

WORKSHOP MINUTES, WEEK OF FEBRUARY 13, 2024

The Board of Trustees met on Tuesday, February 13, 2024, at the Butler Township Government Center, 3780 Little York Road, Dayton, Ohio, at 6:02 p.m. for a Workshop Session to transact the business of the township.

Trustee Jackson, President called the meeting to order.

PLEDGE OF ALLEGIANCE

CALL TO ORDER

ADMINISTRATOR'S UPDATES & RECOMMENDATIONS

Total Solar Eclipse Preparation

Chief Porter provided a presentation to the Board of Trustees regarding the Total Solar Eclipse which will occur on April 8, 2024. Due to the anticipated increase of visitors to the area, it is expected that the hotels, businesses, and township services could be heavily affected. Staffing will be increased in preparation for the event and the township will share information with businesses and the public leading up to the event.

Phase II Project Management Financing Agreement – Benchwood Station Project

Administrator, Erika Vogel updated the Board of Trustees on the Benchwood Station project. The following items were noted as the project moves into Phase II, Construction:

- The lowest and best bid received by the TID was Brumbaugh Construction at \$5,238,260.00. This was approximately \$200k higher than the engineer's estimate.
- The TID is recommending that we use an inspection firm to look after the project and the (not to exceed) cost is \$209,713.50. We can reduce the scope, but we want to have someone monitoring the day-to-day activities during the construction.
- FMV for ROW acquisition is estimated at \$120k, but we are including an additional \$30,000 in the budget for contingencies.
- Estimated appraisal costs at \$25k based on five parcels that could need appraisals.
- ROW legal costs are estimated at \$15k, this is also conservative.
- Lighting and Signal Poles Pre-Purchase approved proposal came in at \$742,268.
- Installation costs are \$773,000.
- Total lighting/signal cost of \$1,515,300
- The TID Management Fee is 4% of the total project, which is \$239,000.
- \$15,000 for third party and legal fees incurred by the TID (as needed only)
- \$523,826 estimated for contingencies (10% of construction costs)
- Funding available in Harson TIF after lighting pre-purchase: \$5,203,000
- Remaining funding can be advanced from the General Fund and will be paid back by the Harson TIF

Administrator Vogel explained that the Phase II Project estimate is \$6,416,020.62, which does not include lighting/signal pre-purchase total of \$742,268, already

authorized by the board of Trustees. To move forward with the project and authorize the TID to execute the agreement with the contractor, it is recommended that the Administrator is authorized to execute the Phase II Addendum with the Montgomery County Transportation Improvement District as outlined in Resolution No. 24-05.

Resolution No. 24-05: Trustee Thein made a motion to approve Resolution No. 24-05, A Resolution Approving a Phase II Addendum to the Project Management Financing Agreement with the Montgomery County TID for the Benchwood Station Improvement Project, with Trustee Pruszynski seconding and Trustee Jackson approving the motion.

Fiscal Officer Brush called the roll for a vote: Trustee Thein – Yes, Trustee Pruszynski – Yes, and Trustee Jackson - Yes. **Resolution #24-05 was approved, 3-0.**

Comprehensive Plan Update & Schedule

- The draft plan will be developed through a series of public meetings, events, and online engagement, over the course of the next several months.
- The Steering Committee will have their first meeting in February and will meet throughout the process to discuss details of the plan as it develops.
- The Trustees will have their first meeting to discuss the Comprehensive Plan at their workshop on April 9, 2024, at 6:00 p.m.
- In early Fall 2024, the draft plan will be presented to the public for additional review and comments. It was noted that a public open house would be arranged at this time.
- It is anticipated that the final plan will be ready for formal adoption by the Board of Trustees toward the end of this year.
- More information, the website and surveys will be developed soon, so the public engagement can begin.

Resolution No. 24-06: Trustee Thein made a motion to approve Resolution No. 24-06: A Resolution Granting Permission for the Montgomery County Auditor to Advance Real Estate and Estate Taxes for Tax Year 2023 to be Collected in 2024, with Trustee Pruszynski seconding and Trustee Jackson approving the motion.

Fiscal Officer Brush called the roll for a vote: Trustee Thein – Yes, Trustee Pruszynski – Yes, and Trustee Jackson - Yes. **Resolution #24-06 was approved, 3-0.**

PUBLIC COMMENTS

Trustee Jackson noted if anyone wanted to address the board was asked to come to the podium to speak and state their name and address. There were no comments from the public.

OTHER BUSINESS

Fiscal Officer Greg Brush reported to the Board of Trustees from the Budget Commission that they have recommended that the Trustees consider the need for a replacement fire and EMS levy soon. Fiscal Officer Brush said that the board will need to decide if they want to pursue Home Rule or the replacement levy first. The existing fire levy was passed in 2003. It was discussed that the general fund is

supplementing the Fire Fund by \$250,000 and the fire department's budget will continue to increase to support necessary changes in the fire department, such as increased full-time staffing and call volume, which has changed significantly since the passing of the levy in 2003. Board President, Trustee Jackson asked the board to consider if they would want to pursue the replacement fire levy before Home Rule. Additional factors were discussed regarding both, and more information will be gathered for the board for consideration.

FINANCE

Trustee Thein 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 Trustee Pruszynski seconding and Trustee Jackson approving the motion.

ADJOURNMENT

Trustee Jackson made a motion to adjourn the meeting at 7:12 p.m.

BRYSON JACKSON
PRESIDENT

GREGORY A BRUSH
FISCAL OFFICER