

Jackson Township Board of Trustees
Regular Meeting Minutes
April 8, 2019

Mr. Moyer asked everyone stand and say the Pledge of Allegiance. The meeting was called to order by Trustee President, Michael Moyer at 6:05 p.m. with roll call. Trustees: Mr. Moyer, Mr. DeVilbiss and Mr. Hodson were all present.

Visitors: Pattie Smith, Jimmy Peters, Tom Wallace, Todd Smith & New Lebanon Fire Chief, J.C. Keyser.

Visitor Comments: State Representative, Todd Smith, introduced himself for all those present, and told the Trustees to let him know if and when he can be of service in any way to Jackson Township. That is why he ran – to help where needed. The Trustees thanked Mr. Smith for attending the meeting. No further visitor comments.

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

Mr. Moyer asked for the review and approval of minutes from the Trustees' Regular Business meeting held on March 11, 2019. Mr. DeVilbiss made a motion to approve the minutes from March 11, 2019, seconded by Mr. Hodson. 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 **\$117,197.58**. Mr. Hodson made a motion to approve the payments totaling \$117,197.58, seconded by Mr. DeVilbiss. Vote: Mr. Moyer-Yes Mr. DeVilbiss- Yes Mr. Hodson – Yes. Motion passed.

Fire: Chief Wallace informed the Trustees that the Park Board approved the Easter Egg Hunt to be held at the Park on April 20th, with the rain date of April 21st. Chief Wallace stated the safety issues at the pool has been resolved. Chief Wallace had no further business.

Police: Chief Schade gave the following report:

- On March 18th, we received an anonymous tip that two females were being held against their will on Farmersville- West Alexandria Road. One female left the home and contacted Preble County Dispatch. We made contact with the female who informed us that Todd Grubb had held her against her will for over 12 hours. Officers from MCSO, PCSO and New Lebanon assisted us with taking Grubb into custody. Grubb has been indicted on Kidnapping, Domestic Violence and Weapons Under Disability charges.
- On March 13th, we responded to a fatal traffic crash on US 35 at Diamond Mill Road. It appeared that the victim in the crash suffered some type of medical emergency prior to the crash. MCSO conducted the reconstruction.
- On March 26th, officers responded to a burglary to an unlocked residence on Guntle Road. There are no suspects at this time. On April 4th, we had another attempted burglary on Venus Road. In that case, the suspects were scared off by the home owner.
- Brenda Gisewite is working on obtaining our certification for the Ohio Collaborative.

Chief Schade informed the Trustees he has spoken with Wilbert Curtis, who is the Senior Manager of the Dayton Daily News, in response to the many complaints received by our Police Dept. from our residents regarding papers wrapped in plastic that are being thrown into residents' driveways. Chief Schade explained the complaints to Mr. Curtis, who stated he understood our frustration. It is stated in these papers the resident can "opt out" of receiving these papers, but Chief Schade would like to see an "opt in" option instead. Mr. Curtis told Chief Schade he would look into this issue and get back with him when he has further information. Discussion followed regarding these papers.

Minutes Cont.'d

Mr. Moyer asked Chief Schade if he has a schedule for moving the drug box and camera. Chief Schade responded by saying he is working on this. Chief Schade stated they are required by law to have certain types of interviews that are held in the Police Department be audio and video taped. Chief Schade stated in order to do this, he will need to have an audio solution set up in the office. Chief Schade told the Trustees he will have an update on this at the next meeting. Mr. Moyer asked Chief Schade if the Township should have the locks changed since the retirement of one of our employees. Chief Schade responded by saying that would not be a bad idea. Chief Schade had no further business.

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

- Ditch work was done on Chicken Bristle Road due to heavy rains near the Blanton's' and Montoya's residents. Some changes were made.
- They cut trees on Havermale and Chicken Bristle Roads – just the dead parts
- Did pot hole repair on all roads – they are now caught up.
- The floor was poured in the storage building.
- They cleaned up the trees at the Park and helped the Village Farmersville with the repair of the slide using the “big toy”. They also repaired some large cracks in the walking path at the Park.
- Mr. Pohl informed the Trustees he would like to hire Bill Holloway for part time seasonal work to help with mowing at the Park and some road work. Mr. Pohl suggested paying \$12.00 @ hour for this part time position. Mr. Pohl stated he would also like to offer a part time position to Dana Eby at \$12.00, stating he would like to keep Mr. Eby's hours to a maximum of 28 hrs. a week. Mr. Eby would also be helping with the mowing. After some discussion, Mr. Hodson stated the Park Board is willing to pay for the Park's portion of mowing. Discussion followed regarding Mr. Holloway and Mr. Eby, if he accepts this position, needing to keep the hours they work for the Park and the hours they work for the Township separate on their time sheet in order to be paid from the correct fund. After further discussion, Mr. DeVilbiss made a motion to hire Bill Holloway and Dana Eby, if he accepts the position offered to him by Mr. Pohl, for seasonal part time mowing and road work @ \$12.00 an hour, effective today. Mr. Hodson seconded the motion. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed.
- Mr. Pohl informed the Trustees he has been working on getting a permit for the Lower Gratis Road bank stabilization project, but is at a standstill. He has contacted the Army Corp of Engineers regarding a permit application who referred Mr. Pohl to the EPA. Mr. Pohl stated a Director Application - 401 Permit would cost \$15.00 per linear foot, which would come to \$4,500.00 per permit. Mr. Pohl stated we cannot afford to pay this much money for any permits. Discussion followed on other ways to secure the embankment. No decisive decisions were made. Mr. Pohl said he would continue to do what he can and keep the Trustees informed.
- Mr. Pohl told the Trustees he is working with the Montgomery County Engineer's office in the purchase of crack sealant. By doing this, the Road and Service Dept. would only have to pay \$.57 per pound, so Mr. Pohl ordered 5 pallets of crack sealant from the County. Our cost would be \$6,412.50. The County will deliver it when it comes in.
- Mr. Pohl informed the Trustees he has finished and submitted the Solid Waste Recycle Grant application for the Planer. Mr. DeVilbiss explained to those present that this is a 70/30 grant. Once the Township shows that the Planer was paid in full, we will receive back 70% of the cost.

Mr. DeVilbiss stated that HB62 passed in the State House. The additional tax on gasoline will be 10.5 cents per gallon, and 19 cents per gallon for diesel. The funds coming in from this tax will be split 55/45 – the State of Ohio receiving the 55% and the 45% will go to non-state entities. Representative Todd Smith stated he voted against this tax. There was some discussion regarding electric and hybrid vehicles.

Minutes Cont.'d

Mr. Moyer asked Mr. Smith what the State's "rainy day fund" amount is at this point. Mr. Smith stated that for 7 out of the last 10 years, the budget surplus was 5.2 billion dollars. Discussion followed on the State's budget. With no further questions for Mr. Smith, Mr. Moyer told those present he met with the County Engineer's office, and they will be putting up flood gates on S. Preble County Line Road. Discussion followed whether or not we should call Lanier Township and let them know. Chief Schade stated they should at least let them know about Kinsey Road. Mr. Moyer said he would check with the Engineer to see if they have contacted Preble County. No further road business.

Park: Mr. Moyer stated he ordered the sexual harassment video from OTARMA today. This will be shown to all seasonal pool/park employees and those employees will sign a paper stating they have seen this video. The Park Board meeting is this Thursday. No further Park business.

Zoning and Refuse: Kristen Hamaker submitted the following report:

- No new zoning cases at this time.
- There will be a WRCG meeting on May 6, 2019, here at 7:30 p.m. The purpose of this meeting is to discuss details of a new contract for the future.
- Tax appointments being held in the Senior Center are going well. The last day for tax preparation is April 11th.
- Ms. Hamaker stated that sending post cards out for late notices would be much cheaper and more efficient than letters costing \$.50 each. She is working with IWORQ to get this completed before the next quarter.

Ms. Hamaker stated in her report that she is really enjoying the job and is becoming more familiar with the tasks involved with this job. Ms. Hamaker thanked the Trustees for giving her this opportunity. Mr. Hodson stated he went to the WRCG meeting. Mr. Hodson stated everyone at the meeting said they are having the same complaints about Rumpke and the same problems with the trash pickup as we are. Mr. Hodson stated those present at the meeting said they are fed up with Rumpke. The problem is, there were no other trash company submitting bids when we accepted Rumpke's bid the last time. Mr. Hodson stated the WRCG has been asking other districts about their trash pickup, and found out they are going to ask Rumpke for a contract because all the other companies are worse than Rumpke. Mr. Hodson said they are now in the process of working on getting the contracts drawn up and getting ready to accept bids. This issue will be discussed at the May meeting. Mr. Moyer stated the County told him they would assist in the bidding process. Mr. Hodson said it would be good to have a representative from the County at their May meeting. Mr. Moyer said we should contact them. Mr. Moyer told those present that there were 250 residents that did not pay their trash bill. No further zoning/refuse business.

Fiscal Officer: Mrs. Winkler presented the Trustees with the updated UAN Financial Reports and asked if anyone had any questions. No questions. Mrs. Winkler stated she is having issues with the February Settlement Report and will be discussing this issue with Gloria Butler at the Auditor's office. Once the issues are resolved, she will make the deposits. Mrs. Winkler informed the Trustees the Township received over \$25,000.00 in Estate Tax. This tax was abolished in 2012, but Mrs. Winkler stated evidently there are still some estates out there that are still being settled from 2012 or before. Mrs. Winkler said she has made phone calls wanting to know whose estate this money is from, but has not received any call backs. Mrs. Winkler suggested not to appropriate this revenue at this point in order to help the General Fund with its future expenses. Mrs. Winkler asked if the Trustees had a chance to review the resolutions she emailed them for review. The Trustees responded by saying, yes. Mrs. Winkler presented the Trustees with **Resolution 2019-07** which is a moratorium on granting permits for the purpose of growing or selling marijuana in the Township. Mr. Moyer made a motion to approve Resolution 2019-07, seconded by Mr. DeVilbiss. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed. Mrs. Winkler presented the new Investment Policy to the Trustees for approval.

Minutes Cont.'d

After reading the policy, Mr. Hodson made a motion to approve the Jackson Township Investment Policy, seconded by Mr. Moyer. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed. Mrs. Winkler presented **Resolution 2019-08** which states the investment of interim monies from the Township into a Star Ohio investment account. Discussion followed regarding having enough funds left in the US Bank Account to cover expenses. After further review of the bank statement balance, and discussion regarding the balance in the checking account, and the fact the Star Ohio account is a liquid investment account, which means if we need the funds, we can get them on the same day, the Trustees decided to transfer \$800,000.00 of the Township's interim funds into a Star Ohio Investment Account. Mr. DeVilbiss asked if the Trustees had to hold a special meeting each time the Township needed to transfer funds. Mrs. Winkler explained to the Trustees the Investment Policy they just passed shows who is authorized to conduct all the investment activities of the Township. The authorized personnel include the Fiscal Officer, Star Ohio, US Bank and the Trustees, so there would be no need for a special meeting if and when a transfer is needed, unless the Trustees wanted to call a meeting. With no further discussion, Mr. Hodson made a motion to transfer \$800,000.00 of the Township's interim funds to Star Ohio. Mr. Moyer seconded the motion. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed. Mrs. Winkler informed the Trustees once she submits the application and receives the account number and bank information, she will make the transfer. Mr. Moyer explained to those present what a Star Ohio Investment account is and why we are opening an account with them – to be able to receive interest from money that is just lying in the bank that is not drawing as much interest as we will get from Star Ohio. With no further Star Ohio discussion, Mrs. Winkler presented the Trustees with **Resolution 2019-09**. The Park Board would like to create a salary appropriation line for Concession workers, Lifeguards and Managers, and "other" employees (those other than concession, lifeguard and managers). This resolution shows how much is being transferred from the Park's "Other Salary" appropriation line to the new Concession workers and Lifeguards/Manager salary lines. Also, there were no funds appropriated in the General Fund's "Election Expenses" appropriation line, so \$260.00 was transferred from the General Fund's "Other Expenses" appropriation line to the General Fund's "Election Expenses" appropriation line in order to pay for this expense. After reviewing this resolution, Mr. Hodson made a motion to approve Resolution 2019-09, seconded by Mr. Moyer. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed. Mrs. Winkler asked the Trustees to confirm that Kristen Hamaker is to be paid for the hours she works, plus any additional hours used for attending required meetings, and not pay her actual "Comp Time", which is time and a half. The Trustees confirmed that Kristen is part time, and part time employees do not receive compensation time, but she should be paid for the hours she spends in meetings. Mrs. Winkler said she will let Kristen know. Mr. Moyer asked Mrs. Winkler if she received the updated invoice from the Montgomery County Sheriff's Office for the radios. Mrs. Winkler stated she has not received it yet. Mr. Moyer said to pay the invoice when received, that this issue has been resolved. Mrs. Winkler state she will pay it and give a copy to Chief Schade. Mrs. Winkler had no further business.

Trustees:

Mr. Moyer: Mr. Moyer stated he will be attending the EDGE meeting on Friday, May 3rd. Applications came in on April 1st, so they will be interviewing the applicants and fill out the paperwork to send to the Commissioners for their approval.

Mr. DeVilbiss: Mr. DeVilbiss informed the Trustees that Annie Sizemore will be resigning from the Park Board effective April 1, 2019. Ms. Sizemore will then be able to serve as the Pool Manager. Once the pool season is over, the Trustees will re-appoint her back to the Park Board. Mr. DeVilbiss explained to those present the ethics problem with Ms. Sizemore being a member of the Park Board as well as the Pool Manager. With her resignation, this would clear up any ethic issues that may have resulted from her being both a Park Board member and the Pool Manager.

Minutes Cont.'d

Mr. DeVilbiss stated the Trustees need to accept Ms. Sizemore's resignation tonight, because she needs to begin some of her Pool Manager's duties immediately. Mr. DeVilbiss made the motion to accept Annie Sizemore's Park Board resignation, effective April 1, 2019, then when the pool season is over, the Trustees can re-appoint Ms. Sizemore back to the Park Board. Mr. Hodson seconded the motion. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed. Mr. DeVilbiss informed those present that Slifers Presbyterian Church will be celebrating their 200th anniversary on April 27th. Mr. DeVilbiss asked if Mrs. Winkler could write a proclamation to present to the church from the Township. Discussion followed regarding the history of the church. Mrs. Winkler said she would get something together and have the Trustees review it before presenting it to Slifers. Mr. DeVilbiss had no further 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 introduced New Lebanon's new Fire Chief, J.C. Keyser to everyone. Mr. Moyer asked Chief Keyser how the new 800 radios are working. Chief Keyser said they were working alright, but will do better when they get their black box. They are pretty restricted on personnel because there are not a lot of "take home" radios at this time due to the high cost. Chief Keyser stated the New Lebanon Fire Department will be holding an open house on April 27th and invited everyone to attend.

With no further business, Mr. Hodson made a motion to adjourn, seconded by Mr. DeVilbiss. Meeting was adjourned at 7:01 p.m.

Submitted by: _____
Diana Winkler, Fiscal Officer

Attested by: _____
Michael Moyer, President