

**BEAVERCREEK TOWNSHIP  
BOARD OF TRUSTEES  
Regular Meeting Minutes  
June 14, 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, Associate Economic and Zoning Administrator Max McConnell, Finance Director Teri Molden, and Legal Advisor Dawn Frick.

**APPROVAL OF THE AGENDA**

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

Township Administrator Zaharieff asked that the request for an executive session be amended to include the "employment, compensation, and discipline of a public employee".

**20210614-Admin-A:** Trustee Wallace **MOVED** to approve the agenda as amended, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

**ACCEPTING FISCAL OFFICE REPORTS**

**20210614-Admin-B:** Trustee Dean **MOVED** to accept the General Ledger Report, in the amount of \$382,659.25, for the 6-2-21 payroll, seconded by Trustee Wallace. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

**20210614-Admin-C:** Trustee Wallace **MOVED** to approve Payment Listings Report, in the amount of \$739,697.23, for warrants through 6-10-21, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

**APPROVAL OF THE MEETING MINUTES**

**20210614-Admin-D:** Trustee Wallace **MOVED** to adopt the May 24, 2021 Regular Trustee Meeting Minutes as presented, seconded by Trustee Dean. Fiscal Officer

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**REGULAR MEETING**

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**

TA Zaharieff presented a request regarding Zoning Case #819 AX-1 Aviation Support District update. The FAA will not allow any type of non-aviation easement. The text amendment passed as presented. There is nothing further on this to be done.

**NEW BUSINESS**

Having no 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 Kretz asked for an update regarding the soccer tournament.

Sergeant Moore responded that parking attendants were added, numbers were down, and game times were staggered so traffic was not a problem.

Trustee Wallace asked a few questions about the GCSO reports in regards to what a TPO is and what a SORN is.

Sergeant Moore responded that a Civil TPO is a Civil Temporary Protection Order and SORN is Sex Offender Registry Network.

**HUMAN RESOURCES**

Administrator Zaharieff presented the bi-weekly activity report.

**COMMUNITY DEVELOPMENT AND RISK**

Administrator Zaharieff presented the bi-weekly report.

TA Zaharieff stated that several hearing dates for Zoning Commission Cases are requested including #821, #822, and #760-7.

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**REGULAR MEETING**

**20210614-CDR-A:** Trustee Dean **MOVED** to schedule a hearing to consider Zoning Commission Case #821, to be held on July 14 at 6:30pm, seconded by Trustee Wallace. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

**20210614-CDR-B:** Trustee Wallace **MOVED** to schedule a hearing to consider Zoning Commission Cases #822 and #760-7, to be held on June 28 at 6:30pm, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

Associate Economic and Zoning Administrator Max McConnell spoke about upcoming items on the CDR activity report.

Trustee Wallace asked about working with the MVRPC versus hiring a consultant regarding the comprehensive land use plan.

TA Zaharieff stated that the Township will be working with MVRPC, however MVRPC suggested hiring a consultant due to limited staff ability to conduct these plans for all their clients. MVRPC will assist in the selection of the consultant.

Trustee Kretz asked staff to clarify what the public can expect regarding e-communications the Board and others are receiving in regard to pending cases and if they are expected to be read into the record.

TA Zaharieff stated that all emails and letters received will be placed in a packet for the Trustees prior to the meeting but cannot be read aloud during the meeting to respect the rules on time giving to public comment. Citizens will be given 3 minutes each to speak during the hearing.

### **INFORMATION TECHNOLOGY**

Administrator Zaharieff presented the bi-weekly activity report.

Perigon's Abraham Weaver spoke regarding the completion of the server project. All three phases are complete, and security and efficiency will be the focus now.

TA Zaharieff stated that he has received positive comments regarding the work Perigon is doing for the Township.

### **ROAD DEPARTMENT**

Administrator Zaharieff presented the bi-weekly report.

**20210614-Road-A:** Trustee Wallace **MOVED** to approve the Fleet Mechanic job

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description as presented, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

**20210614-Road-B**: Trustee Dean **MOVED** to approve the compensation schedule for the Fleet Mechanic as presented, seconded by Trustee Wallace. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

Trustee Kretz asked about the cemetery project.

Road Superintendent Tim Parks stated that the Cemetery Endowment Fund is being set up.

**FIRE DEPARTMENT**

Fire Chief VandenBos presented the BTFD Strategic Plan progress report.

Trustee Wallace asked about the timeline required for some items in the plan. Trustee Wallace questioned why some goals and objectives were not started and how that benchmarked with the proposed timeline.

Chief VandenBos replied that in part of the strategic planning process, it is apparent that some goals and objectives were beyond what is feasible with the allotted time. He further stated that even though some goals and objectives will not be completed as originally scheduled, the process of recognizing their shortfalls will provide better planning for future updates.

**20210614-Fire-A**: Trustee Wallace **MOVED** to acknowledge receipt of the 2021 Annual Compliance Report, identifying the progress towards the strategic goals and objectives outlined in the Beaver Creek Township Fire Department 2019-2024 Strategic Plan, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

Operative IQ uses within the Township were discussed. Trustee Kretz asked if Operative IQ had a price freeze over the course of a several year agreement and if inventory is manually entered or are there technologic advancements that can remove manual entry.

Chief VandenBos stated that their inventory is manually entered and he has yet to see a proven system which removes human entry of the inventory.

**20210614-Fire-B**: Trustee Dean **MOVED** to approve purchase request to EMS Technology Solutions, LLC for 12 months service with Operative IQ inventory and asset management application in the amount of \$22,512.00, and to authorize the Township

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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.

Chief VandenBos gave an update on the Station 65 construction.

**LEGAL ADVISOR**

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

**FISCAL OFFICER**

Fiscal Officer Rushing had nothing further.

**TRUSTEES**

Trustee Wallace reported the first in person meeting for Miami Valley Regional Planning Commission (MVRPC) is coming up.

Administrator Zaharieff had no report for MVRPC Technical Advisory Committee.

Trustee Kretz reported that the Regional Planning and Coordinating Commission of Greene County (RPCC) will meet tomorrow. Mr. Shumaker is resigning his position.

Trustee Dean reported that the Health Department District Advisory Council met on June 3<sup>rd</sup>. No report.

Administrator Zaharieff reported that he hopes for a combined meeting in August with the school superintendent and met with the city planner.

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

Trustee Wallace reported that Greene County Township Association met June 8<sup>th</sup> and will meet July 13<sup>th</sup> at Caesar Creek Winery.

Trustee Kretz and Fiscal Officer Rushing reported that the Investment Oversight Committee has a guest speaker on July 28<sup>th</sup>.

**EXECUTIVE SESSION**

**20210614-Admin-E:** Trustee Wallace **MOVED** to enter Executive Session pursuant to Ohio Revised Code section 121.22(G)(1) to consider the employment discipline, and

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**REGULAR MEETING**

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.

**20210614-Admin-F:** 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.

**20210614-Admin-G:** 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

6-28-2021

Date