

Special Beaver Creek Trustee's Meeting

Tuesday, January 26,

2016

Ms. Graff called the Special Trustee Meeting to order at 2:00 P.M. Those present were: Trustees Carol Graff, Tom Kretz, and Jeff Roberts; and Fiscal Officer, Christy Ahrens. Staff present: Township Administrator/Public Safety Director Alex Zaharieff, Road Superintendent Tim Parks, and Fire Chief David VandenBos.

The Purpose of this Special Meeting is to meet in **Open Session** to discuss modifications to the Roof at the Beaver Creek Library, to hire Full Time Firefighters within the Beaver Creek Township Fire Department, Re-appropriation of funds, and to meet in **Executive Session** pursuant to ORC 121.22(G)(1) to consider the compensation of a public employee.

Re-appropriation of Funds:

2016-040 Mr. Roberts made a motion to re-appropriate from Account 2281-930-930-5999 Contingencies (EMS Fund), to Account 2281-230-382-5400 Liability Insurance Premiums, in the amount of \$13,000.00. Mr. Kretz seconded. Roll Call: Mr. Roberts, yes; Mr. Kretz, yes; and Ms. Graff, yes.

Executive Session:

2016-041 Mr. Kretz made a motion to go into Executive Session per ORC 121.22 (G)(1) To consider the compensation of a public employee at 2:02 P.M. Mr. Roberts seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes, and Mr. Kretz, yes.

2016-042 Mr. Kretz made a motion to come out of Executive Session at 3:13 P.M. Mr. Roberts seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes, and Mr. Kretz, yes.

Library Roof Discussion:

Road Superintendent Tim Parks gave a brief history of the roof problems the Library has encountered, specifically over the last several years and also distributed a scope of work and proposal for a roof replacement on the Beaver Creek Library by A.H. Sturgill Roofing.

The library has an original area with two separate roof sections and one area that was built as an addition. The building has had multiple leak problems mainly in the older two sections, and the existing roof is in very bad condition. The membrane is pulling away from the outside walls and the outside scuppers and causing multiple leaks. Also, the parapet walls consist of poured concrete directly over the clay brick walls. This concrete parapet is saturated with water and the rebar has swelled inside the parapet causing the parapet to crack and break apart.

A.H. Sturgill Roofing is suggesting installing a new Duro-Last roof system with a 20 year NDL warranty.

General questions were asked, answered and general discussion occurred regarding: the specifics of the roof, the cost of a new roof, and options the township has to pay for the roof.

Mr. Parks stated that he was looking for comments and a direction the Board of Trustees would like to go in regards to this topic. General discussion continued regarding: legal obligation, if any, to continue maintenance on the library; partnerships with the county, city, WSU or OU; Community Block Grant potential; Park levy options; and liability issues – first with potential interior damage and second that concrete could fall off the building and potentially hurt someone.

The Trustees want to know a worst case scenario and a scheduled cost associated with it. The Administrator will review the division of assets in the contract with the library, if the township should choose to vacate the building. Mr.

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Parks will review all options, investigate insurance options and gather more information for the Trustees.

There was a ten minute recess to get ready for the Fire Department’s hiring ceremony.

Ms. Graff welcomed everyone for the continuation of the Special Meeting at 4:00 P.M.

2016-043 Mr. Roberts made a motion to approve **Resolution 2016-043**, WHEREAS, the Board of Trustees of Beaver Creek Township, of Greene County, Ohio, met at a duly called and authorized meeting of the Board of Trustees of Beaver Creek Township on the date set forth above, such meeting being duly called pursuant to a notice stating the time, place and purpose of the meeting received by all Beaver Creek Township Board members, and the following resolution was made, seconded, and adopted by those present at the meeting; and WHEREAS, the Ohio Revised Code §505.38(A) requires the Board of Township Trustees, in each Township with a fire department, to provide for the employment of firefighters as it considers best; and,

WHEREAS, in the interest of providing the best service to the citizens and guests of Beaver Creek Township, the Fire Chief recommends modifying the currently authorized staffing levels for the fire department:

- Full Time Employees:**
- Fire Chief..... 1
- Deputy Chief..... 2
- Battalion Chief..... 3
- Lieutenant 12
- Firefighter 42
- Prevention Specialist (Civilian)2
- Support Staff (Civilian) 2

- Part Time Employees**
- Inspector.....1

;and

WHEREAS, the Board has authorized terminal leave of a Lieutenant due to a service retirement, a 13th Lieutenant is authorized through June 1st, 2016 at which time that position will be vacated and expire.

Mr. Kretz seconded. Roll Call: Mr. Roberts, yes; Mr. Kretz, yes; and Ms. Graff, yes.

NOW THEREFORE BE IT RESOLVED THAT, the Board of Beaver Creek Township Trustees, hereby adopt the recommended staffing levels; and

FURTHER BE IT RESOLVED that these staffing levels will remain in effect unless modified by further Resolution of this Board.

2016-044 Mr. Kretz made a motion to approve **Resolution 2016-044**.

WHEREAS, the Board of Trustees of Beaver Creek Township, of Greene County, Ohio, met at a duly called and authorized meeting of the Board of Trustees of Beaver Creek Township on the date set forth above, such meeting being duly called pursuant to a notice stating the time, place and purpose of the meeting received by all Beaver Creek Township Board members, and the following resolution was made, seconded, and adopted by those present at the meeting; and

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WHEREAS, the Ohio Revised Code §505.38(A) requires the Board of Township Trustees, in each Township with a fire department, to provide for the employment of firefighters as it considers best and fix their compensation; and,

WHEREAS, Lt. David Mallonee submitted a written resignation to the Board, dated effective June 1st, 2016 and requested to take terminal leave, exhausting a portion of his accrued leaves, including 30% of his accumulated sick leave prior to his retirement date; and

WHEREAS, the Fire Chief has reviewed the request and its financial and operational impact on the fire department; and

WHEREAS, Lt. Mallonee is taking a service retirement after 28 years of career service to Beaver Creek Township; and

WHEREAS, Lt. Mallonee has served Beaver Creek Township for 37 years, including service as a volunteer firefighter, career firefighter and lieutenant; and

WHEREAS, Lt. Mallonee is an excellent employee with a commendable service record with Beaver Creek Township

Mr. Roberts seconded. Roll Call: Mr. Kretz, yes; Mr. Roberts, yes; and Ms. Graff, yes.

NOW THEREFORE BE IT RESOLVED THAT, the Board of Beaver Creek Township Trustees, accept Lt. Mallonee's resignation, effective June 1st, 2016; and

FURTHER BE IT RESOLVED that the Board authorizes Lt. Mallonee's request for terminal leave and the exhaustion of a portion of his accrued leave, including sick leave, prior to retirement.

Fire Chief David VandenBos thanked the Board of Trustees, the Fiscal Officer, and everyone in attendance for being a part of this promotion and hiring process. He then gave a brief overview of the position of Lieutenant and introduced and recommended Matthew P. Clark for promotion.

2016-045 Mr. Roberts made a motion to approve the promotion of Matthew P. Clark to the position of Lieutenant in the Beaver Creek Township Fire Department effective January 26, 2016 at an hourly rate of \$25.88. Mr. Kretz seconded. Roll Call: Mr. Roberts, yes; Mr. Kretz, yes; and Ms. Graff, yes. Fiscal Officer Christy Ahrens swore in Matthew Clark.

Chief VandenBos gave a brief overview of the tradition of being a firefighter and introduced and recommended the following people for promotion.

2016-046 Mr. Kretz made a motion to approve the hiring of Benjamin J. Bochenek as a Full Time Firefighter/Paramedic in the Beaver Creek Township Fire Department effective January 28, 2016 at a starting hourly rate of \$19.34. Mr. Roberts seconded. Roll Call: Mr. Kretz, yes; Mr. Roberts, yes; and Ms. Graff, yes. Fiscal Officer Christy Ahrens swore in Benjamin J. Bochenek.

2016-047 Mr. Roberts made a motion to approve the hiring of Justin S. Davis as a Full Time Firefighter/Paramedic in the Beaver Creek Township Fire Department effective January 28, 2016 at a starting hourly rate of \$19.34. Mr. Kretz seconded. Roll Call: Mr. Roberts, yes; Mr. Kretz, yes; and Ms. Graff, yes. Fiscal Officer Christy Ahrens swore in Justin S. Davis.

2016-048 Mr. Kretz made a motion to approve the hiring of Ryan L. Allen as a Full Time Firefighter/Paramedic in the Beaver Creek Township Fire Department effective January 26, 2016. Mr. Allen will enter Beaver Creek Township according to Article 31 Lateral Transfer of the current agreement between Beaver Creek Township and I.A.F.F. local 2857 and will be given credit for his previous

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employment according to section 31.3. His starting rate will be step B or \$21.42 per hour. Mr. Roberts seconded. Roll Call: Mr. Kretz, yes; Mr. Roberts, yes; and Ms. Graff, yes.

Fiscal Officer Christy Ahrens swore in Ryan L. Allen.

The ceremony was followed by an informal reception for all in attendance. The Trustees retired to another room.

Executive Session continued:

2016-048 Mr. Kretz made a motion to go into Executive Session per ORC 121.22 (G)(1) To consider the compensation of a public employee at 4:23 P.M. Mr. Roberts seconded. Roll Call: Mr. Roberts, yes; Ms. Graff, yes, and Mr. Kretz, yes.

2016-049 Mr. Roberts moved to come out of Executive Session at 5:07 PM. Mr. Kretz Seconded. Roll Call: Mr. Roberts, yes; and Mr. Kretz, yes.

Ms. Graff was excused to attend to a personal matter. Mr. Kretz passed the gavel to Mr. Roberts.

Mr. Kretz reviewed the provisions of the Township Administrator/ Public Safety Directors employment contract, specifically section 3(d) related to performance goals, bonus opportunities and the January 31, 2016 deadline for review of the calendar year 2015 goals, payment for calendar year 2015 goals and establishment of 2016 goals. Any bonus amount will be included in the payroll for the last week of January, which will be paid out on February 3, 2016.

2016-050 Mr. Kretz made a motion for the approval of payment to the Township Administrator/Public Safety Director for the 2015 goals as follows:

Goal #1 The Township Administrator/Public Safety Director satisfactorily achieved the objectives outlined in the Novak and Dr. Gruys report recommendations 4,5,11,16,6,7,13,14,28,17,19,20,21,23,10,12,2,9 and HR a,b,c,d,e,f and g and therefore a performance bonus of **\$2,000.00** shall be authorized by the Board of Trustees.

Goal #2 The Township Administrator/Public Safety Director partially achieved the objectives outlined in the Novak and Dr. Gruys report recommendations 31,36,35,29,32,27,30,34,37 and therefore a performance bonus of **\$1,000.00** shall be authorized by the Board of Trustees. The Board of Trustees reduced the performance payment due to the partial achievement of the goal, but recognizes that substantial work was accomplished on the uncompleted portion of the subset of goals included in the maser goal #2.

Goal #3 The Township Administrator/Public Safety Director did not achieve the objective outlined in the Novak and Dr. Gruys report recommendations regarding a Township Wide Compensation Policy and therefore **NO** performance bonus shall be authorized for this goal.

Goal #4 The Township Administrator/Public Safety Director satisfactorily achieved the objectives outlined in Goal #4 which included development of an economic development strategy, highway overlay district, local match funding strategy for 2015 TRAC meeting on US 35 project, and the Valley Springs Economic Development Strategy, and therefore a performance bonus of **\$2,000.00** shall be authorized by the Board of Trustees. The Board of Trustees commended The Township Administrator/Public Safety Director on completion of this goal and extended that commendation to Mr. Amrhein and Ms. Brown for the Zoning Department's "above and beyond expectation" diligence and work to complete these projects.

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Goal #5 The Township Administrator/Public Safety Director partially achieved the objectives outlined in Goal #5 which included Novak report recommendations 22 and 25, the development of 3rd party service agreements to reduce/offset General Fund expenditures, the fuel purchase agreement with the City of Beaver Creek, and 3rd party or shared service fleet maintenance agreements, and review of the Road Department structure and budget to maintain the commitments made to reduce expenses in lieu of asking for a more significant "additional tax" on the road levy last placed on the ballot. Therefore, a performance bonus of **\$1,000.00** shall be authorized by the Board of Trustees. The Trustees reduced the performance goal payment due to the partial achievement of the goal. Mr. Roberts Seconded. Roll Call: Mr. Kretz, yes; and Mr. Roberts, yes.

2016-051 Mr. Kretz made a motion for the Board of Trustees to adopt the following list of performance goals for The Township Administrator/Public Safety Director for calendar year 2016:

Goal #1 The Township Administrator/Public Safety Director to present a final compensation plan for approval to the Board of Trustees no later than June 30, 2016.

Goal #2 The Township Administrator/Public Safety Director to review, update and present a final version of all current job descriptions in the Township to the Board of Trustees by June 30, 2016.

Goal #3 The Township Administrator/Public Safety Director to present a Township wide re-organization plan that achieves a balanced budget for fiscal year 2017 to the Board of Trustees by June 30, 2016.

Goal #4 The Township Administrator/Public Safety Director to fully complete the Novak and Dr. Gruys report recommendations 35,29,30,34,37,and Hr. by September 30, 2016.

Goal #5 The Township Administrator/Public Safety Director to present to the Board of Trustees by November 30, 2016, a shared service agreement(s) that result in a net savings of not less than \$25,000.00 per year beginning in Fiscal Year 2017.

Mr. Roberts seconded. Roll Call: Mr. Kretz, yes; and Mr. Roberts, yes.

2016-52 Mr. Roberts made a motion to Adjourn at 5:30 P.M. Mr. Kretz seconded. Roll Call: Mr. Roberts, yes; and Mr. Kretz, yes.

Trustee: _____

Fiscal Officer: _____