

TWIN TOWNSHIP TRUSTEES, ROSS COUNTY, OHIO
MINUTES OF MEETING OF DECEMBER 19, 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. Also present was Fire Chief William Ford, III, Bill Ford, Jr., Chad Miller, Marty Johnson, and Gary Bartley.

MINUTES OF PREVIOUS MEETING

Reading of the minutes of the previous meeting was waived.

RESOLUTION 2016-12-19-01: Motion was made by Mr. Bethel and seconded by Mr. Darbyshire to approve the minutes as presented. All voted yes. Motion passed.

PUBLIC PARTICIPATION

None

BID OPENING

Two bids were received for purchase of township building located at 11450 U.S. Route 50, Bourneville, Ohio. The Fiscal Officer opened both bids.

Bid #1: submitted by Zebuli Kennedy who resides on Upper Twin Road, South Salem, Ohio, 45681. His bid was \$25,000.01.

Bid #2: submitted by Gary and Angie Bartley, 12527 St. Rte. 28, Frankfort, Ohio 45628 (740-253-2055). their bid was \$25,645.51.

RESOLUTION 2016-12-19-02: Motion made by Mr. Whitt to accept the bid of Gary and Angie Bartley in the amount of \$25,645.51 for purchase of township building located at 11450 U.S. Rte. 50, Bourneville, Ohio, 45617. Motion seconded by Mr. Bethel. Upon call for vote, voting was as follows: Mr. Whitt: Yes; Mr. Bethel: Yes; Mr. Darbyshire: Yes. Motion passed unanimously.

FIRE CHIEF REPORT

New turn-out gear is needed for the department. The estimated price of \$3,000 per set is now on sale at \$1,900 per set. In order to replace out-dated sets, it is recommended that 10 sets be purchased after the first of the year.

RESOLUTION 2016-12-19-03: Motion was made by Mr. Bethel and seconded by Mr. Whitt to approve purchase of 10 sets of turn-out gear at a cost of \$1,900 to be purchased in early January, 2017, as recommended by the Fire Chief. All voted yes. Motion passed.

Motion made by Mr. Whitt and seconded by Mr. Darbyshire to enter into Executive Session for the purpose of discussing personnel issues. All voted yes. Motion passed. Remaining in Executive Session with the Trustees was the Fiscal Officer and the Fire Chief. Executive Session began at 7:20 p.m. and ended at 7:48 p.m.

CORRESPONDENCE/COMMUNICATION

Mr. Whitt reported on a property located at 1168 MacDonald Hill Road that appeared to be a nuisance property with a lot of trash on the property. Motion made by Mr. Darbyshire and seconded by Mr. Whitt to declare the property at 1168 MacDonald Hill Road a nuisance and to issue a "Form A" Nuisance notice to the owner to have the property cleaned up. All voted yes. Motion passed. Mr. Whitt will provide the owner of the property to the Fiscal Officer to have the notice delivered.

Mr. Darbyshire reported that he was contacted by Richard and Maggie Brown regarding the problem of surface water ponding in their yard and driveway during heavy rains due to the new paving of Kelley Drive not allowing the water to flow to the catch basin across the road from their property. Mr. Darbyshire suggested that maybe if the new asphalt was milled it may correct the problem. It was decided by the Trustees that a solution will be addressed in the spring as to how to correct this issue.

Mr. Darbyshire presented information regarding the Ross County Health Department District Advisory Council meeting that he and Mr. Whitt attended on December 15, 2016.

FINANCIAL

RESOLUTION 2016-12-19-04:

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) Reallocations as presented.
- e) Temporary Appropriations for 2017 as listed below:

FUND 1000 GENERAL:	\$120,000.00
FUND 2011 MOTOR VEH.	\$14,000.00
FUND 2021 GAS TAX	\$88,000.00
FUND 2031 RD & BRIDGE	\$80,000.00
FUND 2041 CEMT	\$30,000.00
FUND 2191 FIRE	\$80,000.00
FUND 2281 EMS	\$20,000.00
FUND 2401 SPEC ASSESS. (STR LITES)	\$5,000.00
FUND 3101 DEBT SERVICE	\$58,674.76

Fringe benefits and holiday schedule for 2017 as listed below:

- Dental and vision insurance - current carrier: Ameritas (2016 cost: \$7,104.00)
- Term life insurance policy of \$30,000 per official and full-time employees (2016 cost: \$2,377.52)
- Cash stipend of \$60.00 per month for cost of personal cell phone for township business use (for the following: Township Trustees Mike Whitt, Mike Darbyshire, Fiscal Officer Bill Jones, Road & Cemetery Employee Chad Miller, EMS Captain Marty Johnson)
- Reimbursement of \$38.00 per month to Fiscal Officer Bill Jones for partial cost of high speed internet at home office of Fiscal Officer

All voted yes. motion passed.

OLD BUSINESS

none

NEW BUSINESS

An updated Credit Card use policy was reviewed by the Trustees. The last review of the policy was in 2011. The Auditor of the State of Ohio has recently issued an alert to all public entities regarding credit card use and recommended review of policies. a few changes were made to the draft policy.

RESOLUTION 2016-12-19-05: *Motion* was made by Mr. Bethel and seconded by Mr. Whitt to approve the township credit card use policy as amended, to be effective January 1, 2017. All voted yes. Motion passed.

RESOLUTION 2016-12-19-06: *Motion* was made by Mr. Whitt and seconded by Mr. Bethel to approve an increase to the salary of the Fire Chief from \$130.00 per month to \$160.00 per month effective January 1, 2017. All voted yes. Motion passed.

Motion was made by Mr. Whitt and seconded by Mr. Bethel to set the 2017 organizational meeting for January 9, 2017 beginning at 7:00 p.m. at the township garage. All voted yes. Motion passed.

With no other business to come before the Trustees at this time, *Motion* was made by Mr. Whitt and seconded by Mr. Bethel to adjourn at 8:27 p.m. All voted yes. Motion passed.

APPROVAL OF MINUTES OF 12/19/2016 TWIN TOWNSHIP TRUSTEES MEETING:

Michael Whitt, President

Michael Darbyshire, Vice-President

Bryan Bethel, Trustee