

**TWIN TOWNSHIP TRUSTEES
OCTOBER 20, 2025
MINUTES**

The Twin Township Trustees regular meeting was called to order at 6 p.m. at the Twin Township Road Garage, 11474 Keran Street, Bourneville, Ohio by President Michael Darbyshire. Roll call: present were Township Trustees Michael Darbyshire, Michael Whitt, Bryan Bethel, Fiscal Officer Kimberly Litter, Assistant Fire Chief Shaun Allen, Road Garage Supervisor Chad Miller, Kenny Lawson, Kyle Lawson, Bill Jones, Sam Dennis.

Public Participation

Sam Dennis—Ross County will run sewer line on Rt. 104 from prison to Airport Road. This is done using grant monies with hope of bringing industry to this area. District will oversee for one year once it is completed. Sam also wanted to bring to attention of Trustees the need for Franklin Circle road repair. Trustees informed Sam the road will be looked at for patching in 2026 and hopefully can be on list of paving in 2027.

Kenny and Kyle Lawson—bought houses in Bourneville and fixing up with hope of restoring Bourneville area.

Chad Miller—The International truck is out of commission and the white truck is still waiting for a part. Road Garage vehicles need to be addressed. Mr. Darbyshire will call and see if county has a truck they could loan out. Mr. Darbyshire will check on cost of a new truck.

Chad also informed Trustees that the catch basin had been completed on Scott Road.

Mr. Whitt informed Chad that Rich Well called concerned about mowing on Baker Road.

Minutes—Mr. Bethel moved waiving of reading previous minutes. Mr. Whitt 2nd. All voted yes. Motion passed.

Financial Report—Mr. Darbyshire moved to accept Financial Report. Mr. Bethel 2nd. All voted yes. Motion passed.

Correspondence/New Business

Mr. Bethel stated Dylan would like to do beautification of cemetery. Mr. Darbyshire will check into Mead Massie Grant to cleanup cemetery and remove shrubbery as well as reset some monuments.

Fiscal Officer reported phone call from Lisa Baxter complaining of equipment going over gravesites and veteran markers.

Mr. Darbyshire moved to pay Larry McGuire to seal Fire House lot. Mr. Whitt 2nd. All voted yes. Motion passed.

Mr. Darbyshire will call water company to put hot mix in repair of Fire House.

Mr. Darbyshire moved to reimburse Botkin-Hornback Funeral Home for \$500. Mr. Whitt 2nd. All voted yes. Motion passed.

Fiscal Officer presented inventory lists to Trustees, Fire Chief, Assistant Fire Chief, and Road Garage Supervisor to review and return by next meeting. This will be to renew insurance.

Fiscal Officer presented Trustees with flyer from Lightle Enterprises selling traffic control devices.

New Business

Tax Evaluation

Fiscal Officer and Bill Jones met with Jeff Lehner, Ross County Auditor, to determine feasibility of reducing unvoted tax increases. Mr. Jones explained the situation with real estate valuation given by the auditor.

Resolution 10-20-2025-1

Mr. Bethel moved to offset the impact of the residential valuation increase next year while accomplishing the goal of keeping Township revenue stable and not passing an unvoted tax increase on to our residents by reducing these levies as follows:

1. Reduce Twin Township's Fire and Policy levy from 0.1 to 0.066 mills for the Tax Year 2025
2. Reduce Twin Township's General Fund levy from 1.1 to 0.726 mills for Tax Year 2025
3. Reduce Twin Township's Road and Bridge levy from 1.3 to 0.858 mills for Tax Year 2025

Mr. Darbyshire 2nd. All voted yes. Motion passed.

Rumpke

Mr. Darbyshire moved for Fiscal Officer to check canceling Rumpke and hiring Mound. Mr. Bethel 2nd. All voted yes. Motion passed.

Fire Chief Report

Complete Report from Assistant Fire Chief Allen attached—membership is at 20 volunteers.

Mr. Bethel moved to purchase 6 new radios at cost of \$1,650 each for total of \$8,350. Mr. Whitt 2nd. All voted yes. Motion passed.

Mr. Darbyshire moved to pay for 8 firefighters to attend class. Mr. Bethel 2nd. All voted yes. Motion passed.

Mr. Whitt moved to approve 8 new volunteer applicants—Meira Leonard, Tony England Jr., George Jenkins, William Painter Jr., Kevin Miller, Cheyenne Wells, Hunter Bennett, Duane Johnson. Mr. Bethel 2nd. All voted yes. Motion passed.

Mr. Bethel moved to purchase a new nozzle from Citizens Fire for \$1,400. Mr. Whitt 2nd. All voted yes. Motion passed.

Volunteers will be going door-to-door Nov. 8 to pass out free smoke detectors in Twin Township

George Jenkins would like to register for Fire Association again and is willing to head this up.

Mr. Bethel moved to purchase 12 helmet lights at cost of \$99 each for total of \$1,200. Mr. Whitt 2nd. All voted yes. Motion passed.

Assistant Chief Allen gave Trustees a list of discrepancies in September billing of EMS/Fire runs. Mr. Darbyshire instructed Fiscal Officer to send a list to Fire Chief and deduct payment of these discrepancies.

Elections of Officers

Nov. 11—Nominations will be held anonymously. Committee-Fire Chief, Assistant Chief and Fire Captain will prepare list of nominees.

Nominees will be voted anonymously that day after list is prepared. Above committee will count the votes.

Voted officers will be presented to Trustees at Jan. 12 meeting for approval.

Resolution 10-20-2025-2

Mr. Darbyshire moved in SOG to change “active” members to “members in good standing” to vote in the election. Mr. Whitt 2nd. All voted yes. Motion passed.

Fiscal Officer will look at SOG to check with other changes needed from passed resolutions.

Mr. Bethel informed Assistant Fire Chief Allen to be sure everyone is signing up for monthly on-call hours.

Mr. Bethel moved to adjourn at 8 pm. Mr. Darbyshire 2nd.

J. Michael Darbyshire, President

Michael Whitt, Vice-President

Bryan Bethel, Trustee-at-Large

September 2025 Fire Department Summary/Update

Fire Run Update -

- Number of Calls Received – 9
- Number of Calls Taken – 9
- Mutual Aid Calls – 0

*Additional relevant information

- 9/9/2025 – 11342 US Rt 50 – While on station, Bainbridge was dispatched to a vehicle accident in front of Valero, Twin TWP was not. When we heard the call out, unit 1622, Shaun Allen, notified the dispatcher that the accident was in Twin jurisdiction and stated that Twin rescue would be responding. Bainbridge chief immediately stated on the air that BFD would continue in. BFD should not collect reimbursement for any fire apparatus for this run, only EMS.
- 9/11/2025 – Lower Twin Road @ 23:45 – Bainbridge Squad and Rescue was called for a crash with injuries. Twin was never called.

Department Update – Things that have occurred since last trustee meeting.

- Atlantic Fire conducted pump tests for all trucks on October 2. All trucks passed except for Engine 1602. It has a leaky valve and will be fixed at the fire house by Scott Monroe. He is a certified mechanic.

*Catastrophic
mechanical
failure*

*Backup Apparatus Service
Wilmington*

- Fire Meeting was held on September 9th with 11 members in attendance.
- Twin FD participated in the 9/11 activities at Rural King in Chillicothe.
- CPR training was held on September 14th. There were 5 members in attendance.
- There was a work detail held at the station on Sunday September 28th. Many members attended, unsure of the exact number.
 - We had Chris Smith; a Marcs radio vendor, come and show us what radios and services he had to offer. It appears he can provided the dept. with the same radios at a lower cost and will come to the station to do the programming in-house. My recommendation would be to pursue his services moving forward. He had provided us with quotes for 6 radios and 6 new batteries for pagers. We purchased the batteries.
 - We also interviewed two potential applicants. Both were approved and were provided with gear.
- Fire meeting was held on October 13th with 16 members in attendance.

*\$ 1,650
per radio*

- After meeting conclusion, Marty, Chris, and Shaun held interviews with 3 potential applicants. All three were approved by the board and were issued gear.
- Fire Prevention assembly at Paint Valley was held on Friday October 10th. Twin accompanied Bainbridge FD with 5 members.
- An updated “active member” rooster is included in this report. As of 10/20/2025, we now have 20 active members. 8 of those are not carded. Of those 8, 3 of them will be starting class on 10/20 at Pike CTC. The remaining uncarded members will be taking the next available class.

New Business –

- Plans are being developed for extrication training to occur on November 22nd. Chris Benson has committed to providing vehicles and Chris Kessinger will be providing the training.
- We have received applications for a total of 8 new members since the last trustee meeting. There are still 2-3 people that have reached out showing interest in applying.
- We have ordered the remaining accountability tags through Sports Plus.
- We have also ordered name tags for the gear rack. They are more personal and provide the members with a small sense of pride in anyone visiting the station.
- Engine 1608 experienced a failure while on a structure fire this past Saturday, 10/18.
 - Buckeye Apparatus Services came earlier today to inspect the damage. It appears the propeller inside the pump came apart causing significant damage. The truck will be required to be fixed at their shop. An event has been scheduled for 10/22 to relocate the critical equipment to other trucks while it is being fixed.
- We have obtained a quote for new radios and the associated items. Quote attached.
 - The total value is for a total of 6 radios, 6 additional batteries to replace the ones that are nearly at end of life, 6 shoulder mics, and 6 batteries to replace the pager batteries that are not functional. The total sum is \$8,560. We are requesting approval to purchase this equipment. Please note, this will not fit out everyone we have on the roster.
 - We are actively applying for a Marc’s grant. This grant is open until the end of the month and will cover \$20,000 in radio equipment if granted. We will need this funding to fit out the remaining members as well as having some shelf stock. Chief Johnson is completing the paperwork for this grant.

- We requested a nozzle to demo for the front trash line of 1608. This nozzle is a multi-purpose nozzle and will provide a great benefit to the truck if purchased. The MSRP on the nozzle is \$1,784. Citizens Fire have agreed to sell to us for \$1,400.
- We have obtained pricing information for new helmet and jacket lights. The helmet lights are \$99 a piece and the jacket lights are \$69 a piece. At this time, we would like to request a purchase of helmet lights for all carded members, 12 total. Eventually we would like to purchase for all members along with jacket lights. Ours are old and don't function well.
- We are beginning to apply for a BWC grant.
 - This grant provides 4 full sets of gear every 3 years.
 - We are required to provide three separate vendors quotes when applying, so we have those three different vendors coming this month to provide quotes for new gear.
- Red Cross has reached out to us and has provided a new generator and power washer for the station.
- We are partnering with Red Cross to distribute smoke detectors to people in the community.
- We purchased a 50" tv to replace the inoperable one in the kitchen area. We also purchased a 75" on a roller stand so it can be moved around to use for trainings. All items were purchased through Amazon during prime days, big savings.
- We sent a fire truck through the Fall Festival of Leaves Parade and plan to send at least one, possibly two through the Chillicothe Halloween parade.
- We have also purchased candy and plan to pass it out for Trick or Treat.
- We have received several compliments from some of the community members. The word is starting to spread.
- A member from Forestry has contacted me and I plan to meet with him. He has told me that he has several items that can be given to the department for free. I will provide an update once I have more information.

September 2025 Run Invoicing Discrepancies

Bainbridge Fire & EMS

- EMS invoicing appears to be correct
- 9/9/2025 – 11342 US RT 50 – MVA
 - Bainbridge has billed for non-transport, which is correct.
 - Also billed \$100 for an additional rescue apparatus. That apparatus was not needed because 1608 was enroute with a crew @ 21:36, Bainbridge responded their truck @ 21:38. I would like to add that I had marked the dispatcher and told them that we were handling the rescue and Bainbridge rescue could stand down. Chief Leasure then marked on the radio and stated that their rescue would continue in disregarding the message that I had already shared. They should not collect the \$100 for fire apparatus.
- 9/17/2025 – Twin FD never received a tone for this call. The dispatcher had only toned out Bainbridge FD.
- 9/26/2025 – Jones Levee Road – MVA
 - Bainbridge EMS billing is correct.
 - Bainbridge Fire is billing \$100 for fire apparatus.
 - 1600 Fire acknowledged call at 20:09:30, Bainbridge Fire acknowledged at 20:09:59. It may seem minor, but Twin clearly acknowledged call prior to Bainbridge Fire. Unless Twin had directly asked for Bainbridge fire, they should have stood down. They should not collect the \$100 for this billing.
- Bainbridge FD should receive \$100 for fire and \$2,700 for EMS for the September invoicing.

Scioto Township

- Invoicing appears to be correct. No discrepancies.

19:15



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Prepared For

Twin Township Fire Department

Estimate Date

10/15/2025

Estimate Number

I-3035

Description

Line Total

Viking Warrior Turnout Gear \$3,359.27

- IQ/Crosstech Black/Glide ICE 2-Layer - 3M Comfort, heat transfer trim, yellow - New York Trim style
- American flag - dept name - detachable drop down panel - extra felt in shoulders - hook and Dee
- d ring on coat- flashlight strap - mic clip- offset fly on pants- reinforcement to knee- suspender pro
1 at \$3,359.27

HEN Force Package \$1,400.00

Shut Off, Tip Force, and Blade Force MSRP \$1,784

1 at \$1,400.00

VIKING Nomex Nano Particle Filtration Fire \$169.00

Hood

1 at \$169.00

Pacific F18 Helmet \$502.00

1 at \$502.00

Thorogood QR14 Leather Boots \$389.00

1 at \$389.00

Subtotal 5,819.27

Tax 0.00

Estimate Total USD \$5,819.27

1400
4419.27

[illegible]