

**BEAVERCREEK TOWNSHIP
BOARD OF TRUSTEES
Regular Meeting Minutes
July 27, 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 5:03 p.m., followed by the Pledge of Allegiance. 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 VandenBos, Road Superintendent Tim Parks, Human Resources Manager Trish Gustafson, and Legal Advisor Dawn Frick.

APPROVAL OF THE AGENDA

Trustee Wallace asked if there were any changes and/or modifications to the agenda. Administrator Zaharieff added a fire resolution to the agenda.

20200727-A: Trustee Kretz made a **MOTION** 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

20200727-B: Trustee Dean made a **MOTION** Accept the General Ledger Report, in the amount of \$375,129.97, for the 07-15-20 payroll, seconded by Trustee Kretz. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

20200727-C: Trustee Kretz made a **MOTION** to approve Payment Listings Report, in the amount of \$158,069.06, for warrants through 07-17-20, 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

20200727-D: Trustee Dean made a **MOTION** to adopt the July 13, 2020 Regular Trustee Meeting Minutes, seconded by Trustee Kretz. 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. Having none, the Board moved to the next agenda item.

OLD BUSINESS

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

NEW BUSINESS

20200727-E: A PROCLAMATION RECOGNIZING THE CONTRIBUTIONS OF ASHLEY SCHULTZ AND THE CAVU GROUP DURING THE 2020 COVID-19 PANDEMIC

Trustee Kretz moved the adoption of the following **PROCLAMATION**:

WHEREAS, Beaver Creek Township's operations were affected by the COVID-19 pandemic; and

WHEREAS, the Township's resources were lacking enough thermometers for screening virus-related symptoms for essential employees and customers visiting Township offices; and

WHEREAS, Ashley Schultz works for CAVU Group and requested forehead thermometers for Beaver Creek Township essential employees and customers doing business with the Township; and

WHEREAS, the CAVU Group provided personal forehead thermometers for the health and welfare of Beaver Creek Township employees.

NOW, THEREFORE BE IT PROCLAIMED THAT, we, the Trustees of Beaver Creek Township, recognize and appreciate the donation by the CAVU Group and Ashley Schultz; and

BE IT FURTHER PROCLAIMED THAT, we, the Trustees on behalf of the community, thank the CAVU Group and Ashley Schultz for their donation to support the health and welfare of the employees and customers of Beaver Creek Township.

Seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Kretz, abstain; Trustee Dean, yes; Trustee Wallace, yes. Resolution adopted.

Administrator Zaharieff presented the Non-Budgeted Expenses Related to COVID-19 report as of 7/23/2020. Reimbursing this is phase one. Phase two is a grant for sanitizing equipment for the fire stations and may be expanded to the Road Department, the 851 building, and a space heater for the Sheriff's Substation. All equipment being looked at will be able to be sanitized and reused.

Trustee Wallace asked if UV lights were being looked at for sanitizing.

Administrator Zaharieff responded that they are but are very difficult to get right now.

GREENE COUNTY SHERIFF'S OFFICE

Administrator Zaharieff presented the bi-weekly report.

Trustee Wallace thanked Sergeant Moore for helping to with the passing out of the CARES kits.

HUMAN RESOURCES

Administrator Zaharieff presented the bi-weekly activity report. There were no questions for Human Resources Director Trish Gustafson.

COMMUNITY DEVELOPMENT AND RISK

20200727-F: A RESOLUTION TO MAKE A TEXT AMENDMENT TO THE BEAVERCREEK TOWNSHIP ZONING RESOLUTION CREATING THE HIGHWAY BUSINESS OVERLAY DISTRICT (HBO) ZONING CLASSIFICATION

Trustee Kretz moved the adoption of the following **RESOLUTION**:

WHEREAS, The Beaver creek Township Zoning Commission held a public hearing on June 4, 2020 at which time any and all persons desiring to speak were heard; and

WHEREAS, The Beaver creek Township Zoning Commission recommended the approval of the proposed Text Amendment to the Beaver creek Township Zoning Resolution as detailed in Exhibit A; and

WHEREAS, The Greene County Regional Planning and Coordinating Commission convened on June 23, 2020 and the Full Commission voted to approve resolution #20-06-23-2C; and

WHEREAS, The Beaver creek Township Board of Trustees held a special hearing on July 13, 2020 at which time any and all persons desiring to speak were heard;

WHEREAS, The Beaver creek Township Board of Trustees requested amendments to the Article which are now reflected in Exhibit A;

NOW THEREFORE BE IT RESOLVED THAT, the Board of Trustees of Beaver creek 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, such meeting being duly called pursuant to and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Resolution adopted.

Administrator Zaharieff presented the CARES Grant for Greene County Small Businesses Jurisdiction, FAQ, and Initial Agreement. He presented the options as provided by Greene County.

Trustee Kretz requested more information of the three options available.

Administrator Zaharieff added a fourth option which would be to ask for any township businesses rejected by the county be turned over to the township for reimbursement consideration.

Trustee Kretz asked what would happen with any excess money.

Trustee Wallace asked about the selection process.

Administrator Zaharieff shared that staff suggested option three with a later option for number four. Option three would commit the Township to fully support and advertise the program.

20200727-G: Trustee Dean made a **MOTION** that Beaver Creek Township support Option 3 of CARES Grant for Greene County Small Businesses Jurisdiction Initial Agreement. Trustee Kretz seconded with the stipulation that Beaver Creek Township elects not to directly participate in the grant program and instead uses the CARES Act funds for other township projects. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

Trustee Wallace asked if there was any interest expressed by local businesses in applying for the CARES Act grant.

Administrator Zaharieff replied that multiple businesses had expressed interest.

Administrator Zaharieff presented the bi-weekly report.

INFORMATION TECHNOLOGY

Administrator Zaharieff presented the bi-weekly activity report.

ROAD DEPARTMENT

Administrator Zaharieff presented the bi-weekly activity report.

Trustee Kretz asked when the cemetery project would be complete.

Road Superintendent Tim Parks responded that the first phase would be complete August 12-16, 2020.

Trustee Wallace mentioned that citizen would be interested to know that the Trustees were able to see the new trucks in service and that they look great and are very spacious and usable with brighter lights.

Trustee Kretz asked about the Beaver Creek Branch Library air conditioning. He wanted to be sure the unit is still working even though he understands that the unit needs replaced. In addition, he asked if changes to the lighting, similarly to other projects the

Township was involved in, was done at the library to reduce additional sources of heat.

FIRE DEPARTMENT

**20200713-H: A RESOLUTION APPROVING THE FIRE STATION 65
CONSTRUCTION PROJECT AND AUTHORIZING THE COMPETITIVE BIDDING
PROCESS**

Trustee Kretz moved the adoption of the following **RESOLUTION:**

WHEREAS, the Board of Beaver Creek Township Trustees (the "Board") recognized a need for the Fire Station No. 65 Project (the "Project"), which includes a new three-apparatus bay fire station, designed to accommodate a crew of up to six fire/EMS staff at 1777 Trebein Road, Beaver Creek Township, Ohio 45385; and

WHEREAS, in compliance with Section 505.37 of the Ohio Revised Code, the Board recommends utilizing a competitive bidding process for the procurement of the Project; and

WHEREAS, bids are anticipated to be received at 10:00 a.m. on August 26, 2020, opened immediately thereafter and streamed via YouTube live; and

WHEREAS, bid submittals and bid qualifications will be reviewed for the lowest and best bidder for the Project, provided the bidder meets the requirements of Section 153.54 of the Ohio Revised Code.

NOW, THEREFORE BE IT RESOLVED THAT the Board of Beaver Creek Township Trustees hereby approve the Fire Station 65 construction project; and

FURTHER BE IT RESOLVED THAT the Board authorizes the Township Administrator to conduct a competitive bidding process in accordance with Section 505.37 of the Ohio Revised Code and to present the contract to the Board for approval; and

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.

Seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Resolution adopted.

Trustee Wallace asked how many members are currently on Special Teams.

Fire Chief VandenBos replied with specifics regarding teams, training, accreditations, response timing. He also spoke about how Special Teams are deployed.

Trustee Wallace acknowledged how pleased the Beavercreek Trustees are with Task Force One.

Trustee Kretz asked how township citizens benefit from Special Teams and about the cost incurred.

Fire Chief VandenBos replied that cost is offset by the Federal Government for training and deployment and that the training required for special teams members is in addition to normal firefighter/EMT required training. There are many benefits to township citizens in having this expertise and talent in the local area.

20200727-I: Trustee Dean made a **MOTION** to modify the Fire Department's authorized staffing level for the following teams: Ohio Task Force One: 8 members; and Ohio Region 3 Rescue Strike Team: 11 members; and Dayton Regional HazMat Team: 3 members, and authorize the Fire Chief to assign members to those positions and 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.

Trustee Wallace qualified that the Fire Department is the user of the GIS subscription. Other departments are able to borrow it as necessary.

20200727-J: Trustee Kretz made a **MOTION** to approve purchase request #10665 to ESRI for annual ArcGIS subscription in the amount of \$5,700.00 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.

Trustee Kretz asked for the total cost to date for Blue card.

Fire Chief VandenBos said it was about \$68,000 for training, certification, travel, and expenses. Training cost is about \$9.40 per hour for approximately 7,300 training hours, 95% of those are on-duty hours.

Trustee Kretz asked if those 7,300 hours could have been spent on anything better.

Fire Chief VandenBos replied no because incident management training is required and gave specifics regarding that requirement.

Trustee Wallace noted that everyone using the Blue Card training is being trained in the same way creating incident management consistency.

20200727-K: Trustee Dean made a **MOTION** to approve purchase request #10493 to Across the Street Productions for Blue Card Renewal and Certification Program in the amount of \$8,434.00, 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 COVID-19 report and bi-weekly activity report.

LEGAL ADVISOR

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

FISCAL OFFICER

Fiscal Officer Rushing presented the estimated available resources for 2021. He mentioned that the Greene County Budget Commission waived the formal tax budget process the Board is accustomed to. The certification of estimated available resources will be the basis of the estimated certificate of resources which the Township will use as a basis for the 2021 budget. Fiscal Officer Rushing then spoke regarding the process of creation of the 2021 appropriations budget.

20200727-L: Trustee Kretz made a **MOTION** to accept the Estimated Available Resources for Calendar Year 2021 as presented and authorize the Fiscal Officer to submit it to the Greene County Budget Commission, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

TRUSTEES

Trustee Wallace reported that Miami Valley Regional Planning Commission (MVRPC) had no meeting.

Administrator Zaharieff reported that the MVRPC Technical Advisory Committee (TAC) has a virtual meeting coming up.

Trustee Kretz reported that the Regional Planning and Coordinating Commission of Greene County (RPCC) has a meeting on Tuesday.

Trustee Dean reported that the Health Department District Advisory Council has a meeting at the beginning of August.

Administrator Zaharieff noted that the School Superintendent, City Manager and Township Representative have not met lately.

Administrator Zaharieff reported that the Wright Patterson AFB Restoration Advisory Board will meet in the future as it must be open to the public.

Trustee Wallace reported that the Greene County Township Association heard speeches from elected officials regarding COVID and what they were doing within the legislature.

Trustee Kretz reported that the Investment Oversight Committee has no report but asked for a timeline on when the investment advisor will make a presentation to the board.

Fiscal Officer Rushing will set something up for August if possible.

20200727-M: Trustee Dean made a **MOTION** to adjourn the meeting, seconded by Trustee Kretz. Fiscal Officer Rushing called the roll: Trustee Kretz, yes; Trustee Dean, yes; Trustee Wallace, yes. Motion adopted.

APPROVED:



Deborah L. Wallace, Chair

ATTESTED:



Ryan A. Rushing, Fiscal Officer

8-10-2020

Date