

**TWIN TOWNSHIP TRUSTEES
2024 ORGANIZATIONAL MEETING
JANUARY 8, 2024
MINUTES**

The Twin Township Trustees 2024 organizational meeting was called to order at 6:00 p.m. at the office of the Twin Township Trustees, 11474 Keran Street, Bourneville, Ohio.

Roll call: present were Township Officials Trustees Michael Whitt, Michael Darbyshire, Bryan Bethel and Fiscal Officer William Jones. Also present was Fire Chief Marty Johnson and Fiscal Officer-Elect Kim Litter.

Fiscal Officer William Jones assumed duties as President Pro-Temp and called for nominations for President. Mr. Bethel nominated Mr. Whitt. There were no other nominations. Motion was made by Mr. Bethel and seconded by Mr. Whitt to close nominations. All voted yes. Motion to close nominations passed.

All voted in favor of Mr. Whitt as president for 2024. Based on above voting, Mr. Whitt was declared Twin Township Trustee President for 2024 and, at that point, assumed duties of running the rest of the meeting.

Mr. Whitt asked for nominations for Vice-President. Mr. Bethel nominated Mr. Darbyshire. Motion was made by Mr. Darbyshire and seconded by Mr. Whitt to close nominations. All voted yes. Motion to close nominations passed.

All voted for Mr. Darbyshire. Based on above voting, Mr. Darbyshire was declared Twin Township Trustee Vice-President for 2024.

Reading of the minutes of the previous meeting was waived. **Motion** made by Mr. Darbyshire and seconded by Mr. Whitt to approve minutes and current agenda. All voted yes. Motion passed.

The regular monthly meeting of the Twin Township Trustees began. **Motion** by Mr. Darbyshire and second by Mr. Whitt to approve resolutions 2024-01-8-01 through 2024-01-8-07. All voted yes. Motion passed.

RESOLUTION 2024-01-8-01

**SET DAY AND TIME FOR REGULAR MEETINGS FOR THE YEAR AS
SECOND MONDAY OF EACH MONTH BEGINNING AT 6:00 P.M. AT
THE TWIN TOWNSHIP TRUSTEE OFFICE AT 11474 KERAN STREET,
BOURNEVILLE, OHIO**

RESOLUTION 2024-01-8-02

**SET MILEAGE RE-IMBURSEMENT RATE FOR OUT-OF TOWNSHIP
BUSINESS FOR PUBLIC OFFICIALS, EMPLOYEES AND APPROVED
VOLUNTEERS AT THE CURRENT I.R.S. RATE**

RESOLUTION 2024-01-8-03

**SET METHOD USED TO NOTIFY PUBLIC OF CHANGE IN MEETING
TIMES AND/OR DATES AND TOWNSHIP BUSINESS BY POST OF
PUBLIC NOTICE ON BULLETIN BOARD LOCATED OUTSIDE
TOWNSHIP GARAGE**

RESOLUTION 2024-01-8-04

TO JOIN STATE AND LOCAL TOWNSHIP ASSOCIATION AND PAY DUES

RESOLUTION 2024-01-8-05

TO JOIN ROSS COUNTY ENGINEERS DRUG TESTING AND CDL PROGRAM.

RESOLUTION 2024-01-8-06

THAT FISCAL OFFICER BE GRANTED PERMISSION TO MAKE SUPPLEMENTAL INCREASES/DECREASES TO APPROPRIATIONS AND INTER/INTRA-FUND TRANSFERS AND/OR ADVANCES AS NEEDED TO PAY BILLS, WITH FORMAL APPROVAL TO FOLLOW AT NEXT TRUSTEES' MEETING

RESOLUTION 2024-01-8-07

TO APPLY FOR COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATIONS AND ISSUE I GRANTS DURING THE YEAR AS THEY MAY BECOME AVAILABLE.

FINANCIAL

RESOLUTION 2024-01-8-8:

MOTION BY MR. DARBYSHIRE AND SECOND BY MR. WHITT TO APPROVE THE ITEMS LISTED BELOW:

- A. PAY BILLS AS PRESENTED
- B. APPROVE SUPPLEMENTAL APPROPRIATIONS AS PRESENTED
- C. APPROVE PURCHASE ORDERS AND BLANKET CERTIFICATES AS PRESENTED

ALL VOTED YES. MOTION PASSED.

PUBLIC PARTICIPATION:

NONE

CORRESPONDENCE:

Mr. Bethel reported that removal or trimming of trees on Schleagal Road and Storms Road that interfere with road right-of-way are still being reviewed.

Mr. Whitt reported that Larry McGuire would be starting this week on installing electricity at the salt barn.

FIRE CHIEF REPORT:

The monthly Fire Chief report for December was reviewed. There is still a problem with the Ross County Sheriff's department "toning out" the fire department when there are traffic accidents in Twin Township.

The Fire Chief reported that there is still confusion regarding "scene command", particularly when Bainbridge Fire Department and Twin Fire Department both are on scene for emergency incidents in Twin Township. The Trustees decided that a meeting would be requested with Bainbridge and Fire Chief's from both entities, as well as at least one public official from both would attend to see if the differences could be resolved. Mr. Darbyshire said he would try to get a meeting set up for February 2, 2024. Mr. Whitt agreed to attend to represent the Twin Township Trustees.

The Fire Chief presented the recommendations from the members: for Fire Chief (one year term) Marty Johnson and for Assistant Chief (2 year term) Adam Ball, effective for 2024. Mr. Darbyshire asked if all members had been notified of the

meeting when the members made the recommendations. The Fire Chief said he would provide the list of all who were notified at a later time as he did not have that information available now.

RESOLUTION 2024-01-8-9: motion by Mr. Bethel and second by Mr. Whitt to place Marty Johnson as Fire Chief for 2024 and Adam Ball as Assistant Fire Chief for 2024 and 2025: Upon call for vote, Mr. Bethel: yes. Mr. Whitt: yes. Mr. Darbyshire: no. Motion passed.

OLD BUSINESS:

RESOLUTION 2024-01-8-10: motion by Mr. Darbyshire and second by Mr. Whitt to purchase a road measuring device similar to the one used by the Ross County Engineers office at a cost not to exceed \$1,200. Second by Mr. Whitt. Discussion: Mr. Darbyshire said this device could be used by township employees to determine accurate measuring distances on roads when considering repairs to the roads. All voted yes. Motion passed.

NEW BUSINESS:

RESOLUTION 2024-01-8-11: motion by Mr. Darbyshire and second by Mr. Bethel to grant a \$300 bonus payment to all full-time employees. Bonus payment to be included on the employees first paycheck issued in December. All voted yes. Motion passed.

RESOLUTION 2024-01-8-12: motion by Mr. Darbyshire and second by Mr. Whitt: offer to employ Mr. Shaun Bastian of Mingo Road on a part-time as-needed basis for the road department. Employment will be based on completion of all application requirements. All voted yes. Motion passed.

RESOLUTION 2024-01-8-13: motion by Mr. Darbyshire and second by Mr. Whitt: offer the sale of the township oldest Emergency Squad to Bainbridge Village at a cost of \$21,650. This sale would include the AED and the Lucas Device. All voted yes. Motion passed.

RESOLUTION 2024-01-8-14: motion by Mr. Darbyshire and second by Mr. Whitt: change the price of the sale price of the newer squad to Scioto Township from \$110,000 to \$105,000. Reason for the price change is that it does not include the Lucas Device. All voted yes. Motion passed.

RESOLUTION 2024-01-8-15: motion by Mr. Darbyshire and second by Mr. Whitt: to enter into Executive Session to discuss contractual obligations and personnel. All voted yes. Motion passed. Remaining in Executive Session with the Trustees was the Fiscal Officer, the Fiscal Officer-Elect, and the Fire Chief. Executive Session began at 7:00 p.m. and ended at 7:09 p.m.

RESOLUTION 2024-01-8-16: motion by Mr. Bethel and second by Mr. Whitt: to present intent letter to the Ross County Engineer to participate in the 2024 paving program: Paving of Hurless Road at an estimated cost of \$87,000 local funds. Issue I money will be used for partial payment, and the balance to be from local funds. All voted yes. Motion passed.

RESOLUTION 2024-01-8-17: motion by Mr. Bethel and second by Mr. Whitt: Fiscal Officer William Jones will leave office March 31, 2024. Fiscal Officer-Elect Kimberly J. Litter will assume the role of Fiscal Officer effective April 1, 2024. At that time, Fiscal

Officer Litter will assume all lawful duties as Fiscal Officer for Twin Township, Ross County. This shall include all duties and representations of all financial accounts for Twin Township with LCNB National Bank. Those accounts are: checking account #100684591 and I.C.S. account #20100684591 and the safe deposit box for Twin Township #361. Effective April 1, 2024, William Jones shall be removed as signer of the above listed accounts, and Kimberly J. Litter shall be added as signer of the above listed accounts. All voted yes. Motion passed.

After the meeting concluded, the annual Records Commission met, consisting of Board President and the Fiscal Officer.

**MOTION MADE BY MR. BETHEL AND SECONDED BY MR. WHITT TO
ADJOURN AT 7:12 P.M. ALL VOTED YES. MEETING ADJOURNED.
APPROVAL OF MINUTES OF 2024 ORGANIZATIONAL and JANUARY 8, 2024
MONTHLY MEETING:**



Michael Whitt, President



J. Michael Darbyshire, Vice-President



Bryan Bethel, Trustee-at-Large