

**BEAVERCREEK TOWNSHIP  
BOARD OF TRUSTEES  
Regular Meeting Minutes  
June 8, 2020**

**CALL TO ORDER**

Board of Trustees Chair Debborah L. Wallace called the regular meeting of the Beaver Creek Township Board of Trustees to order at 5:02 p.m., followed by the Pledge of Alliance. Those present were Trustee and Chair of the Board Debborah L. Wallace, Trustee and Vice Chair of the Board Tom Kretz, Trustee Jessica Dean, Fiscal Officer Ryan A. Rushing, Township Administrator J. Alexander Zaharieff, Fire Chief David Vandenberg, Division Chief Nathan Hiester, Sergeant Chris Moore, Comp Management speaker Bruce Preston, Associate Economic & Zoning Administrator Max McConnell, HR Manager Trish Gustafson,

A moment of silence was observed for all that is going on in our country and hope for peace and healing.

**APPROVAL OF THE AGENDA**

Trustee Wallace asked if there were any changes and/or modifications to the agenda.

**20200608-A:** Trustee Kretz made a MOTION to approve the agenda as modified, 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**

**20200608-B:** Trustee Dean made a MOTION to approve the General Ledger Report, in the amount of \$365,066.33, for the 06-03-20 payroll, seconded by Trustee Kretz. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

**20200608-C:** Trustee Kretz made a MOTION to approve Payment Listing Reports, in the amount of \$139,876.93, for warrants through 06-03-2020, 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**

**20200608-D:** Trustee Kretz made a MOTION to adopt the May 26, 2020 Regular Trustee Meeting Minutes, 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 Wallace stated that this is the portion of the meeting in which citizens desiring to speak may do so. No citizens were in attendance, all were invited to the next Trustee meeting.

**PRE-SCHEDULED SPEAKERS**

Administrator Zaharieff presented information about the third-party workers compensation provider CompManagement. Though the request is below the Board approval threshold \$5,000.00, the Administrator wanted to bring it to the Board's attention.

Bruce Preston, from CompManagement, spoke about group rates and dividends. Have paid group rate 50-60% of premium which is a significant discount during the past 5 years. Received one claim in the most recent 5-year time period that makes the Township ineligible for the group rate. Will receive a projected 6% discount and eligible for group retro program.

Trustee Kretz asked how many years our new rate will hold before it drops back to original rate. Approximately 4 years.

Trustee Wallace asked about the option of using other workers comp programs.

Mr. Preston stated other programs are available, however they are riskier, demand more administrative work, and have less opportunity for lower premiums.

**20200608-E:** Trustee Dean made a motion to approve Purchase Request #10,438 to CompManagement, the Township's Third-Party Administrator, annual fee for policy year 2021 in the amount of \$3,630; and authorize the Township Administrator to sign for the Board, seconded by Trustee Kretz. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

**OLD BUSINESS**

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

**NEW BUSINESS**

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

**GREENE COUNTY SHERIFF'S OFFICE**

Administrator Zaharieff presented the bi-weekly activity report and monthly report for May and turned the meeting to Sergeant Moore.

Trustee Dean appreciated extra patrols.

Trustee Kretz thanked Sergeant Moore and his department for his service.

Trustee Wallace requested the following information be provided to the Board at the next meeting: 1- Does the Greene County Sherriff's Department have a choke hold policy and if so, a copy is requested. 2- Is there a policy on citizen's complaints on deputies? If so, is there a maximum number of complaints before action is taken or is there a policy? 3- Do we have a no-knock warrant policy and if so, a copy is requested.

The Board thanked the Sergeant for the update and work of the department.

**HUMAN RESOURCES**

Administrator Zaharieff presented the bi-weekly activity report.

**COMMUNITY DEVELOPMENT AND RISK**

Administrator Zaharieff presented the bi-weekly activity report.

Max McConnell spoke regarding the agreement for licensing of property maintenance code adopted in 2018 that is close to being released to the public.

Administrator Zaharieff added that the local provisions established by the Board will be added. Fire prevention and safety grant submitted for review.

**INFORMATION TECHNOLOGY**

Administrator Zaharieff presented the Facility Access Control and Surveillance Systems quote.

Trustee Kretz asked for information regarding the cost of software updates.

Division Chief Heister replied that the system is hardware based although there may be additional support required in the future for hardware or system updates.

Trustee Kretz asked if time/attendance modules were available to be added on if desired in the future.

Division Chief Heister replied that time and attendance modules are available on all systems and are available if a decision is made at a future time to utilize them. Additional hardware and software would be required to be purchased if that decision is made.

Trustee Kretz asked about signage on the property regarding active surveillance.

Chief Hiester stated that door stickers will be visible but that no additional signage is currently planned.

Trustee Kretz suggested that more signage be considered and that policies be published regarding that employees and others on property will be on video. Trustee Kretz asked if lock hardware would be replaced.

Chief Hiester said locks will remain and batteries removed while doorjambes will be hardwired.

Trustee Dean asked if equipment was proprietary to company or if it was something we could easily replace.

Chief Hiester stated that door hardware is non-proprietary, but control pieces are proprietary.

Trustee Kretz asked about a warranty.

Chief Hiester replied there is a 2-year warranty on all hardware in place and 5-year warranty on hardware controllers, 2 business day return on repairs, items are kept in stock locally.

Trustee Dean asked about 10-year plan.

Chief Hiester replied that 2-year evaluations will occur and that the 10-year plan will depend upon possible integration with new technology.

Administrator Zaharieff said that evaluations will occur internally based on keeping up with current needs.

Trustee Kretz asked if this was the highest-end, most functional solution.

Chief Hiester said that it is and that their lowest and best price became the most competitive.

**20200608-F:** Trustee Dean made a MOTION to approve purchase request #10787 to HSI for facility access control and surveillance system in the amount of \$220,336.00; and to authorize the Township Administrator to sign for the Board, seconded by Trustee Kretz. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

Administrator Zaharieff presented the bi-weekly activity report.

#### **ROAD DEPARTMENT**

Administrator Zaharieff presented the bi-weekly activity report.

**20200608-G:** Trustee Kretz made a MOTION to approve purchase request 10725 to Crystal Clean for pumping and proper disposal of materials removed from separators in an amount of \$6,400; and to authorize the Township Administrator to sign for the Board, Trustee Dean seconded. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

Trustee Kretz asked if the guardrail on Factory Road across from the Narrows Reserve is township property and has asked that it be replaced. The request will be passed on to the road department.

#### **FIRE DEPARTMENT**

**20200608-H:** Trustee Dean made a MOTION to approve purchase request #10788 to Buckeye Body and Equipment for Purchase and Installation of 3 Fiberglass Truck Inserts in the amount of \$40,950.00 and to authorize the Township Administrator to sign for the Board, seconded by Trustee Kretz. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

**20200608-I:** Trustee Kretz made a MOTION to approve purchase request #10789 to Yipes Stripes for Striping of 3 Vehicles in the amount of \$2,850.00 and to authorize the Township Administrator to sign for the Board, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

**20200608-J:** Trustee Dean made a MOTION to approve purchase request #10790 to Motorola Solutions for Purchase of Mobile Radio Equipment in the amount of \$46,690.27 and to authorize the Township Administrator to sign for the Board, seconded by Trustee Kretz. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

**20200608-K:** Trustee Kretz made a MOTION to approve purchase request #10791 to P&R Communications for Upfitting equipment and installation services for 3 vehicles in the amount of \$74,359.00 and to authorize the Township Administrator to sign for the Board, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

**20200608-L:** Trustee Dean made a MOTION to approve purchase request #10792 to Yipes Stripes for Striping of 3 Vehicles in the amount of \$2,850.00 and to authorize the Township Administrator to sign for the Board, seconded by Trustee Kretz. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

**20200608-M:** Trustee Kretz make a MOTION to approve purchase request #10793 to P&R Communications for Upfitting equipment and installation services for 3 vehicles in the amount of \$39,470.00 and to authorize the Township Administrator to sign for the Board, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

Chief VandenBos addressed the COVID impact to the community. Call volume is down with little or no Covid-specific activity. Two confirmed transports with no exposures or impacts to employees. Family of employee with previous exposure has been released from their isolation order. Currently restocking in case there is a resurgence.

Administrator Zaharieff presented the bi-weekly activity report.

Trustee Wallace asked about the Beaver creek High School graduation.

Chief VandenBos stated the Fire Department had a ladder truck there with an American flag flying.

Trustee Kretz requested an update on July 4<sup>th</sup> plans. Plans are being coordinated to hold the fireworks at the Fairfield Commons mall in conjunction with the Red, White, and Brew Fest.

Trustee Kretz asked if other Fire Department community engagement programs are ready to be reinstitute.

Chief VandenBos stated that he does not have any information at this time.

**LEGAL ADVISOR**

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

**FISCAL OFFICER**

Fiscal Officer Rushing gave an update on the Township's transition of accounting systems from UAN to VIP Software Solutions. All purchase requests on hand have been posted. A spreadsheet is being worked on for all purchasing that has occurred in 2020. 2010-2019 have been successfully transferred into the new software VIP. Data is being inputted one week at a time to ensure accuracy. He mentioned his desire is to be live by the end of June. In addition, Fiscal Officer Rushing signed the agreement for Analytics, which is the budgeting portion for VIP. Training and implementation is expected to occur in the next couple weeks. Onsite testing for statutory audit completed last week. Recommendations on policy updates will be brought to the Board from the audit. Fiscal Officer Rushing provided an update on the current depository agreement with PNC Bank. The lockbox service for Medicaid and Medicare will be kept open 6 months to ensure that all transactions will be complete. Fiscal Officer Rushing said that he will bring to the Board a resolution to extend the depository agreement with PNC due to this discovery. The Office of Budget and Management (OBM) posted that Ohio Senate Bill 310 will allocate the Federal CARES Act to local governments. In order for the township to receive funding, local entities have to register through a link and that information will be brought to the Board as a resolution at the next meeting.

Administrator Zaharieff added that on June 16<sup>th</sup> there will be a webinar regarding Senate Bill 310 that he will attend.

Trustee Wallace asked if the township will incur any additional charges regarding the lockbox extension.

Fiscal Officer Rushing that they should not incur any additional fees other than what is already agreed to in the current depository agreement.

Trustee Kretz asked for as many "strings attached" details regarding Senate Bill 310 to be passed along as soon as possible.

**PUBLIC HEARING**

**CONSIDER THE LEVY OF AN ANNUAL MOTOR VEHICLE LICENSE TAX PURSUANT TO R.C. § 4504.181**

Trustee Wallace opened the public hearing.

Administrator Zaharieff spoke concerning the tax and its need for continued road improvements.

Chuck Valley- 2000 Deer Hollow Trail

Citizen concerned about road improvement levy expenditures, difference between that and new tax, and taxation on residents.

Patricia Valley- 2000 Deer Hollow Trail

Citizen concerned about difference between tax on motor vehicle license and road improvement levy.

George Silvas-2271 Walnut Court

Citizen concerned about public notices regarding public hearings, additional taxation,

Trustee Wallace asked Administrator Zaharieff to address citizen concerns.

Administrator Zaharieff responded that as a township form of government, Beavercreek Township is a permissive form of government; meaning all powers must be found in the Ohio Revised Code. Addressing some citizen comments: only the State of Ohio can implement toll roads. The Township is required to hold two public forums before Trustees can vote. Past development has been slowed by Boards but then annexed by cities which continues to place wear on our roads. Our engineer makes sure roads are built to our standards because we are liable for their maintenance. Road and Bridge fund assists with road maintenance.

Trustee Wallace said we get 12.5% back from the state for the levy renewal. If we changed that amount, more money would come from residents. Ohio Revised Code limits township ability to receive money.

Trustee Kretz addressed the difference between the levy and the tax. The state dictates when the taxes can be levied and the Board cannot use discretion to implement additional permissive motor vehicle taxes unless the State of Ohio authorizes the Township to do so.

Administrator Zaharieff stated that there was a several year delay between the state permitting the tax and the township implementing it.

Trustee Kretz stated that the difference between the levy and tax is that the levy is paid by a property tax and the tax is paid by people licensing a vehicle.

General discussion regarding the levy of an annual motor vehicle license tax ensued.

Public hearing closed by Trustee Wallace.

## **TRUSTEES**

Trustee Wallace reported on the Miami Valley Regional Planning committee, TIF was amended.

**BEAVERCREEK TOWNSHIP BOARD OF TRUSTEES  
JUNE 8, 2020 MEETING MINUTES**

**REGULAR MEETING**

Administrator Zaharieff reported on the MVRPC Tactical Advisory Committee, staff attended, MVPRC Tornado meetings will begin again to discuss long-term recovery.

Trustee Kretz reported on the Greene County Regional Planning Committee, no quorum.

Trustee Dean was unable to attend the Health Department meeting.

Administrator Zaharieff has been meeting with the Beavercreek City Manager and Beavercreek City Schools Superintendent regarding the pandemics effect on revenue sources and upcoming events.

Trustee Dean asked if roads would be shut down during protests.

Administrator Zaharieff said he had not heard that any roads would be shut down but the fire department would be on hand.

**EXECUTIVE SESSION**

**20200608-N:** Trustee Dean made a MOTION to enter Executive Session at 5:46 p.m. pursuant to Section 121.22 (G)(1) of the Ohio Revised Code to consider the dismissal of a public employee, seconded by Trustee Kretz. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

**20200608-O:** Trustee Kretz made a MOTION to come out of Executive Session at 7:39 p.m., seconded by Trustee Dean. Township Administrator Alex Zaharieff called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

**20200608-P:** Trustee Kretz made a MOTION in recognition of Firefighter Justin Davis' inability to perform the essential functions of his position and the exhaustion of his accrued leave, in accordance with section 733.35 of the Revised Code, the Board accepts the charge of nonfeasance as presented by the Fire Chief. Accepting the charge, the Board terminates the employment of Firefighter Justin Davis, effective June 8, 2020, seconded by Trustee Dean. Township Administrator Alex Zaharieff called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

Trustee Dean moved the adoption of the following **RESOLUTION 20200608-Q:**

WHEREAS, the Board of Trustees of Beavercreek Township, Greene County, State of Ohio, moved to approve the hiring of Chrisonna Anderson-Lutz as a part-time Clerk at a starting rate of \$10.00 on June 11, 2020; and

NOW THEREFORE BE IT RESOLVED THAT, the Board of Trustees of Beavercreek Township, Greene County, Ohio favorably passed the above Resolution.

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,



**BEAVERCREEK TOWNSHIP BOARD OF TRUSTEES  
JUNE 8, 2020 MEETING MINUTES**

**REGULAR MEETING**

such meeting being duly called pursuant to and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Trustee Kretz seconded the motion to adopt the Resolution. Township Administrator Alex Zaharieff called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Resolution adopted.

**20200608-R:** Trustee Kretz made a MOTION to adjourn the meeting at 7:57 p.m., seconded by Trustee Dean. Township Administrator Alex Zaharieff called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

APPROVED:

  
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Deborah L. Wallace, Chair

ATTESTED:

  
\_\_\_\_\_  
Ryan A. Rushing, Fiscal Officer

6-22-2020  
Date