

SCIOTO TOWNSHIP TRUSTEES
December 4, 2019

REGULAR MEETING PROCEEDINGS SUMMARY:

The trustees of Scioto Township met in regular session, Wednesday, December 4, 2019 at 7:00 pm 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 Herb Ligocki, and Fiscal Officer, Kathy Melvin. Others in attendance are listed on the attached sign-in sheet.

APPROVAL OF MINUTES:

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

PUBLIC COMMENTS: NONE

Township Fiscal Officers Report – Kathy Melvin

- Payables - \$211,714.38
- Receivables - \$17,141.92

Trustee Moseley moved to accept Audit of 2017-2018 with findings. The Fiscal Officer was requested to present a plan at the January meeting with proposed changes in process to address the minor findings. The motion was seconded by Trustee Stults. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes.

Township Zoning Inspector Report – Herb Ligocki – Please see attached document

- Monthly report: 4 permits (2 residences, 1 accessory, 1 lot split)
- Discussion regarding the proposed subdivision at 36/257 (Robin Hood Lane)

Fire Chief's Report – Marvin McIntire:

- Pancake breakfast and toy drive is December 7 at 7am.
- Annual Fire Fighter recognition dinner January 4 at 6 pm
- Engine oil analysis sent out and waiting for report
- BWC contact on status for grant for \$22,000 for rescue tools

Trustee Stults made a motion to pay \$2,250.00 to AHC Environmental Services, Inc., 1251 South Front Street, Columbus, OH 43206 for asbestos abatement for burn demolition house at 6904 Marysville Road. 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. 12-04-2019-1

Trustee Reports

Sandra Stults

- Reported on the Indigent burial refund email
- Tim Guider doing site survey on Russell Road for a driveway. Would like speed survey to lessen the speed limit there. Speed Limit currently 55 mph.
- Playing phone tag with Christina from Pontem (Cemetery Software)
- Fry Road complaints with some residents like the brush cut back, some didn't, and some complained about road condition

Ralph Moseley

- Called Maranda about park fence damage. Need to get action taken.
 - o Suggested that Maintenance Department fix the fence and prepare an invoice for the Dew Family for the repairs
- Talked to Sig Pugerud about the cemetery fence line and the opportunity to put in some drainage to alleviate flooding at Fairview Cemetery.
- Also needs to speak with Chas Kaiser about several projects for the township.

Doug Loudenslager

- Budget meeting has been set for 12/19 at 10 am
- End of year meeting has been set for 12/26 at 5:30 pm
- Organization Meeting will be January 3, 2020 at 10:00 am
- Requested the Fiscal Officer publish the organizational meeting date as well as all proposed trustee meeting dates for 2020
- Met with Village on snow and ice removal contract
- New truck is getting modified.
 - o Shared the Proposed decals
- Fiscal Officer Melvin to meet with Fiscal Officer Davis from Concord to provide payment and get title of dump truck.
- Established employee reviews be held on 12/19 beginning at 9:00 am. Will request Executive Session at the close of the regular meeting to discuss personnel.

Old Business

- Mowing bid and review. The Prosecutor has advised that a bid is not required for under \$50,000. However, what do you fall back on regarding contracts?
 - o Millcreek has a monument that has been damaged by a mower.
- Requested that Trustee Stults complete audit of all cemeteries to document damages and brought to Pony's attention.
- Mitchell Lane and Field Street responsibility? Trustee Moseley is working with Doug Riedel to verify where the township and the village line falls.
- Trustee Moseley is working on 3 REA's for culverts. Doug Riedel will be at budget meeting.

- Records Retention policy will need to be re-done per prosecuting attorney
 - o Fiscal Officer will have draft copy by budget meeting.
 - o Fiscal Officer sat through a records retention webinar on December 3.

New Business

Trustee Stults made a motion to pay \$3,699.79 to Damron Family Farms for truck modifications. 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 pay \$300.00 for lettering on new truck to Sign Smith. 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 pay to accept the VSP 12-12-12-12 plan. The family coverage is \$25.84 and single coverage is \$11.42. 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 submitted his 2020 Road Project list and provided his reasoning. Please see attached list. Trustee Moseley to speak with Doug Riedel for better cost estimates. Trustees to work on the major project list for the budget meeting.

It was suggested that if software is purchased for cemetery management it will require the purchase of a computer.

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 move into executive session for employee performance reviews at 8pm. 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 Loudenslager made a motion to move out of executive session. 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.

The trustees approved providing a 3% raise to both Gary Beckley and Jay Dague. It was also discussed to offer four ten-hour days from April through September or continue to work 7 to 3:30. For the months of October through March to work 8 to 4:30 with ½ hour lunch. This will parallel the County Engineer's employee hours.

Trustee Moseley made a motion to adjourn. The motion was seconded by Trustee Stults. 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 8:43 p.m.

Certified by: _____
Fiscal Officer