

Jackson Township Board of Trustees
Regular Meeting Minutes
May 13, 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, Jimmy Peters, Hanson Brown and Rodney Creech.

Visitor Comments: No visitor comments

Review/Approval of Minutes – Trustees Regular Business Meeting on April 8, 2019:

Mr. Moyer asked for the review and approval of minutes from the Trustees' Regular Business meeting held on April 8, 2019. Mr. Hodson made a motion to approve the minutes from April 8, 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 **\$261,874.27**. Mr. Moyer asked how Mr. Holloway's pay was being handled. Mrs. Winkler and Mr. Pohl explained that Mr. Holloway turns in his timesheet and marks which hours are for the park and which are for the road, then is paid from those accounts. Mr. Holloway is being paid \$12.00 @ hr. from the Road and Service Dept.'s funds, and \$12.00 @ hr. from the Park fund. Mr. Hodson made a motion to approve the payments totaling \$261,874.27, seconded by Mr. Moyer. 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 there was a lot of building maintenance and concrete work done, thanks to Doug and Steve. The new concrete work was tested a couple of weeks ago when we received at least 2 inches of rain. There were no flooding issues.
- Chief Schade received a bid from Asphalt Seal Coater's in the amount of \$600.00 to sealcoat and crack fill the entire parking lot. Chief Schade will be scheduling soon.
- Cunningham Electric suggested placing LED fixtures along the front sidewalk. The fixtures would cost \$244.99 each. Discussion followed.
- All light fixtures in the PD have been converted to LED bulbs. The outdoor lighting photocell has also been replaced.
- The dryvit around the building has been repaired. It was suggested that portions of the building be painted to minimize moisture damage. Chief Schade said he will secure estimates for this work.
- Jackson Township Police hosted the annual Case 1 Chief's and Detective's meetings last Thursday at the park.
- On 4/9/2019, a theft from an unlocked barn occurred on Guntle Road. A suspect has been identified and that person is currently in jail on unrelated burglary charges.

Chief Schade had no further business.

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

- Mr. Pohl stated he received the recycling grant, so he has ordered the Planer from Bobcat Dayton. It should be in anytime.
- Salt prices are going up, so Mr. Pohl ordered 50 more tons now before the price goes up to possibly \$100.00 for 19 – 20 years. Discussion followed.
- Mr. Pohl placed a legal notice in the Miami Valley Newspaper stating they will be accepting bids for the chip seal work on Chicken Bristle Road. Mr. Moyer asked if there is a deadline for these bids, to which Mr. Pohl responded by saying no.

Minutes Cont.'d

- Mr. Pohl stated they did some work on this building, doing inside repairs on some doors, landscaping and drainage work as previously stated by Chief Schade.
- On 4/20/2019, Fort Anthony Road and Lower Gratis Road was closed due to high water, but has since been reopened, then closed again on May 3rd.
- Repairs were completed on the following roads: Chicken Bristle where the berm was washed out; pipe repairs on Swartzel – will close the road after school is out in order to replace the whole pipe – right now they are doing what they can so the busses can go through; did some regrading on Lower Gratis Road; reset the gate at the back of the park and doing general repairs at the park.
- They are continuing to do road mowing.
- Lawn mower is in for repairs.

Mr. Moyer asked if the bank on Lower Gratis Road has washed out where the tree fell. Mr. Pohl replied by saying it is no worse than before. Mr. Pohl told the Trustees there were no water issues on Preble County Line Road during this last rain. Patti Smith asked when the next phase of road repairs on Havermale Road will be. Mr. Pohl replied by saying we have applied for the grant, but have not heard anything back regarding our approval. Mr. DeVilbiss said we should get word on this grant in last August or September. Mr. Moyer stated Chief Schade brought to his attention that the speed limit on Swartzel Road should be reduced. Discussion followed regarding this process. This request has to go through the Montgomery County Engineer and ODOT, and is a long process. Mr. Pohl will contact the County regarding this issue.

Park: Mr. Moyer stated he went to the Park Board meeting last week. They are trying to get the pool ready for opening day. Question regarding the plastic chairs – Mr. DeVilbiss stated they were talking about it in November or December when Mr. DeVilbiss told them about the recycled grant. No action was taken at that time. Mr. Moyer asked if one of the ball teams quit using the ball diamond. Mr. Hodson stated it is pretty common that the 14 U & up start transitioning to the high school field to get them used to playing on that type of field. It is limited for that age group to have many games at the park. Discussion followed. Mrs. Winkler asked if the Trustees wanted to approve those listed on the 2019 Pool/Concession Staff Roster. Mr. Moyer made a motion to approve the 2019 Pool/Concession Staff. Mr. Hodson seconded the motion. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed. Mr. DeVilbiss asked if all employees are signed up for direct deposit to which Mrs. Winkler replied – yes. Mr. Moyer stated that most of the pool/concession employees have viewed the sexual harassment tape. No further park business.

Zoning and Refuse: Kristen Hamaker submitted the following report:

- **Zoning** – There is a new zoning case for Judith Weller at 11148 Dayton Farmersville Road. The meeting will be held on June 11, 2019 to discuss the case with the BZA.
- **Refuse** – Attended the WRCG meeting on May 6th at 7:30 p.m. to discuss details of a new contract for the future. Mr. Moyer asked if Mr. Hodson would like to discuss what was said at the WRCG meeting. Mr. Hodson said he did not attend, but will share what was discussed. Mr. Hodson said Rumpke may increase the cost of trash collection – each time we extend the contract, the cost increases a certain percentage. In order to keep the trash being picked up, we may have to increase the trash bill. Discussion followed regarding other trash collection companies. Mr. Hodson stated he was told there is a new person on the routes now who has been with Rumpke for years, and will take over our area. He is supposed to make sure the trash pick-up schedule is followed. Mr. Moyer asked if we are in the 3rd year of our contract with Rumpke, to which Mr. Hodson replied – yes -that is why the cost will increase. Mr. Moyer read Ms. Hamaker's report, stating the increase to Jackson Township will be \$0.47 per month, or \$1.41 per quarter per bill. This would be an increase of approximately \$1,382.00 for the quarter for Jackson Township. Mr. Moyer asked if the Trustees wanted to increase the trash bill amount by \$2.00 per quarter, making the total trash bill \$58.00 per quarter, starting October 1, 2019.

Minutes Cont.'d

After some discussion, Mr. Hodson made a motion to increase the trash bill to \$58.00 per quarter beginning October 1st. Mr. DeVilbiss seconded the motion.

Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed.

- IWORQ - Ms. Hamaker is hoping to have post cards for late notices in the near future. (these will be cheaper and more efficient.)
- Senior Center – AARP tax preparation is now completed. Everything went very well.

No further 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 informed the Trustees the February Settlement and Rollback monies has been deposited. Mrs. Winkler explained to the Trustees she received the Star Ohio account confirmation papers and bank deposit/ACH information. She called the Auditor's office to help her add this information to our UAN system. The auditor suggested we not make any transfer deposits/withdrawals at the end of the month due to the fact it may take several days for the transactions to be completed, and this may affect the bank reconciliation. Mrs. Winkler told the Trustees she contacted US Bank when she got back from vacation and they walked her through the ACH process of transferring the approved \$800,000.00 to Star Ohio. There was a question regarding the Star Ohio account number – the actual number has STAR in front of the numbers and US Bank said they could not use numerical numbers for an account number, so just the numbers were added. Mrs. Winkler informed the Trustees she noticed on the bank statement today the transfer was rejected because of a wrong account number. Mrs. Winkler called US Bank again, explained what happened, and the representative said to go ahead and enter the account as written on our Star Ohio confirmation letter, and we'll see if the transfer will go through. Mrs. Winkler entered the account number and sent the transfer. Mrs. Winkler will let the Trustees know if the transfer was a success. Mr. DeVilbiss asked about the North and South Fire Levies. Mrs. Winkler told the Trustees she will have those resolutions ready for approval at the June meeting. Mrs. Winkler stated New Lebanon's Chief Keyser wanted to meet with her to discuss their levy, so she will be meeting with both the Chief and the Village Administrator next week. Mrs. Winkler had no further business.

Trustees:

Mr. Moyer: Mr. Moyer stated a representative from Miami Valley Lighting was supposed to be here to sign a new contract. They wanted to replace our bulbs with LED lights. Mr. Moyer stated the Park Board would like another light pole at the pool. There are currently two light poles at the High School, and 6 light poles at the park. Discussion followed regarding changing the current lights to LED lights. Mr. Moyer had no further business.

Mr. DeVilbiss: Mr. DeVilbiss congratulated Mr. Pohl on getting the Recycle Grant, stating what a good job he has done. Mr. DeVilbiss also stated that on April 27th, he was honored to represent the Township by presenting Slifer's Church a proclamation from the Township. Mr. DeVilbiss thanked Mrs. Winkler for drafting the proclamation. No further business.

Mr. Hodson: Mr. Hodson asked if anyone has heard anything regarding the spraying out at the park. Mr. Moyer said Mitch Ward told him that Mr. Hodson can spray using his license to which Mr. Hodson responded by saying he was already listed on Mr. Ward's license – the paperwork has already been completed. Mr. Hodson stated he is willing to do the spraying and whatever else they need done, just to let him know. Mr. Moyer said Mr. Hodson should get with Mr. Holloway on these issues. Mr. Hodson had no further business.

At 6:34 p.m., Mr. Moyer made a motion to go into executive session to discuss personnel. Mr. DeVilbiss seconded the motion. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed. Mr. Pohl was invited to attend this executive session.

Minutes Cont.'d

At 6:43 p.m., Mr. DeVilbiss 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 was taken in the executive session.

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

Submitted by: _____
Diana Winkler, Fiscal Officer

Attested by: _____
Michael Moyer, President