



Butler Township Board of Trustees

Meeting Agenda

Thursday, November 2, 2023

6:00 p.m.

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Minutes:**
 - a. Regular Meeting Minutes of September 26, 2023
 - b. Special Meeting Minutes of October 2, 2023
 - c. Workshop Meeting Minutes of October 12, 2023
4. **Public Comments:** Please come to the podium to speak and state your name and address for the record. Public comments will be limited to 3 minutes each.
5. **Administrator's Recommendations:**
 - a. Resolution No. 23-48: A Resolution Declaring Vehicles Stored at 7850 N. Dixie Drive as Junk Vehicles In Accordance with ORC 505.871 and Abating the Nuisance
 - b. Resolution No. 23-49: A Resolution Authorizing the Administrator to Enter Into an Agreement with McGill Smith Punshon, Inc. (MSP) for a Comprehensive Land Use Plan Update
 - c. Resolution No. 23-50: A Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor
 - d. Resolution No. 23-51: A Resolution Authorizing the Administrator to Enter into an Agreement with Structured Technology for Microphone Upgrades at Town Hall
 - e. Resolution No. 23-52: A Resolution Authorizing the Township Administrator to Enter Into an Agreement with Anthem For Renewing Life Insurance Benefits For Full-Time Employees of Butler Township
 - f. Resolution No. 23-53: A Resolution Authorizing Transfers and Advances in the Police District, Fire District, and Road District Funds, as Appropriated for FY2023
 - g. A Motion Approving an Agreement with the Montgomery County OVI Task Force for Fiscal Grant Year Starting October 1, 2023 through September 30, 2024
 - h. A Motion to set the Public Hearing for Zoning Commission Case 3-23, A Rezoning at 8921 N. Dixie Drive for Tuesday, December 12, 2023 at 4:30 p.m. in place of the December 12, 2023 Workshop Meeting
 - i. A Motion to set the Trustee's Budget Workshop Meeting for November 28, 2023 at 5:00 p.m. prior to the 6:00 p.m. Regular Meeting

6. Informal Business:

- Police – Chief Porter
- Fire – Chief Alig
- Service Director – Jeff Barnett
- Administrator – Erika Vogel
- Fiscal Officer – Greg Brush
- Trustee – Missy Pruszynski
- Trustee – Bryson Jackson
- Trustee – Mike Thein

7. Finance: A Motion to Approve the Financial Statements and Pay the Bills of the Township

8. Executive Session: A Motion to Enter into Executive Session for the purpose of considering the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of an employee or employees.

9. Adjournment

Administrator's Report

1. Resolution No. 23-48: A Resolution Declaring Vehicles Stored at 7850 N. Dixie Drive as Junk Vehicles In Accordance with ORC 505.871 and Abating the Nuisance

The Community Planner is requesting a resolution authorizing the removal of junk motor vehicles from the property at 7850 N. Dixie Dr. This property has been a nuisance property that has been notified on multiple occasions to remove the junk vehicles, unauthorized use of the property for business purposes, and junk and debris from the property. Declaring the vehicles junk and authorizing the township to remove and dispose of the junk vehicles will then allow the township to pursue further nuisance abatement on the property. Notice to the property owner has taken place multiple times over the past year, with no compliance. The vehicles descriptions are listed in Resolution No. 23-48.

2. Resolution No. 23-49: A Resolution Authorizing the Administrator to Enter Into an Agreement with McGill Smith Punshon, Inc. (MSP) for a Comprehensive Land Use Plan Update

MSP is recommended as the top consultant from three firms that were interviewed through an RFP (Request for Proposals) process. This Comprehensive Land Use Plan will be used to guide planning and development in the township for the next 10-15 years. The last plan was updated in 2006. MSP has provided a cost proposal of \$87,000. The township budgeted \$90,000 for the Comprehensive Plan Update as part of the 2023 budget.

3. Resolution No. 23-50: A Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor

This resolution accepts the amounts required from general property tax, approved by the County Budget Commission and County Auditor's estimated tax rates for the next fiscal year commencing January 1, 2024.

4. Resolution No. 23-51: A Resolution Authorizing the Administrator to Enter into an Agreement with Structured Technology for Microphone Upgrades at Town Hall

The Crestron touch panel from the original AV upgrade approval in 2022, has finally been shipped to Structured. It is recommended that the Trustees move forward with the original planned upgrade with the addition of microphones that were not in the original upgrade proposal. The additional cost is \$8,727.30.

5. Resolution No. 23-52: A Resolution Authorizing the Township Administrator to Enter Into an Agreement with Anthem For Renewing Life Insurance Benefits For Full-Time Employees of Butler Township

Butler Township provides life insurance benefits to all full-time employees. The premium is \$0.24 per \$1,000 per employee for accidental death and term life coverage. There was a 5% increase for 2023.

6. Resolution No. 23-53: A Resolution Authorizing Transfers and Advances in the Police District, Fire District, and Road District Funds, as Appropriated for FY2023

The proposed transfers were approved as part of the township's annual budget, including \$650,000 to the Police District fund from Hotel/Motel and JED-Z tax revenue, \$75,000 to the Road District fund for general support services, and an advance from the Fire Levy fund to the Fire Department's Capital Reserve fund in the amount of \$250,000.

7. A Motion Approving an Agreement with the Montgomery County OVI Task Force for Fiscal Grant Year Starting October 1, 2023 through September 30, 2024

This is a reimbursement grant for overtime through a county wide task force. Our portion of funding is reimbursable, up to 6,000 for the fiscal grant year.

8. A Motion to set the Public Hearing for Zoning Commission Case 3-23, A Rezoning at 8921 N. Dixie Drive for Tuesday, December 12, 2023 at 4:30 p.m. in place of the December 12, 2023 Workshop Meeting

The Administrator is recommending that the Board set the date for the public hearing on December 12, 2023 at 4:30 p.m. for a proposed rezoning for 8921 North Dixie Drive. The request is to rezone and combine a 6-acre property to PD-2, Planned Commercial District, for a new banquet facility. The former use of the property was a church and accessory recreation building.

9. A Motion to set the Trustee's Budget Workshop Meeting for November 28, 2023 at 5:00 p.m. prior to the 6:00 p.m. Regular Meeting

The Administrator is recommending a workshop be scheduled prior to the Regular Meeting on November 28, 2023 for the 2024 Budget Workshop discussion.