

Jackson Township Board of Trustees
Regular Meeting Minutes
July 17, 2017

Mr. Moyer asked everyone to stand and say the Pledge of Allegiance. The meeting was called to order by President, Mike Moyer, at 6:01 p.m. with roll call. Trustees: Mr. Moyer, Mr. DeVilbiss and Mr. Gillman were all present.

Visitors: Bob and June Puterbaugh, Pattie Smith, Alex Hoskins, Hanson Brown, Steve Mersch, Shari Ball, Jessica Davis, Doug Kramer and Melanny Michael

Visitor Comments: Mr. Steve Mersch of Germantown presented the Trustees with information regarding the annual Valley View "Twisted Pretzel Tour" which takes place the morning of the Pretzel Festival. It is a charity ride which takes place from Germantown to Farmersville. Mr. Mersch would like assistance from the Jackson Twp. Police Dept. by the monitoring of safety at the intersections during the ride. The time for the ride is scheduled from 9:15 a.m. 11:15 a.m. Mr. Mersch gave the Trustees and Police Chief a copy of the routes which are being used for the ride. Chief Schade asked Mr. Mersch to get back with him before the event takes place in order to finalize everything. Mr. Mersch also informed the Trustees the Community Center has already been reserved for this event. Discussion followed regarding the riding routes. Mr. Mersch thanked the Trustees and Police Dept. for their assistance once again this year. Shari Ball introduced herself and Jessica Davis, stating they are both agents for Aflac. Ms. Davis presented the Trustees with a package containing Aflac information. Ms. Davis explained what Aflac offers and would like the Trustees to look over the package to see if they are interested in this type of supplemental insurance for their employees. If the Trustees are interested, Ms. Davis said she would be happy to talk with them in more detail at a more convenient time. Mr. Moyer stated they will look over this information and talk with the department heads to see if this is something they want to do. Ms. Davis thanked the Trustees for their time. Mr. Moyer asked if there were any more visitor comments. With no further comments, Mr. Moyer asked Mr. Doug Kramer from Kramer and Associates to make his presentation. Mr. Kramer thanked the Trustees for having him and proceeded to talk about the upcoming Havermale Road Phase I Project. Mr. Kramer showed the Trustees and Mr. Pohl a map of the first mile of Phase I. Mr. Kramer commented about several other jobs in which Jackson Township and Kramer and Associates have already completed together. Mr. Kramer stated the approach they take is to try and apply for as much money as they can for what is a reasonable project request. They try to keep it at a mile for the first phase of each project. Asphalt prices are a big part of the funding equation. Mr. Kramer spoke about the bid amounts, ending with our bid from Barrett Paving in the amount of \$310,970.00 for Phase I. Funding consists of Jackson Township's portion and the OPWC portion. Mr. Kramer explained the request for funding process, stating sometimes it takes more than one application to get approved for a project. Mr. Kramer described the different types of road repair with asphalt and stated he will continue talking with Mr. Pohl regarding the best way to pave Havermale Road. Mr. Kramer stated they will stay with Mr. Pohl through the entire project. Mr. Kramer stated his job here tonight is to pass the resolution accepting the bid from Barrett Paving. Mr. Kramer asked Mrs. Winkler how the communication between Mindy (from Kramer and Associates) and her have been going. Mrs. Winkler replied by saying Mindy does a great job. Mr. Moyer asked Mr. Kramer if he knew the estimated time for construction to begin. Mr. Kramer stated the best case scenario would be that construction would be done in 3 or 4 weeks. Discussion followed regarding emergency vehicles being able to get through. Mr. Kramer assured everyone if any emergency vehicles need to use this road during construction, they would be allowed through. Mr. DeVilbiss asked Mr. Kramer if there is a "line of sight" concern regarding the hill west of Fuls Road. Mr. Kramer stated they are not cutting it down as much as they are going to build up a little wedge on both sides to smooth out the bumps. Mr. Kramer explained that cutting out a hill is a much bigger undertaking than one expects and proceeded to go into more detail regarding this issue. Mr. Kramer assured the Trustees he will be riding the roads with Mr. Pohl ahead of time and they can talk about ideas Mr. Pohl may have for upcoming projects which could include taking out hills. Mr. DeVilbiss asked if the road would be wide enough to stripe to which Mr. Kramer replied by saying yes.

Minutes Cont.'d

Mr. Moyer asked Mrs. Winkler if they could go ahead and vote on Resolution 2017-22 (Accepting the bid from Barrett Paving for Havermale Road Phase I). Mrs. Winkler said yes. Mr. DeVilbiss made a motion to adopt **Resolution 2017-22**, seconded by Mr. Gillman. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Gillman – Yes Motion passed. Mrs. Winkler asked Mr. Kramer if he wanted a copy now or send it to Mindy. Mr. Kramer asked Mrs. Winkler to go ahead and send it to Mindy. Mr. Kramer stated he does not anticipate any problems with this project – that he will be available and will work with the township during the entire project. Mr. Kramer asked if anyone had any questions. No questions. Mr. Kramer told the Trustees there will be a pre-construction meeting with all the contact information regarding this construction and will let Mr. Pohl know when it is scheduled. The Trustees thanked Mr. Kramer for coming.

Review/Approval of Minutes – Trustees Regular Business Meeting – June 19, 2017

Mr. Moyer asked for the review and approval of minutes from the Trustees' Regular Business meeting held on June 19, 2017. Mr. Gillman made a motion to approve the minutes from June 19, 2017, seconded by Mr. DeVilbiss. 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 **\$195,602.77**(Payment listing is attached to filed minutes). Mr. Moyer made a motion to approve the electronic payments and warrants totaling **195,602.77**, seconded by Mr. Gillman. Vote: Mr. Moyer-Yes Mr. DeVilbiss- Yes Mr. Gillman-Yes Motion passed.

Fire: No Report

Police: Chief Schade gave the following report:

Chief Schade informed the Trustees the Zimpher request was turned down. Chief Schade stated there will be some enhanced activity next week, but he cannot go into it any further right now. They will meet at the Community Center so people may see several cruisers from throughout the county. Mr. Moyer asked Chief Schade if he received a copy of the magazine article, and if so, he would like to see it. Chief Schade said he has it in a digital format and will forward a copy to Mr. Moyer.

Road: Mr. Pohl stated they have been doing ditch work at Chicken Bristle and Fuls Road. They made another mowing pass on all the roads trying to get caught up so they can begin work on Havermale Road. They have done some driveway replacement pipe on Fuls Road for a few people which involved taking down another dead ash tree. Mr. Pohl stated they also did some repairs on the parking lot at the pool. Mr. Pohl stated there was some dumping on Havermale and Lower Gratis Roads which have been cleaned up. Mr. Pohl told the Trustees the rock crusher came in and is working as it should. Mr. Pohl stated there are more trees down that need to be cleaned up due to the latest storm. This will put them back a week or so from beginning their work on Havermale Road. Mr. Pohl stated he and Doug Kramer have been looking at some water issues on Havermale Road which will be included in the second phase. They are looking at changing the tile which will cost about \$6,000.00 extra in materials. It is on Bob Hall's property. Mr. Hall would like to upgrade the pipe from a 12 inch to a 15 inch. Mr. Pohl stated they will be doing pot hole work tomorrow, then the county will do some surveys to see if this will fix the problem. Discussion followed about where they will be doing the pot hole work. Mr. Moyer asked if the fire department helped with the trees that were down to which Mr. Pohl said yes. Mr. Pohl wanted to discuss whether or not a key should be given to the property owners on Anthony Road so they can have access to their property when the gates are closed. Discussion followed regarding access to the road during high water and the possibility of doing damage to the road. Mr. DeVilbiss stated Mr. Pohl and Mr. Burnett have spent a lot of hours cleaning up the road – he would not want it to be damaged again.

Minutes Cont.'d

Mr. Moyer asked if a secondary gate could be installed at the lane to the range and give the property owners a key to the first gate and not the second. Mr. Pohl said that may be a way to solve the problem. Discussion followed regarding the construction of a secondary gate. Mr. Pohl had no further business.

Park: Alex Hoskins, pool manager, informed the Trustees he was having a few problems with the Park Board on certain issues happening at the pool regarding certain employees, as well as conversations he has already had with some of the Park Board members. Alex asked for advice on how to make the Park Board listen to and act upon his concerns. Alex stated he feels he will have to resign if matters are not resolved. Mr. Moyer suggested to finish this year and they will deal with next year when it comes. Mr. Moyer explained the Park Board members are not elected – they are appointed. Alex feels his chances at being employed next year is zero due to the fact he is bringing these concerns to the Park Board. Mr. Moyer replied by saying he doesn't think that would happen. Mr. DeVilbiss asked Alex if he has ever gone into executive session with the Park Board members. Alex said no, then explained to the Trustees some of the issues he has regarding the staff's working hours. Discussion followed regarding hours some of the pool employees are working. Mr. Moyer reiterated to Alex that he should just finish the year out and they will start fresh next year. Mr. DeVilbiss suggested that Alex call an executive session at the next Park Board meeting to discuss personnel. This way he can discuss his concerns with all the board members. Mr. DeVilbiss explained if he went into executive session, it would be in the minutes that an executive session was called, and nothing can be discussed after the executive session is over. Mr. DeVilbiss told Alex that this would be a good way to talk to all the members, not just one or two. Sometimes just talking to one or two people does not result in a solution. Alex understood. Mr. Moyer told Alex he was doing a good job and to keep it up. Mr. Moyer asked how many weeks are left for the pool season – 6 weeks? Alex replied by saying he thinks so. Alex had no further business. The Trustees thanked Alex for coming.

Grant Writer: No new business.

Refuse/Zoning: Melanny Michael gave the following report:

Mrs. Michael stated she is still waiting on a possible zoning case for a lot split. As of today, no paperwork has been filed. Mrs. Michael contacted the owners of the Dayton-Farmersville Road property telling them the grass needs mowing. They have already cleaned up most of the stuff after the auction, but weeds are getting out of hand. The owners said they would get on it asap. Mrs. Michael stated mowing at 1107 S. Clayton Road is out of hand and the trailer was still sitting there. Mrs. Michael sent an email to the attorney but has not heard back from him. Mr. Moyer asked what the time frame was from the time we notify the attorney to the time we can begin mowing it ourselves. Mrs. Michael said according to the Ohio Revised Code, they have 7 to 10 days to reply – that this is a Trustee call. Mr. Moyer suggested to start enforcing the 10 days. Mrs. Michael stated she would like to send him a certified letter – that way she will know he has received the letter. Discussion followed regarding the process of a Sheriff's sale of a property. Mr. Moyer asked if we knew who mowed the property the last time. Mrs. Michael said she does not know. No further discussion on 1107 S. Clayton Road. Mrs. Michael stated she has another problem regarding the mowing at 11720 Havermale Road. These property owners mow when they feel like it, but the grass never quite gets up to the 12-inch mark, and they don't mow up to the windows. Mrs. Michael asked what could be done because the ORC states nothing about a person having to trim. Mr. DeVilbiss stated he feels this would fall under whether or not this becomes a nuisance. Mrs. Michael stated this has been a nuisance to the neighbors. Mr. DeVilbiss asked if she has gotten complaints to which Mrs. Michael replied yes. Mr. Moyer stated he would like to take a look at this property. Discussion followed. Mrs. Michael said she spoke to the person working on the Verizon tower on Dayton-Farmersville Road. He said it should be up and running within a month and a half. Mr. DeVilbiss asked if there will be other carriers.

Minutes Cont.'d

Mrs. Michael replied by saying that according to the guys working on this tower there will be no more carriers. Mrs. Michael stated the company of the other Verizon tower that is supposed to be installed at Farmersville-West Alexandria Road have already applied for a permit from the Fire Department for their fuel storage tank, but it takes about a year to get all permits needed before installation begins. Mrs. Michael told the Trustees she has a "Trustee" issue regarding a property line dispute between a neighbor living at the southeast corner of Havermale Road and the next neighbor just up on Havermale. Mrs. Michael stated she has taken pictures and copied the Trustees on an email she sent to the surveyor regarding these properties. Mr. Moyer asked Mr. Gillman if he has checked into this issue. Mr. Gillman stated the original survey is the only one recorded. The County Auditor would only receive a new recorded survey if the lots were split. Mr. Gillman stated the Auditor said it would not be practical for one of the property owners to move the pins. Discussion followed regarding the initiating of a new survey and who would pay for it. Mr. Moyer asked if one of the property owners had a recent survey done to which Mrs. Michael responded by saying yes, about 5 years ago when he purchased the property. Mrs. Michael said she pulled up the deed up and found the survey pin at the road – but stated she is not a surveyor. Mrs. Michael told the property owner she would call a Trustee regarding this issue. Mr. Gillman stated he would be happy to go out and talk to the property owners. Discussion followed about surveys and survey pins. Mr. Gillman stated the survey person he spoke to said if a person moved a survey stake, that person is asking for trouble. Mr. Gillman asked if the property owner would set his fence back 3 feet from the property line, would he get into an issue with mowing with the other property owner? Mrs. Michael said as long as the fence is on his land and he doesn't step on the other person's property, he can mow all he wants. Mr. Moyer asked, according to the zoning law, where can fences be placed. Mrs. Michael stated they can be placed right on the property line but you need to make sure you know where that property line is. If the neighbor says the fence is on his line and has a survey done which shows the fence is on his property, the fence owner will be told to take the fence down. Mr. DeVilbiss asked if these were 5 acre lots. Mrs. Michael said she believes these are maybe one to one and a half acre lots, but they are zoned agricultural. Discussion followed about old fence laws. No further discussion on this issue. Mrs. Michael state she has sent out 71 letters for those residence who are late in their trash bills. She will be sending out certified letters in 2 weeks to those who haven't paid, then taxes will be assessed.

Mrs. Michael informed the Trustees the property owner at 1970 Preble County Line Rd. wants to live in the old house while he builds the new one. He will be getting the bond for \$100,000.00 starting December 31, 2017 – December 31, 2018 so he can live there. He will then have 30 days after completing the new house to tear down the old one. If he does not tear down the old house in the 30 days, the township can use that bond to tear it down. Mrs. Michael had no further business.

Fiscal Officer: Mrs. Winkler asked if the trustees had any questions regarding the UAN Appropriation and Fund Status reports. No questions. Mrs. Winkler told the Trustees she received the rebate check from the BWC that Mr. DeVilbiss spoke about at the last meeting. Mrs. Winkler stated she deposited the money into the funds using the same calculation used to make the premium payment. Mrs. Winkler presented the Trustees with **Resolution 2017-21** (Revenue/Appropriation Maintenance & Transfers to Pay OTARMA Premium) Mr. Gillman made a motion to approve Resolution 2017-21, seconded by Mr. DeVilbiss. Vote: Mr. Moyer - Yes Mr. DeVilbiss - Yes Mr. Gillman - Yes Motion Passed. Mrs. Winkler told the Trustees the Ohio Plan representative has received all the paperwork and is working on our premium refund. Mrs. Winkler had no further business.

Trustees:

Mr. Moyer: Mr. Moyer asked Mr. DeVilbiss if he has heard back from DP&L regarding the meters at the park. Mr. DeVilbiss said he spoke to them for a long time and was told we cannot be taken off the demand meters.

Minutes Cont.'d

Mr. DeVilbiss stated he was told that the DP&L can cut the power by 25%, but this would only be between the hours of 8 p.m. and 8 a.m. The pool electric runs 24/7. Mr. DeVilbiss said he is looking into one more outlet and will get back with the Trustees if anything changes.

Mr. DeVilbiss: Mr. DeVilbiss stated he had a question from one of the residence asking if we are still on Ohio Checkbook.com. Mrs. Winkler said yes – she has been having a hard time uploading this year’s information. Mrs. Winkler stated she has been working with a representative from the Ohio Treasurer’s office over the past couple of months, but just hasn’t had the time lately to do the maintenance on the Ohiocheckbook.com website. Mrs. Winkler said she will try and get it updated soon. Mr. DeVilbiss had another question from a resident regarding the tornado siren that kept ringing and would not stop. Discussion followed. Chief Schade commented the Trustees have no control over this siren – that it has to be manually turned on and off. Mr. Moyer stated Chief Wallace would be the one to talk with about this issue. Mr. DeVilbiss asked to go into executive session. Mr. Moyer asked for a motion.

Mr. DeVilbiss made a motion to go into executive session to discuss personnel at 6:56 p.m., seconded by Mr. Gillman. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Gillman – Yes Motion passed.

Mr. Gillman made a motion to return to regular session at 7:10 p.m., seconded by Mr. Moyer. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Gillman – Yes Motion passed.

Mr. DeVilbiss told Mr. Pohl what a great job he has been doing and would like to give him a \$1.00 an hour raise. Mr. DeVilbiss then made a motion to give Mr. Pohl a raise of \$1.00 an hour effective at the next pay period. Mr. Gillman seconded the motion. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Gillman – Yes Motion passed.

Mr. Gillman: No new business.

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

Meeting was adjourned at 7:14 p.m.

Submitted by: _____
Diana Winkler, Fiscal Officer

Attested by: _____
Michael Moyer, President