

**TWIN TOWNSHIP TRUSTEES, ROSS COUNTY, OHIO  
MINUTES OF REGULAR MEETING OF MARCH 14, 2016**

**MEETING LOCATION: TWIN TOWNSHIP GARAGE 11474 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, Vice-President Michael Darbyshire, Trustee Bryan Bethel and Fiscal Officer William Jones.

Visitors present were: Fire Chief Bill Ford, III, Marty Johnson, Bill Ford, Jr., Ross County Sheriff George Lavender and his Administrative Assistant, Emily Schmidt

**MINUTES OF PREVIOUS MEETING**

Reading of the minutes of the previous meeting were waived.

**RESOLUTION 2016-03-14-01:** *Motion* was made by Mr. Bethel and seconded by Mr. Whitt to approve the minutes as presented. All voted yes. Motion passed.

**PUBLIC PARTICIPATION**

Ross County Sheriff George Lavender addressed the Trustees regarding recent efforts in combating crime in and around the county, particularly the Huntington Township area. He also introduced his new Administrative Assistant, Emily Schmidt, who plans to contact each township at least quarterly to answer any concerns Trustees or residents may have. The Sheriff provided his business cell phone number to all present and encouraged anyone to call him if they had questions or concerns regarding county law enforcement issues.

The Sheriff said he plans to meet this week with a resident of Marble Lane about the continued problem with speed along their road. The Sheriff plans to have the mobile speed monitoring trailer placed along that street for a few days in an attempt to deter speeders.

**FIRE CHIEF REPORT**

Fire Chief Billy Ford, III gave the following report:

- 1) The township was recently awarded a State Fire Marshal's grant totaling \$48,770.25. Funds are to be used to purchase Marcs radios and equipment for the department. The township does not have to provide any matching funds for the grant.
- 2) Having been tabled from last month, the purchase of the EMS reporting software was proposed again at an estimated cost of \$6,000 to \$7,000. The Fiscal Officer reviewed the current appropriations with the Trustees. Motion was made by Mr. Darbyshire and seconded by Mr. Whitt to increase the appropriations of the EMS budget by \$6,000 to accommodate this purchase. All voted yes. Motion passed.
- 3) Turn-out gear will need replaced this year as it is nearing the end of its effective period. There will need to be at least 10 sets purchased at a cost of about \$40,000 total. After discussion, it was determined that the department could function effectively this year with the purchase of 5 sets, with the other 5 being made next year. Motion was made by Mr. Darbyshire and seconded by Mr. Whitt to increase the appropriations of the Fire budget by \$20,000 to accommodate the purchase of 5 sets of turn-out gear. All voted yes. Motion passed.

**CORRESPONDENCE/COMMUNICATION**

The Fiscal Officer reminded the Trustees of the Ross County Health District Advisory meeting to be held March 15, 2016. Mr. Darbyshire said he plans to attend.

**FINANCIAL**

**RESOLUTION 2016-03-14-02:**

*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 advances as presented.

- e) Increase appropriations to the general fund by \$30,000 (purpose is to buy a replacement back-hoe this year for the Road and Cemetery Departments. It is estimated that purchase amount may be approximately \$50,000. Part of the purchase will come from the cemetery fund and the remainder from the general fund.)
- f) Increase appropriations to the following funds for anticipated expenses in 2016: 2011: \$3,000; 2191: \$20,000; 2281: \$6,000
- g) Approve the 2016 permanent appropriations as presented and forward a copy to the Ross County Auditor.
- h) Set up auto pay for the following recurring payments: TimeWarner cable phone and internet bill at the garage and the Sprint bill for cell phone service for the lifepac's on the two squads

**OLD BUSINESS**

Mr. Darbyshire reported on the status of his contacts with state officials regarding installation of sidewalks in Bourneville. He is currently in contact with State Representative Scherer and will report at a future meeting of any progress.

**NEW BUSINESS**

**RESOLUTION 2016-03-14-03: Motion** made by Mr. Bethel and seconded by Mr. Whitt to purchase a security alarm system for the Road garage from Security Excellence. A motion sensor to be installed in each bay, and alarm buzzers on each door.

Mr. Bethel said he would develop a maintenance plan and schedule for each township vehicle. The plan and schedule will be given to all township employees to follow.

Mr. Whitt made the following motion:

**RESOLUTION # 2016-03-14-04:**

As the Twin Township Trustees are empowered by law to make the decisions regarding the expenditure of resources for the township for the benefit of the residents of the township, it is in their best interest to have all the facts available to make the best decisions possible. To that end, any request for an expenditure of over \$500 must be presented to the Fiscal Officer at least one week prior to a regular business meeting.

Details regarding the purchase, such as the need priority, item, type, purpose and amount, and whether it is considered a purchase which has been budgeted for or not, shall be included in the request. This information will be added to the meeting agenda which will then be made available by the Fiscal Officer to each Trustee at least 4 days prior to the scheduled meeting. All regular meetings for 2016 are scheduled for the 2<sup>nd</sup> Monday of each month. Therefore, requests for expenditures of over \$500 must be delivered to the Fiscal Officer no later than the 1<sup>st</sup> Monday of each month.

To be considered for purchase, the item or items shall be a part of the agenda, unless the Trustees decide otherwise.

Emergency expenditure requests may be submitted to the Fiscal Officer at any time, who will forward that request on to the Trustees in a timely manner. In that case, the Trustees may, at their discretion, call a special meeting to discuss and make a decision regarding the emergency request.

Motion seconded by Mr. Darbyshire. All voted yes. Motion passed.

With no other business to come before the Trustees at this time, **Motion** was made by Mr. Bethel and seconded by Mr. Whitt to adjourn at 8:50 p.m. All voted yes. Motion passed.

**APPROVAL OF MINUTES OF 03/14/2016 TWIN TOWNSHIP TRUSTEES MEETING:**

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Michael Whitt, President

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Michael Darbyshire, Vice-President

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Bryan Bethel, Trustee