

The Washington Township Board of Trustees met in Regular Session on January 9, 2012, at 7:30 p.m. at the Washington Township Government Center, 8200 McEwen Road. President Berry opened the meeting and led the Pledge of Allegiance.

FISCAL OFFICER'S BUSINESS

Year-to-Date Income/Expense Report

The Trustees have requested that a Year-to-Date Income/Expense Report be presented on a monthly basis. As of December 30, 2011, Washington Township has collected \$25,704,643.55 from all funds and has dispersed \$23,196,719.47 in all funds for a positive cash carryover of \$2,507,924.08. As of December 30, 2011, the outstanding encumbrance was \$997,026.28.

Special Check Register

Washington Township utilizes a special check register to pay bills in a timely manner to receive discounts from various vendors. Staff is recommending the \$10,000 special check register limit be increased to \$20,000 and the special high volume vendor list be updated.

It was moved by Mr. Paulson, seconded by Mrs. Young, that the Board approves increasing the special check register limit to \$20,000 and approves the following list of special high volume vendors for special check registers outside of the \$20,000 limit.

Carquest	Montgomery County Water & Sewer
Dayton Power & Light	Sam's Club/Wal-Mart
DPL Energy	Speedway
HD Supply	Superior Dental Care
Home Depot	Township's MasterCard Accounts with Chase
Lowe's	Vectren
Miami Valley Lighting	William Uhl Agency

Vote on Motion: Paulson, aye; Young, aye; Berry, aye. M2012-001

Accounting Policy

With the advent of GASB Statement #54 (Fund Balance Reporting and Governmental Fund Type Definitions), staff is recommending that Washington Township establishes a policy as to the order in which it will spend its resources in the governmental funds, effective for year ending 2011.

It was moved by Mrs. Young, seconded by Mr. Paulson, that the Board approves Washington Township to apply restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned and unassigned) amounts are available. Similarly, within unrestricted fund balances, committed amounts are reduced first, followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used, effective for years beginning after June 15, 2010.

Vote on Motion: Young, aye; Paulson, aye; Berry, aye. M2012-002

CITIZEN CONCERNS

None.

STATE OF THE TOWNSHIP

WASHINGTON TOWNSHIP 2011 State of the Township Report – The Year in Review

PRESENTED JANUARY 9, 2012

**By Dale M. Berry, President
Washington Township Board of Trustees
Montgomery County, Ohio**

Washington Township Trustees take pleasure each January in reviewing activities and accomplishments from the past year. In that respect, this State of the Township address is no different. However, some key achievements in 2011 differ from past years because they revolve around revenue challenges and a changing financial landscape.

I'm proud to report that Washington Township rose to a series of financial challenges that took place on several fronts in 2011, successfully averting one loss in revenue while adapting to others through planning and cost cutting efforts.

By mid year, it was apparent that state funding reductions would have a profound impact on local government revenue and that the township's cumulative losses would reach about \$11.6 million by 2018. Elimination of the estate tax is the largest component, with an average loss of \$1.4 million annually starting in 2013. Late in the year, the township learned of a second challenge when the county reported a 3.6 percent decline in Centerville/Washington Township property values. Reduced valuation will lower township revenue by \$666,386 in 2012. Coupled with cutbacks in state funding, losses will total about \$1.3 million in the coming year.

While this is not good news, property values fell by less than half of the 7.5 percent reduction experienced by the county as a whole – proof that Washington Township remains a highly desirable community in which to live and work.

On another financial front, the township argued successfully against a City of Centerville petition that would take .7 mills of township property tax paid by city residents and reassign it to another taxing entity. All township residents pay .7 mills to fund township services that benefit the entire community, including administrative costs for fire and recreation departments. The township also maintains Hithergreen Center, Town Hall Theatre and two cemeteries in the city for the benefit of all residents and for the past nine years have set aside \$150,000 for joint projects with the City of Centerville.

Trustees were less successful at dissuading the city from offering Tax Increment Financing for a cancer center under consideration. In its plan, Centerville would earn income tax from the center, but take property tax revenue away from the township, parks, library, county and Sinclair and redirect it to the development project for the next 30 years. Our fire department stands to lose about \$1 million.

In response to financial setbacks, the township has looked at every area of spending. We have reduced six full-time and various part-time positions through attrition, delayed capital expenses, and reviewed overtime, bank fees, credit card rebates, printing, state bids for purchasing, memberships, subscriptions and more. We also have reduced membership fees to the local chamber of commerce and Dayton Development Coalition as well as contributions to Hithergreen, Americana, historical society and diversity council. This was done reluctantly because each organization makes good use of the funding we provide.

Besides reviewing expenses, the township has pursued supplementary sources of income such as grants to offset the property tax burden for residents. To that end, our fire department

began billing insurance companies last year for the emergency transport of all patients. Doing so is providing needed revenue at no cost to our residents.

Our accredited fire department has now grown into the second largest in the county while containing costs. We protect more people, personal property and square miles than any department except Dayton, however when compared to our two closest neighbors in Montgomery County, our cost per resident is the lowest.

As it grows in size, our fire department continues to evolve. A rising number of emergency calls and a shortage of part-paid volunteers have prompted recent staff realignments at fire stations 42 and 44. Crews now respond directly from each station on nights and weekends when previously part-paid volunteers drove to the station before proceeding to an emergency. This provides faster response, but comes at a somewhat higher cost because the township pays more in hourly wages. With these changes, four of our five stations are staffed around-the-clock, including a fire and EMS crew at Station 41, a medic at Station 43, and a shift commander at headquarters.

Maintaining infrastructure is one useful way to support stable property values for the benefit of residents and local government. To support our roadway infrastructure, the Public Works Department resurfaced 35 residential streets and a portion of Lyons Road as part of the annual Street Improvement Program. The department also undertook its second and most extensive rehabilitation project to date, located in the Cranbrook neighborhood where a half mile of road was removed and rebuilt.

In the fall, the Nutt Road project reached completion. This major project widened Nutt to three lanes from School House Park to Quailwood Trail and included curb, gutter, storm sewers and sidewalks. In total, the township installed about 4,100 linear feet of new sidewalk as part of the Nutt and Lyons projects and repaired another 500 square-feet of existing sidewalk. Meanwhile, the first phase of the county's Austin Boulevard improvement project came to a close, with the township collaborating on the east end where a mast-arm traffic signal at Washington Church Road reflects the township's streetscape program.

One of the best strategies in a tough economy is to provide high quality services. Recreation services, for instance, contribute to higher property values because they help create a desirable community for families. Our recreation center continued to launch popular programs such as Aqua Zumba that attracted enthusiastic participants, while Rec West introduced a year-round, revolving gallery space for middle and high school students. Town Hall Theater continued its quality performing arts experiences for young people and reached over 20,000 audience members.

Outside the Rec Center, the first phase of a Butterfly Playground began to take shape, with a surface poured for two play areas, the Nature Sounds Area and Butterfly Meadow Playground. This creative play opportunity for children of varying physical abilities was funded with \$100,800 in grants and donations, including \$21,000 from Arti and Hement Garg who raised contributions in honor of their daughter, Yukta. The township is providing \$50,000 in seed money.

Also, our Zoning and Development Department is helping to keep property values high by focusing on enforcement activities in the areas of property maintenance and nuisance abatement. Inspectors are on the road and out in the community more frequently in order to identify many violations before neighbors need to call.

The Austin Pike interchange continues to provide development opportunities in the southern part of the township while existing businesses have invested in the community by making property improvements and updates. Washington Township supported local businesses by working with Montgomery County on the Business First Program, promoting the Think Twice! Buy Local campaign, and hosting an annual business breakfast.

The township entered 2011 with a new police services contract with the Montgomery County Sheriff's Office. In addition to paying the county for its services, the township provides cruisers, equipment, office space and office supplies for deputies at our substation. Contracting with MCSO enables residents to benefit from both local control and the economies of scale provided by a large department.

The sheriff's office has been a strong partner with the township, collaborating on child safety seat inspections and providing identity theft information at our Community Shred days. Our fire department also works with the sheriff's office on drug drop off days that take place at township fire stations.

Trustees believe it is critical to keep our citizens informed about our services, our accomplishments, and our challenges. A revamped and expanded web site is helping us do that, along with a new Facebook page that provides timely updates to about 600 users.

Finally, I'm pleased to report that Washington Township has been recognized again with an unqualified audit from the Auditor of State. Washington Township has continued to act as a conscientious steward of public money. We have budgeted conservatively; kept our organization lean; forecast capital expenditures five years into the future; and pursued cost efficiencies and supplementary sources of income.

We pledge to continue these practices and to be creative and resourceful in how we provide high quality services to the residents of our community.

ELECTION OF 2012 OFFICERS

Mr. Berry indicated it was his pleasure to serve as president of the Washington Township Board of Trustees for the year 2011. He then turned the meeting over to Fiscal Officer Tom Zobrist for election of the officers for 2012.

Mr. Zobrist called for nominations for President and Vice President for the year 2012.

Mr. Berry moved to nominate Trustee Scott Paulson for President of the Washington Township Board of Trustees for the year 2012 and Trustee Joyce Young for Vice President. Motion was seconded by Joyce Young.

Vote on Motion: Berry, aye; Young, aye; Paulson, aye. M2012-003

Mr. Berry moved to close the nominations. Motion was seconded by Mrs. Young.

Vote on Motion: Berry, aye; Young, aye; Paulson, aye. M2012-004

Roll call for a vote on Mr. Paulson as President and Mrs. Young for Vice President for the year 2012.

**Roll Call: Paulson, aye;
Young, aye;
Berry, aye.**

The meeting was turned over to the new Board President.

Mrs. Young thanked Mr. Berry for the great job he did this past year. She indicated that while his report sounded extensive, it only covered the highlights of what has been a very good year under his leadership. Mr. Paulson agreed.

ANNUAL BUSINESS ITEMS

Regional Assessments and Allocations

It was moved by Mrs. Young, seconded by Mr. Berry, that the Board approves the expenditure of approximately \$13,784.82 to the Miami Valley Regional Planning Commission for 2012 membership dues.

Vote on Motion: Young, aye; Berry, aye; Paulson, aye. M2012-005

It was moved by Mrs. Young, seconded by Mr. Berry, that the Board approves the expenditure of approximately \$13,585 to the Miami Valley Fire EMS Alliance for the Township's 2012 Alliance contribution.

Vote on Motion: Young, aye; Berry, aye; Paulson, aye. M2012-006

It was moved by Mr. Berry, seconded by Mrs. Young, that the Board approves the expenditure of approximately \$7,924.98 to the Dayton Regional Hazardous Materials Response Team for 2012 membership dues.

Vote on Motion: Berry, aye; Young, aye; Paulson, aye. M2012-007

Mrs. Young commented that the last three motions were based on population.

It was moved by Mr. Berry, seconded by Mrs. Young, that the Board approves the Township's 2012 financial contribution to Hithergreen Senior Center in the approximate amount of \$87,000, said amount to be paid in four equal quarterly installments.

Vote on Motion: Berry, aye; Young, aye; Paulson, aye. M2012-008

Mr. Paulson noted that this was a reduced amount from previous years.

It was moved by Mrs. Young, seconded by Mr. Berry, that the Board approves the Township's 2012 financial contribution to the Centerville-Washington Township Historical Society in the approximate amount of \$52,000, said amount to be paid in four quarterly installments.

Vote on Motion: Young, aye; Berry, aye; Paulson, aye. M2012-009

Mr. Paulson noted again that this was a reduced amount.

It was moved by Mr. Berry, seconded by Mrs. Young, that the Board approves the Township's 2012 financial contribution to Montgomery County Office of Emergency Management in the approximate amount of \$5,993.40.

Vote on Motion: Berry, aye; Young, aye; Paulson, aye. M2012-010

It was moved by Mrs. Young, seconded by Mr. Berry, that the Board approves Washington Township's 2012 membership to the Dayton Development Coalition, Dayton, Ohio, for a one-year membership at a total cost of approximately \$4,000.

Vote on Motion: Young, aye; Berry, aye; Paulson, aye. M2012-011

Mrs. Young pointed out that this was also a reduced contribution.

It was moved by Mr. Berry, seconded by Mrs. Young, that the Board approves Washington Township's 2012 membership to join the Center for Local Government in the approximate amount of \$3,825.

Vote on Motion: Berry, aye; Young, aye; Paulson, aye. M2012-012

REAPPOINTMENT OF LAW DIRECTOR

It is required by the Ohio Revised Code for the Board of Trustees to appoint a law director annually. It is staff's recommendation to reappoint the firm of Surdyk, Dowd & Turner, Co. LPA. A Home Rule Resolution needs to be approved by the Trustees to appoint Mr. Surdyk as the Township's law director.

President Paulson asked for a motion to read the Resolution by title only.

It was moved by Mr. Berry, seconded by Mrs. Young, to read the resolution by title only.

Vote on Motion: Berry, aye; Young, aye; Paulson, aye. M2012-013

**Roll Call: Paulson, aye;
Young, aye;
Berry, aye.**

RESOLUTION RETAINING SURDYK, DOWD & TURNER CO., L.P.A. AS LEGAL COUNSEL TO ADVISE AND REPRESENT THE TOWNSHIP IN VARIOUS MATTERS

President Paulson asked for a motion to pass the Resolution on for the second and final reading.

It was moved by Mrs. Young, seconded by Mr. Berry, to pass the Resolution on for the second and final reading.

Vote on Motion: Young, aye; Berry, aye; Paulson, aye. M2012-014

**Roll Call: Paulson, aye;
Young, aye;
Berry, aye.**

President Paulson asked for a motion to suspend the reading of the Resolution on two separate days.

It was moved by Mr. Berry, seconded by Mrs. Young, to suspend the reading of the Resolution on two separate days.

Vote on Motion: Berry, aye; Young, aye; Paulson, aye. M2012-015

**Roll Call: Paulson, aye;
Young, aye;
Berry, aye.**

President Paulson asked for a motion to read the Resolution for the second and final time by title only.

It was moved by Mr. Berry, seconded by Mrs. Young, to read the Resolution the second and final time by title only.

Vote on Motion: Berry, aye; Young, aye; Paulson, aye. M2012-016

**Roll Call: Paulson, aye;
Young, aye;
Berry, aye.**

RESOLUTION RETAINING SURDYK, DOWD & TURNER CO., L.P.A. AS LEGAL COUNSEL TO ADVISE AND REPRESENT THE TOWNSHIP IN VARIOUS MATTERS

It was moved by Mrs. Young, seconded by Mr. Berry to adopt Resolution HR2012-001.

HR 2012-001

**RESOLUTION RETAINING
SURDYK, DOWD & TURNER CO., L.P.A.
AS LEGAL COUNSEL TO ADVISE AND
REPRESENT THE TOWNSHIP IN VARIOUS MATTERS**

WHEREAS, Washington Township has elected to become a limited self-government form of township government under Chapter 504 of the Ohio Revised Code; and,

WHEREAS, R.C. §504.15 requires a limited self-government form of township government to appoint a Township Law Director; and enables a township to employ additional legal counsel; and,

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Washington Township, Montgomery County, Ohio that Surdyk, Dowd & Turner Co., L.P.A. be employed to provide legal services to the Township and that Robert J. Surdyk of that firm be reappointed as Law Director of Washington Township.

BE IT FURTHER RESOLVED that Surdyk, Dowd & Turner Co., L.P.A. be paid the rate of \$175.00 per hour for the services of a shareholder, \$170.00 per hour for the services of an associate attorney, and \$75.00 per hour for the services of all paralegals. In addition, Surdyk, Dowd & Turner Co., L.P.A. shall be reimbursed for all out-of-pocket expenses incurred upon the submission of appropriate documentation.

Vote on Motion: Young, aye; Berry, aye; Paulson, aye. HR2012-001

**Roll Call: Paulson, aye;
Young, aye;
Berry, aye.**

Board and Committee Appointments

It was moved by Mr. Berry, seconded by Mrs. Young, that the following 2012 Board and Committee Appointments be approved:

... that Scott Paulson be appointed as the Board's delegate to the MVRPC with Dale Berry serving as alternate.

...that John Davies be appointed as the Board's delegate to the Transportation Committee with Jesse Lightle serving as alternate.

... that Joyce Young be appointed as the Township's delegate to Hithergreen Senior Center with Dale Berry serving as alternate.

... that John Davies be appointed as the Township's delegate to the Transportation Committee's Technical Advisory Committee and the Dayton Mall Task Force, with Mike Wanamaker serving as alternate.

... that Bill Gaul be appointed as the Township's representative to the Miami Valley Fire/EMS Alliance with Jesse Lightle serving as an alternate.

... that Scott Paulson be appointed as the Township's representative to the South Suburban Coalition with Dale Berry serving as an alternate.

... that the Board approves the appointment of Joyce Young and Dale Berry to the Volunteer Firefighter Dependency Pension Fund Board for 2012.

Vote on Motion: Berry, aye; Young, aye; Paulson, aye. M2012-017

CONSENT AGENDA

All matters under the Consent Agenda are considered by the Board of Trustees to be routine and will be enacted by one motion. Any Trustee may remove an item from the Consent Agenda by request. No second is required for removal of an item. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.

A. Meeting Minutes

- December 19 Pre-Meeting Workshop
- December 19 Regular Meeting
- December 21 Special Meeting

B. Finance – A motion approving the following:

- Check Register dated January 9, 2012, in the amount of \$214,989.66, said amount having been certified and appropriated.
- Rec Refund Check Register dated December 27, 2011, in the amount of \$30.00, said amount having been certified and appropriated.
- Rec Refund Check Register dated January 6, 2012, in the amount of \$864.00, said amount having been certified and appropriated.
- Special Check Register dated December 22, 2011, in the amount of \$15,772.23, said amount having been certified and appropriated.
- Special Check Register dated December 29, 2011, in the amount of \$8,033.69, said amount having been certified and appropriated.

C. Fire – A motion to approve sending Captain Scott Kujawa to the Annual Center for Public Safety Excellence Conference in Las Vegas, Nevada, from March 6 through March 9, 2012, for a total of approximately \$2,175.

D. Police –A motion to approve the purchase of a 2012 Ford Fusion for use as a detective car, from State Bid #GDC104, ID#RS900912-1, from Statewide Ford, for the total of approximately \$17,794.

E. Public Works – A motion to approve bidding of the annual Street Improvement Program.

Public Works - A motion to approve bidding of the annual Sidewalk and Curb Repair Program.

Public Works - A motion to approve bidding of the Transfer Site construction.

Public Works - A motion to approve bidding the Cemetery Drive Resurfacing.

Public Works - A motion to approve participating in the 2012 Montgomery County Pool Program.

It was moved by Mr. Berry, seconded by Mrs. Young, to approve all items on the Consent Agenda.

Vote on Motion: Berry, aye; Young, aye; Paulson, aye. M2011-018

DEPARTMENTAL BUSINESS

A. Public Works

Several years ago, Washington Township agreed to be partners with the Montgomery County Engineer's Office for improvements to the Spring Valley and Clyo Road intersection. The agreement concerning that partnership, including the Township's financial contribution of \$230,850 to the project, requires Trustee approval.

It was moved by Mrs. Young, seconded by Mr. Berry, that the Board approves the partnership agreement between Washington Township and Montgomery County Engineer's Office for improvements to the Spring Valley and Clyo Road intersection.

Vote on Motion: Young, aye; Berry, aye; Paulson, aye. M2012-019

ADDENDUM ITEMS

It was moved by Mr. Berry, seconded by Mrs. Young, that Veronica Winwood be reappointed to the Township's Zoning Commission effective January 1, 2012, through December 31, 2016.

Vote on Motion: Berry, aye; Young, aye; Paulson, aye. M2012-020

It was moved by Mrs. Young, seconded by Mr. Berry, that the Board reappoint Marguerite Mulligan to the Board of Zoning Appeals effective January 1, 2012, through December 31, 2016.

Vote on Motion: Young, aye; Berry, aye; Paulson, aye. M2012-021

TOWNSHIP ADMINISTRATOR'S REPORT

Ms. Lightle announced that the Township offices will be closed on Monday, January 16th, in observance of Martin Luther King Day. The Centerville/Washington Diversity Council will host a breakfast on January 16th at Yankee Trace.

The next regularly-scheduled Trustee meeting will be on Monday, January 23rd.

TRUSTEE COMMENTS

Mrs. Young wished everyone an official happy new year.

Mr. Berry indicated he was happy that he won the election and is able to continue as Trustee. He expressed his confidence that Mr. Paulson would do a very good job as President.

Mr. Berry also encouraged everyone to attend the Martin Luther King Breakfast and to hear Mr. Paulson's presentation that day.

Mr. Paulson thanked Mr. Berry for a well run year. He stated he was looking forward to a very productive year, standing up for the Township's citizens.

He encouraged everyone to join them on MLK day.

ADJOURNMENT: 8:02 P.M.

All formal actions of the Board of Trustees of Washington Township concerning and relating to the adoption of resolutions and/or motions passed at this meeting were adopted in an open meeting; and of any of its committees resulting in such formal action, were in meetings open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.

President

Fiscal Officer