



Butler Township Board of Trustees

Revised Meeting Agenda

Tuesday, March 23, 2021

6:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Approval of the Minutes:
 - a. Regular Meeting Minutes of February 23, 2021
 - b. Workshop Meeting Minutes of March 9, 2021
4. Hearing of the Public
5. Administrator's Recommendations:
 - a. Resolution No. 21-13: A Resolution Authorizing the Service Dept. Director to Enter into an Agreement with Community Green Landscape Group for Facility and ROW Landscaping Services
 - b. Resolution No. 21-14: A Resolution Authorizing the Fire Chief to Purchase Fire Protective Clothing from Phoenix Safety Outfitters
 - c. Resolution No. 21-15: A Resolution Approving the Permanent Appropriations, Revenue Budget and Certificate of Estimated Resources Available for Expenditure for Butler Township During Fiscal Year Ending December 31, 2021
 - d. Resolution No. 21-16: A Resolution Authorizing the Township Administrator to Enter into a Memorandum of Understanding with Montgomery County Soil and Water Conservation District for the Administration of its Small Municipal Separate Storm Sewer System General Permit (MS4)
 - e. Resolution No. 21-17: A Resolution Authorizing the Township Administrator the discretion to Approve Vacation Leave Buy-Back for Certain Disciplinary Actions
 - f. Motion to Declare items in the Fire Department Surplus and Sell them on GovDeals
6. Informal Business:

<ul style="list-style-type: none">• Police Chief• Fire Chief• Service Director	<ul style="list-style-type: none">• Fiscal Officer• Trustees• Township Administrator
--	--
7. Adjournment

Administrator's Report

March 23, 2021

a. Resolution No. 21-13: A Resolution Authorizing the Service Dept. Director to Enter into an Agreement with Community Green Landscape Group for Facility and ROW Landscaping Services

Community Green was asked to provide an updated quote for 2021 for mowing services. All Facilities and ROW mowing is paid through the Road Levy Fund #2041 (\$16,707.95), with the exception of Cloverleaf (\$6,371.22 - Singing Ridge TIF) and the Cemetery maintenance (\$4,315.83), as budgeted for 2021. The total contract shall not exceed \$27,395.00.

2395 Little York	\$1,125.88
3780 Little York	\$2,273.78
10505 Frederick	\$1,249.92
3510 Sudachi	\$2,276.17
Little York Properties	\$1,214.92
Little York & Miller Lane	\$1,732.64
Stop Eight Rd.	\$989.80
Benchwood Ramps	\$3,705.25
3710 W National Rd.	\$2,139.59
Township ROWs & Facilities	\$16,707.95
Polk Grove Cemetery	\$4,315.83
Cloverleaf ROW	\$6,371.22

b. Resolution No. 21-14: A Resolution Authorizing the Fire Chief to Purchase Fire Protective Clothing from Phoenix Safety Outfitters

The clothing sets are currently the same price as last year, beating state bid, at \$2,698 per set. The Chief is asking to approve seven sets at a price not to exceed \$19,100, under the \$25,000 budgeted amount for 2021.

c. Resolution No. 21-15: A Resolution Approving the Permanent Appropriations, Revenue Budget and Certificate of Estimated Resources Available for Expenditure for Butler Township During Fiscal Year Ending December 31, 2021

The Permanent Appropriations for Fiscal Year 2021 is \$15,196,968.49 and the Revenue Budget is \$12,687,579.99.

d. Resolution No. 21-16: A Resolution Authorizing the Township Administrator to Enter into a Memorandum of Understanding with Montgomery County Soil and Water Conservation District for the Administration of its Small Municipal Separate Storm Sewer System General Permit (MS4)

Since the workshop, the township requested a proposal from Choice One Engineering for the Administration of the MS4, in order to compare costs. Soil and Water came in much lower, however Choice One can provide the inspection services for the township at \$140 per hour and Soil and Water would charge an additional \$7,000 annually, which would be paid even if there are no inspections needed. We also checked with the City of Vandalia, and they did not believe they had the staffing available to assist us with inspections. It is my recommendation we continue our agreement with Soil and Water at \$17,500 annually, per the attached resolution, and consult with Choice One for inspections, as needed, at a cost of \$140/hour.

e. Resolution No. 21-17: A Resolution Authorizing the Township Administrator the discretion to Approve Vacation Leave Buy-Back for Certain Disciplinary Actions

This resolution will give the Administrator the discretion to approve vacation leave buy-back for certain disciplinary matters, under limited circumstances, if it is in the financial interest of the township.

f. Motion to Declare items in the Fire Department Surplus and Sell them on GovDeals

These items include an air compressor, air filter station and cascade cylinders, which were replaced through the Assistance to Firefighter's Grant Award last year.