

Jackson Township Board of Trustees
Regular Meeting Minutes
November 18, 2019

Mr. Moyer asked everyone stand and say the Pledge of Allegiance. The meeting was called to order by Trustee President, Michael Moyer at 6:04 p.m. with roll call. Trustees: Mr. Moyer, Mr. DeVilbiss and Mr. Hodson were all present.

Visitors: Chief Schade introduced Cody Jacobson to the Trustees.

Visitor Comments: No visitor comments.

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

Mr. Moyer asked for the review and approval of minutes from the Trustees' Regular Business meeting held on October 14, 2019. Mr. DeVilbiss made a motion to approve the minutes from October 14, 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 **\$121,145.33**. Mr. Hodson made a motion to approve the payments totaling \$121,145.33, seconded by Mr. DeVilbiss. Vote: Mr. Moyer-Yes Mr. DeVilbiss- Yes Mr. Hodson – Yes. Motion passed.

Fire: Not present

Police: Chief Schade and the Trustees discussed employee compensation and benefit information. Chief Schade stated we need to be more competitive in our police officer salaries, or we will be losing some good officers to other departments. Chief Schade presented the Trustees with information regarding the possibility of placing a new levy on next year's ballot to help with this issue. Chief Schade stated he has not asked the tax payers for new money since he has been chief, and feels this is the only way to help our police department to be able to raise salaries, as well as pay for new equipment. Discussion followed regarding salaries and the amount of mills needed to have enough revenue to make salaries competitive, and be able to purchase new and/or update current equipment. All Trustees agreed salary adjustments are needed and that a 2 mill levy, which would bring in \$144,429.00 a year, for a 5-year term, would be acceptable. Discussion followed regarding when the resolutions had to be submitted to the Board of Elections and when they should begin the process to make sure we have enough time to get them submitted. Mrs. Winkler said if they want to place the levy on the May ballot, the resolutions have to be submitted to the Board of Elections the first week of January – 90 days before the election. It was also discussed that if the salary raises take effect in 2020, Chief Schade would have to pull from what he has been saving in order to make payment, which should not be a problem. If the levy passes, we will begin receiving revenue in 2021. Chief Schade said he would put together a Levy Committee to help with signs, etc. With no further discussion, Mr. Moyer made a motion to have the Fiscal Officer proceed with preparing the resolutions needed to place a new Police 2 mil levy, for a period of 5 years, on the May 2020 ballot. Mr. Hodson seconded the motion. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes. Motion passed. Chief Schade stated the Range is gone and he has spoken to John Friedline about using his farm for range qualification. Mr. Hodson stated he spoke with Martin Welding regarding the construction of a 4'x5'x6' armor plated steel mobile range. Mr. Martin said he would donate the armor plating and gave an estimate of \$2,800.00 - \$1,500.00 for materials and \$1,200.00 in labor. Mr. Hodson suggested a possible recycled grant, seeing the lead will be collected and could possibly be recycled. Discussion followed on whether there is a grant out there or not. Mr. Hodson will look into this further.

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Mr. Moyer asked how heavy this mobile range would be. Mr. Hodson thought it would weigh a couple thousand pounds. Mr. Hodson said Mr. Martin will design a trailer to haul the mobile range and include this in the estimated cost. Discussion followed on the possibility of the construction of a mobile range and how convenient it would be to have a mobile range, as well as other areas the Chief could use for range qualifications. Chief Schade asked for a motion from the Trustees to hire Cody Jacobson as a part time officer. After some discussion, Mr. Hodson made a motion to hire Cody Jacobson as a part time police officer at \$13.00, or whatever the part time hourly rate is or will be in 2020. Mr. Moyer seconded the motion. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed. Chief Schade took Mark's car to K.E. Rose for repair.

Mrs. Winkler asked if the Trustees were going to vote on the Employee Compensation Package for 2020. Chief Schade and the Trustees discussed and reviewed the spreadsheet. Chief Schade said this can be voted on at the December meeting. The Trustees would like to see the 10% increase for police compensation. Discussion followed on staying with Anthem Health Insurance since it increased. Discussion followed regarding the possibility of using a "cap" for health insurance, then eligible employees would pay for the overage through payroll deduction. This is something to evaluate for the future. Chief Schade had no further business.

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

- On Oct. 18th, Miller-Mason chip sealed Chicken Bristle Road, and on Oct. 21st, Mr. Pohl started to see some stone loss. Discussion followed regarding the work done by Miller-Mason. Kramer, from Kramer & Associates is going to come out to evaluate this issue as well. Mr. Pohl spoke to Billy Mason about this issue, and Mr. Mason told Mr. Pohl the Township has a 1-year warranty on the project, so when the weather warms up, they will come out and do any repairs. Discussion also followed regarding if the Township should wait to pay Miller-Mason until the repairs were made. Mr. DeVilbiss explained what a "performance bond" is, and we may consider getting one to assure the job will be completed correctly. Further discussion followed regarding a letter, or some signed legal paper that states Miller-Mason understands that if repairs are not completed per contract, the Township would receive the bond money back. A decision was made to issue a letter to Miller-Mason with detailed information regarding the warranty and repairs on Chicken Bristle Road. Mr. Pohl said he will talk with Kramer and Associates and follow up with Miller-Mason. Discussion followed regarding other roads done by Miller-Mason.
- They have been doing some maintenance at the shop. They poured a new slab in front of salt dome and re-asphalted around the salt dome. They are planning on doing roof repair on the salt dome and put gutters on it.
- On Oct. 26th, they cut up a tree that was down on Havermale Rd. that was blocking the road and put the wood on the side of the road.
- Doing maintenance on equipment and the dump trucks – winterizing and putting away for the winter.
- On November 4th, they re-graded Lower Gratis and Fort Anthony Roads.
- They found some dumping on Lower Gratis Road, so there is some stuff to be picked up.
- On November 11th & 12th Mr. Pohl did the snow plowing and poured salt on the roads – Mr. Burnett was on vacation.
- Mr. Pohl has been pricing bobcats to purchase by the end of the year. Changing models may increase in price for next year. Mr. Pohl found one at Bobcat for \$47,121.00 – which includes the machine, 2 buckets and 1 fork. Discussion followed regarding Bobcat's leasing program, renting verses leasing, and other ways Mr. Pohl can use this machine besides grinding. Mr. Hodson asked Mr. Pohl if he was sure this is the one he wanted, to which Mr. Pohl said yes. Discussion followed regarding this bobcat verses a larger one. With no further discussion, Mr. DeVilbiss made a motion to give Mr. Pohl the authority to purchase an S650 Bobcat skid loader with attachments, not to exceed \$50,00.00.00. Mr. Moyer seconded the motion. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed.

Minutes Cont.'d

Mr. Moyer asked how the power steering was coming on the new dump truck. Mr. Pohl said S&W is looking into this issue. Mr. Pohl had no further business.

Park: The Park Board cancelled their regularly scheduled meeting. They will be holding a budget meeting this Thursday which will include the discussion of other Park business if needed. Mr. Moyer and Mr. Hodson stated they will try to be there. Mr. Hodson informed the Trustees he and Mitch Ward planted a poplar tree at the park in memory of Bryston Keeting. They planted it between the smaller ball fields behind the pool. It is a native tree and will grow clean and quick. No further park meeting.

Zoning and Refuse: Mr. Moyer informed everyone the sign-up sheet for the recycle center needs to be filled out and make sure whoever signs up shows up. Discussion followed regarding the recycle center dates. This will also be presented to the Village Council.

Kristen Hamaker submitted the following report:

- **Zoning** – The Nuisance Abatement hearing that was held on October 28, 2019, for the property located at 11597 Dayton-Farmersville Road went well. The Trustees decided to revisit the issue in 30 days. The residents are going to work on cleaning up the property- putting the Camaro in the enclosed trailer and cleaning up the items under the carport and in front of the garage.
- **Refuse** – The next WRCG meeting is scheduled for December 16, 2019, at 7:00. We did vote to go ahead and get the contract extension information from Rumpke. That information should be presented at the next meeting.
- **IWORQ** – Ready to print out bills for the first quarter of 2020.
- **Senior Center** – Everything is going well. The Village just purchased more bingo cards for the Monday bingo group.
- The new Pitney Bowes postage machine lease needs to be discussed. The Trustees decided to stay with Pitney Bowes. Mr. Moyer made a motion to renew our contract with Pitney Bowes. Mr. Hodson seconded the motion. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed.
- The Board of Zoning Appeals and the Zoning Commission have members that have terms expiring this year. Mr. Hamaker emailed these members to see if they would be willing to renew their terms.

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 told the Trustees she would like to use the Estate funds that we received in the amount of \$25,000.00 as a cushion for the budget – not use it for budgeting in the General Fund. Mrs. Winkler stated she will figure the interest coming from Star Ohio, which will give us more to work with. Discussion followed. Mrs. Winkler stated she has been doing some figuring regarding the Trustees' salary and feels since we are receiving more funding due to the Star Ohio dividends, she can increase their salary to between 65% & 70% instead of the 50% they received this year. Mr. Moyer stated he would like to see it increased to 75%. Mrs. Winkler said she will figure both and present it at the budget meeting. Mrs. Winkler then presented the Trustees with **Resolution 2019-21** which shows money transfers in the Park account to make end of year salary payments to Christine Chalmers and Kristen Hamaker. This resolution also states there were more funds received for the North Fire District that originally budgeted, so Mrs. Winkler increased the North Fire District's revenue and sent an email to Cheryl Miller requesting an amended certificate. There were also insufficient funds in the North Fire District contract appropriation line to pay for their contracted services, so funds were transferred to be able to make payment. Mr. Hodson made a motion to approve Resolution 2019-21, seconded by Mr. DeVilbiss. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed. Mrs. Winkler presented the Trustees with **Resolution 2019-22**. This resolution is the 10-year participation agreement for the Montgomery County ED/GE program.

Minutes Cont.'d

Mr. Hodson made a motion to approve Resolution 2019-22, seconded by Mr. DeVilbiss.

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

Mrs. Winkler presented the Trustees with **Resolution 2019-23**, the agreement between the Montgomery County Intermunicipal Waste Services Agreement and Jackson Township. Mr. Hodson made a motion to approve Resolution 2019-23, seconded by Mr. DeVilbiss.

Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Hodson – Yes Motion passed. Mrs. Winkler asked the Trustees to sign the updated Credit Card Use Policy to replace Melanny Michael's name with Kristen Hamaker. The Trustees signed the updated policy. Mrs. Winkler told the Trustees she would not be able to attend the December meeting so they decided to change the December regular meeting on Tuesday, Dec. 10th at 7:00 p.m. Mrs. Winkler will get this change in the Register Herald and place it on the website. The Trustees decided to hold a special budget meeting on Wed., Dec. 18th at 12:00 p.m. Mrs. Winkler will place this meeting information in the paper and on the website also. Mrs. Winkler said she will have the resolutions for the new Police levy ready for a vote at the December meeting. Mrs. Winkler had no further business.

Ongoing Issues: Mr. Hodson presented the Trustees with a sample copy of a sign that has been designed by the graphics people he has been working with. Discussion followed regarding this design, making change suggestions, the cost of these signs, how many signs needed, where to place them, and if there are any codes that need to be followed. It was decided to go with a 1-pole sign. Mr. Hodson said he would look into the pricing of a company in Brookville who can laser the design on a sign, as well as a couple other companies to see if he could get the design placed on a sign to present to the Trustees for a vote. More discussion followed on the size of the signs. Mr. Hodson will follow up and try to present something at the next meeting. No further discussion.

Mr. Pohl asked if anyone knew when the new gas tax distribution would begin. Mr. DeVilbiss said he was told it was supposed to be distributed mid-January.

Trustees:

Mr. Moyer:

Mr. DeVilbiss:

Mr. Hodson:

Mr. Moyer asked if there was a need to go into executive session. With no need to go into executive session, and with no further business, Mr. DeVilbiss made a motion to adjourn, seconded by Mr. Hodson. Meeting was adjourned at 7:43 p.m.

Submitted by: _____
Diana Winkler, Fiscal Officer

Attested by: _____
Michael Moyer, President