

**BEAVERCREEK TOWNSHIP
BOARD OF TRUSTEES
Regular Meeting Minutes
May 24, 2021**

CALL TO ORDER

Board of Trustees Chair Tom Kretz called the regular meeting of the Beaver Creek Township Board of Trustees to order, followed by the Pledge of Allegiance. Those present were Trustee and Chair of the Board Tom Kretz, Trustee and Vice Chair of the Board Debborah L. Wallace, Trustee Jessica Dean, Fiscal Officer Ryan A. Rushing, Township Administrator Alex Zaharieff, Fire Chief David VandenBos, Road Superintendent Tim Parks, Fire Marshal Randy Grogean, Human Resources Director Trish Gustafson, Sergeant Chris Moore, and Legal Advisor Dawn Frick.

APPROVAL OF THE AGENDA

Trustee Kretz asked if there were any additions and/or modifications to the agenda.

20210524-Admin-A: Trustee Dean **MOVED** to approve the agenda as presented, seconded by Trustee Wallace. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

ACCEPTING FISCAL OFFICE REPORTS

20210524-Admin-B: Trustee Wallace **MOVED** to accept the General Ledger Report, in the amount of \$393,022.03, for the 5-19-21 payroll, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

20210524-Admin-C: Trustee Dean **MOVED** to approve Payment Listings Report, in the amount of \$904,892.58, for warrants through 5-24-21, seconded by Trustee Wallace. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

APPROVAL OF THE MEETING MINUTES

20210524-Admin-D: Trustee Wallace **MOVED** to adopt the May 10, 2021 Regular Trustee Meeting Minutes as presented, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

CITIZENS DESIRING TO SPEAK

Trustee Kretz stated that this is the portion of the meeting in which citizens desiring to

Speak may do so.

OLD BUSINESS

Having no Old Business, the Board moved to the next agenda item.

NEW BUSINESS

20210524-Admin-E: A RESOLUTION FOR OPWC DISTRICT 11 INTEGRATING COMMITTEE NOMINEE

Trustee Wallace moved the adoption of the following resolution:

WHEREAS, The Ohio Revised Code section 164.04(6) in regards to the Ohio Public Works Commission – District 11 Integrating Committee requires: three members shall be appointed by the majority of Boards of Township Trustees located within District 11, and

WHEREAS, the District 11 Integrating Committee's appointed members oversee the Ohio Public Works Infrastructure Program for the District's eight counties, including Champaign, Clark, Darke, Greene, Madison, Miami, Preble, and Union Counties, and

WHEREAS, the 24-member committee will have three representatives from Townships within District 11. Whereas, the term will be for three years, from June 1, 2021 until May 31, 2024.

NOW THEREFORE BE IT RESOLVED THAT, the Beaver Creek Township Board of Trustees, Greene County, hereby nominates Scott Miller of Xenia Township as Representative.

FURTHER BE IT RESOLVED THAT, all formal actions of the Board of Trustees concerning and relating to the adoption of this resolution are being adopted at a duly called and authorized open meeting of the Board of Trustees on the date set forth above, such meeting being duly called pursuant to and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Trustee Dean seconded the motion to adopt the Resolution. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

TA Zaharieff presented the shared service agreement between Beaver Creek Township and the Greene County Engineer.

20210524-Admin-F: Trustee Dean **MOVED** to approve the Shared Service Agreement with the Greene County Engineer as presented and authorize the Township Administrator to sign for the Board, seconded by Trustee Wallace. Fiscal Officer

Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes.
Motion adopted.

Trustee Wallace thanked Greene County Engineer Stephanie Goff for working so well with the Township.

Having no additional New Business, the Board moved to the next agenda item.

GREENE COUNTY SHERIFF'S OFFICE

Administrator Zaharieff presented the bi-weekly and monthly activity reports.

Trustee Wallace asked Sergeant Chris Moore what happens when there is a 911 hang-up call.

Sergeant Moore responded that no matter the call type, the call is responded to every time.

Trustee Dean asked what an unknown problem is and if it is updated after the call is responded to or closed.

Sergeant Moore responded that it will be updated if there is an update to be done.

Trustee Kretz asked if there are any issues with personnel or vehicles.

Sergeant Moore stated that the new cruiser is officially in service and invited the elected officials to view the cruiser after the meeting.

HUMAN RESOURCES

Administrator Zaharieff presented the bi-weekly activity report.

Trustee Wallace asked about fraudulent unemployment claims.

HR Director Gustafson stated that all but two claims have been rectified.

COMMUNITY DEVELOPMENT AND RISK

Administrator Zaharieff presented the bi-weekly report.

Fire Marshal Grogan gave an update on the river cleanup project and provided pictures of the efforts. Zoning Case 821 will be continued Thursday night.

INFORMATION TECHNOLOGY

Administrator Zaharieff presented the bi-weekly activity report.

Trustee Kretz asked how performance was monitored due to the contract being paid for the year. He reminded that it is important to measure performance and set metrics on annual contracts.

TA Zaharieff responded that the projects are quoted and monitored on a per project basis. He stated staff has constant contact with IT personnel and keeps open channels to create relationships.

ROAD DEPARTMENT

Administrator Zaharieff presented the bi-weekly report.

Trustee Wallace asked if a list is kept about which roads need resurfaced from year to year.

Road Superintendent Parks replied that there is a list that is evaluated and based on road conditions is subject to change. This information will be listed on our website soon.

Trustee Kretz asked the road resurfacing list be a year range so the list can reflect changing priorities

20210524-Road-A: Trustee Wallace **MOVED** to approve the purchase request (VIP Requisition #21-Road-0281) to John R. Jurgensen for annual roadway resurfacing the amount of \$273,000 and to authorize the Township Administrator to sign for the Board, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

Trustee Wallace thanked Mr. Parks and Mr. Zaharieff for the new drop boxes and poles at the library.

Trustee Dean asked if there was anything required to get the items purchased from the county in service.

Road Superintendent Parks replied that everything was ready when it was received, and the items have been in service for a week now.

Trustee Kretz asked about the 5 acres parcel on Township Road and if the material that was there had been removed.

TA Zaharieff said everything is complete except the survey which is scheduled.

FIRE DEPARTMENT

Trustee Wallace asked for the manufacturer names of the appliances presented.

Chief VandenBos said he would get that information.

Trustee Kretz asked for warranty information.

Chief VandenBos said he would get that information.

20210524-Fire-A: Trustee Wallace **MOVED** to approve the purchase request (VIP Requisition #21-FIRE-0857) to Appliance Gallery for Station 65 Appliances in the amount of \$19,484.00 and to authorize the Township Administrator to sign for the Board, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

20210524-Fire-B: Trustee Dean **MOVED** to approve the purchase request (VIP Requisition #21-FIRE-0719) to Stryker for one year service agreement for 7 LP15, 14 LP1000, 4 Lucas devices in the amount of \$20,196.00 and to authorize the Township Administrator to sign for the Board, seconded by Trustee Wallace. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

20210524-Fire-C: Trustee Wallace **MOVED** to approve the purchase request (VIP Requisition #21-FIRE-0899) to Yipes Stripes for striping of 4 vehicles in the amount of \$3,800.00 and to authorize the Township Administrator to sign for the Board, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

20210524-Fire-D: Trustee Dean **MOVED** to approve the purchase request (VIP Requisition #21-FIRE-0900) to Buckeye Body and Equipment for purchase of 4 fiberglass truck inserts including upfitting and install services in the amount of \$102,400.00 and to authorize the Township Administrator to sign for the Board, seconded by Trustee Wallace. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

20210524-Fire-E: Trustee Wallace **MOVED** to approve the purchase request (VIP Requisition #21-FIRE-0901) to PARR Public Safety Equipment for purchase of lighting and upfitting equipment for 4 vehicles in the amount of \$52,210.80 and to authorize the Township Administrator to sign for the Board, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

20210524-Fire-F: Trustee Dean **MOVED** to approve the purchase request (VIP Requisition #21-FIRE-0903) to Motorola Solutions for purchase of mobile radio equipment in the amount of \$41,145.62 and to authorize the Township Administrator to sign for the Board, seconded by Trustee Wallace. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

Trustee Kretz thanked the Auxiliary, CERT, and all the organizations that helped with the vaccinations.

Trustee Kretz and Chief VandenBos discussed current PPE inventory and future needs.

Trustee Wallace thanked the firefighters and auxiliary members that helped during the Stations 63 and 64 open houses.

Chief VandenBos gave all the credit for setting up and coordinating the open houses to Firefighter Chris Heaton.

LEGAL ADVISOR

Nothing to bring to the board's attention at this time.

FISCAL OFFICER

Trustee Dean moved the adoption of the following resolution:

20210524-FIN-A: A RESOLUTION FINDING CERTAIN TOWNSHIP EQUIPMENT TO BE SURPLUS AND TO DISPOSE OF IT

WHEREAS, the Ohio Revised Code §505.10(A) authorizes the Board to determine when property, equipment, and tools are not needed for public use, obsolete or are unfit for the use for which they were acquired; and

NOW, THEREFORE BE IT PROCLAIMED THAT, the Board of Beaver Creek Township Trustees, hereby declare the equipment as not needed for public use: two wooden file cabinets (T-00544 and T-000545), one metal file cabinet (T-00546), one desk unit (T-00547), one office hutch (T-00548), one supply cabinet (T-00552), and one office chair (T00549).

FURTHER BE IT RESOLVED THAT, the Board of Beaver Creek Township Trustees is authorized to sell that item(s), or otherwise dispose of it, in accordance with Township policy and practice; and

FURTHER BE IT RESOLVED THAT, any proceeds resulting from the sale or disposition of that equipment be credited to the General Fund 1000-002-891-0000.

FURTHER BE IT RESOLVED THAT, all formal actions of the Board of Trustees concerning and relating to the adoption of this resolution are being adopted at a duly called and authorized open meeting of the Board of Trustees on the date set forth above, such meeting being duly called pursuant to and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Trustee Wallace seconded the motion to adopt the Proclamation. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

TRUSTEES

Trustee Wallace had no report for Miami Valley Regional Planning Commission (MVRPC).

Administrator Zaharieff reported that MVRPC Technical Advisory Committee agenda would be in the next packet.

Trustee Kretz reported that the Regional Planning and Coordinating Commission of Greene County (RPCC) will meet tomorrow. The text amendment for Beaver Creek Township regarding easements.

Trustee Dean reported that the Health Department District Advisory Council will meet in June.

Administrator Zaharieff reported that he has had no meetings with the school superintendent or city planner.

Administrator Zaharieff reported that the Wright Patterson AFB Restoration Advisory Board had no meeting.

Trustee Wallace reported that Greene County Township Association is meeting June 8th.

Fiscal Officer Rushing reported that Ted Sumnar of Huntington Securities will give an updated to the Board on the Township's portfolio at the regularly scheduled Board meeting on June 28 as a pre-scheduled speaker.

EXECUTIVE SESSION

20210524-Admin-G: Trustee Wallace **MOVED** to enter Executive Session pursuant to Ohio Revised Code section 121.22(G)(1) to consider the employment and compensation of a public employee, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

20210524-Admin-H: Trustee Dean **MOVED** to come out of Executive Session, seconded by Trustee Wallace. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

20210524-Admin-I: Trustee Wallace **MOVED** to adjourn the meeting, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

APPROVED:



Tom Kretz, Chair

ATTESTED:



Ryan A. Rushing, Fiscal Officer

6-14-2021

Date