

Jackson Township Board of Trustees
Regular Meeting Minutes
March 9, 2020

Mr. DeVilbiss asked everyone stand and say the Pledge of Allegiance. The meeting was called to order by Trustee President, Mr. DeVilbiss at 6:00 p.m. with roll call. Trustees: Mr. DeVilbiss, Mr. Moyer and Mr. Hodson were all present.

Visitors: Pattie Smith, Jimmy Peters, Lisa Kozarec, Jeff Erisman, Melanny Michael, Kristen Hamaker, Tyson Dillon, Kent & Carol Bowser, Rodney Creech, Tom Wallace & R.E. Winkler

Visitor Comments: No visitor comments.

Review/Approval of Minutes – Trustees Regular Business Meeting held on February 10, 2020:

Mr. DeVilbiss asked for the review and approval of minutes from the Trustees' Regular Business meeting held on February 10, 2020. Mr. Hodson made a motion to approve the minutes from February 10, 2020. Mr. Moyer stated he would like to make a correction. ED/GE should have been stated as "Economic Development", and instead of \$1.9 million, it should state \$2.5 million. Mrs. Winkler said she would make the corrections. Mr. Moyer seconded the motion with corrections. Vote: Mr. DeVilbiss-Yes Mr. Moyer- Yes Mr. Hodson Yes Motion passed.

Electronic Payments & Warrants:

Mr. DeVilbiss asked for the review and approval of the electronic payments and warrants totaling **\$155,217.55**. Mr. Hodson made a motion to approve the payments totaling \$155,217.55, seconded by Mr. Moyer. Vote: Mr. DeVilbiss-Yes Mr. Moyer- Yes Mr. Hodson – Yes Motion passed.

Fire: Chief Erisman stated the Mystery Dinner presented by FABA will be this Sunday at the Fire House. Tickets are still available if anyone would like to come. Chief Erisman informed us that Elvis is coming back. This concert will be on April 4th. Tickets will be available soon. This concert will also be at the Fire Department. Upcoming events includes the circus and barbecue. Chief Erisman had no further business.

Police: Chief Schade gave the following report:

- The 2nd Annual Car Show will be on Saturday, August 15, 2020.
- There were 2 burglaries – one on Farmersville-West Alexandria Road and one on Johnsville Road. The burglary investigation is progressing. Three suspects have been identified. One is currently in custody on unrelated charges. Numerous items have been recovered from area pawn shops.

Chief Schade had no further business.

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

- Maintenance is being done on equipment and buildings.
- Have been working on repairing pot holes.
- They have been cutting up downed trees at the Park, as well as doing other clean up.
- On March 3rd, Fort Anthony Road was closed due to flooding, and is still closed. There were 3 trees down on power lines on Lower Gratis Road. Lower Gratis and Twin Creek Roads have been regraded.

Mr. Moyer asked Mr. Pohl if the Park Board has spoken to him about the tall tree that needs to be cut down. Mr. Pohl responded by saying he talked to someone about this last Friday, stating the tree was too tall for them to cut it down. The Park Board would have to get some prices on someone else cutting it down. Mr. DeVilbiss gave an update on the CINTAS contract. Mr. DeVilbiss stated we have finally ended the contract with CINTAS. Mr. Pohl had no further business.

Park: Mr. Moyer stated he attended the last Park Board meeting. The new LP water heaters have been installed. Mr. Pohl said the 1000-gallon LP water tank should be delivered within the next 2 weeks.

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Mr. Moyer told Chief Erisman they are going to bury the tank. Chief Erisman suggested burying it on the south side. Discussion followed. Mr. DeVilbiss asked if the park would own this tank, to which Mr. Moyer said yes. Mr. Moyer said the Park Board suggested having water hauled to the pond next time it got low. Discussion followed. No further park business.

Zoning and Refuse: Mrs. Hamaker submitted the following report:

ZONING: Mrs. Hamaker stated she has issued a few permits already this year, mostly agricultural. With the weather getting nicer, she will be out and about checking up on our residents. She has already seen a few places she will be sending notices on. Hopefully, the old violations will be cleared up soon.

REFUSE: We have applied for an \$1,800.00 Recycling Grant. We want to remind our residents what is recyclable and what is not. With the grant money, we will purchase stickers and magnets for the residents. Information regarding the stickers will be on the trash bill and on the website. They can pick them up or they can be mailed. This is being done to help everyone become better recyclers. Mr. DeVilbiss told Mrs. Hamaker she is doing a wonderful job.

IWORQ: Refuse bills were sent out March 2, 2020. Payments are coming in at a steady pace.

SENIOR CENTER: Tax appointments started February 4, 2020. Everything seems to be going well. There are 16 appointments scheduled for tomorrow. End of report.

Fiscal Officer: Mrs. Winkler presented the Trustees with the UAN Financial Reports and asked if anyone had any questions. There were no questions. Mrs. Winkler presented the Trustees with **Resolution 2020-09** and explained this resolution is for appropriation maintenance to the General, Gasoline, Police, Park Levy, and Special Park Levy funds. The increased amounts listed on the resolution will be included in the permanent appropriations for April 1, 2020. Mr. Hodson made a motion to approve Resolution 2020-09, seconded by Mr. Moyer. Vote: Mr. DeVilbiss – Yes Mr. Moyer – Yes Mr. Hodson – Yes Motion passed. Mrs. Winkler presented the Trustees with **Resolution 2020-10**, explaining this is the permanent appropriations resolution for fiscal year 2020. Mr. Hodson made a motion to approve Resolution 2020-10, seconded by Mr. Moyer. Vote: Mr. DeVilbiss – Yes Mr. Moyer – Yes Mr. Hodson – Yes Motion passed. Mrs. Winkler informed the Trustees our February dividend from Star Ohio is \$1,730.25, and our US Bank balance is \$616,053.15 as of today. Mrs. Winkler requested an executive session to discuss Road Personnel. Mr. DeVilbiss said we will do that later in the meeting. Mrs. Winkler had no further business.

Ongoing Issues: Mr. Moyer stated that Mr. Pohl came up with a solution for our flashing stop sign issue. The way they are now meets the engineers' specifications – the double cut, and reflectivity issue. Mr. Hodson stated he still wants the signs up, but stay in compliance. Mr. Moyer mentioned he went to Hamilton, Ohio, and noticed at the corner of St. Rt. 73 and Jacksonville Road, they have similar signs, but the outside flasher flashes red instead of white. Mr. Moyer commented it was interesting that the State allowed the placement of those signs in that intersection. Mr. DeVilbiss explained the flashing stop signs we have up are still not compliant with the State manuals (for more discussion details on these manuals, see February 2020 minutes). Mr. DeVilbiss continued by saying the problem is the size of the signs and the flashing issues; the fact is, these signs are not ours, they belong to the county – the location is compliant, but not the actual signs. Mr. DeVilbiss stated since the signs are not ours, and we had no right to put them up, he wants to, again, make a motion to take down the signs and replace them with the original stop signs which are compliant, and he will write a letter to the County Engineer, apologizing for the Township overstepping their bounds by putting up these signs. Mr. DeVilbiss commented this was not what he "thinks", but what it says in the State manuals. Mr. Moyer wanted to discuss this issue further. Mr. Moyer stated the County Engineer wants to have a 36 inch stop sign at our intersection. The state code calls for a 30 inch stop sign - State Route 73 and Jacksonville Road has a 30 inch stop sign. Mr. Moyer said the Ohio Revised Code states a road with a 50 MPH intersection needs a 30 inch stop sign. Mr. DeVilbiss commented it says a "minimum", to which Mr. Moyer said, no, it just says 30 inch. Mr. DeVilbiss commented that the signs at Rt. 73 belong to the state, and they can have any size they want.

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Mr. Moyer said he has been reading up on the amount of flashes required on a stop sign, stating the sign should flash at least 50 times a minute – this would be like a strobe light. Discussion followed. Mr. Moyer wants to investigate further into the issue of how many flashes are required in a flashing stop sign – to leave the signs up until we're sure about this issue. Mr. DeVilbiss said the outside shape of these stop signs still needs to be 36 inches- just because you disagree how the law is written, we still have to follow the law. Mr. Hodson suggested we go back and order the signs that were originally presented to us, even though they are more expensive, and put them up, then we would be in compliance. Mr. DeVilbiss, again, stated these signs do not belong to us, they belong to the County – we don't have the right to change them. Mr. Moyer said the County Engineer told him the Township could have Hemple Road, making it a township road. Mr. DeVilbiss stated it was just an ultimatum – take the signs down, and we can have Hemple Road. Mr. Moyer responded by saying, no, the County Engineer said it was just an offer. Mr. DeVilbiss stated he just got off the phone with the County Engineer a few days ago, to which Mr. Moyer replied by saying the engineer is telling two different stories to two different people. Mr. DeVilbiss then said there was a motion to take down the signs, was there a second. No second to Mr. DeVilbiss's motion. Mr. DeVilbiss said if you don't agree with the number of flashes, you'll need to get with the legislature, to which Mr. Moyer said he was going to do. No further ongoing issue business.

Mr. DeVilbiss asked those present if they would mind if the Trustees go into executive session, then come back out to continue the meeting. It should only last about 15 minutes. At 6:25 p.m., Mr. Moyer made a motion to go into executive session to discuss Road personnel. Mr. DeVilbiss invited Diana Winkler and Doug Pohl to join them. Mr. Hodson seconded the motion. Vote: Mr. DeVilbiss – Yes Mr. Moyer – Yes Mr. Hodson – Yes Motion passed.

At 6:33 p.m., Mr. Moyer made a motion to return to regular session, seconded by Mr. Hodson. Vote: Me. DeVilbiss – Yes Mr. Moyer – Yes Mr. Hodson – Yes Motion passed.

Mr. Hodson asked Mrs. Winkler to explain the sick leave issue regarding Mr. Burnett. Mrs. Winkler explained that Mr. Burnett came to her recently asking about his sick leave hours. Mr. Burnett has been here since 1997, and while looking at his most recent pay stub, he felt he should have more available sick leave hours than was listed. Mrs. Winkler researched what records that were available from 1997, which were few, and discovered no sick leave balances were listed on paychecks before 2013, the year the Township went to direct pay. Basing the amount of sick leave hours an employee is given per pay period, and the years Mr. Burnett has been an employee of Jackson Township, Mrs. Winkler agreed with Mr. Burnett, saying she would talk to the Trustees about this issue. The Trustees agreed Mr. Burnett should receive the sick leave hours he has earned, minus any sick time he has taken. Mrs. Winkler stated after her calculations, Mr. Burnett should have his sick leave increased by 1027.60 hrs. Mr. Moyer made a motion to increase Mr. Burnett's sick leave hours by 1027.60. Mr. Hodson seconded the motion. Vote: Mr. DeVilbiss – Yes Mr. Moyer – Yes Mr. Hodson – Yes Motion passed.

Mr. Moyer then made a motion to increase Mr. Pohl and Mr. Burnett's salaries by \$2.00 an hour effective immediately. Mr. Hodson seconded the motion. Vote: Mr. DeVilbiss – Yes Mr. Moyer – Yes Mr. Hodson – Yes Motion passed.

No further business from the executive meeting.

Trustees:

Mr. DeVilbiss: Mr. DeVilbiss stated he deals a lot with the Ohio Township Association, and spends 4 days a year with other township members at the Ohio Township Association Winter Conferences. The biggest complaint he hears from other townships is in regards to their fiscal officers. Mr. DeVilbiss said he told them we do not have that problem – our Fiscal Officer does a good job. Mr. DeVilbiss proceeded to say many, many kind things about me, the Fiscal Officer.

Minutes Cont.'d

I will not go into detail about what Mr. DeVilbiss's comments were, but want to thank him for his special comments regarding me and my family. I have been blessed to work with these Trustees, as well as other Trustees and township personnel these past 8 years. When you work with people day in and day out, they become like family. I will miss my time with the Township, but will enjoy my retirement even more. Mr. DeVilbiss presented me with a beautiful plaque. I thanked the Trustees and others for acknowledging my years at Jackson Township. Mr. DeVilbiss introduced the new Fiscal Officer, Lisa Kozarec, stating she will do a wonderful job as well. I agree 100%. No further business.

Mr. Moyer: The Park plans on opening the pool Friday, May22nd, and closing August 10th, because school starts early August. Mr. Moyer said he wrote a letter to our State Representative regarding Ohio House Bill # 549, which says no public school could open before Labor Day, and this bill will be reintroducing this year. He will continue to look into this.

Mr. Hodson: No new business.

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

Submitted by: _____
Diana Winkler, Fiscal Officer, Signed by Elizabeth Kozarec, Fiscal Officer

Attested by: _____
Randall DeVilbiss, President