

Scioto Township
Agenda – Jan 4, 2023
5:30 p.m.

1. Call to Order – Fiscal Officer Melvin
2. Roll Call
3. Approval of the Minutes –
 - a. December 7, 2022
 - b. December 14, 2022
 - c. December 21, 2022;
4. Election of Officers – Chairperson, Vice Chairperson, Executive Committee Member
5. Establish 2021 Meeting Schedule – 2/1; 3/1; 4/5; 5/3; 6/7; 7/5; 8/2; 9/6; 10/4; 11/1; 12/6
6. Establish mid-month bill payment meeting schedule – 1/18; 2/15; 3/15; 4/19; 5/17; 6/21; 7/19; 8/16; 9/20; 10/18; 11/15; 12/20
7. Adoption of Meeting Agenda Policy – Agenda submitted to Fiscal Officer 4 days in advance
8. Adoption of Meeting Policy – Roberts Rules of Order, Limit on public speaking to 3 minutes/topic
9. Appointment of Trustee Representatives – Health Department,
10. Appointment of Legal Counsel – Delaware County Prosecutor
11. Authorize Chairperson and Fiscal Officer to notify Prosecutor of appointments and officer
12. Authorization of Fiscal Officer to perform the following:
 1. No money will be held in escrow by the fiscal officer or other township employee for payment of any township fees.
 2. Timely processing of all township invoices and payment of bills
 3. Maintenance of Township policy handbook
 4. Maintain township records and financial records and publishing monthly account positions.
13. Adoption of holiday schedule – Half-day New Year’s Eve, New Year’s Day, Martin Luther King Day, Presidents Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, Half-day Christmas Eve, Christmas Day
14. Adopt building rental fee schedule for 2023
15. Adopt Zoning Fee Schedule
16. Approve pay periods (monthly)

**SCIOTO TOWNSHIP TRUSTEES
RECORDING OF PROCEEDINGS
January 4, 2023**

REGULAR MEETING PROCEEDINGS SUMMARY:

The trustees of Scioto Township met in regular session, Wednesday, January 4, 2023 at 5:30 pm at the Township Hall, 3737 Ostrander Rd., Ostrander, OH 43061. Board members present were Ralph Moseley, Sandra Stults and Doug Loudenslager. Also present was Fiscal Officer, Kathy Melvin, Chief Marvin McIntire and Zoning Inspector Herb Ligocki. Others in attendance are included on the sign in sheet.

Fiscal Officer, Kathy Melvin called the organizational meeting to order at 5:30 pm.

APPROVAL OF MINUTES:

Trustee Stults moved to accept the minutes of the December 7, 2022, 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.

Trustee Stults moved to accept the minutes of the December 14, 2022, as presented by the Fiscal Officer. The motion was seconded by Trustee Loudenslager. The roll call vote: Ms. Stults-yes, Mr. Moseley-yes, and Mr. Loudenslager-yes. The motion passed with 3-yes and 0-no votes.

Trustee Stults moved to accept the minutes of the December 21, 2022, 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.

Fiscal Officer Kathy Melvin asked for nominations for the 2023 officers.

- Trustee Moseley nominated Trustee Stults as Chairman. 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.

Fiscal Officer Kathy Melvin asked for nominations for Vice Chair.

- Trustee Moseley nominated Trustee Loudenslager as Vice Chair. 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.

- Trustee Stults nominated Trustee Moseley as Executive Committee Member. The motion was seconded by Trustee Loudenslager. The roll call vote: Ms. Stults-yes, Mr. Moseley-yes and Mr. Loudenslager-yes. The motion passed with 3-yes and 0-no votes.

Fiscal Officer Kathy Melvin turned the meeting over to Chairman, Trustee Stults.

Trustee Loudenslager moved to hold the Trustee meetings on the first Wednesday of every month starting at 7 pm. The dates being February 1, March 1, April 5, May 3, June 7, July 5, August 2, September 6, October 4, November 1, and December 6. 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.

Trustee Loudenslager moved to hold the mid-month bill pay meeting the third Wednesday of each month at 5:30pm. Meeting dates will be January 18, February 15, March 15, April 19, May 17, June 21, July 19, August 16, September 20, October 18, November 15 and December 20. 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.

Trustee Stults made a motion to have agenda items to the office four (4) days prior to 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 follow Roberts Rules of Order and allow speakers 3 minutes for topic discussion. 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 name Trustee Stults the Scioto Township Representative for the District Advisory Council for the Delaware General Health District. 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 have the township legal counsel be the County Prosecutor. 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 the motion for the Fiscal Office or Chairman to be the primary contact to the prosecutor's office. It also authorizes all board members, Fire Chief, and Zoning Inspector to contact prosecutor's office and must notify the fiscal officer and Trustees when contact has been made. 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 the motion for the Fiscal Officer or designee to perform the following acts such as no money will be held in escrow by the fiscal officer or other employee for payment of any township fees. Allow Fiscal Officer to move monies with interfund transfers. Fiscal Office will need to inform trustees of these changes. The motion was seconded by Trustee

Loudenslager. 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 observe the following holiday observance schedule as presented in the employee manual. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Moseley-yes, Mr. Loudenslager-yes, and Ms. Stults-yes. Motion passed with 3-yes and 0-no votes.

The following Holidays will be observed for 2023:

January 1, 2023	New Year's Day (Jan 2)
January 16, 2023	Martin Luther Day
February 20, 2023	President's Day
May 29, 2023	Memorial Day
June 19, 2023	Juneteenth
July 4, 2023	Independence Day
September 4, 2023	Labor Day
October 9, 2023	Columbus Day
November 11, 2023	Veteran's Day (Nov 2)
November 23, 2023	Thanksgiving Day
December 24, 2023	½ Day Christmas Eve (Dec 22)
December 25, 2023	Christmas Day
December 31, 2023	½ Day New Year's Eve (Dec. 29)

Trustee Loudenslager motioned to retain the same township hall rental fee of \$30 for residents and \$400 for non-residents for 2023. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Moseley-yes, Mr. Loudenslager-yes, and Ms. Stults-yes. Motion passed with 3-yes and 0-no votes.

Trustee Loudenslager made a motion to retain the current zoning fees. 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 the pay periods (monthly) remain the same for 2023. The motion was seconded by Trustee Loudenslager. 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 approve 2023 first amended certificate of estimated resources. 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 the adopt Resolution 01-04-2023-1 to approve the 2023 temporary appropriations. The motion was seconded by Trustee Loudenslager. 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 authorize payments to Delaware County Regional Planning, EMA, and the General Health District. The motion was seconded by Trustee Loudenslager. 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 adopt Resolution 01-04-2023-2 to adopt Fiscal Officer Disaster Policy. 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 adopt Resolution 01-04-2023-3 Reimbursement for expenses for meetings and travel. 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 the authorize reimbursement for the OTA conference 2023 for trustees, zoning inspector, fire chief, maintenance, and fiscal officer and add members as affiliate member to save on conference cost. 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 adopt Resolution 01-04-2023-4 Establish Part Time Employee Hours. 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 01-04-2023-5 Establishing Salaries of Elected Officials. The motion was seconded by Trustee Loudenslager. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Delaware County Engineer – Doug Riedel – Not Present

Maintenance Department, Scioto Township – Tom Justice

- Cemeteries
 - No funerals – Total for 2022 were 17
 - Bokes Creek
 - Trimmed trees (not complete)
 - Repaired man gate
 - Replaced cable and reflector at drive entrance
 - Newhouse
 - Trimmed trees (not complete)
 - All
 - Plowed snow

- Roads
 - Trimmed trees at road side (not complete)
 - Removed dead deer and buried at park
 - Gary trained Tom on north and south plow routes
 - Placed cones on Warren Road due to guardrail damage from accident
 - Salted Road 12/17
 - Plowed and salted roads 12/23 through 12/27
- Maintenance
 - Replaced all 4 tires on mower trailer
 - Prepped trucks for plowing
 - Fixed gutter on north of maintenance building
 - Air tanks replaced on S-4 truck (rusted out)
 - New plow lights installed on S-4 truck
- Park
 - Patched cracks in walking trail
 - Cleaned off pickle ball court and took down 2 nets
 - Will be taking 3rd net down
 - Dumpster replaced by Rumpke (rusted out)
 - Cleaned up the brush pile
 - Plowed snow from walking path and parking lot
- Community Center
 - Straightened signs
 - Plowed sidewalks
- Requests:
 - Old S-2 truck and plow needs removed from lot
 - Was asked if it could get sold
 - South building gutter needs replaced
 - Bokes Creek has a cedar tree that needs branches cut that are falling and too high for equipment
 - Microsoft needs restored on the maintenance computer
 - IPAD to finish up culvert and cemetery markings
 - Fire extinguishers are being checked/serviced 1/5/23

Trustee Loudenslager thanked the department for the thorough and complete report.

ZONING REPORT: Please See Attached Documents

- The month of December there were two permits: 2 home additions. Total fees for the month of December were \$175.00.
- Working with Prosecuting Attorney regarding corner lot at Houseman Road and 37
- Variance on 257 N was approved for Barn/Wedding Venue
- Regional Planning meeting was Dec. 22
- Trustees asked Herb to keep eye on Sayers Property Development
 - Herb to research and report back on the plans
 - Trustee Loudenslager suggested that the density of the project may suggest the need for tapping into the village sewer.
- Trustees asked about multi-bay barn/garage on 36. Zoning Inspector stated there was a permit received for this building.

Trustee Loudenslager would like Chair Stults invite Delco to our February or March meeting to discuss the water system infrastructure and plans for future.

FIRE CHIEF'S REPORT: See attached report

- Purchase Orders – FoxFury Lighting Solutions PO #01-04-2023-1. Four Noman NOW Battery Powered Portable Lights for \$3,000.00. RollNRack PO#01-04-2023-2. Replacement Hose Roller Unit for \$9,000.00. Atlantic Emergency Solutions PO #01-04-2023-3. Turnout Gear – 3 sets for \$12,000.00. Atlantic Emergency Solutions PO #01-04-2023-4. Gear Racks for turnout room and bay areas for \$6,000.00.
- New Equipment Arrival. The new RitCraft and the Spark Scott SCBA Air Bottles are in-house now. Veridian Fire Gear order of 3 sets also arrived.
- Apparatus Repairs – One Apparatus still waiting on parts.
 - Engine 371 – Repairs Complete
 - Engine 373 – Repairs Complete
 - Rescue 371 – Fuel Gauge. Apparatus will be repaired in-house.
- Daytime Fire Coverage Update – application posting is online now and will be available until January 31, 2023.
- Good to the Order: Annual Firefighter Dinner and Service Awards is Friday, January 6th at 6:00pm. Dinner will be catered in and small presentation will be presented out our firefighters and families.
- Garage door was fixed today
- Fire class started January 19 and have 6 inhouse students. Chief will open to other districts with a limit of 12 students total. Outside students will need to purchase their own books. This program is reimbursed by the state.
 - STFD FF will be present on Tuesday evenings to help students with books, processes and testing.
- Chief is also asking LT. McIntire to put together a farm/farmhand CPR class to be held this winter at the township.

Trustee Loudenslager made a motion to accept Fire Chief McIntire's fire report including Purchase orders for FoxFury, RollNRack and 2 for Atlantic Emergency Solutions. 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.

FISCAL OFFICERS REPORT:

- Will be working on yearend to be completed early February
- Receivables: \$710.00
- Payables: \$17,140.90

TRUSTEE REPORTS:

Trustee Loudenslager:

- Spoke with Teresa Watkins of Radnor Township. They are building a salt barn and they will consider accepting others to load out from that location.
 - Not any closer but would avoid Delaware and the lines there to obtain salt.
- Henry Property Demolition
 - Working on asbestos removal costs. Have one estimate waiting on another.
- Park Ball Diamond
 - Contractor may be able to meet at park Friday, January 6 at 10am.

Trustee Moseley

- Alarm system should be completed tomorrow
 - Simplex and electricians still have work left to do.
 - Once this is completed an inspection will need scheduled.
 - This alarm is tied into Sterling Protective Services
- Research price for installation for new light at front corner of the building
- Maintenance guys did a great job with snow and ice removal.
- The roads they have tree trimmed look good.

Trustee Stults

- Working on Mowing Bid

OLD BUSINESS: NONE

NEW BUSINESS: NONE

PUBLIC COMMENT:

- Debbie Bowden – Behalf of Village
 - The Village reported they are not interested in hiring the grant writer.
 - She also asked if the Township has a Master Plan and could she get a copy.
 - Trustee Moseley provided her a copy.

Trustee Loudenslager 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 Loudenslager made a motion to adjourn. The motion was seconded by Trustee Moseley. 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 6:44pm.

Ralph Moseley

Santha Stults

Certified by: Kathy Melvin
Fiscal Officer

SCIOTO TOWNSHIP BOARD OF TRUSTEES
SIGN IN
January 4, 2023

	THOMAS JUSTICE	1763 CARL RD.
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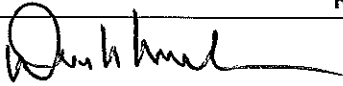
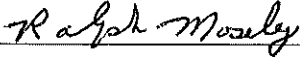
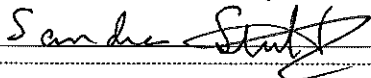
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Governing Board Signature Page

01/04/2023

Item	Reviewed By	
Payment Listing		Doug Loudenslager
		Ralph Moseley
		Sandra Stults
		Kathy Melvin

Payment Listing

1/1/2023 to 1/5/2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
1-2023	01/04/2023	01/02/2023	CH	ANTHEM BC BS	\$1,534.89	O
2-2023	01/05/2023	01/02/2023	EP	Gary G Beckley	\$2,990.34	O
3-2023	01/05/2023	01/02/2023	EP	Gregory Casonova	\$13.70	O
4-2023	01/05/2023	01/02/2023	EP	Kathan T Costello	\$13.70	O
5-2023	01/05/2023	01/02/2023	EP	Adam M DeMarco	\$323.46	O
6-2023	01/05/2023	01/02/2023	EP	Brian Dilley	\$471.43	O
7-2023	01/05/2023	01/02/2023	EP	Michael T. Downerd	\$13.70	O
8-2023	01/05/2023	01/02/2023	EP	Thomas Justice	\$3,108.60	O
9-2023	01/05/2023	01/02/2023	EP	Herbert Ligocki	\$426.12	O
10-2023	01/05/2023	01/02/2023	EP	Michael D Long	\$242.59	O
11-2023	01/05/2023	01/02/2023	EP	Douglas D. Loudenslager	\$841.93	O
12-2023	01/05/2023	01/02/2023	EP	Kyle A McIntire	\$256.57	O
13-2023	01/05/2023	01/02/2023	EP	Marvin E McIntire	\$1,053.71	O
14-2023	01/05/2023	01/02/2023	EP	Jonathan S Melvin	\$268.53	O
15-2023	01/05/2023	01/02/2023	EP	Kathy Melvin	\$1,317.60	O
16-2023	01/05/2023	01/02/2023	EP	Ralph K Moseley	\$957.32	O
17-2023	01/05/2023	01/02/2023	EP	Sig Pugerud	\$27.36	O
18-2023	01/05/2023	01/02/2023	EP	Steven Roush Jr.	\$26.95	O
19-2023	01/05/2023	01/02/2023	EP	John Saniel-Banrey	\$273.53	O
20-2023	01/05/2023	01/02/2023	EP	Sandra Stults	\$949.58	O
21-2023	01/05/2023	01/02/2023	EP	Casey J Swendrick	\$29.71	O
18828	01/04/2023	01/02/2023	AW	Gary Beckley	\$35.00	O
18829	01/04/2023	01/02/2023	AW	Thomas Justice	\$35.00	O
18830	01/04/2023	01/02/2023	AW	Herbert Ligocki	\$35.00	O
18831	01/04/2023	01/02/2023	AW	Marvin McIntire	\$35.00	O
18832	01/04/2023	01/02/2023	AW	Kyle McIntire	\$35.00	O
18833	01/04/2023	01/02/2023	AW	John Saniel Banrey	\$35.00	O
18834	01/04/2023	01/02/2023	AW	Douglas D Loudenslager	\$593.15	O
18835	01/04/2023	01/02/2023	AW	Sandra Stults	\$324.19	O
18836	01/04/2023	01/02/2023	AW	AES Ohio	\$800.99	O
18837	01/04/2023	01/02/2023	AW	Tayla Ewing	\$71.25	O
18838	01/04/2023	01/02/2023	AW	Gary Beckley	\$3,850.00	V
18838	01/04/2023	01/02/2023	AW	Gary Beckley	-\$3,850.00	V
Total Payments:					\$17,140.90	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$17,140.90	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.



SCIOTO TOWNSHIP FIRE DEPARTMENT

3737 OSTRANDER ROAD
OSTRANDER, OHIO 43061

MARY MCINTIRE, FIRE CHIEF
740-666-2121, EXT. 106

January 4, 2022 Board Meeting

Purchase Orders – FoxFury Lighting Solutions – 4 – Nomad NOW Battery Powered Portable Lights - \$3,000.00. RollNRack – Replacement Hose Roller Unit - \$9,000.00. Atlantic Emergency Solutions – Turnout Gear, 3 – sets - \$12,000.00. Atlantic Emergency Solution – Gear Racks for turnout room and bay areas - \$6,000.00.

New Equipment Arrival – The new RitCraft and the Spare Scott SCBA Air Bottles are in-house now. Veridian Fire Gear order of 3 – sets also arrived.

Apparatus Repairs – One Apparatus still waiting on parts.

Engine 371 – **Repairs Complete.**

Engine 373 – **Repairs Complete.**

Rescue 371 – Fuel Gauge. Apparatus will be repaired in-house.

Daytime Fire Coverage Update – Application posting is online now and will be available till January 31st.

Good to the Order: Annual Firefighter Dinner and Service Awards is Friday, January 6th at 6:00. Dinner will be catered in and small presentation will be presented to our firefighters and families.

Zoning Report December, 2022

Action Number	Date	Address	Type of Action	Name of Applicant	BZA Action Y/N	Fee	Notes
22-074	12/7/2022	2920 Burnt Pond Road	Steps to Basement	Larry Beal	N/A	\$ 25.00	Approved Check #4034
22-075	12/28/2022	10010 Fontanelle Road	Addition	Wesley Miller	N/A	\$ 150.00	Approved Check
					Total	\$ 175.00	

Permits

2 Home Additions

December 2022 Maintenance Report

Cemeteries

- No funerals this month. There were 17 total for 2022.

Bokes Creek

- Trimmed trees (not complete)
- Repaired the man gate
- Replaced the cable and reflector at the drive entrance

Newhouse

- Trimmed trees (not complete)

All

- Plowed snow

Roads

- Trimmed trees at road side (not complete)
- Removed dead deer and buried at park
- Trained Tom on plow on both plow routes
- 12/16 put up cones and caution tape on Warren Road where truck crashed through guard rail, thankfully no injuries
- 12/17 salted roads for ice
- 12/23 through 12/27 plowed and salted roads

Maintenance

- Replaced all 4 tires on mower trailer after having flat hauling the Gater
- Prepped the trucks for snow plowing
- Fixed gutter on north of maintenance building
- Air tanks were replaced on the S-4 dump truck due to rusted out tank
- New plow lights installed on S-4 dump truck

Park

- Patched cracks in the walking trail
- Cleaned off pickle ball courts and took down 2 nets
- Dumpster was replaced by Rumpke
- Cleaned up the brush pile with the backhoe
- Plowed snow off the walking trail and parking lot

Community Center

- Straightened signs
- Plowed sidewalks

Requests

- Old S-2 truck and plow needs removed from maintenance lot
- South building gutter needs replaced
- Bokes Creek has 1 cedar tree that needs branches cut that are falling out to high for us to reach
- Microsoft office needs restored on the maintenance computer

Thank you,

Gary and Tom

1/4/23

DATE: 01/4/2023

RESOLUTION: 01-04-2023-1

In the matter of the Scioto Township Trustees Meeting held 1/4/2023.

Now, therefore be it resolved by the Scioto Township Board of Trustees, Delaware County, Ohio to adopt amended 2023 temporary appropriations as presented and discussed at our Jan 4, 2023 meeting.

Motion made by Loudenslager and seconded by Moseley.

Vote:

Sandra Stults	<u>YES</u>
Ralph Moseley	<u>YES</u>
Doug Loudenslager	<u>YES</u>

Wm W. ...
Sandra Stults
Ralph Moseley

Certified by: Kathy Mulvaney
Fiscal Officer

DATE: 01/04/2023

RESOLUTION: 01-04-2023-2

In the event that I, Kathy Melvin, should become incapacitated or unable in any way to complete my duties as fiscal officer, the following information will help Scioto Township meet its financial responsibilities without interruption.

1. With every regular Board of Trustees meeting, a backup of the computer and UAN is performed on an external hard drive located in the laptop bag.
2. A password log and procedures are kept in a binder located in the locked bottom drawer of the credenza behind the desk.
3. Nearby or familiar fiscal officers that would be helpful in completing financial responsibilities for Scioto Township until a crisis is resolved include: traveling fiscal officer Diann Jamerson, Village of Plymouth Ohio, 567-224-0192. Jill Davis, Concord Township, 740-272-0981.
4. The Ohio Auditor of State is responsible for the program known as the Uniform Accounting Network (UAN) and may be able to assist the township – UAN (800) 833-8261 or UAN_support@ohio auditor.gov.
5. Recent payroll sheets, bank reconciliations, receipt and warrants are located in the file cabinets in the fiscal officer's office or in boxes at the home of the fiscal officer and can be arranged by fiscal officer's spouse, Jon Melvin, 740-272-1408, to retrieve such files.
6. Contact numbers are in the binder located in the locked bottom drawer of the credenza behind the desk.

Trustee Loudenslager moved to adopt this resolution and Trustee Moseley seconded this motion.

Vote: Sandra Stults yes
Ralph Moseley yes
Doug Loudenslager yes

Wm. W. ...

Sandra Stults

Ralph Moseley

Certified by: Kathy Melvin
Fiscal Officer

SCIOTO TOWNSHIP DELAWARE COUNTY, OHIO

RESOLUTION 01-04-2023-3

RESOLUTION TO PROVIDE FOR REIMBURSEMENT OF EXPENSES.

The Board of Trustees of Scioto Township, Delaware County, Ohio ("Board") met at a regular meeting on the 4th day of January 2023.

Trustee Loudenslager Moved the adoption of the following Resolution.

Be it resolved that the Board sets the reimbursement rates for meals during travel up to the maximum of \$35 dollars per day when detailed receipts are provided. Alcoholic beverages are not reimbursable. The mileage rate to be reimbursed at the rate set that year by the IRS for business travel outside of the county. Reimbursement for lodging will be made at reasonable rates for the area provided detailed receipts have been provided.

Trustee Moseley Seconded the motion.

APPROVED AND ADOPTED THIS 4th DAY OF JANUARY 2023 BY:

BOARD OF TRUSTEES
SCIOTO TOWNSHIP
DELAWARE COUNTY, OHIO

Doug Loudenslager
Doug Loudenslager
Trustee

1-4-23
Date

Sandra Stults
Sandra Stults
Trustee

1-4-23
Date

Ralph Moseley
Ralph Moseley
Trustee

1-4-23
Date

ATTEST:

Kathy Melvin
Kathy Melvin
Scioto Township Fiscal Officer

1-4-23
Date

SCIOTO TOWNSHIP DELAWARE COUNTY, OHIO

RESOLUTION 01-04-2023-4

RESOLUTION TO ESTABLISH PART-TIME EMPLOYEE HOURS.

The Board of Trustees of Scioto Township, Delaware County, Ohio ("Board") met at a regular meeting on the 4th day of January 2023.

Trustee Loudenslager Moved the adoption of the following Resolution.

Be it resolved that the Board sets employees classified as part-time may only work up to a maximum of 1,500 hours in any calendar year.

Trustee Moseley Seconded the motion.

APPROVED AND ADOPTED THIS 4th DAY OF JANUARY 2023 BY:

BOARD OF TRUSTEES
SCIOTO TOWNSHIP
DELAWARE COUNTY, OHIO

Doug Loudenslager
Doug Loudenslager
Trustee

1-4-23
Date

Sandra Stults
Sandra Stults
Trustee

1-4-23
Date

Ralph Moseley
Ralph Moseley
Trustee

1-4-23
Date

ATTEST:

Kathy Melvin
Kathy Melvin
Scioto Township Fiscal Officer

1-4-23
Date

SCIOTO TOWNSHIP DELAWARE COUNTY, OHIO

RESOLUTION 01-04-2023-5

RESOLUTION TO ESTABLISH SALARIES OF ELECTED OFFICIALS

The Board of Trustees of Scioto Township, Delaware County, Ohio ("Board") met at a regular meeting on the 4th day of January 2023.

Trustee Loudenslager Moved the adoption of the following Resolution.

Be it resolved that the Board SETS THE Trustees and Fiscal Officer annual salaries not to exceed the maximum amount set forth in R.S.505.24 and R.C. 507.09, respectively.

Trustee Moseley Seconded the motion.

APPROVED AND ADOPTED THIS 4th DAY OF JANUARY 2023 BY:

BOARD OF TRUSTEES
SCIOTO TOWNSHIP
DELAWARE COUNTY, OHIO

Doug Loudenslager
Doug Loudenslager
Trustee

1-4-23
Date

Sandra Stults
Sandra Stults
Trustee

1-4-23
Date

Ralph Moseley
Ralph Moseley
Trustee

1-4-23
Date

ATTEST:

Kathy Melvin
Kathy Melvin
Scioto Township Fiscal Officer

1-4-23
Date