

**TWIN TOWNSHIP TRUSTEES
2018 ORGANIZATIONAL MEETING
JANUARY 14, 2019
MINUTES**

The Twin Township Trustees 2019 organizational meeting was called to order at 7:00 p.m.

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, who entered the meeting at 7:30 p.m.

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 2019. Based on above voting, Mr. Whitt was declared Twin Township Trustee President for 2019 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. Bethel 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 2019.

Reading of the minutes of the previous meeting was waived. **Motion** made by Mr. Darbyshire and seconded by Mr. Bethel to approve minutes of the previous meeting as presented. All voted yes. Motion passed.

The regular monthly meeting of the Twin Township Trustees began. **Motion** by Mr. Darbyshire and second by Mr. Bethel to approve resolutions 2019-01-14-01 through 2019-01-14-07. All voted yes. Motion passed.

RESOLUTION 2019-01-14-01

**SET DAY AND TIME FOR REGULAR MEETINGS FOR THE YEAR AS
SECOND MONDAY OF EACH MONTH BEGINNING AT 7:00 P.M. AT
THE TWIN TOWNSHIP TRUSTEE OFFICE AT 11474 KERAN STREET,
BOURNEVILLE, OHIO**

RESOLUTION 2019-01-14-02

**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 2019-01-14-03
SET METHOD USED TO NOTIFY PUBLIC OF CHANGE IN MEETING
TIMES AND/OR DATES BY POST OF PUBLIC NOTICE ON DOOR OF
TOWNSHIP GARAGE

RESOLUTION 2019-01-14-04
TO JOIN STATE AND LOCAL TOWNSHIP ASSOCIATION AND PAY
DUES

RESOLUTION 2019-01-14-05
TO JOIN ROSS COUNTY ENGINEERS DRUG TESTING AND CDL
PROGRAM.

RESOLUTION 2019-01-14-06
THAT FISCAL OFFICER BE GRANTED PERMISSION TO MAKE
SUPPLEMENTAL INCREASES/DECREASES TO APPROPRIATIONS
AND INTER/INTRA-FUND TRANSFERS AS NEEDED TO PAY BILLS,
WITH FORMAL APPROVAL TO FOLLOW AT NEXT TRUSTEES'
MEETING

RESOLUTION 2019-01-14-07
TO APPLY FOR COMMUNITY DEVELOPMENT BLOCK GRANT
APPLICATIONS AND ISSUE I GRANTS DURING THE YEAR AS THEY
MAY BECOME AVAILABLE.

FINANCIAL

RESOLUTION 2019-01-14-8:
MOTION BY MR. BETHEL AND SECOND BY MR. DARBYSHIRE 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 a township resident on Harris Station Road reported that the township's snow plow had damaged his mailbox.

Mr. Whitt reported that a resident had contacted him complaining of the township snow plow throwing snow on his driveway and "snowing" him in. Mr. Whitt

explained to the resident that it is unavoidable when plowing snow on township roads and that it is the resident's responsibility and not the township's to remove that snow on his driveway thrown by the township truck.

FIRE CHIEF REPORT:

Medicount, the township's EMS billing company, is lowering the percentage they charge to do the billing for the township. It is currently 10% of all revenues collected. That amount will be changed to a lower percentage, but they are not sure exactly how much yet.

He is applying for state and federal grants to purchase an industrial sized washer to wash turn-out gear (approximate cost: \$13,000), and also a side-by-side utility vehicle (approximate cost: \$26,000) to use in rescues in hard-to-reach locations.

RESOLUTION 2019-01-14-9: Motion by Mr. Bethel and second by Mr. Darbyshire to approve permission to apply for the grants and to approve the purchases. Funds are to be advanced from the general fund for purchase if the grants funds have not been received prior to purchase. All voted yes. Motion passed.

OLD BUSINESS:

Mr. Darbyshire suggested that before the township consider purchase of a track hoe for cemetery use, the township consider purchase of a utility trailer capable of moving the large back-hoe. Also, if the decision is made to purchase the track-hoe, the current John Deere Back-hoe used in the cemetery will be considered for trade in on the purchase. **Motion** by Mr. Darbyshire and second by Mr. Bethel to approve purchase of a utility trailer capable of transporting the township's large back-hoe. All voted yes. Motion passed.

NEW BUSINESS:

RESOLUTION 2019-01-14-9: **Motion** by Mr. Darbyshire and second by Mr. Bethel to have the township pay for the cost of obtaining class A and/or class B CDL license for both part-time employees, Dylan Dotson and Ken Oyer. This license will be needed to drive the township's large dump truck and also pull the utility trailer to be purchased. All voted yes. Motion passed.

Mr. Darbyshire proposed the consideration of the following items:

1. A drug testing policy to be implemented for all full and part-time employees and also all volunteers.
2. The Fire and EMS Department have a form for use by the "I&M" Board when new applicants are considered for membership, and to place this form in the individual's personnel file.
3. Request the Fiscal Officer contact the Prosecutor and seek advice on adoption of a policy on how to handle employees or volunteers who are under investigation by law enforcement or a public agency.

4. Request the Fiscal Officer contact the township's insurance carrier to determine the township's liability if an employee or volunteer is sued or charged with criminal acts while in performance of his/her duties for the township.

The Trustees agreed to consider adoption of proposed resolutions to implement items #1 and 2 at a future meeting. The Fiscal Officer will report to the Trustees on items 3 and 4 at the next regular meeting.

Motion by Mr. Darbyshire and second by Mr. Whitt to enter into Executive Session for the purpose of discussion of personnel issues. All voted yes. Motion passed. Executive Session began at 8:21 and ended at 8:30 p.m.

MOTION MADE BY MR. BETHEL AND SECONDED BY MR. WHITT TO ADJOURN AT 8:31 P.M. ALL VOTED YES. MEETING ADJOURNED.

APPROVAL OF MINUTES OF 2019 ORGANIZATIONAL and MONTHLY MEETING:

Michael Whitt, President

Bryan Bethel, Vice-President

Michael Darbyshire, Trustee