

Jackson Township Board of Trustees
Special Meeting Minutes
June 18, 2018

The meeting was called to order by Trustee President, Michael Moyer at 6:00 p.m. with roll call. Trustees: Mr. Moyer, Mr. DeVilbiss and Mr. Hodson were all present.

Visitors: Tom Wallace & Melanny Michael

Visitor Comments: No visitor comments.

Fire: Chief Wallace requested the Trustees place a 1.5 mill additional levy for a period of 5 years for the South Fire District on the November ballot. This levy will bring in an additional \$99,064.00 in revenue. Mrs. Winkler presented the Trustees with **Resolution 2018-11**, which asks the Auditor to certify the tax valuation and revenue brought in by a 1.5 mill additional levy for the South Fire District for a period of 5 years. Mr. DeVilbiss made a motion to approve Resolution 2018-11, seconded by Mr. Hodson. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed. Chief Wallace thanked the Trustees.

Police: Not Present

Road & Service Dept.: Mrs. Winkler presented the Trustees with **Resolution 2018-10** (Determine to Proceed to Levy a 2.0 mill additional tax levy for 4 years – Road & Bridge). Mr. Moyer made a motion to approve Resolution 2018-10, seconded by Mr. Hodson. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed. Discussion followed about when levies can be placed on ballots and the cost of placing items on the ballots. Levies can only be placed on the May and November ballots, according to the County Auditor's ruling.

Park: Mr. Moyer stated Mitch Ward has been contacted about filling the open position on the Park Board and has agreed to accept that position. Mr. Moyer made a motion to appoint Mitch Ward as the Township's representative on the Park Board. Mr. Hodson seconded the motion. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed. Mr. Moyer stated he was approached the other day about why the pool concession only sells hamburgers and hot dogs on Saturdays and Sundays. Discussion followed regarding this issue. Suggestions were made as to how to have hot dogs and hamburgers every day, or at least a few hours a day. One of the reasons given as to why these foods are not prepared every day is that they are short of people who know how to work the grill. Mr. Moyer suggested they should tell a Park Board member the Trustees would like to suggest having someone help with the grilling of hot dogs and hamburgers. More discussion. Mr. Moyer suggested the possibility of leasing out the concession stand next year so we don't have to deal with it. Chief Wallace and Mrs. Michael said this has happened in the past. Discussion followed regarding the leasing out of the concession stand. This will be looked in to before next year. No further park business.

Zoning and Refuse: No new business.

Fiscal Officer: Mrs. Winkler asked if the July meeting could be changed because she will be out of town July 9th. Discussion followed regarding what needs to be accomplished at the July meeting. Everyone agreed to hold the July meeting on Monday, July 2, 2018 at 6:00 p.m. Mrs. Winkler informed the Trustees the auditors were only here 1 day. Everything looks good. Mrs. Winkler stated they had one suggestion regarding the health reimbursement to Chief Schade and Officer Steffano. The auditor said the Trustees may want to think about signing a resolution at the beginning of each year stating these employees will be reimbursed for health care. Discussion followed. Mrs. Winkler informed the Trustees the auditor said if we wanted to have an "exit interview" to let them know. Mrs. Winkler feels since there are no issues, an "exit interview" would not be necessary unless the Trustees wanted to talk with them about a specific issue. The Trustees agreed an "exit interview" will not be necessary. Mrs. Winkler had no further business.

Minutes Cont.'d

Trustees:

Mr. Moyer: Mr. Moyer asked Mrs. Winkler if we received any money back from OTARMA – he saw the renewal contract laying on the Trustees’ desk. Discussion followed regarding when we signed on with OTARMA. Mrs. Winkler stated July 1st is the renewal date and asked if the Trustees had a chance to look over the renewal package. Discussion followed regarding the original premium verses the new premium. Mrs. Winkler stated OTARMA did credit the Township \$35.00 for the motor vehicle report fees. The Trustees are in agreement to stay with OTARMA. Mr. Moyer stated that over the years, there has been an accumulation of personal equipment belonging to Randy Lake and Steve Burnett that is being stored in the service garage. Both have been asked to remove their equipment. Mr. Pohl stated a few pieces have been removed. Mr. Moyer suggested sending a 30-day written notice to both men stating they need to remove their equipment from the service garage within that 30 days. Discussion followed. Mr. Moyer said he talked to Bob Hall about the large safe in the service garage. Mr. Hall told Mr. Moyer the combination to the safe is in the old wooden desk that used to belong to Jim Bradley. Discussion followed on who to ask about where the desk may be located and what may be in the safe. Mr. DeVilbiss asked who actually owns the grader. Mr. Pohl said it belongs to the Township. Mr. Moyer had questions regarding the invoices from Sears Hardware. Discussion followed about receipts being turned in and to make sure the item purchased is listed on the receipt. Mr. Moyer had no further business.

Mr. DeVilbiss: Mr. DeVilbiss stated when he attended the seminar in Columbus last Friday, one of the discussions was about the BWC (Bureau of Workman’s Compensation) sponsoring a “Billion Back” incentive program. They are giving money back to a lot of businesses. If you paid in 2016, you will get 85% back. Another program they are supporting is if an individual is covered by BWC and perform certain health incentives or participate in certain questionnaires, they may be eligible for a \$75.00 gift certificate. Mr. Moyer asked if this is just for members. Mr. DeVilbiss responded by saying he thinks to receive this type of incentive you need to be a part of a government group. Discussion followed about group membership and this incentive. Mr. DeVilbiss will present more information at the next meeting. No further business.

Mr. Hodson: No new business.

Chief Wallace wanted to discuss an incident report turned in from the pool. Chief Wallace stated the incident reports that are being filled out do not have the person’s name on it. Discussion followed regarding HIPPA (Health Insurance Portability and Accountability Act) laws and the HIPPA box that the incident reports are stored in. Chief Wallace stated it is very important to include the name of the person/s involved in the incident on the report, and to enter a description of what happened. Chief Wallace said if names are not included on the report, there needs to be some way you can relate the incident back to who was involved in the incident. Discussion followed regarding how accidents should be treated according to HIPPA laws. Mrs. Michael told everyone there are state incident forms available at the pool that include a narrative portion on the second page. Discussion continued regarding how to process accident/incident reports and when to call the squad. Chief Wallace then informed the Trustees they had an audit and everything went very well. No further discussion.

Mr. Moyer asked if anyone had anything else to discuss.

With no further business, Mr. DeVilbiss made a motion to adjourn.

Meeting was adjourned at 6:30 p.m.

Submitted by: _____
Diana Winkler, Fiscal Officer

Attested by: _____
Michael Moyer, President (2)