

Jackson Township Board of Trustees  
Regular Meeting Minutes  
March 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 6:02 p.m. with roll call. Trustees: Mr. Moyer, Mr. DeVilbiss and Mr. Hodson were all present.

**Visitors:** Pattie Smith, Rodney Creed, Jimmy Peters, Carman Helsinger, Chris Chalmers, Tom Wallace, Jeff Erisman, Kristen Hamaker and Melanny Michael.

**Visitor Comments:** No Visitor Comments

**Review/Approval of Minutes – Trustees Regular Business Meeting on February 11, 2019:**

Mr. Moyer asked for the review and approval of minutes from the Trustees' Regular Business meeting held on February 11, 2019. Mr. Hodson made a motion to approve the minutes from February 11, 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 **\$194,339.97**. Mr. DeVilbiss made a motion to approve the payments totaling \$194,339.97, seconded by Mr. Hodson. Vote: Mr. Moyer-Yes Mr. DeVilbiss- Yes Mr. Hodson – Yes Motion passed.

**Fire:** Chief Wallace wanted to follow up on the information that was requested by him regarding the W-2's and 1099's. Chief Wallace stated he has spoken with his attorney and his attorney has advised him not to give out that information. Chief Wallace stated he has always been upfront with his finances and gives the Township all reports, financial and audit for their review each year. Chief Wallace stated his employees do not want to give out their W-2 information without a reason. Mr. Moyer responded by saying this is tax money, which is public information. Discussion followed regarding the Freedom of Information Act. Chief Wallace requested if the Trustees have a question regarding one or all of his employees, let him know and he would be happy to share that information. Chief Wallace asked if the Township would be able to help back F.A.B.A. with the mystery dinner that is coming up on April 7<sup>th</sup>, titled, "Murder at the Malt Shop". F.A.B.A. is known for raising money for school scholarships and is in need of help. Chief Wallace stated this dinner will be held at the Fire Department this year. Chief Wallace stated the egg hunt will be April 20<sup>th</sup> at 2:00 with a rain date of April 21<sup>st</sup>. Chief Wallace informed us that the community VBS will be held at the park this year. On Sunday, June 9<sup>th</sup>, they want to have the community church service at the Fire Department. Mr. DeVilbiss informed those present on a discussion he had with Chief Wallace regarding the transformer that fell on Clayton Road due to high winds, stating they still have the caution tape around the area. The oil is now gone, but more dirt is needed to fill in the hole. Chief Wallace commented he had to inspect it at a later time due to the insurance company's participation in this issue. Discussion followed. Chief Wallace had no further business.

**Misc. Discussion** – Mr. Moyer stated the Trustees will need to look into the issue of dead ash trees falling due to high winds, stating the State has come out saying the owner is responsible for the cleanup of dead ash trees. Discussion followed on how to notify property owners in the Township that they are responsible for cleaning up after their ash tree has fallen. Chief Wallace said many people don't know whether they are on a Township road. Discussion followed regarding how to get this information out and how dangerous it is to have these dead trees fall on the roads, cars, etc. No further discussion.

**Police:** Chief Schade stated the police purchase package for the 2019 Dodge Charger, which was discussed at last month's meeting, will be \$22,736.00. Chief Schade asked the Trustees if they would approve this purchase.

## Minutes Cont.'d

Mr. Hodson made a motion to approve the purchase of a 2019 Dodge Charger for the Police Department. Mr. Moyer seconded the motion. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed. Chief Schade continued his report by saying it has been quiet in the Township. Discussion followed regarding placing a gate on the Preble side of Kinsey Road during high water – Mr. Pohl and Chief Schade are both in favor of this. Mr. Moyer stated he will be meeting with Mr. Gruner and will discuss this with him. Chief Schade stated he heard South Preble County Line Road is going to be resurfaced. Mr. DeVilbiss asked Chief Schade about the invoice pertaining to the 2017 radio bill. Chief Schade stated he is working on this issue. Discussion followed. Chief Schade had no further business.

**Road & Service Dept.:** Mr. Pohl was not present, but sent in the following report read by Mr. DeVilbiss:

- On February 11<sup>th</sup>, they had to close Lower Gratis Road due to flooding. The road was opened back up on the 28<sup>th</sup>.
- Twin Creek along Lower Gratis Road has over 250' of bank eroding – getting close to Lower Gratis Road. They are working on getting permits to put in concrete rip rap from the Army Corp of Engineers. (Mr. DeVilbiss explained they are hauling gravel and crushing up the rock and is storing it at the park)
- There were 3 snow days – February 18<sup>th</sup> and 20<sup>th</sup>, and March 3<sup>rd</sup>.
- On February 24<sup>th</sup>, there was a tree down in the wires on Clayton Road.
- Swartzel Road is in need of major repairs. These repairs will begin as soon as the weather permits.

Mr. DeVilbiss discussed the upcoming 18 cents gas tax proposed by the Governor. The House came back with a counter offer of 10.8 cents. The Governor's proposal included 60% of this tax going to the State, and 40% going to non-State (villages, townships, etc.). This would then be divided between the 88 counties. The counties would then distribute to agencies based on vehicle registrations. The House passed a 10.8 cents per gallon tax, proposing the State keeping 55% and give 45% to the communities based on road miles, which means center lane miles. Mr. DeVilbiss explained the term, "center lane miles". Mr. DeVilbiss stated this House bill will be presented to the Senate in the Fall for a vote. If this bill passes in the Senate, Jackson Township should receive around \$70,000.00. Mr. Moyer stated this bill also includes giving the Township's the option of adding another \$5.00 permissive tax on license. Mr. DeVilbiss stated he and Mr. Pohl are working on getting a grant to purchase a planer. Choice One is asking for statistics from our trash and recycling. Mr. DeVilbiss stated Mrs. Michael had already sent this information to Choice One before he had time to ask her. Mr. DeVilbiss thanked Mrs. Michael for all of her hard work she has put all these years. No further road business.

**Park:** Mr. Moyer informed everyone that Dennis Cordell has agreed to fill the vacant position on the Park Board for 1 year and asked for a motion to appoint Mr. Cordell to the Park Board for a 1-year term. Mr. Hodson made a motion to appoint Dennis Cordell to the Park Board, seconded by Mr. DeVilbiss. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed. Mr. DeVilbiss stated he attended the Park Board meeting last week. Mr. DeVilbiss told the Board he has been concerned about using the Road and Service Department's tax money to mow at the Park. In addition, Mr. Pohl and Mr. Burnett will be extremely busy this year working on road repairs. Mr. DeVilbiss stated the Park Board is considering asking Annie Sizemore to be the Pool Manager this year. Mr. DeVilbiss stated he has some issues with this as long as she was a member of the Park Board. If Ms. Sizemore would consider resigning from the Park Board, he would have no problem with the Park Board paying her for this position, or if she would volunteer her services, he would not have a problem – he just feels she should not be paid by the Park Board for her services while she is still a member on the Park Board. Mr. DeVilbiss stated he contacted the Ethics Board to get advice. They sent him a letter, but he has not had time to read it all. Mr. DeVilbiss said he would discuss this issue with the Park Board at their next meeting. Discussion followed regarding Ms. Sizemore's qualifications.

## Minutes Cont.'d

Mr. Hodson suggested having the baseball fields mowed by some of the members of the baseball teams, lowering some of the fees in order to cover this. Liability was discussed. Mr. Moyer stated the Village is discussing having their part time employee doing all the mowing at the park – taking the John Deer mower to the park and leaving it there and get rid of the Gator. Discussion followed. Mr. DeVilbiss stated there was also discussion on having Bill Holloway mow the Township cemeteries as well. Mr. DeVilbiss would not have a problem paying Mr. Holloway from the Road funds seeing this is the Township's responsibility, but nothing has been decided at this point. No further Park business.

**Zoning and Refuse:** Mr. Moyer informed everyone that Nathan Leis agreed to fill the open position left by Mr. Fogle on the Board of Zoning Appeals and asked for a motion to appoint Mr. Leis to the BZA. Mr. Hodson made a motion to appoint Mr. Leis to the BZA, seconded by Mr. Moyer. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passes. Mr. Moyer read Mrs. Michael's Zoning/Refuse Report:

- The Park Board's meeting is this Thursday, March 14<sup>th</sup>.
- There is a Zoning hearing for Case 2019-01CU (MacIntosh split) tomorrow night at 7:00 p.m. Mrs. Michael is having Mrs. Hamaker attend this meeting to get experience in Zoning cases.
- The WRCG will be meeting on Monday, March 18<sup>th</sup> at 5:00 p.m. at Perry Township. Mr. Hodson, Mrs. Michael and Mrs. Hamaker will be attending this meeting.
- The IWORQ program is still running smoothly.
- AARP preparers are doing a great job doing income taxes for the people. Appointments are full – 9:00 a.m. to 1:00 p.m. through March 26<sup>th</sup>.
- Mrs. Michael reports that Kristen is doing an excellent job and catching on quickly. Mrs. Michael said Kristen is great with the residents and is confident she is going to be a great asset to Jackson Township.

Mr. Moyer introduced Mrs. Hamaker to those at the meeting.

**Fiscal Officer:** Mrs. Winkler presented the Trustees with the updated UAN Financial Reports and asked if anyone had any questions. Mrs. Winkler told the Trustees we have had one advancement of funds deposit, with the remainder being deposited in March or April. Mrs. Winkler presented **Resolution 2019-05** to the Trustees for approval, explaining she increased the Local Government Fund by \$3,578.76 and adjusted appropriations in the General Fund, Road and Service Fund, Refuse Fund and Park Fund to make our 2019 Temporary Appropriations Permanent before April 1<sup>st</sup>. Mr. DeVilbiss made a motion to approve Resolution 2019-05, seconded by Mr. Moyer. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed. Mrs. Winkler presented the Trustees with **Resolution 2019-06**, explaining this resolution is to approve the 2019 Permanent Appropriation Budget, and declares these sums are set aside and appropriated for the purposes for which expenditures are to be made for and during fiscal year 2019. Mr. DeVilbiss asked if Chief Schade made any additions to his Police appropriation line items to include some of the carry-over funds. Discussion followed regarding the State's issue regarding large carry-over amounts of unappropriated funds that was discussed at last month's meeting. Mrs. Winkler stated the auditor has never mentioned this in any of the audits she has gone through. With no further discussion, Mr. Hodson made a motion to approve Resolution 2019-06, seconded by Mr. DeVilbiss. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed. Mrs. Winkler asked if the Trustees received her email containing Star Ohio information. Mrs. Winkler stated she has several questions after reading through this information and would like to discuss this with the auditor and our attorney before proceeding with this investment. Mrs. Winkler also wanted to make sure the Trustees do not invest too much of the balance of our checking account - that she wants to make sure there is enough funds to pay for all expenditures each year. Discussion followed regarding the liquidity of the money – it would be available immediately if requested before 1:30 p.m. and the interest it would bring to the Township. The Trustees agreed to have Mrs. Winkler get answers to her questions, and once the answers come, to let them know and a special meeting could be called if it is in the middle of the month.

Minutes Cont.'d

The Trustees agreed to discuss the amount they want to invest at the special meeting. With no further Star Ohio discussion, Mrs. Winkler stated she had no further business, and will let them know once she hears from the auditor, Mr. Peterson and Mr. Broerman regarding her Star Ohio issues.

**Trustees:**

**Mr. Moyer:** No new business.

**Mr. DeVilbiss:** No new business.

**Mr. Hodson:** No new business.

Mr. Moyer asked if there was a reason to go into executive session. No one had a reason.

Mr. Moyer asked if anyone had anything else to bring up. Chief Wallace informed those present that Jackson Township has a Bed and Breakfast on Chicken Bristle Road. This has been approved by the County and the Jackson Township Zoning Board. Good discussion followed regarding having a Bed and Breakfast in the Township.

With no further business, Mr. DeVilbiss made a motion to adjourn, seconded by Mr. Hodson. Meeting was adjourned at 6:45 p.m.

Mr. Moyer invited all those present to join us for cake and punch to celebrate Mrs. Michael's retirement of 25 years with Jackson Township. The Trustees thanked her for her many years of service.

Submitted by: \_\_\_\_\_  
Diana Winkler, Fiscal Officer

Attested by: \_\_\_\_\_  
Michael Moyer, President