

**SCIOTO TOWNSHIP TRUSTEES
RECORDING OF PROCEEDINGS
JANUARY 3, 2020**

REGULAR MEETING PROCEEDINGS SUMMARY:

The trustees of Scioto Township met in regular session, Friday, January 3, 2020 at 10:00am 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 Fiscal Officer, Kathy Melvin, Fire Chief, Marvin McIntire, and Zoning Inspector Herb Ligocki. Others in attendance are listed on the attached sign-in sheet.

Trustee Loudenslager administered Oath of Office for Fiscal Officer Kathy Melvin and Trustee Ralph Moseley

Fiscal Officer, Kathy Melvin called the organizational meeting to order at 10:00am with the pledge of allegiance.

APPROVAL OF MINUTES:

Trustee Loudenslager moved to accept the minutes of the December 5, 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.

Trustee Stults moved to accept the minutes of the December 19, 2019, with changes of duplicate paragraph being deleted. The motion was seconded by Trustee Moseley. The roll call vote: Ms. Stults-abstain, Mr. Moseley-yes, and Mr. Loudenslager-yes. The motion passed with 2-yes and 1-abstain votes.

Trustee Stults moved to accept the minutes of the December 26, 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-abstain. The motion passed with 2-yes and 1-abstention vote.

Fiscal Officer Kathy Melvin asked for nominations for the 2020 officers.

Trustee Moseley nominated Trustee Loudenslager 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 Loudenslager nominated Trustee Stults as Vice Chair. 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 Loudenslager nominated Trustee Moseley as Executive Member. 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 turned the meeting over to our Chairman, Trustee Loudenslager.

Trustee Stults moved to hold the Trustee meetings on the first Wednesday of every month starting at 7 pm. The dates being February 5, March 4, April 1, May 6, June 3, July 1, August 5, September 2, October 7, November 4 and December 2. 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 Moseley moved to hold the mid-month bill pay meeting the third Thursday of the month at 5:30pm as needed. 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 Moseley made a motion to have agenda items to the office four (4) days prior to meeting. The motion was seconded by 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 Moseley made a motion to follow Roberts Rules of Order and allow speakers 3 minutes for topic discussion. The motion was seconded by 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 Loudenslager 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 Moseley 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 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 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. 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 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 2019:

January 1, 2019	New Year's Day
January 14, 2019	Martin Luther Day
February 18, 2019	President's Day
May 27, 2019	Memorial Day
July 4, 2109	Independence Day
September 2, 2019	Labor Day
October 14, 2019	Columbus Day
November 11, 2019	Veteran's Day
November 28, 2019	Thanksgiving Day
December 25, 2019	Christmas Day

Trustee Stults motioned to increase the rental fee for the township hall to \$30.00. 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 Moseley made a motion the Zoning Fees remain the same for 2020. 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 the pay periods remain the same for 2020. 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 authorize payments to DCRPC for \$2740.00 and to the EMA for \$1,260.69. 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:

Payments:	\$21,309.62	
Receipts:	12-5-19 to 12/31/19	\$19,406.24
	1-1-2020 to 1-2-2020	\$96.32

Provided trustees, zoning inspector and fire chief new purchase order request form.

Shared with trustees the cemetery tracking Concord Township uses along with a copy.

Trustee Loudenslager asked if we could get their program to not need to recreate.

ZONING REPORT: Please See Attached Documents

There were 2 zoning actions during the month of December 2019. There was one new residence and one new accessory building. Total fees for the month of December were \$450.00.

The 2019 totals are as follows generating \$15,530.00 in fees:

- 35 Residences
- 16 accessory buildings
- 4 agricultural buildings
- 1 porches/decks
- 18 driveways
- 3 home additions
- 2 pools
- 4 solar panel array
- 3 Lot Splits
- 3 Ag Exemptions

Additional tasks and ongoing issues:

- Subdivision at 36/257 Robinhood Lane
- Truck and gravel at 37 and 257
- Land bank and property at Penn Road and 257
- Driving the Township for zoning issues

FIRE CHIEF'S REPORT:

- The fire department recognition dinner is 1/4/2020 at 6pm.
- Fire at Mills Road – Barn was total loss and department was on scene for 5 hours
- Asbestos abatement is taking place at 36 and Russell Road
- Met with BWC on rescue tool grant for battery powered tools
 - Hopefully will be awarded this grant
- Silco will be here next week for the kitchen suppression check

Trustee Moseley made a motion to accept PO 01032020 for Annual SCBA Bench Test for Warren Fire Equipment, 6880 Tod Avenue, Warren, Ohio 44481, not to exceed \$2,500.00. 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 REPORTS:

Trustee Stults

- Working on cemetery project and cemetery inventory

Trustee Moseley

- REA's have been submitted to the county
- Port-a-John has been blown over
 - Need to put some gravel down where it sits
- Marvin Dew repaired fence where daughter went through it.
- Possibly need to stain the entire park fence out front
- A lot of water at Fairview cemetery but we did have 6/10 of an inch of rain
- Talked about draining park pond to dredge out to clean up
 - FD to possibly help with cost
 - Chaz estimated \$4600 for him to perform the work.

Trustee Loudenslager:

- Received posts and hardware for new signs. Signs will be delivered Monday
 - Village will be sharing signs and posts
- Move Kathy's old printer into our office for cemetery computer use.
- Trustee Stults to bring cemetery computer plan to February meeting

OLD BUSINESS:

Maintenance Department hours will be Monday through Friday 8a to 4:30 starting 1/6/20 and summer schedule will be 7a to 3:30pm.

NEW BUSINESS:

- Trustee Loudenslager had a conversation with Jason Damron regarding work for the township
 - He was a plow driver for Concord Township. He is willing and able to sub for our maintenance guys if needed.

Trustee Moseley made a motion to hire Jason Damron for \$15.00/hr and treated as a W-2 employee with a review after 6 months. 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. It was asked if Jason had a CDL. Trustee Loudenslager will verify.

- The county was not able to negotiate a reasonable sign installation agreement. Trustee Loudenslager talked with Jason Damron and a community farmer asking if they'd be interested on a per sign basis of \$50 each totaling \$20,000.
 - Suggested Sam Kemper for Village might be able to help as well.

Trustee Moseley made a motion to authorize Trustee Loudenslager to work on sign install contract. 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.

- Internet and Wifi was out Thursday evening
 - Asked Selectus if the outage showed and if it was out or not
 - Was asked to not unplug and plug in the box
 - Do we need to have Selectus evaluate our system
 - Chief and Kathy will work with Mike from Selectus.

Trustee Stults made a motion for Trustee Stults, Trustee Moseley, Zoning Inspector and Fiscal Officer to attend and pay registration for the Ohio Township Association Conference. 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 authorize bid specs for mowing. 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 Moseley and Fiscal Officer Melvin chose to not accept health care reimbursement with the township.

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 11:50 am.

Certified by: _____
Fiscal Officer