



Butler Township Board of Trustees
Meeting Agenda
September 22, 2020
6:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Approval of the Minutes:
 - a. Regular Meeting Minutes of August 25, 2020
 - b. Workshop Meeting Minutes of September 8, 2020
4. Hearing of the Public
5. Administrator's Recommendations:
 - a. Resolution No. 20-35: A Resolution Authorizing the Fire Chief to Purchase Dry Suits from Rock-N-Rescue
 - b. Resolution No. 20-36: A Resolution Authorizing the Police Chief to Purchase Additional Body Camera Systems from Watch Guard
 - c. Resolution No. 20-37: A Resolution Authorizing the Police Chief to Enter into an Agreement with Axon Enterprise for the Purchase of New Tasers for the Police Department
 - d. Resolution No. 20-38: A Resolution Authorizing the Police Chief to Purchase License Plate Reader Cameras from Flock Safety
 - e. Resolution No. 20-39: A Resolution Authorizing the Police Chief to Enter into an Agreement with Secure Cyber Defense for a Cyber Security Assessment
 - f. Resolution No. 20-40: A Resolution Authorizing the Transfer of \$450,000 to the Police Fund from the General Fund as Appropriated for FY2020
 - g. Resolution No. 20-41: A Resolution Authorizing the Service Director to enter into an Agreement with Five Star Commercial Roofing for Repairs to the Service Department Facility
 - h. Resolution No. 20-42: A Resolution Authorizing the Service Director to Purchase One Equipment Trailer from Southeastern Equipment
 - i. Resolution No. 20-43: A Resolution Authorizing the Township Administrator to Certify to the Office of Montgomery County Auditor, for Collection with Property Taxes, the Costs to Property Owners for Unpaid Solid Waste Collection and Disposal Services
 - j. Resolution No. 20-44: A Resolution Authorizing the Township Administrator to Certify to the Office of Montgomery County Auditor, for Collection with Property Taxes for the Uncollected Nuisance Abatement and Exterior Property Maintenance Code Enforcement Costs
 - k. Resolution No. 20-45: A Resolution Approving the 2019 Street Lighting Assessments and Authorizing the Administrator to Certify to the Office of the Montgomery County Auditor for Collection with Property Taxes

- l.** Resolution No. 20-46: A Resolution Finding it necessary to Amend the Appropriations Budget in the Cemetery Fund for Changes made during FY2020
- m.** A Motion to Declare Computer Equipment in the Police Department Surplus and Sell it on Gov Deals

6. Informal Business:

- Police Chief
- Fire Chief
- Service Director
- Fiscal Officer
- Trustees
- Administrator

7. Adjournment

Administrator's Report

September 22, 2020

- a. **Resolution No. 20-35: A Resolution Authorizing the Fire Chief to Purchase Dry Suits from Rock-N-Rescue**
These four dry suits replace dry suits that are 12 years old. They will be purchased from Rock-N-Rescue for \$4,000 from the Fire Fund.
- b. **Resolution No. 20-36: A Resolution Authorizing the Police Chief to Purchase Additional Body Camera Systems from Watch Guard**
The purchase includes 8 additional body worn cameras at a cost of \$14,395 in order to keep cameras on all command staff, the detectives and use at special events.
- c. **Resolution No. 20-37: A Resolution Authorizing the Police Chief to Enter into an Agreement with Axon Enterprise for the Purchase of New Tasers for the Police Department**
The agreement includes the purchase of 5 tasers and is paid annually over 5 years at \$2,151 a year. The cost includes holsters, batteries and cartridges which can be replaced as needed.
- d. **Resolution No. 20-38: A Resolution Authorizing the Police Chief to Purchase License Plate Reader Cameras from Flock Safety**
The department began using trial cameras approximately 3 months ago to determine if they would be effective in the business district in searching for suspect vehicles. The trial has been beneficial and the Chief recommends purchasing 4 cameras at \$2,000 per year, per camera. A cost of \$8,000 per year, to be paid from the Police Fund's Contracted Services.
- e. **Resolution No. 20-39: A Resolution Authorizing the Police Chief to Enter into an Agreement with Secure Cyber Defense for a Cyber Security Assessment**
Due to some recent incidents of municipalities having their data comprised through hacking, the Police Chief is recommending that the Township have an independent cyber security assessment done on all township systems and servers to identify any weaknesses in the system, so that the township does not fall victim to such. The cost of the assessment is \$10,000 and will be completed by Secure Cyber Defense.
- f. **Resolution No. 20-40: A Resolution Authorizing the Transfer of \$450,000 to the Police Fund from the General Fund as Appropriated for FY2020**
This transfer occurs annually to support the Police Department operations and salaries.
- g. **Resolution No. 20-41: A Resolution Authorizing the Service Director to enter into an Agreement with Five Star Commercial Roofing for Repairs to the Service Department Facility**
This resolution authorizes the transfer of \$75,000 to the Service Department as budgeted for 2020, as well as approves the resolution for the roof sealing and new shingle roof at the Service Department garage. The total cost is \$17,300. Another quote was received from Matheson Roofing for a Fiber Seal system at \$42,500 and a brand new metal roof would cost \$156,000. It is the Service Director's recommendation to go with the lowest quote, sealing the roof and adding a 30 year shingle for \$17,300.
- h. **Resolution No. 20-42: A Resolution Authorizing the Service Director to Purchase One Equipment Trailer from Southeastern Equipment**
The proposed equipment trailer will allow the department to haul most equipment and trucks and will replace a 22 year old trailer. The trailer is needed for breakdowns and repairs as well as hauling equipment to job sites. The trailer is on state bid through Southeastern Equipment at a cost of \$13,860.
- i. **Resolution No. 20-43: A Resolution Authorizing the Township Administrator to Certify to the Office of Montgomery County Auditor, for Collection with Property Taxes, the Costs to Property Owners for Unpaid Solid Waste Collection and Disposal Services**
The total assessments for trash bills is \$14,554.52 and \$8,100 in administrative fees. With the county's administrative fee of 5% the current assessment total is \$23,787.25.
- j. **Resolution No. 20-44: A Resolution Authorizing the Township Administrator to Certify to the Office of Montgomery County Auditor, for Collection with Property Taxes for the Uncollected Nuisance Abatement and Exterior Property Maintenance Code Enforcement Costs**

Two properties were cleaned up and unpaid in 2020, the total cost of unpaid bills is \$3,360.38.

- k. **Resolution No. 20-45: A Resolution Approving the 2019 Street Lighting Assessments and Authorizing the Administrator to Certify to the Office of the Montgomery County Auditor for Collection with Property Taxes**

The total billed lighting is approximately \$104,237.52 (plus or minus any credit adjustments). Assessments include a \$0.50 fee per property assessed and a 5% administrative fee from the County.

- l. **Resolution No. 20-46: A Resolution Finding it necessary to Amend the Appropriations Budget in the Cemetery Fund for Changes made during FY2020**

Due to the number of cemetery grave buybacks, the cemetery fund is coming up short and there are still some lawncare services that will need to be paid from the cemetery fund. The requested increase is \$2,500.

- m. **A Motion to Declare Computer Equipment in the Police Department Surplus and Sell it on Gov Deals**

The attached list of computer equipment was replaced and has been properly stripped down and is ready to be sold on Gov Deals.