American Fire Equipment, Inc. for four (4) Fire engine hose bed modifications

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in the amount of \$41,344.00; and authorize the Township Administration to sign for the Board. Mr. Kretz seconded. Roll Call: Mr. Roberts, yes; Mr. Kretz, yes; and Ms. Graff, yes.

Purchase Request for Fire Engine Lighting and Striping:

2016-029 Mr. Kretz made a motion to approve purchase request (07991) to Danco for four (4) Fire engine reflective striping upgrades in the amount of \$1,500.00; and authorize the Township Administrator to sign for the Board. Mr. Roberts seconded. Roll Call: Mr. Kretz, yes; Mr. Roberts, yes; and Ms. Graff, yes.

2016-030 Mr. Kretz made a motion to approve purchase request (07990) to All-American Fire Equipment, Inc. for four (4) Fire engine emergency lighting upgrades in the amount of \$5,724.00; and authorize the Township Administrator to sign for the Board. Mr. Roberts seconded. Roll Call: Mr. Kretz, yes; Mr. Roberts, yes; and Ms. Graff, yes.

Purchase Request for Blue Card:

Chief VandenBos answered questions posed by the Board and general discussion occurred regarding the systematic scene management training course. The training would allow the officers to teach the remaining Fire Department staff the course information. This training would allow firefighters to all use common vocabulary and methodology in emergency situations.

General discussion occurred regarding: police protocol; is this curing a deficiency in the department; and potential costs and cost savings.

2016-031 Mr. Roberts made a motion to approve the purchase request (08041) to Blue Card Command for three (3) Blue Card instructors' tuition in the amount of \$13,500.00; and authorize the Township Administration to sign for the Board. Mr. Kretz seconded. Roll Call: Mr. Roberts, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2016-032 Mr. Roberts made a motion to approve the purchase request (08042) to PNC Visa for three (3) instructors' travel and lodging expenses in an amount not to exceed \$4,000.00; and authorize the Township Administration to sign for the Board. Mr. Kretz seconded. Roll Call: Mr. Roberts, yes; Mr. Kretz, yes; and Ms. Graff, yes.

2016-033 Mr. Roberts made a motion to approve the purchase request (08046) to three (3) TBD employees for meal reimbursements in an amount not to exceed \$800.00; and authorize the Township Administration to sign for the Board. Mr. Kretz seconded. Roll Call: Mr. Roberts, yes; Mr. Kretz, yes; and Ms. Graff, yes.

Bi-Weekly Report:

The Trustees reiterated that they find the map provided by the Fire Department to be very educational. Ms. Graff again stated she would like City Council to receive the maps every two weeks, as well.

TRUSTEE:

Mr. Kretz stated that his discussion with Colonel John Devillier, the 88th Air Base Wing and Installation Commander at Wright Patterson Air Force Base reinforced a positive relationship the township has with the base.

Mr. Kretz stated that stakeholders are interested and would like to see as much information about the "Superstreet" concept for U.S. 35 prior to the meetings in February, so they can review and formulate potential questions. There is a tentative meeting scheduled on February 17, 2016 with the stakeholders.

Discussions occurred regarding: at-grade intersections and if there will be any visual obstructions, and that a 3-D map of the intersections would be helpful.

FISCAL OFFICER:

Request 2016 Advances:

2016-034 Mr. Kretz made a motion to approve **Resolution 2016-034**, WHEREAS, the Board of Trustees of Beaver Creek Township are in favor of Christy L. Ahrens as the Elected Fiscal Officer of Beaver Creek Township in Greene County, Ohio

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requesting from the Greene County Auditor an advance of payment of the current collection of taxes assessed and collected for and in behalf of Beavercreek Township for the ensuing settlements in calendar year 2016 as provided by law, and WHEREAS, the Board of Trustees of Beavercreek Township do hereby authorize Ms. Ahrens to request those advance draws for calendar year 2016 from the Greene County Auditor. Mr. Roberts seconded. Roll Call: Mr. Kretz, yes; Mr. Roberts, yes; and Ms. Graff, yes.

Inventory:

2016-035 Mr. Kretz made a motion to approve **Resolution 2016-035**, WHEREAS, the Ohio Revised Code Section 505.04 states the Board of Township Trustees shall make an Inventory on the second Monday of January, each year, of all the materials, machinery, tools, and other Township supplies in its possession. The Inventory shall be a public record and shall be made in duplicate, one copy of which shall be fixed with the Fiscal Officer of the Board and one copy with the County Engineer. WHEREAS, the Board of Trustees of Beavercreek Township does hereby define materials, machinery, tools, and other supplies as non-expendable and which have a cost of at least \$500.00 as a single unit. WHEREAS, the Board of Trustees of Beavercreek Township does hereby request that anything owned by Beavercreek Township that fits the definition above be included in the Beavercreek Township Inventory list. Mr. Roberts seconded. Roll Call: Mr. Kretz, yes; Mr. Roberts, yes; and Ms. Graff, yes.

EXECUTIVE SESSION:

2016-036 Mr. Roberts made a motion to go into Executive Session per ORC 121.22(G)(1) To consider the employment, dismissal, promotion, and compensation of a public employee;
121.22 (G)(8) To consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance;
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 2:05 P.M. Mr. Roberts seconded. Roll Call: Mr. Kretz, yes; Mr. Roberts, yes; and Ms. Graff, yes.

2016-037 Mr. Kretz made a motion to come out of Executive Session at 5:16 P.M. Mr. Roberts seconded. Roll Call: Mr. Kretz, yes; Mr. Roberts, yes, and Ms. Graff, yes.

2016-038 Mr. Kretz made a motion to add an Executive Session per ORC 121.22 (G)(1) To consider the compensation of a public employee, to the Special Meeting Agenda scheduled January 26, 2016 and to start the Special Meeting at 2:00 P.M. Mr. Roberts seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes, and Mr. Kretz, yes.

2016-039 Mr. Kretz made a motion to Adjourn at 5:17 P.M. Mr. Roberts seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes; and Mr. Kretz, yes.

Trustee: _____

Fiscal Officer: _____