

TWIN TOWNSHIP TRUSTEES, ROSS COUNTY, OHIO
MINUTES OF MEETING OF FEBRUARY 10, 2020
MEETING LOCATION: TWIN TOWNSHIP GARAGE 10474 KERAN STREET

President Michael Whitt called the meeting to order at 7:00 p.m.

ROLL CALL

Officials present at roll call were: President Michael Whitt, Trustee Bryan Bethel, and Fiscal Officer William Jones. Vice-President Michael Darbyshire was absent. Also present: Marty Johnson, Joe Alexander, Adam Ball, Brandi Adams, Melissa Weaver, Jane McCabe and Austin Miller.

MINUTES OF PREVIOUS MEETING

Reading of the minutes of the previous meeting was waived.

RESOLUTION 2020-02-10-01: Motion was made by Mr. Bethel and seconded by Mr. Whitt to approve the minutes as presented. All voted yes. Motion passed.

PUBLIC PARTICIPATION

Austin Miller reported the street light in the alley south of the township garage is out. The Fiscal Officer said that light had been reported to AEP for repair twice in the last 6 months. The Fiscal Officer said he would report it again on February 11, 2020.

Motion by Mr. Bethel and second by Mr. Whitt to enter into Executive Session to discuss personnel issues. All voted yes. Motion passed. Remaining in Executive Session with the Trustees was the Fiscal Officer, Marty Johnson and Joe Alexander. Executive Session began at 7:02 p.m. Adam Ball entered the Executive Session at 7:37 p.m. Executive Session ended at 7:55 p.m.

Following the executive session, Mr. Bethel stated that recommendations from the Fire Chief for Fire and Squad Officers for 2020 must meet all policies of the Twin Township Trustees, as well as all written Standard Operating Guidelines of the Twin Township Fire Department.

FIRE CHIEF REPORT

The report was given by Marty Johnson, Fire Chief.

1. Carbon Monoxide detectors are not working properly. He will see if it is cheaper to fix them or get new ones.
2. A \$15,000 grant is being applied for through the Ohio State Fire Marshal's office.
3. A Shriner's grant is being applied for to purchase supplies.
4. Planning is still being done to determine the amount of millage needed in order to provide a paid day-time crew to staff the EMS department. The Chief will contact the Fiscal Officer to finalize the details of the financial resources needed. A proposal will be made to the Trustees sometime in the near future regarding putting an issue on the ballot to determine if township residents will support a tax increase to provide the services of a paid day-time EMS crew.
5. Progress is continuing on review of the department's current Standard Operating Guidelines in anticipation of presenting proposed changes/additions to the Trustees at a future special meeting. When the draft containing the changes/additions is complete, it will be given to the Fiscal Officer so copies can be made available to Trustees for review prior to the special meeting.

CORRESPONDENCE/COMMUNICATION

Mr. Bethel reported:

1. He inspected the property at 11383 U.S. Highway 50 in Bourneville. A resident had filed a nuisance complaint on the property. He said he believed it did qualify as a Nuisance Violation. The Fiscal Officer reported that a nuisance violation has been sent to the property owner as the other Trustees had also declared the property to be a nuisance.
2. Mr. Bethel said he was contacted by a resident on Owl Creek Road that a camper is on the property where a former church was located on Owl Creek Road. The resident said someone was living in the camper. Mr. Bethel told the resident that Twin Township did not have "zoning" laws, and therefore this was not an issue the Trustees could address.

Mr. Whitt reported:

1. Street light on Meadow Drive was reported as out. It was repaired by AEP after being contacted by the Fiscal Officer.
2. A storm on January 18, 2020 caused a tree to fall on township right-of-way, and part-time employee Ken Oyer took care of removing it.

3. Full-time employee Chad Miller has health problems with his hip. It may require surgery, and if that happens, the part-time employees will be called in to work more hours.

FINANCIAL

RESOLUTION 2020-02-10-02:

Motion by Mr. Bethel and second by Mr. Whitt to approve:

- a) payment of bills as presented
- b) Purchase Orders and blanket certificates as presented
- c) supplemental appropriations as presented
- d) Interfund advance from the General Fund to the Fire/EMS fund (2191) in the amount of \$15,000 for the purpose of covering current expenses, as the Fire/EMS fund (2191) is depleted at this time
- e) Adopt annual appropriations for 2020 as presented

All voted yes. Motion passed.

The Fiscal Officer gave an update on the financial status of the Fire/EMS (2191) and the EMS (2281) fund. Collections for EMS billing are currently running at a low level, with the current fund balance in the EMS (2281) fund being a little over \$3,600. As a result, this requires the Fire/EMS (2191) fund to support the bulk of the operations of both departments. The carry-over for 2020 for the Fire/EMS (2191) fund has been depleted for current operating expenses, resulting in the advance of \$15,000 from the general fund to support current operations. It is anticipated that the 2191 fund will collect approximately \$60,000 in tax revenues in March. Of that amount, \$12,820 will go toward the lease payment of a new Life Pac for the Squad, and \$24,838 will be applied toward the 2nd of 7 annual debt payments for the Emergency Squad. This leaves approximately \$22,342 available for expenses (assuming none of this amount is paid back to the general fund advance of \$15,000) until the next real estate revenue collection is posted in August.

Being aware of the budget, the Trustees encouraged the Fire Chief to be as frugal as possible with purchases this year, purchasing only what is absolutely necessary to maintain a fire and EMS department capable of serving the residents of the township.

OLD BUSINESS

none

NEW BUSINESS

RESOLUTION 2020-02-10-03:

Motion by Mr. Bethel and second by Mr. Whitt to approve the following change to the cell phone reimbursement policy to change the amount of the reimbursement from \$60 to \$25 per month. This change was proposed as cost for cell phone plans have declined recently. Mr. Bethel stated he will forgo receiving a cell phone reimbursement beginning March, 2020, to assist in savings to the township. The Fire Chief also recommended that the cell phone reimbursement also be discontinued for the Fire and EMS Captains in order to allow resources to be used for other matters. The cell phone reimbursement plan will be changed to include the above items. All voted yes. Motion passed.

RESOLUTION 2020-02-10-04:

Motion by Mr. Bethel and second by Mr. Whitt to approve the no-interest loan from the Ross County Commissioners of approximately \$115,000 (exact amount to be determined after paving bid is approved by the Ross County Engineer) for the purpose of paving Camelin Hill Road. Funds to be paid back over a 3-year period with the first payment due on or before May 15, 2021. All voted yes. Motion passed.

Motion by Mr. Bethel and seconded by Mr. Whitt to adjourn at 8:36 p.m. All voted yes. Motion passed.

APPROVAL OF MINUTES OF 2/10/20 TWIN TOWNSHIP TRUSTEES MEETING:

Michael Whitt, President

Michael Darbyshire, Vice-President

Bryan Bethel, Trustee