

**SCIOTO TOWNSHIP TRUSTEES
RECORDING OF PROCEEDINGS
MARCH 6, 2019**

The audio recording, resolutions passed and any attachments constitutes an accurate record of the Scioto Township Trustees Proceedings at the above dated meeting as determined by the Fiscal Officer. The following summary is provided as an overview of the meeting and a “road map” to the audio recordings. Copies of this record are available by request at the Township Government Office, 3737 Ostrander Road, Ostrander, Ohio 43061 at the cost of \$1.00.

REGULAR MEETING PROCEEDINGS SUMMARY:

The trustees of Scioto Township met in regular session, Wednesday, March 6, 2019 at 7:00 p.m. at the Scioto Township Community Center, 3737 Ostrander Road, Ostrander, Ohio 43061. Board members present were Ralph Moseley, Sandra Stults, and Doug Loudenslager. Also present was Fire Chief, Marvin McIntire, Zoning Inspector Dan Quick, Assistant Prosecuting Attorney Eric Penkal and Sherry Felkner for Kathy Melvin. Others in attendance are listed on the attached sign-in sheet.

Trustee Chair Loudenslager called the meeting to order at 7:00 p.m. with the pledge of allegiance.

APPROVAL OF MINUTES:

Trustee Stults moved to accept the minutes of the February 6, 2019, as presented by the Fiscal Officer. The motion was seconded by Trustee Moseley. The roll call vote: Ms. Stults-yes, Mr. Moseley-yes, and Mr. Loudenslager-yes. The motion passed with 3-yes and 0-no votes.

GUEST ACKNOWLEDGEMENTS:

Korin Reed from Delaware County Health Department was present and brought the folder regarding the CHIP Community Health Improvement Plan. The flu diagnosis is on the rise.

FISCAL OFFICERS REPORT:

Payables: \$70,735.46
Receipts: \$4,985.77

ZONING REPORT: Please See Attached Documents

There were 2 new residence applications, 2 accessory building applications, 2 Solar Panel Array, and 2 Agricultural Buildings. Total fees for the month of February were \$1,050.00.

Trustee Moseley and Zoning Inspector Quick had a run in with the county on Degood Road. The county approved driveways on the township road without the township being made aware. This brought up the question on who supersedes who on driveway inspections. Trustee Moseley spoke with the engineer's office and the agreement was to allow the county to supersede the township when it comes to driveway permits on lots on township roads under 5 acres. Lots under five acres require development plans being submitted. These developments required more strict requirements.

Zoning Inspector Dan provided the trustees with a job description. Trustee Loudenslager will check with who is doing zoning for the Village. This individual may be able to take over the zoning work for the township.

FIRE CHIEF'S REPORT:

The Chief asked if the Trustees received the roof repairs report. Jim Mays consulting did the inspection and will provide recommendations on contractors. PA Penkel reminded the trustees to follow competitive bidding if the project will be over \$50,000. stated to verify and follow competitive bidding if it is over \$50,000.

Chief reported a Marysville Tanker broke down during a construction fire and was towed out. In doing so went through the ditch and some damage was done. Chief has tried reaching out to the resident with no avail.

After four trips the lock on the rear apparatus bay door was finally replaced.

The fire turnout gear is here and the new applicants have been outfitted with their new gear.

We are down to four sessions left for fire school. I am getting positive reviews with the mentorship program we started.

The State Route 37 demolition house abatement is complete, another EPA inspection will be scheduled and the burn date is set for April 20th. Looking at a Tuesday night in June for a swearing in ceremony for everyone.

Trustee Loudenslager asked if the house burn was something that needed communicated to the communities. Brian Dilley has signs ready to be put up and we will put it on our Facebook page.

We applied for a Fire Marshall Grant for 6 sets of turnout gear for \$14,000.

Trustee Stults made a motion to accept PO 03062019-1 for pump service and testing on 2 fire apparatus from Finley Fire Equipment, 5255 N. State Route 60 W, McConnelsville, OH 43756 not to exceed \$2,500.00. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

PA Penkal asked about warranty on the township hall and there was some discussion regarding manufacturing vs installation. Penkal will review the documents for the township.

Fire Truck update:

Brian Dilley, Jon Melvin, and Chief will be flying to Appleton, WI, to go over the pre-build, going through mechanics and the graphics package for the new fire truck.

With the addition of the new firemen, Chief requested permission to promote a third lieutenant. Based on test results and performance he recommended the promotion of John Melvin. Funds in the budget are adequate to accommodate the promotion.

Trustee Stults made a motion to promote Jon Melvin to rank of Lieutenant effective April 1, 2019. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Chief stated if he gets any recommendation for the roof he will pass them along.

BOARD COMMENTS:

Trustee Stults comments and updates are as follows:

- We have been looking at the Marijuana policy and prohibiting cultivation, processors, and retail dispensaries in the township referencing ORC 3796.29.
 - The Board finds that it is in the best interest of the residents of Scioto Township to prohibit cultivators, processors, and retail dispensaries of medical marijuana, licensed under Ohio Revised Code Chapter 3796, within the unincorporated territory of the Township.
- Trustee Stults stated she attended training at the OTA. The state is divided into different districts. There are 3 counties in our district.
- Trustee Loudenslager asked to hold this resolution until new business to coincide with another item.
- The district advisory council is meeting March 14 at the Health Department to appoint member to the health board of directors. Sandra will be present as president and Trustee Loudenslager will be present representing our township.
- The CHIP program was rolled out and showing the directions it will be taking over the next 4 years.

Trustee Moseley comments and updates are as follows:

- Damaged cemetery fence update: price from contractor was verbally given to Ralph. He needs to receive the written. We are looking to replace that section of the fence. It is \$1,750.00 to replace. The resident that caused the damage is working with the township in getting the cost covered by insurance.
- Shelter House roof repair
 - The quote from last year is still good.
 - Wanted \$385 up front to schedule and then an amount when materials were ordered.
 - \$3,875.00 for the total repairs.
 - PA Penkal stated the township does need an invoice or purchase for to prepare a warrant.

- A resident called about Klondike road dumping. Trustee Moseley went and looked and it is on National Lime and Stone property near river. There were 2 couches and 2 big cushion chairs and is between the berm and the river bank.
- Unfortunately we discover a lot of material illegally dumped when they river clean-up is done.
- Cemetery office move schedule has been put together.
 - Might have to spend money to provide a work space for the computers.
 - Records retention. There is space in that back room for records. We may need to purchase shelving. It will depend on our retention schedule.
- Fry Road culvert damage when snow plow turned around. Spoke with Chas Kaiser again and he asked what was discussed at our last meeting. Once they are done grading the property they will fix the portion of the culvert. Resident will be reimbursed for the cost of the repair. Truck repairs will be submitted to the insurance company.
- Returned permission for the Board of Elections to use the Township Hall for the next election.
- Requested that we put a drop box with appropriate signage on the front of the building to receive checks and applications.

Trustee Loudenslager comments and updates are as follows:

- Everyone should have received an update from Doug Riedel of the township evaluation of our roads totaling \$2.6 million for all repairs and updates.
 - Good information for possibly road levy
- Trustee Loudenslager asked PA Penkal to put together the process for putting a levy on the ballot
 - PA Penkal went through some of the process and the office has the resolutions needed for trustees pass.
- Trustee Loudenslager asked the other trustees to put together their plan/prioritizing for upgrading the roads.
- Trustee Loudenslager and Trustee Moseley listened to a webinar regarding a signage grant. Our township has been chosen to receive up to \$50,000 to put up new signs as well as replacing signs not large enough. It includes putting reflectors on posts. Does not provide funds for lighted signage. The county has already done the curve assessments and they have this information. There is an in-person grant meeting on April 8 and we need to attend. The grants are due the first of June. The Village would be able to participate and we should encourage their participation. Trustee Loudenslager reached out to the new mayor of Ostrander, Bob Taylor. The grant pays for the materials but not the labor.
- Trustee Loudenslager provided a spreadsheet showing project costs by line item.
 - Requested that the township seek out recreation grant money availability for the park. Installation of Pickle Ball courts may be a nice addition and encourage additional usage of the park.

OLD BUSINESS:

- Fire hydrant insurance. Chief McIntire found out this was not necessary as they are already covered through Delco Water.

Trustee Moseley made a motion to adopt resolution 03-06-2019-2 a Medical Marijuana Policy which will replace and supplement any and all township policies contained within the Scioto Township Employee Handbook regarding medical marijuana currently in effect. The motion was seconded by Trustee Stults. All employees including those employed through the Fire Department will be subject to this policy. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Discussion on imposing an additional Vehicle registration Fee of \$5 for road improvements in the township

- Two hearings advertised in the paper before a resolution can be passed. After 30 days without a referendum the increase would go in affect. For 2020 action needs to be taken before July 1.
- Consideration needs to be given as to whether we would be better off with a road levy. The proposed gas tax by the Governor would generate \$60,000 for the township annually. The Ohio Senate and House are proposing much smaller or no increases.
- PA Penkal will provide the direction on how the township can legally proceed if we determine the need for either a road levy or vehicle registration fee increase.
- A grass root committee will be required for education and promotion. Tim Brown has offered to be involved with the road levy committee along with someone from Stults Farm.
- Trustee Loudenslager will contact the Board of Elections for process required and what issues that could be on the ballot in the fall and in May 2020.voting board to find out what is being voted on in November 2019, May 2020
- Discussion on the lack of progress in getting the Drake property cleaned up. There has been no additional correspondence with the owner.
- The Warrensburg Apartments look better but there has been a broken down backhoe there for a couple years. Requested that the township restart the process with sending out the letters stating the need for zoning compliance.
- Jon Peterson is chairing the Land Bank committee and our request for help with the property at the intersection of SR 257 and Penn road is at the top of the list.
- Guardrail repair reimbursement: PA Penkal sent a letter to the resident that caused the damage and discovered that he had the wrong address.
 - Trustee Moseley made a motion for PA Penkal to take necessary legal action if reimbursement is not made by date requested by the PA. The motion was seconded by Trustee Stults. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Major Projects:

The repair and painting of the barn in park was discussed. Trustee Mosely will check on a possible contractor for the work.

Repair of the Township Hall parking lot was discussed. It has been suggested that a proper base was not installed originally and that is the cause of the potholes and cracking. A complete

replacement could cost over \$50,000. The fire department has budgeted funds for repair and sealing of a portion of the lot.

Small Community Grant program was presented by Trustee Mosely. It may provide the funding for the repair of Stover road.

Trustee Moseley made a motion to move forward with the application of the small government grant for Stover Road. The motion was seconded by Trustee Stults. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes

Trustee Mosely will provide options for chip and sealing the Stults Farm development. Trustees will then decide if that work will be accomplished in 2019.

Trustee Moseley discussed grader patch needs with Doug Riedel. There is some deterioration of berms but main roads are acceptable. Recommendation that no grader patch work takes place in 2019.

NEW BUSINESS:

Trustee Moseley presented new and used truck options. He has visited with Immel trucks in Bluffton Indiana that rebuilds used trucks. He recommended continued consideration for the purchase of a used truck over a new truck. It has been confirmed with Richwood bank that the Municipal Lease program is available for the purchase of used equipment.

The current Records Retention policy was discussed. PA Penkal will review and provide recommendations for the April meeting. Records Retention Policy

Trustee Stults made a motion to accept the proposed Zoning Inspector job description. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Stults made a motion to adopt a resolution 03-06-2019-3 where the Board finds that it is the best interest of the residents of Scioto Township to prohibit cultivators, processors, and retail dispensaries of medical marijuana, licensed under Ohio Revised Code Chapter 3796, within the unincorporated territory of the Township. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes. The Zoning Board was directed to ensure that zoning rules and regulations reflect this action.

Trustee Moseley made a motion to adopt a resolution 03-06-2019-4 where the Board enters into an agreement with First Commonwealth Bank for the purpose of the township being able to enter into direct deposit for all payroll and regular reimbursement accounts. It also included that (1) of its Trustees and/or Scioto Township Fiscal Officer Kathy Melvin sign all necessary and required documents on behalf of the entire Board and in so doing bind the board. The motion was seconded by Trustee Stults. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Stults made a motion to adopt a resolution 03-06-2019-5 whereas the Section 55.13.01 (B) provides the opportunity for Counties, Townships, Municipal Corporations, Conservancy Districts, Township Park Districts, Park Districts created under Chapter 1545 of the Revised Code, Port Authorities, Regional Transit Authorities, Regional Airport Authorities, Regional Water and Sewer Districts, County Transit Boards, State Universities of Colleges to participate in contracts of the Ohio Department of Transportation for the purchase of machinery, material, supplies or other articles. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Moseley made a motion to adopt resolution 03-06-2019-6 to enter into Fiscal Audit for year 2017 and 2018 with Wilson, Phillips & Agin, CPA's Inc. The motion was seconded by Trustee Stults. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Stults made a motion to adopt resolution 03-06-2019-7 adopting the 2019 permanent appropriations as presented and discussed at the February 6, 2019 meeting. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Stults made a motion to appoint Gina Long to the Board of Zoning Commission. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Moseley offered a motion to pay Delaware County up to \$2,500 for a survey of township and the village of Ostrander signage for the sign grant. The motion was seconded by Trustee Stults. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Stults made a motion to pay bills. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Stults made a motion to adjourn. The motion was seconded by Trustee Loudenslager. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. Motion passed with 3-yes and 0-no vote.

Meeting adjourned at 9:20 p.m.

Certified by: _____
Fiscal Officer