

**BEAVERCREEK TOWNSHIP
BOARD OF TRUSTEES
Regular Meeting Minutes
June 13, 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, Sergeant Chris Moore, Finance Director Teri Molden, Roads Superintendent Tim Parks, Human Resources Trish Gustafson, and Division Fire Chief Scott Dorsten, and Abraham Weaver and Jason Gilmore, with Perigon Solutions.

APPROVAL OF THE AGENDA

Trustee Wallace asked if there were any changes and/or modifications to the agenda. Hearing none, Trustee Wallace asked for a motion to approve the agenda.

20220613-Admin-A: Trustee Dean **MOVED** to approve the agenda as presented, seconded by Trustee Kretz. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

ACCEPTING FISCAL OFFICE REPORTS

20220613-Admin-B: Trustee Kretz **MOVED** accept the General Ledger Report, in the amount of \$322,774.56, for the 6-1-22 payroll, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

20220613-Admin-C: Trustee Dean **MOVED** to approve Payment Listings Report, in the amount of \$436,107.22, for warrants through 6-9-22, 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

20220613-Admin-D: Trustee Kretz **MOVED** to adopt the May 23, 2022, Regular Trustee Meeting Minutes and May 25, 2022 Special 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 Old Business.

OLD BUSINESS

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

NEW BUSINESS

Administrator Zaharieff presented the resolution to accept the resignation of Chrisonna Anderson-Lutz effective June 08, 2022 and staff recommends that the employee is eligible for re-employment.

20220613-Admin-E: Trustee Kretz **MOVED** to accept the Chrisonna Anderson-Lutz's resignation effective June 08, 2022. Chrisonna Anderson-Lutz is eligible for re-employment with Beaver Creek Township. Motion seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

Administrator Zaharieff requested to cancel the August 22, 2022 Regular Trustee meeting due to the remodel of the community room. This will give five weeks for completion of the remodel project.

20220613-Admin-F: Trustee Dean **MOVED** to cancel the August 22, 2022 Regular Trustee meeting, seconded by Trustee Kretz. 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 activity report.

Sergeant Moore reported that the department will be doing more active threat training with local businesses. Trustee Kretz asked about soccer tournament and Sergeant Moore reported that traffic flow went well. Trustee Wallace thanked the Sergeant for his work on the event.

HUMAN RESOURCES

Administrator Zaharieff presented the bi-weekly activity report.

Trustee Kretz thanked Human Resource Director Gustafson for her work.

COMMUNITY DEVELOPMENT AND RISK

Fire Marshall Grogean stated On June 2, 2022, the Township Zoning Commission conducted a hearing on Zoning Commission Case #830, a Specific Site Plan application for Hillside Farms in Stonehill Village PUD. Staff is requesting the Trustees set a date and time to hear the recommendations of the Zoning Commission and make the final decision on the case. Staff requests this hearing occur following the next regularly scheduled Trustees meeting on June 27, 2022.

20220613-CDR-A: Trustee Dean **MOVED** to schedule a hearing for the Trustees to consider Zoning Commission Case #830 for June 27, 2022 to begin at 6:30 p.m. or as soon as possible thereafter, seconded by Trustee Wallace. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, abstain; Trustee Wallace, yes. Motion adopted.

Administrator Zaharieff presented the bi-weekly activity report.

Trustee Kretz commented about the low number of new home permits and asked if there were more to come and suggested that the department look at revenue projections. Fire Marshall Grogean stated that they have a preconstruction meeting for Artisan Homes today, but that construction is still a way off. Trustee Wallace stated that she appreciates the staff dealing with the many zoning issues.

INFORMATION TECHNOLOGY

Administrator Zaharieff presented the bi-weekly activity report.

Administrator Zaharieff requested that the board approve a resolution to surplus two Lenovo Laptops.

20220613-IT-A: Trustee Kretz **MOVED** the adoption of 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-00109 Lenovo IdeaPad laptop T-00110 Lenovo IdeaPad Laptop

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

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

Administrator Zaharieff confirmed that hard drives of the laptops are removed and destroyed.

Abraham Weaver of Perigon stated the need to replace all network switches in the Township stating that the switches are all in various stages of end of life. Replacing the switches will ensure that the entire network is up to standard and to ensure network resilience. Trustee Kretz asked if the hardware is in stock, and Abraham answered that the equipment is in stock.

20220613-IT-B: Trustee Dean **MOVED** to approve purchase request 22-FIRE-1417 to

CDWG for network switches and associated equipment in the amount of \$\$64,218.00 and to authorize the Township Administrator to sign for the Board.

20220613-IT-C: Trustee Kretz **MOVED** to approve purchase request 22-FIRE-1416 to Perigon Inc for network switch implementation in the amount of \$3,960.00 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 Wallace commented that she was happy with the Network Health report. Trustee Kretz asked about ticket volume and Abraham explained that ticket volume is down due to the implementation of the server project and recurring issues have been alleviated. Trustee Kretz asked if it were possible to complete the network switch project during contracted work hours. Abraham stated they would try but that the sixteen contracted work hours are currently being maximized. Trustee Kretz asked if there was a need for any employees to have additional IT training due to recurring issues. Abraham answered that there are no issues at this time. Trustee Kretz asked about Perigon's involvement in the upcoming tower project and Administrator Zaharieff stated that Perigon will be involved along with P&R Communications.

FINANCE DEPARTMENT

Administrator Zaharieff presented the bi-weekly activity report.

Trustee Kretz asked Fiscal Officer Rushing if there has been any communication from the Financial Manager on when the Township will begin to see higher earnings on investments. Fiscal Officer Rushing stated that he will be meeting with the Investment Advisor in July and that there are some indications that we have a couple items that are performing are earning at increased basis points. Trustee Kretz advised Fiscal Officer Rushing to keep an eye on Commercial Paper since bond rates will respond faster. Fiscal Officer Rushing stated that the Township is at Ohio Revised Code max on Commercial Paper.

ROAD DEPARTMENT

Administrator Zaharieff presented the resolution to accept the resignation of Clayton Kadel effective April 06, 2022 and staff recommends that the employee is NOT eligible for re-employment.

20220613-Road-A: Trustee Dean **MOVED** to accept the Clayton Kadel's resignation

effective April 06, 2022. Clayton Kadel is NOT eligible for re-employment with Beaver Creek Township. Motion seconded by Trustee Kretz. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

Road Superintendent Parks requested to purchase a new engine for Engine 65. He explained the current engine has over 11,000 hours and has failed. Purchasing new is quickest and most efficient way to get Engine 65 in operation. Trustee Kretz asked if there was a used engine available, Road Superintendent Parks stated that they could not find one. Trustee Kretz asked about remaining life of vehicle and wanted to ensure that the engine did not outlive the life of the Fire Engine. Trustee Kretz asked about the last inspection of the Engine and how it scored. Administrator Zaharieff stated that all the Township Engines are at end of life.

20220613-Road-B: Trustee Kretz **MOVED** to approve purchase request 22-Road-0389 to Stoops Freightliner for engine replacement for Engine 65 in the amount of \$47,300 and to authorize 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.

Trustee Kretz asked Road Superintendent Parks for an update on cemetery and addition of cremains columbarium. Road Superintendent Parks responded that there have been other projects that have taken priority.

Administrator Zaharieff presented the bi-weekly activity report.

FIRE DEPARTMENT

Administrator Zaharieff presented motions to accept resignation of Robert Collins, effective June 06, 2022, staff recommends that he is NOT eligible for re-employment and resignation of Joshua Sweet, effective June 23, 2022, staff recommends that he is eligible for re-employment.

20220613-Fire-A: Trustee Dean **MOVED** to accept Firefighter Robert Collin's resignation, effective June 06, 2022. Robert Collins is NOT eligible for re-employment with Beaver Creek Township. Seconded by Trustee Kretz. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

20220613-Fire-B: Trustee Kretz **MOVED** to accept Firefighter Joshua Sweet's resignation, effective June 06, 2022. Joshua Sweet is eligible for re-employment with Beaver Creek Township. Seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

Division Chief Dorsten presented the board with an update on accreditation, timelines, and our next accreditation hearing.

20220613-Fire-C: Trustee Dean **MOVED** to acknowledge receipt of the 2022 Annual Compliance Report, documenting progress towards the strategic goals and objectives outlined in the Beaver Creek Township Fire Department 2019-2024 Strategic Plan. Seconded by Trustee Kretz. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

Chief VandenBos recognized the area Chrisonna Anderson-Lutz put together in the conference room entryway recognizing the Fire Auxiliary. Chief VandenBos also shared that at last Wednesday's Auxiliary meeting the US Veteran's Motorcycle club presented a contribution to the Auxiliary in honor of Fairborn Resident and Veteran Jesse Snow who was unfortunately killed in Afghanistan in 2010. Chief VandenBos will have more on the contribution at the next Board Meeting.

Trustee Wallace thanked the Fire Staff for station tour for students on Friday June 10, 2022.

LEGAL ADVISOR

No Report.

FISCAL OFFICER

Fiscal Officer Rushing presented the following resolutions for Board approval. A resolution to close PNC Bank accounts and to move funds into the Township's active depositories and a resolution to increase cost of audit for Fiscal Year 2020 and 2021 due to change in financial reporting for FY2021 and single audit for FY2020.

20220613-FIN-A: Trustee Kretz **MOVED** moved the adoption of the following resolution:

WHEREAS, The Beaver Creek Township Board of Trustees passed Resolution 2015-361 and entered in an agreement with PNC Bank as its primary depository; and

WHEREAS, Resolution 20200401-J was adopted authorizing Huntington Bank as a depository for Beaver Creek Township; and

WHEREAS, Resolution 20200824-I was adopted authorizing the Fiscal Officer to maintain PNC Bank as a depository to ensure proper receipt of

various revenues, mainly EMS billing receipts; and

WHEREAS, The Township has changed EMS billing clients and staff has worked to change all cash flows from PNC to Huntington Bank;

WHEREAS, The usefulness of the PNC Bank account is no longer needed to maintain the business operations of the Township.

NOW THEREFORE BE IT RESOLVED THAT, the Board of Trustees of Beaver Creek Township, Greene County, Ohio hereby resolves:

Section 1: PNC Bank has been extended through July 31, 2022 as a depository through to allow the closing of the account.

Section 2: The Fiscal Officer is authorized to transfer any balances from the PNC accounts to any active depository of the Township.

Section 3: The Fiscal Officer is authorized to do all things necessary to close the PNC account.

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.

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

20220613-FIN-B: Trustee Dean **MOVED** to approve purchase request 22-FIN-0250 to BHM CPA Group in the amount of \$17,000 for increase in audit fees for Fiscal Years 2020 and 2021 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.

Fiscal Officer Rushing informed the Board that Township hired an independent auditor to audit permissive tag fees and as a result of that, \$4,175.60 in additional revenues will be received by the Township and placed in the Restricted Fund Motor Vehicle Permissive Funds.

TRUSTEES

Trustee Wallace reported that Miami Valley Regional Planning Commission (MVRPC) met but did not have a quorum. MVRPC then met online, and the resolutions were passed.

Administrator Zaharieff reported that MVRPC Technical Advisory Committee had no report.

Trustee Kretz reported that the Regional Planning and Coordinating Commission of Greene County (RPCC) Executive Committee will meet next week.

Administrator Zaharieff reported that he attended the Health Department District Advisory Council and put a packet together for the board with training materials that will need to be done. Kudos was given to the Township, the Fire Department, and the Auxiliary in our response to Covid outbreak. Pending Bill in State Legislature to dissolve the Health Department Board District and place it under County Commissioners; OTA spoke out against this bill.

Administrator Zaharieff reported he met this week with the School Superintendent and discussed that City has not planned to place income tax back on ballot in November. Agenda for July 2022 joint meeting is being finalized.

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

Trustee Wallace reported that Greene County Township Association meeting is June 14 in Jamestown.

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

20220613-Admin-G: Trustee Kretz made a **MOTION** at 6:14 p.m. to move to executive session regarding Ohio Revised Code section 121.22(G)(1) to consider the employment and compensation of public employees, seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

20220613-Admin-H: Trustee Kretz made a **MOTION** to end executive session at 7:08 p.m., seconded by Trustee Dean. Fiscal Officer Rushing called the roll: Trustee Dean, yes; Trustee Kretz, yes; Trustee Wallace, yes. Motion adopted.

20220613-Admin-I: Trustee Dean made a **MOTION** to adjourn the meeting at 7:08 p.m., seconded by Trustee Dean. 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

6.27-2022
Date