

The Washington Township Board of Trustees met in Regular Session on January 23, 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. Mr. Zobrist was excused.

## **FISCAL OFFICER'S BUSINESS**

None.

## **CITIZEN CONCERNS**

Robbie Thornhill, representative from Dayton Power & Light, discussed storm preparedness. This is the time of year when DP&L receives a lot of questions from customers about storms and what they should do to prepare for an emergency. She discussed what DP&L does for storm preparation. They prepare for emergency events throughout the year by implementing several different kinds of reliability initiatives. They have line clearance programs, distribution line patrols that go out and physically inspect their lines, and a pole replacement program. Many of DP&L's employees are trained to help support storm restoration efforts. These activities are in addition to what their normal jobs are at DP&L. They have also developed mutual aid relationships with a lot of utilities in neighboring states. These have been very effective over the years. When we have major storms, they are able to call other utilities from Michigan, Illinois, and Pennsylvania, for example, to help with the restoration efforts and they, in turn, do the same.

Things DP&L customers can do to be prepared for storms: 1) Stay away from any kind of falling wire. Don't assume because it has fallen down that it is de-energized. A lot of times it still has electricity going through it and it is difficult to tell the difference between utility wire and a cable or telephone wire. She advised customers to stay away and notify DP&L so that they can address the problem. 2) Be cautious with power generators. They need to be properly vented and set up correctly. Customers are encouraged to be knowledgeable about them and to use them properly. 3) Make sure, during an outage, to go around and turn things off, especially if you have been cooking. 4) Think in advance. If you have a family member with a special need, think about who you could reach out to for help, for example, a neighbor, a family member, United Way, Red Cross, etc.

Their website [www.dpandl.com](http://www.dpandl.com) contains outage tips before, during and after a storm. Everyone was encouraged to take a look.

## **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**

- January 9 Pre-Meeting Workshop
- January 9 Regular Meeting

### **B. Finance – A motion approving the following:**

- Then and Now purchase for payment of an invoice for Montgomery County Economic Development-Building Regulations' service fee, purchase order # 51309, in the amount of \$5,000, for the first payment only.

- Then and Now purchase for legal fees for the Public Works department for Surdyk, Dowd & Turner, purchase order #51313, for \$4,373.18 for the first payment; purchase order #51028 for the Public Works department for \$16,108.05 for the first payment only and for purchase order #51052 for the Zoning department for \$12,349.48 for the first payment only.
- Then and Now purchase for fuel for Public Works for Speedway, for purchase order #51058 for \$3,601.37, for the first payment only.
- Check Register dated January 23, 2012, in the amount of \$884,436.89, said amount having been certified and appropriated.
- Rec Refund Check Register dated January 23, 2012, in the amount of \$878.00, said amount having been certified and appropriated.
- Special Check Register dated January 19, 2012, in the amount of \$24,178.31, said amount having been certified and appropriated.

**Finance** - A motion to approve a resolution declaring items to be surplus property, to be sold through GovDeals.

**Finance** – A motion approving appropriation transfers attached as Exhibit A.

- C. Fire** – A motion to approve the repair of a generator at Fire Station 44 through Buckeye Power for a total of approximately \$5,509.

**Fire** – A motion to approve contracting with HD Supply for janitorial supplies for a total of approximately \$8,000.

**Fire** – A motion to approve Chief Bill Gaul’s attendance at the 2012 Fire Rescue International Conference in Denver, Colorado, from August 1 through August 4, 2012, for a total of approximately \$2,326.

- D. General**-A motion to approve a resolution and a retainer agreement for Newhouse, Prophater, Letcher & Moots, LLC for legal services.

- E. Public Works** – A motion to approve the purchase of fleet maintenance software from Ron Turley Associates for a total of approximately \$3,956.

**Public Works** – A motion to approve the purchase of a replacement engine for vehicle #132 from Jasper Engines and Transmissions for a total of approximately \$5,006.

- F. Recreation** – A motion to approve an additional amount of approximately \$700 to be paid to Bellbrook Chocolates for the Frosty Special Wish Foundation fundraiser supplies.

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

**Vote on Motion:      Young, aye;      Berry, aye;      Paulson, aye.                      M2012-022**

## DEPARTMENTAL BUSINESS

### GENERAL

#### Personnel Policies and Procedures

Staff has completed the annual review of the Township's Personnel Policy and Procedures Manual and is recommending amendments. The proposed changes would go into effect January 23, 2012.

It was moved by Mrs. Young, seconded by Mr. Berry that the Board approves the amended Personnel Policy and Procedures Manual effective January 23, 2012.

**Vote on Motion:      Young, aye;      Berry, aye;      Paulson, aye.      M2012-023**

### PUBLIC WORKS

#### VIP Committee

Staff would like to appoint the following members to a four-year term on the Visual Improvement Committee:

Cheryl Mauer  
Walter Davison  
Kathryn Antonelli  
Amy Bartz  
Linda Spoelker  
Alex Pearl

It was moved by Mrs. Young, seconded by Mr. Berry, that the Board appoints Cheryl Mauer, Walter Davison, Kathryn Antonelli, Amy Bartz, Linda Spoelker and Alex Pearl to a four-year term on the Visual Improvement Committee effective January 23, 2012, and ending January 22, 2016.

**Vote on Motion:      Young, aye;      Berry, aye;      Paulson, aye.      M2012-024**

### TOWNSHIP ADMINISTRATOR'S REPORT

Ms. Lightle reminded everyone that the next regularly-scheduled Trustee meeting is Monday, February 6<sup>th</sup>. The other February meeting will be Monday, February 13<sup>th</sup> since February 20<sup>th</sup> is a holiday.

Public Works crews were out over the weekend with the ice storm. The Fire Department was ready. The Rec Center was open all weekend. Staff was thanked for being prepared for these winter weather events.

### TRUSTEE COMMENTS

Mr. Berry announced that the Trustees had the opportunity to attend the annual Martin Luther King Breakfast at the Yankee Trace Golf Course. He indicated it was a very nice and well-attended sellout crowd with a very interesting presenter. It was an opportunity to reflect on the legacy of Dr. Martin Luther King.

Mr. Berry attended the grand opening of a new restaurant—a New Jersey sub restaurant called Dibella's. They provided a complimentary dinner for all of the guests that were present. He extended his welcome to another new business in Washington Township.

**ADJOURNMENT: 7:43 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.

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**President**

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**Fiscal Officer**

**EXHIBIT A**  
**January 23, 2012**

**General (01)**

General Government 01-112-5993 Contingencies	\$ 6,000	General - Human Resources 01-131-5202 Personnel Attorney Services	\$ 2,500
		General - Human Resources 01-131-5641 Pre-Employment Testing	\$ 3,000
		General - Human Resources 01-131-5741 Office Furniture & Equipment	\$ 500
<b>Total General</b>	<b>\$ 6,000</b>		<b>\$ 6,000</b>

**Road & Bridge (04)**

Highways 04-330-5993 Contingencies	\$ 500	Highways 04-330-5699 Misc. Other Expenses	\$ 500
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**Fire (10)**

Fire Administration 10-220-5993 Contingencies	\$ 20,500	Fire Administration 10-220-5202 Personnel Attorney Services	\$ 5,000
		Fire Administration 10-220-5623 Regional Agencies	\$ 7,500
		Dispatch 10-223-5423 Repairs & Maint. - Commun. Equip.	\$ 3,000
		EMS 10-230-5414 Repairs & Maint. - EMS Equipment	\$ 5,000
<b>Total Fire</b>	<b>\$ 20,500</b>		<b>\$ 20,500</b>

**Recreation (21)**

Parks & Recreation 21-610-5993 Contingencies	\$ 4,500	Parks & Recreation 21-610-5159 Other Misc. Reimbursements	\$ 500
		Parks & Recreation 21-610-5641 Pre-Employment Testing	\$ 2,000

		Fitness		
		21-630-5412	\$	500
		Repairs & Maint. - Equipment		
		Town Hall - Class Education		
		21-661-5245	\$	1,500
		Advertising, Legal Ads		
<b>Total Recreation</b>	<b>\$</b>		<b>\$</b>	<b>4,500</b>