

Jackson Township Board of Trustees
Regular Meeting Minutes
February 11, 2019

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

Visitors: Jimmy Peters, Corey Corwin, Steve Broerman and Melanny Michael.

Visitor Comments: Mr. Stephen Broerman is the Vice President of the Government Banking Division for US Bank which is located in Cleveland. Mr. Moyer asked Mr. Broerman to come to this meeting to explain the fees that the Township is being charged and to present any investment opportunities available to the Township. Mr. Broerman gave a copy of the January 2019 Customer Analysis Report to each Trustee and the Fiscal Officer for review. Mr. Broerman went through the report line by line, explaining what services we have with US Bank and the fees associated with those services. Mr. Broerman stated he was glad to see that Jackson Township is using the Positive Pay for their checking account. Discussion followed regarding how this service keeps our account safe. Mr. Broerman then presented the Trustees and Fiscal Officer with a copy of the rate summary for Certificates of Deposit that is available to the Township for investment purposes. Discussion followed regarding how the ORC allows townships to invest interim moneys into Certificates of Deposits. Mr. Broerman mentioned that the Township could also think about investing in Star Ohio which pays 2.5% interest and is a liquid account. If the township needed funds immediately, we could contact Star Ohio and the funds would be deposited into our account the next day. Discussion followed regarding FDIC insurance and collateral insurance (all government deposit funds have to be "collateralized". If something would happen to the bank, the Township money will still be safe). The Trustees discussed with Mr. Broerman the possibility of investing a certain amount of money into several CD's which would make the funds liquid every 30 days. These CD's can be issued through US Bank. Mr. Broerman suggested the Trustees contact him if they decide to invest monies into either Certificate Deposits or Star Ohio. Mrs. Winkler asked Mr. Broerman to explain Star Ohio. Mr. Broerman explained that Star Ohio is a local government investment pool that is run by the State. Discussion followed regarding the liquidity of funds through Star Ohio vs. Certificates of Deposits and the dividends coming from these investments. Mrs. Winkler stated she thinks any interest would go directly into the General Fund, seeing the funding for these CD's or Star Ohio will come out of the account balance and not any particular fund. Mrs. Winkler said she will check with the Auditor and our attorney to confirm this. Mr. Corwin asked how the credit card system is working – are we still receiving fees. Mrs. Winkler stated we are no longer being charged fees. Mrs. Michael stated the Discover Card is still not being accepted by our credit card machine. Mrs. Michael explained she has called the company several times and they keep telling her that we are set up to take Discover, but the credit card machine will not accept the cards. Mr. Broerman and Mr. Corwin said they would look into this. Mr. Broerman told the Trustees if they decide to invest, they can contact him and he will take care of all the paperwork. With no further questions or discussions, the Trustees thanked Mr. Broerman and Mr. Corwin for coming to the meeting. No further visitor comments.

Review/Approval of Minutes – Trustees Regular Business Meeting on January 14, 2019:

Mr. Moyer asked for the review and approval of minutes from the Trustees' Regular Business meeting held on January 14, 2019. Mr. DeVilbiss made a motion to approve the minutes from January 14, 2019, seconded by Mr. Hodson. Vote: Mr. Moyer-Yes Mr. DeVilbiss- Yes Mr. Hodson- Yes Motion passed.

Review/Approval of Minutes – Trustees Special Business Meeting on January 28, 2019:

Mr. Moyer asked for the review and approval of minutes from the Trustees' Special Business meeting held on January 28, 2019. Mr. Hodson made a motion to approve the minutes from January 28, 2019, seconded by Mr. DeVilbiss. Vote: Mr. Moyer-Yes Mr. DeVilbiss- Yes Mr. Hodson- Yes Motion passed.

Electronic Payments & Warrants:

Mr. Moyer asked for the review and approval of the electronic payments and warrants totaling **\$71,141.34**. Mr. Hodson made a motion to approve the payments totaling \$71,141.34, seconded by Mr. DeVilbiss. Vote: Mr. Moyer-Yes Mr. DeVilbiss- Yes Mr. Hodson – Yes Motion passed.

Fire: Not Present

Police: Chief Schade gave the following report:

- Chief Schade stated he will order the new cruiser next month.
- On 11/23/2018, Officer Steffano recovered an SKS 7.62X39 assault rifle on a traffic stop. The suspect, Jason Lawson, was arrested and charged with Felony Weapons Under Disability. The case will go before the Grand Jury at a later date.
- Joshua Bright has been charged with a felony, Receiving Stolen Property. Bright was in possession of a trailer that was stolen on 12/15/2018 from a resident on Church Street.
- The Police Dept. is in the process of sponsoring Andrew Henderson. Henderson is a resident of New Lebanon, and a graduate of New Lebanon High School. He recently applied for a police officer position with us. He is currently enrolled in the Butler Tech Police Academy. Sponsorship allows him to train while in the academy and for him to graduate in uniform upon completion of the academy.
- Sgt. Bruner participated in two HNT (Hostage Negotiation Team) call outs within the last month. One in Washington Township and another in the city of Clayton.
- In 2018, officers completed 698 reports, made 46 criminal arrests, completed 40 crash reports and issued 105 traffic citations.

Mr. DeVilbiss asked Chief Schade if they had a lot of crashes due to the bad weather. Chief Schade said they didn't have very many – mostly when people ran off the road, they got back on – not much property damage. Chief Schade had no further business.

Road & Service Dept.: Mr. Pohl gave the following report:

- Since the last meeting we have had 7 snow events and have used 100 tons of salt – just ordered 45 tons.
- There has been high water due to all the rain.
- Had to do an emergency repair on Swartzel Road – put in a 6" pipe across the road temporarily. It seems to be doing really well. Will revisit this in the spring.
- They had to close the gates at the park due to the ice storm – dangerous for anyone to be walking.
- They had to close Lower Gratis on the 6th due to the high water. It will be closed until they can get down there to repair the road. It is in bad shape.
- On the 7th there was a tree down on Clayton Road and on the 8th there was a tree down on Swartzel Road. Both were cleared.
- Mr. Pohl stated they have been working on repairing pot holes, as well as servicing their equipment.

Mr. Moyer asked Mr. Pohl if he would explain the tree that fell on the bank at Lower Gratis Road. Mr. Pohl stated due to the flooding, there was a large section of the bank on Lower Gratis. Mr. Pohl stated they are going to have to figure out what to put into the bank to retain it – there is about an 8 ft. drop off. They are keeping an eye on 2 different places on that road. There is also a lot of wash out at the Eby property where it is taking the black top off the road. Mr. Pohl stated there is a major wash out problem at the 6 ft. culvert that is used by traffic. Mr. Moyer asked if any buses use that road, to which Mr. Pohl replied, yes. Discussion followed regarding notifying the school when the road will be closed indefinitely due to repairs. Mr. Pohl said he would contact the schools. Mr. Moyer asked what everyone's opinion would be regarding contacting the Core of Engineers and inform them about the bank washing out. Discussion followed regarding the amount of revenue it would take to repair this road correctly, that the Township just doesn't have that kind of money to make the repairs needed.

Minutes Cont.'d

Chief Schade stated this would affect the Conservancy District as well. Mr. Moyer asked if Mr. Pohl would contact the Core of Engineers, stating this is an emergency and see what they say. Mr. Pohl said he would contact them.

- Mr. Pohl stated he has been thinking about purchasing a new grinder through the Solid Waste Recycle Grant. He has discussed this with Mr. DeVilbiss and Mr. DeVilbiss has been talking with Choice One Engineering about this grant. Mr. Pohl feels this grinder would be as asset to the Road and Service Dept. Mr. DeVilbiss stated this equipment is actually called a “planer”- “grinder”/”surfacar”, which would crunch up the top of the road and use it as berm. Mr. DeVilbiss stated this grant is a 70/30 grant. We would have to purchase the equipment, then we would be reimbursed by Solid Waste – the same process we have used in the past. Mr. DeVilbiss said he will work with Mr. Pohl to get all the needed information to Choice One in order to apply for this grant. Mr. DeVilbiss said Choice One would process this grant for a \$240.00 flat fee. This includes the paperwork and submission. Mr. Moyer asked if this application has to be submitted by March 29th, to which Mr. DeVilbiss replied yes. Mr. DeVilbiss made a motion to hire Choice One Engineering to write the grant for the equipment. After some discussion, Mr. Moyer seconded the motion. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed. Discussion followed on how this planer can be used on the “bumps” on Clayton Road. Mr. DeVilbiss stated he will talk with the Park Board this Thursday about the Solid Waste Grant, to see if they want to take advantage of this grant for the purchase of a pergola and picnic tables. Mr. Pohl had no further business.

Park: Mr. Moyer stated the Park Board did not have a meeting last month due to not having a quorum. Mr. Moyer stated there is still an opening on the Park Board that needs to be filled. Mrs. Michael informed the Trustees that Mitch Ward told her he is still working on trying to find someone to fill that position. Discussion followed. No further Park business.

Zoning and Refuse: Mr. Moyer read the following report submitted by Mrs. Michael:

- There are problems with the furnace and air conditioner at the Community Center. Mr. Moyer would like the Park Board to start getting prices for a new furnace and possible air conditioner – this is something the Park Board needs to look into. The furnace and air conditioner are at least 30 years old.
- There is a possible case coming up before the Zoning Board. Nothing has been filed yet – the owner is waiting on a survey. This will be a good opportunity for our new hire, Kristen Hamaker, to sit in on this case and to get experience regarding zoning. Mr. Ron Fogle has turned in his resignation from the Board of Zoning Appeals. We need someone to fill his vacancy. Discussion followed.
- In reference to the property owner’s complaint discussed at last month’s meeting regarding Rumpke taking his trash can, Mrs. Michael stated she spoke with Mr. Cole about his wanting a new trash can. Mrs. Michael explained to Mr. Cole this is something he needs to work out with Rumpke, that Jackson Township handles the billing only – Rumpke was the one who took his can. Mrs. Michael stated she has sent out the first and second notices to those who owe more than \$100.00 in trash bills. Mrs. Michael stated she has received several payments since the notices went out.
- Everything is still running smoothly with the IWORQ program – they have even made some improvements and sent out a questionnaire to see if anyone had suggestions or things they didn’t like about the program. Mrs. Michael said this company is very nice to work with.
- AARP volunteers started last Tuesday, February 5th, preparing taxes. They are booked for the next 3 weeks, and those dates are filling up fast.
- Mrs. Michael informed the Trustees she has been painting her offices and will be cleaning the carpet in those offices in preparation for when Ms. Hamaker begins her new position. She wanted the offices to look good for our new hire. Mrs. Michael stated she is also getting instructions prepared for Ms. Hamaker in order to help her understand the job better.

Minutes Cont.'d

Mr. Moyer informed those present that C.A.M.P., along with "My Father's House Ministry", asked if they could use the Senior Center as a meeting location to feed local children this summer. This will be held on Tuesdays and Thursdays from approximately 11:00 a.m. to 12:30 p.m. No food will be prepared here. The Senior Center would only be used as a distribution point. There will be a craft or activity for the children to do. Kim Wharton is the representative for "My Father's House Ministry", and Kathy Stubbs is from the "Farmer and the Deli" who are the two organizers, and C.A.M.P. will be providing the volunteers for the Farmersville location. Mr. Moyer asked if there were any objections for them to use this building. No objections. Mr. Moyer made a motion to allow Ms. Wharton and Ms. Stubbs to use the Senior Center this summer. Mr. Hodson seconded the motion. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed. Mr. Moyer said we would have to make sure one of these ladies gets a key to the building.

Fiscal Officer: Mrs. Winkler presented the Trustees with the updated UAN Financial Reports and asked if anyone had any questions. Mr. Moyer asked if we would need a resolution if the Trustees decided to go with investing in Star Ohio. Discussion followed regarding the CD rates and the interest rate of 2.5% from Star Ohio. The Trustees decided liquid money would be the better choice. Mrs. Winkler told the Trustees she would confirm with the Auditor and our attorney to see where the dividends should be deposited. Mrs. Winkler told the Trustees she would get information on Star Ohio and send it to them to review before the next meeting. With no further questions or discussions, Mrs. Winkler told the Trustees she had no further business.

Trustees:

Mr. Moyer: Mr. Moyer asked if everyone received the information on bridges from the County. All said yes. Mr. Moyer stated he downloaded the report on the bridge on Anthony Road. Mr. Moyer said he called Steffany Golf, who is a bridge engineer, and had a good discussion with her concerning this bridge. Mr. Moyer stated that 100 is the best efficiency rating for bridges, and the bridge on Anthony Road has a 45 rating. He spoke with Ms. Golf about this bridge and asked her when "enough is enough". Ms. Golf stated the Anthony Road bridge is still in pretty good shape. Ms. Golf stated every other year they measure the bow on the deck of the bridge, so this bridge should be due for a measurement this summer. Discussion followed on the stability of this bridge. Mr. Moyer asked if anyone had heard there are residents in Jefferson Township who want their children to go to Valley View School. This has been approved by the State Board of Education. It is now in the process of appeals. Jefferson Twp. stands to lose about \$450,000.00. The property owners in this district are in favor of this, even though they will pay more school taxes, because this will increase their property value. The area runs from Dayton-Farmersville to Manning to Union Roads. Mr. Moyer stated the total of students affected today is around 9. Mr. Moyer stated it was explained to him that Jefferson schools will be phased out. Mr. DeVilbiss heard there were around 13 children affected. Discussion followed regarding open enrollment in the local school districts. Mr. Moyer stated he read in the newspaper that the New Lebanon Police Department is placing a 10 mill permanent levy on the May ballot, and the New Lebanon Fire Department is placing a 5 mill permanent levy on the May ballot. Mr. Moyer had no further business.

Mr. DeVilbiss: Mr. DeVilbiss stated he will share some of the business discussed at the OTA Conference at the next meeting. Mr. DeVilbiss told Mr. Pohl he was doing an awesome job.

Mr. Hodson: No new business.

Mrs. Winkler wanted to discuss which fund/s Ms. Hamaker will be paid from, seeing she will be included in the next pay period. Discussion followed regarding how much work she will be doing for the Police and the Park. It was decided to take her pay from the Refuse Fund until we see how much work she actually will be doing for the Police and Park.

Minutes Cont.'d

Mr. DeVilbiss stated he will bring up the question as to whether the Park Board would assist in paying a percentage of Ms. Hamaker's salary to compensate her for the work she will be performing for the Park at the next Park Board meeting. Mr. DeVilbiss then asked if there were any applications turned in for pool manager. Mrs. Michael informed the Trustees Amara Wylie, who was head life guard last year, called her and asked if she could apply. Mrs. Michael suggested to her that she would be a good assistant manager. Mrs. Michael stated Ms. Wylie was a hard worker and would like to see her come back. Mrs. Michael told Amara to fill out an application and she would give it to the Park Board. Mrs. Michael said Amara sent her an application and Mrs. Michael placed it in the file. No further discussion.

At 6:58 p.m., Mr. Moyer made a motion to move into executive session to discuss personnel, and asked that Mrs. Winkler join them. Mr. DeVilbiss seconded the motion. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed.

At 7:30 p.m., Mr. Moyer made a motion to return to regular session, seconded by Mr. Hodson. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion Passed.
No action to be taken from the executive session.

With no further business, Mr. Moyer made a motion to adjourn, seconded by Mr. Hodson. Meeting was adjourned at 7:31 p.m.

Submitted by: _____
Diana Winkler, Fiscal Officer

Attested by: _____
Michael Moyer, President