

**BEAVERCREEK TOWNSHIP
BOARD OF TRUSTEES
Regular Meeting Minutes
February 14, 2022**

CALL TO ORDER

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

APPROVAL OF THE AGENDA

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

20220214-Admin-A: Trustee Kretz made a **MOTION** to approve the agenda as presented, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

ACCEPTING FISCAL OFFICE REPORTS

20220214-Admin-B: Trustee Dean made a **MOTION** Accept the General Ledger Report, in the amount of \$465,437.62, for the 1-26-22 payroll, seconded by Trustee Kretz. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

20220214-Admin-C: Trustee Kretz made a **MOTION** Accept the General Ledger Report, in the amount of \$337,491.35, for the 2-9-22 payroll, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

20220214-Admin-D: Trustee Dean made a **MOTION** to approve Payment Listings Report, in the amount of \$1,197,188.05, for warrants through 2-14-22, seconded by Trustee Kretz. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

APPROVAL OF THE MEETING MINUTES

20220214-Admin-E: Trustee Kretz made a **MOTION** to adopt the January 24, 2022, 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 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.

PRESCHEDULED SPEAKER

OLD BUSINESS

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

NEW BUSINESS

20220214-ADMIN-F: A RESOLUTION FINDING CERTAIN TOWNSHIP EQUIPMENT TO BE SURPLUS AND TO DISPOSE OF IT

Trustee Dean moved to adopt the following resolution:

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

WHEREAS, the Board is also authorized to sell, or otherwise dispose of, that property in accordance with that section of the O.R.C.; and

WHEREAS, the Board accepts the Township Administrator's recommendation for disposition of the property identified below, and declare it surplus,

NOW THEREFORE BE IT RESOLVED THAT the Board of Beaver Creek Township Trustees, hereby declare the equipment listed below as not needed for public use:

T-00553 (6 Office Chairs)

FURTHER BE IT RESOLVED THAT the Township Administrator is authorized to sell that item, 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); 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.

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

GREENE COUNTY SHERIFF'S OFFICE

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

HUMAN RESOURCES

Administrator Zaharieff presented the bi-weekly activity report.

Trustee Wallace asked about the issues with United Healthcare.

HR Director Gustafson said that she is not sure if issues can, or have been, reduced.

COMMUNITY DEVELOPMENT AND RISK

Max McConnell spoke about the school travel plan that lists infrastructure and non-infrastructure needs and the travel plan funding application.

Trustee Wallace asked if the grant would cover the entire cost.

Mr. McConnell relied with a breakdown of costs and potential funding plans.

Trustee Wallace thanked the Beaver Creek School's staff member who was in attendance.

20220214-CDR-A: A RESOLUTION TO ADOPT THE TREBEIN AND COY TRAVEL PLAN FOR SAFE ROUTES TO SCHOOLS AND SUPPORT GRANT FUNDING APPLICATIONS

Trustee Kretz moved to adopt the following resolution:

WHEREAS, the United States Congress has set aside monies for Safe Routes to School Projects, hereinafter SRTS Funds, through the State of Ohio, Department of Transportation; and

WHEREAS, Applicants can apply for SRTS Funds and be selected for funding by the State of Ohio, Department of Transportation; and

WHEREAS, the School Travel Plan is an eligible activity to receive federal transportation funding;

NOW THEREFORE BE IT RESOLVED THAT:

1) The Beaver Creek Township Board of Trustees hereby adopts the Safe Routes to Schools Travel Plan for Trebein and Coy schools.

2) The Beaver Creek Township Board of Trustees agrees that the Travel Plan will be used to apply for funding from the Safe Routes to Schools Program through the State of Ohio, Department of Transportation.

3) If funding is awarded for a project, the Beaver Creek Township Board of Trustees agrees to take appropriate measures to enter into an agreement with participating local agencies to enter a contract with the Director of the Ohio Department of Transportation as necessary to complete the above-described project.

4) This Resolution is passed as an emergency measure, taking immediate effect, to meet application deadlines for 2022 grant funding opportunities.

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.

20220214-CDR-B: Trustee Dean made a **MOTION** to update the Beaver Creek Township Economic Development Plan document as presented, to be effective immediately, 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 report.

Trustee Wallace asked about the tree buffer on Factory Rd.

Mr. McConnell responded that trees are being removed out of season and that a meeting is being held Thursday to discuss needs between Greene County Engineering and the HOA of that development.

Trustee Kretz asked if River West and Courtyards have been updated.

Mr. McConnell replied that it would be complete in March.

Trustee Wallace asked that the river maintenance program information go to 100 Women and ask for their participation.

INFORMATION TECHNOLOGY

Administrator Zaharieff presented the bi-weekly report.

FINANCE DEPARTMENT

Administrator Zaharieff presented the bi-weekly report.

Trustee Wallace asked that additional SAFER grants be looked at and if a report could be provided.

Finance Director Molden responded that once the grant is closed, she could provide whatever information is desired.

ROAD DEPARTMENT

Mr. Parks stated that if a dump truck request is approved and ordered, the truck will not be delivered until 3rd quarter of 2023. He spoke about cost and purchase delays.

02200214-Road-A: Trustee Dean made a **MOTION** to approve the purchase request VIP Requisition # 22-Road-0372 to Stoops Freightliner for one 2023 Freightliner M2 106 Chassis with Henderson Snow Removal Equipment in the amount of \$225,000.00 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.

02200214-Road-B: Trustee Kretz made a **MOTION** to approve the purchase request

VIP Requisition # 22-Road-0376 to Cargill for 400 tons of Road salt in an amount of \$23,000.00 and 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.

Administrator Zaharieff presented the bi-weekly report and thanked the road crews for their excellent work during the recent snow events.

FIRE DEPARTMENT

Chief VandenBos recognized Lieutenant Brian Hedrick for receiving the VFW Post 8312 Firefighter of the Year award, Firefighters Justin Hart and John Ostrowske for their excellent response on a medic call, and John Schroeder and all the maintenance workers who helped coordinate plowing and met apparatus on scene during recent snow events. He spoke with the trustees about the fire departments needs during snow events and that they are being looked at.

20220214-FIRE-A: A RESOLUTION FINDING CERTAIN TOWNSHIP EQUIPMENT TO BE SURPLUS AND TO DISPOSE OF IT

Trustee Dean moved to adopt the following resolution:

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

WHEREAS, the Board is also authorized to sell, or otherwise dispose of, that property in accordance with that section of the O.R.C.; and

WHEREAS, the Board accepts the Township Administrator's recommendation for disposition of the property identified below, and declare it surplus,

NOW, THEREFORE, BE IT RESOLVED that the Board of Beaver Creek Township Trustees, hereby declare the equipment below as not needed for public use; and

005210 Dry Erase Board
005178 File Cabinet
005179 File Cabinet
005174 Large file cabinet
005983 Scanner Large format
004296 Hp printer
T-00519 Sony TV
T-00007 Insignia TV

**BEAVERCREEK TOWNSHIP BOARD OF TRUSTEES
FEBRUARY 14, 2022 MEETING MINUTES**

REGULAR MEETING

008895 Table/Desk
005124 Printer Stand
001179 Cot Ramp System
008827 Jabra Headset Phone System
005340 Cannon Camera
008898 Wood File Cabinet
001748 Metal Cabinet Tall

FURTHER BE IT RESOLVED that the Fire Chief is authorized to sell that item, 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 Fire Fund (2192). **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 Kretz seconded the motion to adopt the Resolution. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

Discussion regarding modifications to departmental rule SOG 5112.002 occurred.

20220214-FIRE-B: Trustee Kretz made a **MOTION** to approve the proposed modifications to fire department work rule SOG 5112.002, Officer-in-Charge, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

Administrator Zaharieff presented the bi-weekly report.

Trustee Dean asked about call volume trends.

Chief VandenBos replied that call volumes are up and pretty much back to pre-pandemic levels.

Trustee Kretz asked when the last time was that we did standards of cover and if the opening of station 65 has improved response times.

Chief VandenBos replied that standards of cover are being looked at now and that response times are part of the accreditation process which will be completed around August.

LEGAL ADVISOR

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

FISCAL OFFICER

Fiscal Officer Rushing presented a resolution to supplemental current year appropriations. He spoke about encumbered funds versus unencumbered funds and the appropriation of unencumbered funds once a prior-year purchase order is closed. This request is in the CARES Act Fund, which has officially closed.

20220214-FIN-A: A RESOLUTION TO INCREASE OFFICIAL CERTIFICATE OF AVAILABLE RESOURCES AND TO AUTHORIZE SUPPLEMENTAL APPROPRIATIONS FOR FUND 2905, COVID 19 RELIEF FUND

Trustee Kretz moved the adoption of the following resolution:

WHEREAS, Fund 2905 Covid-19 Relief Fund is certified to have \$149,435.37 in unencumbered funds: and

NOW THEREFORE BE IT RESOLVED THAT,

Section 1: Pursuant to Section 5705.36 of the Ohio Revised Code, the Fiscal Officer shall file an amendment to Beaver Creek Township's Official Certificate of Available Resources to supplement this amount by the same to the Greene County Budget Commission; and

Section 2: The Annual Appropriations Resolution shall have supplemental appropriations by \$149,435.37 in Fund 2905, Covid-19 Relief Fund, to be available for expenditures.

Section 3: That the following schedule of appropriations are set aside and appropriated for allowable expenditures as shown below. Fund 2905 Personnel \$137,294.59 Other \$ 12,140.78

Section 4: The Fiscal Officer maintains the right to transfer any or all part of available appropriations within the legal level of control as established by this temporary, and the subsequent permanent, appropriations resolution.

Section 5: The Fiscal Officer shall file this resolution and is authorized to file all other forms and amendments to the County Auditor

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. **20220214-FIN-B: A RESOLUTION TO ACCEPT THE FISCAL OFFICER'S REPORT ON CREDIT CARD REWARDS FOR 2021, PURSUANT TO THE TOWNSHIP'S CREDIT CARD ACCOUNT POLICY**

Trustee Dean moved the adoption of the following resolution:

WHEREAS, the Board of Township Trustees accept the Fiscal Officer's report on 2021 Huntington Credit Card rewards, pursuant to the Township's Credit Card Account Policy approved March 22, 2021.

NOW THEREFORE BE IT RESOLVED THAT,

Section 1: Pursuant to Township's Credit Card Account Policy, the Finance Department shall work with Fiscal Officer annually to file a report with the Board detailing all rewards received based on the use of the Credit Card Accounts.

Section 2: The amount of 2021 Huntington Credit Card reward is \$75.00, received December 21, 2021, and receipted to General Fund Miscellaneous Operating to be used for General Operating expenses of the Township.

Section 3: At the annual Board of Trustee reorganization meeting the Finance Department shall provide an annual report detailing all rewards received based on the use of the Credit Card Accounts for the previous fiscal year.

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

Trustee Kretz commented if more spending could be put on the card program to increase any cash rebates to the Township.

20220214-FIN-C: A RESOLUTION TO DETERMINE ANNUAL CHARGES FOR PUBLIC RECORD REQUESTS

Trustee Kretz moved the adoption of the following resolution:

WHEREAS, Pursuant to Beaver Creek Township Public Records Retention Policy, Section 3 Payment for Public Record Requests; the charge for paper copies and downloaded computer files will be determined annually by the Board of Trustees and will be set forth on Township Fee Schedule.

WHEREAS, Beaver Creek Township may require a requester to pay in advance the cost in providing the copy of the public record, as requested (R.C. 149.43 (B)(6)).

WHEREAS, upon request, Beaver Creek Township will provide copies of public records to a requester by U.S. mail or by any other delivery means or transmission that the Township deems reasonable. Beaver Creek Township may require such a requester to pay in advance the cost of postage or costs incurred for other supplies in the mailing delivery, or transmission (R.C. 149.43 (B)(7)).

NOW THEREFORE BE IT RESOLVED THAT, Section 1: Pursuant to Beaver Creek Township Public Records Retention Policy, Section 3, Payment for Public Record Requests; the Public Records Request Fee Schedule for 2022 is shown as Exhibit A (Attached).

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.

TRUSTEES

Trustee Wallace reported that Miami Valley Regional Planning Commission (MVRPC) meeting was cancelled.

Administrator Zaharieff reported that MVRPC Technical Advisory Committee agenda has no report.

Trustee Kretz reported that the Regional Planning and Coordinating Commission of Greene County (RPCC) executive committee will meet Tuesday.

TA Zaharieff reported that the Health Department District Advisory Council met and is hiring a new part-time position funded by grants. They also discussed cost of living increases.

Administrator Zaharieff reported that the School Superintendent, City Manager, and Township Representative committee, spoke with the city regarding snow event issues and the superintendent passed along his apologies for missing tonight's meeting and speaking on behalf of the Safe Routes to School initiative. The dual meeting with the schools will be held in June, July, or August.

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

Trustee Wallace reported that Greene County Township Association met at Beavercreek Township and speakers were Sheriff Scott Anger and App Architect Tim Bement. Next meeting is March 8th hosted by Greene County Engineer.

Trustee Kretz reported that the Investment Oversight Committee has no report.

Legal Advisor Dawn Frick mentioned wording changes for the executive session.

20220214-Admin-G: Trustee Kretz made a **MOTION** to enter executive session under Ohio Revised Code section 121.22(G)(1) To consider the dismissal, and discipline of a public employee. Ohio Revised Code section 121.22(G)(2) To consider the purchase of property for public purposes, or for the sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public

interest. Ohio Revised Code section 121.22(G)(6) Details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

20220214-Admin-H: Trustee Dean made a **MOTION** to exit executive session, seconded by Trustee Kretz. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

20220214-Admin-I: Trustee Dean made a **MOTION** to accept the charges and the fire chief's investigation report designated by motion # 20220110-Admin-AB, seconded by Trustee Kretz. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

Trustee Wallace read the public hearing notice for Zoning Commission Case #827.

The purpose of this hearing is so the Trustees may review and act on a recommendation by the Zoning Commission to reclassify two parcels into the A-1 Agricultural zoning classification. The Parcel ID Numbers of parcels considered for rezoning are listed below. The parcels are located near the intersection of Beaver Valley Rd. and New Germany Trebein Rd. This action will be considered a Zoning Map Amendment.

Parcel List: B03000200290004800; B03000200290004700

Mr. McConnell spoke regarding the zoning case.

Derek Hine, the applicant, spoke about his goal of combining lots as one parcel to be used for agricultural purposes.

Trustee Wallace opened the hearing for public comment. Hearing none, the public portion of the hearing was closed.

**20220214-ZC-A: A RESOLUTION TO AMEND THE ZONING MAP OF
BEAVERCREEK TOWNSHIP**

Trustee Kretz moved the adoption of the following resolution:

WHEREAS, The Beaver Creek Township Zoning Commission held a public hearing on January 6, 2021 at which time any and all persons desiring to speak were heard; and

**BEAVERCREEK TOWNSHIP BOARD OF TRUSTEES
FEBRUARY 14, 2022 MEETING MINUTES**

REGULAR MEETING

WHEREAS, The Beavercreek Township Zoning Commission recommended the approval of the proposed Map Amendment as detailed in Resolution #20220106-ZC-A; and

WHEREAS, The Greene County Regional Planning and Coordinating Commission reviewed the proposed Map Amendment and the Full Commission passed Resolution #21-12-14-4E which recommends adoption of the Map Amendment;

NOW THEREFORE BE IT RESOLVED THAT, the Board of Trustees of Beavercreek Township, Greene County, Ohio favorably passed the above Resolution as presented, amending the Zoning Map of Beavercreek Township such that Parcel #B03000200290004800 and Parcel #B03000200290004700 are reclassified to the A-1 Agricultural zoning district;

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.

20220214-Admin-J: Trustee Dean made a **MOTION** to adjourn the meeting, seconded by Trustee Kretz. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

APPROVED:


Deborah L. Wallace, Chair

ATTESTED:


Ryan A. Rushing, Fiscal Officer

2/28/2022
Date