

MINUTES, WEEK OF MARCH 30, 2020

The Board of Trustees met on Monday, March 30, 2020, at the Butler Township Government Center, 3780 Little York Road, Dayton Ohio, at 3:30pm for a Regular Session to transact the business of the township.

Mike Lang, President called the meeting to order.

PLEDGE OF ALLEGIANCE

PROCLAMATION RECOGNITION

A request was submitted to Approve the Proclamation for Mark Adams, Fiscal Officer recognizing his years of dedicated service with Butler Township, since April 1, 2008, serving 3 consecutive 4 year terms.

Missy Pruszynski made a motion to Approve the Proclamation for Mark Adams, Fiscal Officer recognizing his years of dedicated service with Butler Township, since April 1, 2008, serving 3 consecutive 4 year terms, as submitted, with Ken Betz seconding and Mike Lang approving the motion.

Mark Adams called the roll for a vote: Ken Betz – Yes, Mike Lang – Yes, Missy Pruszynski - Yes. **The motion was approved, 3-0.**

APPROVAL OF MINUTES

The Minutes of February 24, 2020, Regular Session, were submitted for approval. Missy Pruszynski made a motion to approve the Regular Session Minutes of February 24, 2020, as submitted, with Ken Betz seconding and Mike Lang approving the motion.

PUBLIC COMMENTS

There were no comments from the audience at this time.

ADMINISTRATOR'S RECOMMENDATIONS

Resolution #20-09 was submitted. Administrator, Erika Vogel stated that the Service Director obtained three quotes for right-of-way mowing and the facility grounds maintenance for 2020. The lowest and best quote was Community Green Landscape Group at a total annual cost of \$26,346.33. The facility maintenance costs will be paid from the General Fund, Cloverleaf will be paid from the Singing Ridge TIF, all other right-of-way mowing will be paid from the Road Levy Fund and Cemetery spraying will be paid for from the Cemetery Fund. She noted the plan for contracting these services were to allow for more time for the Service Department to perform maintenance of roadways and to get to full staffing.

No discussion was made on this agenda item.

Missy Pruszynski made a motion to approve Resolution #20-09, Resolution Authorizing to Enter into an Agreement with Community Green Landscape Group for Right-of-Way Mowing and Landscape Maintenance at Township Facilities, as submitted, with Ken Betz seconding and Mike Lang approving the motion.

Mark Adams called the roll for a vote: Ken Betz – Yes, Mike Lang – Yes, and Missy Pruszynski – Yes. **Resolution #20-09 was approved, 3-0.**

Resolution #20-10 was submitted. Administrator, Erika Vogel stated the Final Permanent Appropriations and Revenue Budget for 2020 are attached, including the contract for ADAMHS that was previously approved by Resolution No. 20-07 and the amendments to the Road Levy and Cemetery Funds for the landscaping contract.

No discussion was made on this agenda item.

Missy Pruszynski made a motion to approve Resolution #20-10, Resolution Approving Permanent Appropriations, Revenue Budget, and Certificate of the Total Amount from All Sources Available for Expenditure and Balances for Butler Township During Fiscal Year Ending December 31, 2020, as submitted, with Ken Betz seconding and Mike Lang approving the motion.

Mark Adams called the roll for a vote: Ken Betz – Yes, Mike Lang – Yes, and Missy Pruszynski – Yes. **Resolution #20-10 was approved, 3-0.**

Resolution #20-11 was submitted. Administrator, Erika Vogel indicated that originally the Police Department had planned to purchase 2 vehicles in 2020, including a K9 vehicle. She noted that later it was determined that the K9 vehicle should not be replaced at this time; rather the unmarked detective vehicles should be replaced. Additionally, the 2017 Ford Explorer that was totaled in 2017 is also in need of replacement. She acknowledged that a total of 3 unmarked police vehicles are proposed to be replaced under this resolution at a total not to exceed \$127,313. She further explained a total of \$135,000 was budgeted for vehicle replacement in 2020. The vehicles will include 2 Dodge Durangos and 1 Ford Explorer under the State Bid pricing.

Trustee, Missy Pruszynski questioned if the township normally obtained their vehicles from the State Bid and if they had experienced any issues with the VIN numbers not matching up with the invoicing. Police Chief Porter noted no, not at this time. Trustee, Missy Pruszynski also asked about the recent police vehicles that have cruise lights and if the residents were aware of them. Police Chief Porter stated yes, and they are on 2 of the new police vehicles, but not all vehicles at this time. Trustee, Mike Lang stated that this is a great idea and asked if the Police Department primary use for those vehicles going to be in the business districts. Police Chief Porter indicated that they were and also in the neighborhoods, but they have not started at this time. Trustee, Missy Pruszynski asked if this information could be provided in the newsletter. Administrator, Erika Vogel indicated that we could do that in a future newsletter and through social media and the website.

Missy Pruszynski made a motion to approve Resolution #20-11, Resolution Authorizing the Purchase of Three 3 Replacement Police Vehicles for the Police Department, as submitted, with Ken Betz seconding and Mike Lang approving the motion.

Mark Adams called the roll for a vote: Ken Betz – Yes, Mike Lang – Yes, and Missy Pruszynski – Yes. **Resolution #20-11 was approved, 3-0.**

A request was submitted to declare the attached list of inventory in the Service Department surplus and sell on GovDeals.

No discussion was made on this agenda item.

Missy Pruszynski made a motion to declare the Service Department's inventory list as surplus items and sell on GovDeals, as submitted, with Mike Lang seconding and Ken Betz approving the motion.

Mark Adams called the roll for a vote: Ken Betz – Yes, Mike Lang – Yes, Missy Pruszynski - Yes. **The motion was approved, 3-0.**

Resolution #20-12 was submitted. Administrator, Erika Vogel proposed the need to change meeting dates from Mondays to Tuesdays and asked the Board to amend Resolution #19-49. She made a recommendation that the Trustees Workshops be held on the second Tuesday of each month at 5:30 p.m. and Trustees Meetings be held on the fourth Tuesday of each month at 6:00 p.m., except for Tuesday, December 29, 2020, which would be scheduled for Wednesday, December 30, 2020 at 5:30 p.m., for the end of the year meeting. She further proposed to change the Zoning Commission meeting dates to be the third Tuesday of each month at 5:30 p.m. and the Board of Zoning Appeals meeting dates to be the third Tuesday of each month at 6:00 p.m. effective immediately.

Township Administrator, Erika Vogel noted that she also reviewed the revised meeting schedule with the new Fiscal Officer. She stated that he had no issues with the revised dates or times. The board members had no issue with the date changes.

Missy Pruszynski made a motion to approve Resolution #20-12, Resolution Amending the Meeting Schedule for the Board of Trustees, Board of Zoning Appeals and Zoning Commission for Butler Township for FY2020, as submitted, with Ken Betz seconding and Mike Lang approving the motion.

Mark Adams called the roll for a vote: Ken Betz – Yes, Mike Lang – Yes, and Missy Pruszynski – Yes. **Resolution #20-12 was approved, 3-0.**

INFORMAL BUSINESS

Administrator, Erika Vogel reported for Service Director, Jeff Barnett that Brantford Road had some heavy rain with flooding in the road, which in turn needed major repair. She stated that Brantford Road is on the schedule to be repaved, but they are going to do core samples first to avoid any major additional costs.

Police Chief, John Porter had no further business to report.

Administrator, Erika Vogel had no further business further business to report for Fire Chief, Dan Alig.

Fiscal Officer, Mark Adams had no further business to report.

Trustee, Missy Pruszynski wanted to send sincere condolences to the Alig family. She also mentioned about keeping social distances during this COVID-19 pandemic and a reminder to residents to help out neighbors who are unable to get out during this time.

Trustee, Ken Betz had no further business to report.

Trustee, Mike Lang had no further business to report.

Administrator, Erika Vogel reported that we would postpone the meeting with Catapult at this time, and the business cards, website and other items would continue to be finalized.

Missy Pruszynski reported that the trustees have reviewed the financial statements and made a motion for approval to pay the bills of the township, as submitted, with Ken Betz seconding and Mike Lang approving the motion.

Missy Pruszynski made a motion for approval to adjourn the meeting at 3:51p.m., with Ken Betz seconding and Mike Lang approving the motion.

MIKE LANG
PRESIDENT

MARK ADAMS
FISCAL OFFICER