

Jackson Township Board of Trustees
Regular Meeting Minutes
August 8, 2016

Mr. Moyer asked everyone to stand and say the Pledge of Allegiance. The meeting was called to order by President, Mike Moyer, at 6:03 p.m. Roll call was taken. Trustees: Mr. Moyer, Mr. DeVilbiss and Mr. Gillman were all present.

Visitors: Pattie Smith, Jimmy Peters, June & Bob Puterbaugh, Douglas Butcher, John Butcher, Eli Winkler and Tom Wallace

Visitor Comments: No visitor comments at this time.

Review/Approval of Minutes – Trustees Regular Business Meeting – July 11, 2016:

Mr. Moyer asked for the review and approval of minutes from the Trustees Regular Business meeting held on July 11, 2016. Mr. DeVilbiss made a motion to approve the minutes from July 11, 2016, seconded by Mr. Gillman. Vote: Mr. Moyer-Yes Mr. DeVilbiss- Yes Mr. Gillman- Yes Motion passed.

Review/Approval of Minutes – Nuisance Abatement Hearing – May 24, 2016:

Note: At the July 11th meeting, the minutes from the Nuisance Abatement Hearing held on May 24th had not been reviewed by all trustees, so Mr. DeVilbiss asked to table the approval of these minutes until the next regular trustee meeting. Mr. Moyer asked for the review and approval of minutes from the Nuisance Abatement Hearing held on May 24, 2016. Mr. DeVilbiss made a motion to approve the Nuisance Abatement Hearing Minutes from May 24th, seconded by Mr. Gillman. Vote: Mr. Moyer-Yes Mr. DeVilbiss- Yes Mr. Gillman- Yes Motion passed.

Electronic Payments & Warrants:

Mr. Moyer asked for the review and approval of the electronic payments and warrants totaling **\$284,334.32** (Payment listing is attached to filed minutes). Mr. Gillman made a motion to approve the electronic payments and warrants totaling **\$284,334.32**, seconded by Mr. DeVilbiss. Vote: Mr. Moyer-Yes Mr. DeVilbiss- Yes Mr. Gillman-Yes Motion passed.

Fire: Chief Wallace informed all those present that the Farmersville Fire Department will be celebrating its 100th anniversary on Sept. 11, 2016. There will be a celebration party on Sept. 11th from 12:00 noon to 5:00 p.m. There will be demonstrations, antique equipment, food and more. They will be having a flag raising ceremony at noon with a pipe and drum unit. Chief Wallace told the story of how the Farmersville Fire Department got its start. Sept. 11th is not the exact date, but he knows it was established in 1916 when the water lines were put in. Chief Wallace invited everyone to come and help them celebrate. Chief Wallace asked if anyone had any questions for him. No further business.

Police: Chief Schade gave the following report:

- The State of Ohio has begun the process of suggesting and mandating policy changes for police departments across the state. This year they are looking at Use of Force and Hiring Retention. Chief Schade is trying to get a group of people to review and update the police departments' policies. Chief Schade stated he and Brenda Gisewite have been discussing this for the last couple of years. Brenda is an accreditation manager at the Montgomery County Sheriff's office. The Sheriff's office has released her to work with Jackson Township, if the trustees agree. Chief Schade stated Mrs. Gisewite is an expert in policy. Mrs. Gisewite has agreed to help our department through this process with the stipulation that we utilize a company called Power DMS – Document Management Solutions Company. Chief Schade explained how this system will work once it's in place. There will be a \$2,000.00 set up fee, and then every year after, it will be \$118.00 per user. Chief Schade recommends hiring Power DMS at \$4,360.00 for the first year (this is for 20 users and set up fee of 10 hrs.), as well as hiring Brenda Gisewite at \$16.00 @ hr. on a part time basis, with an expected 5 – 10 hours work week.

Minutes Cont'd.

Chief Schade said they will put the existing policies in the system then go from there. Attorney Ryan Brunk has also agreed to assist us with development and approval on all new policy issues. This will be on a voluntary basis. Some discussion took place regarding this system. Chief Schade stated it could be a 1 -2 year process before getting this to where they want it. The goal is to have a policy procedure manual in line with an accredited agency. The State would like to see everyone accredited. Chief Schade stated Mrs. Gisewite is an instructor for the state, and we are lucky to have her help us with this. Mr. Gillman made a motion to accept Chief Schade's recommendations to hire Power DMS as well as hiring Brenda Gisewite @ \$16.00 @ hr. on a part time basis. Mr. DeVilbiss seconded the motion. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Gillman – Yes Motion passed.

- Chief Schade stated the next prescription drug drop-off will be on September 19th. The police officers will be picking up the prescription drugs at the local churches.
- All mobile and portable radios will be reprogrammed this week in preparation for the pending system upgrade.

Chief Schade had no further business.

Road: Doug Pohl stated they have the road mowing caught up and will start again next week. They have been working on Ft. Anthony Rd. They received a lot of material from Germantown, so they have the road straightened up to the gun range. Mr. Pohl stated with the help from Farmersville, many trees were trimmed at the park. Mr. Pohl stated he is still looking for a bucket truck. There is about \$12,000.00 in the budget they can work with. Mr. Pohl said there was a truck located near Cleveland he would like to go look at. The cost would be around \$7,850.00. It has been newly painted and everything has been checked out on it, so if he could take a check up with him, he could drive it home. Discussion followed regarding the dealer. Mr. Pohl stated he asked the dealer about the buckets. The dealer said the buckets vary from state to state. Mr. Pohl stated he feels they need to get this moving due to school starting and the buses will be running. Mr. DeVilbiss stated there should be a motion to purchase this truck seeing a new truck was not originally budgeted. Mr. Moyer asked what the cost would be. Mr. Pohl replied it would cost a total of \$8,949 to drive it home. Mr. Gillman asked if they used hydraulics to power the saws in the bucket. Mr. Pohl said the bucket has its own power through a generator. Mr. Pohl stated he spoke with Tom Sears and there may be a chance Farmersville could share the cost, but it would have to wait until next year's budget. Mr. Moyer asked if there would be a need for this truck after the ash trees are cut. Mr. Pohl state there will always be a need, seeing there will always be trees needing trimmed and canopies to be cut out of the trees. Mr. Pohl feels this truck will be used for quite a long time. Mr. Gillman asked about the ash trees on the county roads – will we cut those or the county. Mr. Pohl stated the county will take care of their own roads. Mr. DeVilbiss asked if the truck will be covered under insurance if Mr. Pohl drives it home. Discussion followed on the purchase of this truck and making sure it is insured before driving it home. After further discussion, Mr. DeVilbiss made a motion to allow Mr. Pohl to purchase a truck for no more than \$9,000.00. Mr. Gillman seconded the motion. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Gillman – Yes Motion passed. Mr. Pohl informed the trustees Joel Ferguson from Xenia Township will be coming tomorrow to do a DOT inspection on the dump trucks. All the trucks need brake work. Mr. Ferguson will help with getting the trucks up to where they should be. Mr. DeVilbiss mentioned he would like to see cameras installed on the road building due to all the equipment in the buildings. Mr. DeVilbiss thought maybe Carrie Schade could look into the possibility of applying for a grant for these cameras. Discussion followed on the Solid Waste grant money used to purchase cameras for the ball park and the possibility of purchasing them through a retail store. Mr. Pohl had no further business.

Minutes Cont'd.

Park: Mr. DeVilbiss stated the Park Board had a meeting a couple of weeks ago and the pool has surpassed what they did last year. School is starting a week from today and they will try and keep the pool open after school. They will be talking about this at Thursday night's meeting. Mr. DeVilbiss stated he thinks the park is looking great, as well as the roads. Mr. Moyer stated he understands they are trying to get a separate board to run the baseball teams. Mr. DeVilbiss explained this has nothing to do with the Park Board. Mrs. Michael informed the trustees the Park Board has approved someone to do a deep cleaning at the Community Center. Mr. Moyer asked if they will be paying for this service by the hour, to which Mrs. Michael said yes. Mr. Gillman asked who was doing the cleaning, to which Mrs. Michael replied – Chris Chalmers. Mrs. Michael stated Ms. Chalmers has been doing a great job. Mr. DeVilbiss said they also want to do some painting and updating on the inside of the Community Center. No further park business.

Zoning/Refuse: Mr. Moyer asked Mrs. Michael how the boat and trailer issue is coming. Mrs. Michael stated she tried contacting the claims adjuster, but she was out of the office. Mrs. Michael stated she will try again tomorrow. Mrs. Michael has not heard anything from the resident on Clayton Road. The property is still a mess. Mr. Moyer asked what else can the trustees do. Mrs. Michael responded by saying they could file another nuisance abatement to include the tarp/tent and its contents – bring them in for another hearing. Discussion followed. Mr. Gillman asked if they could get a business license for running a business. Mrs. Michael stated the property is not zoned for business – they are not allowed to sell anything. Mr. Gillman asked if the county could do anything. Mrs. Michael stated this is our jurisdiction, the county will do nothing. Discussion followed on what is under the tarp/tent. Some items were truck tool boxes, tool boxes, ceiling fans - things they bought in large quantities to sell. Mr. Moyer asked if there were any other zoning issues. Mrs. Michael stated she will be looking at another property she feels is getting to be a nuisance. Mrs. Michael will give the trustees the information and pictures to review to see if they want to pursue it. Mr. Moyer asked Mrs. Michael if she sent out certified letters regarding the tax assessments for not paying trash bills, and did she get any letters back. Mrs. Michael said she did send out certified letters and yes, she did receive quite a few back. Mrs. Michael has had more payments coming in, so the number of assessments has come down. They have until the 15th of August to pay. Mr. Moyer asked if the resident at 1107 Clayton Rd. has paid their trash bill. Mrs. Michael said no. Discussion followed on seeing if the Health Department could do anything regarding this property. Mrs. Michael had no further business. Mrs. Winkler asked the trustees if they wanted to go ahead and pass the trash tax assessment **Resolution 2016-18** since they were just talking about it. Mr. Moyer asked for a motion to approve Resolution 2016-18. Mr. Gillman made the motion to approve Resolution 2016-18, seconded by Mr. DeVilbiss. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Gillman – Yes Motion passed.

Technical Writer: Not present

Fiscal Officer: Mrs. Winkler went over the UAN Appropriation and Fund Status reports with the trustees asking if they had any questions. Mrs. Winkler presented **Resolution 2016-19** to the trustees, explaining this is in regards to the Havermale Road Phase II application to participate in the OPWC State Capital Improvement Program. Discussion followed on where Phase II would take place. Mr. DeVilbiss made a motion to approve Resolution 2016-19, seconded by Mr. Gillman. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Gillman – Yes Motion passed. Mrs. Winkler presented the trustees with **Resolution 2016-20** explaining there were several large Community Center rental refunds and the original appropriated amount is not sufficient to pay the remaining refunds through years' end. Mrs. Winkler will transfer \$400.00 from Park acct. 2171-610-599 (Other Expenses) to Park acct. 2171-610-321 (Rents & Leases) to cover any remaining refunds through the end of the year.

Minutes Cont'd.

Mr. Gillman made a motion to approve Resolution 2016-20, seconded by Mr. DeVilbiss. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Gillman – Yes Motion passed. Mrs. Winkler told the trustees our Anthem Health Insurance is coming up for renewal in October at an 8% increase. We can either stay with this non- ACA plan, or consider an Affordable Care Act plan which would have a 29% increase. If no one had any objections, Mrs. Winkler will let Anthem know we will stay with our same plan. There were no objections. Mrs. Winkler told Chief Schade and Doug Pohl to make sure they consider the 8% increase in medical expenses when planning their 2017 budget. Mrs. Winkler informed the trustees that our Ohio Plan Liability Insurance is also being renewed at a savings of \$287.00 in premiums. Mr. DeVilbiss asked if we are due for a Risk Management meeting. Mrs. Winkler said Karie Novesl, our Ohio Plan representative, did not say anything about Risk Management when she was here. Mr. Gillman had a question regarding the park. He asked Mrs. Michael if the nuts and bolts were tightened on the playground equipment. Mrs. Michael said the Park Board had Playworld out this past winter to do an inspection. A decision was made at the last Park Board meeting to hire someone to do the repairs. Mrs. Winkler had no further business.

Ongoing Issues: Fort Anthony Road Bridge and Farmersville-Gratis Road.

Comments: There were no comments regarding Ongoing Issues.

Trustees:

Mr. Moyer: Mr. Moyer asked Douglas and John Butcher if they have been down on Ft. Anthony road lately, and if so, how does it look to them since some repairs have been made. Mr. Butcher said it looks really good. Mr. Pohl stated there is a lot more to do, but they haven't had the time to do it due to other projects they're working on. Discussion followed regarding these repairs and how the trustees are still working on getting the county to put up swing gates so the township can open and close the road during bad weather. Mr. DeVilbiss stated the trustees are not opposed to keeping the road open as a seasonal road. Mr. Moyer said he still has the letter stating the county engineer will put up the gates. Mrs. Michael said Victoria, at the County Engineer's office, said she would push this issue on the "front burner". Discussion followed about continuing to clean up the road and police patrolling the road since it's in better shape, as well as how to keep the road closed signs from being moved or stolen. Mr. Moyer had no further business.

Mr. DeVilbiss: Mr. DeVilbiss presented the trustees with a proclamation to honor the Farmersville Fire Association on their 100th anniversary and asked each trustee to sign it. Mr. DeVilbiss will present this proclamation to the Fire Department on Sept. 11th. Mr. DeVilbiss stated we have a good group of people serving on the Fire Department and would like to somehow make September 11, 2016 "Farmersville Fire Association Day". No one had any idea how to do this, so Mr. DeVilbiss made a motion to make September 11, 2016, "Farmersville Fire Association Day" for the whole township. Mr. Gillman seconded the motion. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Gillman – Yes Motion passed. Mr. DeVilbiss told those present he had the pleasure to once again attend the Ohio State Fair, representing the Ohio Township Association, and passing out awards in the small animal's category. Mr. DeVilbiss stated the OTA donates \$500.00 each year to the Ohio State Fair to purchase awards for different categories. Mr. DeVilbiss encouraged everyone to attend next year.

Mr. Gillman: No new business.

Mr. Moyer asked if there was a need to go into executive session. The trustees felt no need for an executive session.

With no further business, Mr. DeVilbiss made a motion to adjourn the meeting, seconded by Mr. Gillman.

Meeting was adjourned at 6:47 p.m.

Submitted by: _____
Diana Winkler, Fiscal Officer

Attested by: _____
Michael Moyer, President