

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

February 17, 2021

Held _____

~~7:00~~ p.m. _____

The Washington Township Trustees met in regular session with Powell, Smith and Euler present. Chairman Euler presided. Guest in attendance were Chad Johnson, Scott Alexander and Bill Gase.

Minutes of the previous meeting were approved.

23714	Kirk Shank	\$184.03	23724	Mid-Wood	\$340.69	Voucher#11	Chad Johnson	\$219.89
23715	W.W. Williams	\$1,625.38	23725	Aim Media	\$50.77	Voucher#12	Steven Powell	\$464.71
23716	FirePrograms	\$1,654.00	23727	Cardmember	\$1,156.44	Voucher#13	David Smith	\$889.26
23717	WC Treasurer	\$3,197.06	23728	Eric Palmer	\$175.00	Voucher#16	OPERS	\$2,363.69
23718	Behrman Rolloff	\$475.00	23729	Municipal Emerg	\$992.80	Voucher#17	Fed Tax	\$247.54
23719	Pauls Refuse	\$49.50	Voucher#5	Edison	\$80.81	Voucher#18	School Tax	\$23.29
23720	Forrest Auto	\$93.29	Voucher#6	Paramount	\$3,413.50	Voucher#19	State Tax	\$61.04
23721	Kirk Shank	\$255.24	Voucher#8	Scott Alexander	\$1,156.34	Voucher#20	Scott Alexander	\$1,840.15
23722	Time Warner	\$89.99	Voucher#9	Kristel Beyer	\$1,385.22	Voucher#239	Suburban	\$37.17
23723	Northwood	\$234.00	Voucher#10	Abel Euer	\$816.94	Voucher#34	Huntington	\$36.75

Roll Call: Smith – yes, Euler – yes, Powell – yes. Motion approved. The Audit Committee approved the bank statements and financial reports for January, 2021.

Smith updated Chad Johnson about starting an agenda prior to the meeting so everyone is aware what is being discussed.

Bill stated last meeting we discussed a new sign out front. Euler thinks we need to get another quote to compare. Smith asked if the sign uses an inverter, the one at the fairgrounds has an inverter in them and it costs around \$6,000 to repair them. This would be something to check on and what type of maintenance these signs need. Smith stated he would talk to Terry Blackford on whom to contact for one. Smith said there is a sign place on Dunbridge Road to check. He still feels we need to get donations for this; he does not want to spend \$18,000 of taxpayer’s money for a sign. Bill asked if we get supporters how much can we allow them to have their name on the sign, if someone donates money possibly, they get a one-page pop up every so often. Bill has been talking to the Wood County Health Commissioner about having a covid vaccine clinic to help get people vaccinated. If it gets too big, we do have the school available to us. He wanted to let the Trustees know so if they see the vaccine site advertised. Powell suggested talking with the Legion. Bill said the washer/dryer and air-handling system is complete. Downey wants to come out in the spring to double check that everything is working properly. The EMR classes started. We are splitting the cost of the class with Grand Rapids Township for three of the four firefighter. We have a new member Peyton Kepling. He has some violations and wanted to know if the Trustees were okay with bringing him on. Smith stated we will call Joe to see what the insurance company recommends. Bill stated if the insurance company is okay with it then are the trustees fine with adding him to the roster. Trustees agreed. We will need to get him fire gear as well. The firefighters brought up this at our last meeting, the fire program has an add on feature for I am responding. They would like to get a TV to install in the fire truck bay area, so they can see who is responding to the calls. Smith stated he has a flat screen TV that he could give them if it does not need to be a smart TV. Euler moved to purchase the I am Responding add on feature and TV if needed seconded by Powell. Roll Call: Powell – yes, Smith – yes, Euler – yes. Motion Approved. Bill stated he would like to start an annual maintenance program for the tornado sirens, since we had issues on both last year. The cost would be \$900/year. Powell moved to start an annual maintenance on tornado sirens seconded by Euler. Roll Call: Euler – yes, Powell – yes, Smith – yes. Motion Approved. Bill asked the trustees if they were all right with the update he sent out on the fatal fire and do they want future updates like this. The trustees agreed they would like to continue receiving updates.

Chad stated there is not much going on for zoning except variances. They had a variance for Moser’s, they resurveyed it for 298 ft. of frontage, they will probably grant that variance it was approximately 30 ft. less then what they needed. The other variance is Phil Williams wants to split off the lot that his old house was on. He wants a frontage variance to be able to do this. Powell asked if he was splitting the lot to sell it. Chad said yes. Chad does not think the board will approve this, he told Phil that but he still wants to proceed. Smith asked about the out building on Reams Road that the state highway patrolman needs to move. Chad said he would send him a letter. Smith stated there is a new building on Rangeline going up does not remember seeing a permit. The building is already framed it is in between the Green’s and Rhett Drains house. Chad asked about the snow plowing in the Village is there a contract with the Township and Village. He asked where the town is on the priority list to get the streets cleaned. Powell stated he does not think there is a contract but at our year-end meeting, we approve to pick up brush, leaves and plow snow for the Village and to charge accordingly.

Scott stated the washer drains into his bay side and goes all over the floor. He thinks the drain is too small for it. Powell stated when we fix the floor we can get that fixed. Scott would like the process to start to get a new truck. Scott wanted to know the trade in schedule for the vehicles. Smith thinks we need to move on the ford dump truck. We should get a new truck, new plow, new aspirator to alleviate disturbance when switching between items. Euler asked Scott if he wanted to take the lead on getting options. Powell sated we can use the state bid website. Scott has been plowing snow, doing maintenance on equipment. He will start working on wiring the trailer and brush ditch cleanup with weather permitting.

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Euler got samples from PAW for the building. We only received Morton and PAW Construction quotes. He will contact Cleary for a quote. Powell stated the zoning inspector for the Village asked us to let him know when we get serious on starting this project and there may be a cost. Euler stated he got two estimates for the garage door maintenance. Northwood Door \$ 1,170 and Overhead Door \$1,584.60. Euler moved to have Northwood Door do the repairs/maintenance for \$1,170 seconded by Powell. Roll Call: Smith- yes, Euler – yes, Powell – yes. Motion Approved. Euler talked with Andy Moser he is interested in being on the board of zoning appeals. Euler moved to appoint Andy Moser on the Zoning Board of Appeals seconded by Smith. Roll Call: Powell – yes, Euler – yes, Smith – yes. Motion Approved. Euler also talked to Dan Henry and he accepted to stay on the Zoning Appeals Board. Smith stated at the last meeting we approved Joel Horen on the Zoning Commission so we have an alternate left on the zoning commission board to fill. Euler stated we should have an organizational meeting with the zoning boards. The Trustees scheduled an organizational meeting with the zoning boards on February 24, 2021 at 7 pm. Euler received a second estimate from Brian Lorenz for the small diamond renovation of \$7,500. Euler moved to hire Keifer Excavating for \$7,500 for the East Ball Diamond renovation seconded by Powell. Roll Call: Smith – yes, Powell – yes, Euler – yes. Motion Approved. Euler thought that when Kirk was using his CDL he was paid at a higher rate. Euler stated that when he does use his CDL he needs to write CDL on his time card. Whether it is plowing snow, durapatching and hauling stone we should pay him at the CDL rate of pay approved in our organizational meeting. Euler will get a second estimate on the concrete work for the township buildings. Euler will follow-up with Kellermeier and Abe Rowe on some work we need done. Powell moved to pay Kirk Shank \$12/hour for CDL work starting this pay period seconded by Euler. Roll Call: Euler – yes, Smith – yes, Powell – yes. Motion Approved.

Powell wants to update our policies for social media and use of personal cell phone on township time. Powell thinks it would be good to have a township cell phone and if we did that, we would have access to the phone when Scott is gone on vacation. This policy would clarify things that we should have done 10 years ago. Linda Holmes suggested this policy would be beneficial to the township to clarify social media use. Euler thinks it is a good idea to have a central phone number for everything. Powell moved to approve a cell phone and social media while on township time policy and to purchase a township cell phone seconded by Euler. Roll Call: Powell – yes, Euler – yes, Smith – yes. Motion Approved. Powell had a discussion with Scott Domer and he does not know of any cemetery that does precast foundations, he does not know how you would make them level. Domer told Powell by example Weston digs 24 inches deep by hand, Bowling Green digs 30 inches deep by hand. Smith stated we discussed digging 12 inches. Powell moved to have all head stone foundations be poured concrete 12 inches deep minimum with a 4-inch stone base and that we do them at the least spring and fall seconded by Euler. Roll Call: Smith – yes, Euler – yes, Powell. Motion Approved.

Smith wants to make clear for Scott on how to use part-time labor. Powell thought it was listed in our organizational meeting. Kristel read from the minutes that the extra labor is only for cutting grass, plowing snow, cutting brush, picking up leaves, durapatching and using the chipper. Smith asked for example do we use part-time labor on one-inch snow and a three-inch snow. Powell feels we should not need to regulate that, it's Scott's determination. Euler thinks we need communication on when the guys are snow plowing and when we can help. A simple text to us all would help. Smith would like to have a supply of parts on hand for each season, so we eliminate the need to drive into town and get parts as they brake. We should also have an operational meeting so everyone knows how to use the equipment and where to find needed items. Smith said the time clock cards, why do we have write ins and we need to make sure time card is inserted correctly so times are not upside down. Smith stated Kristel has learned Scott's way but would like to make it better for the Trustees or anyone to read. Smith also feels a lunch break is required, anything over 6 hours requires a 30-minute break. Smith moved to require a half hour unpaid lunch break on anything over 6 hours, seconded by Euler. Roll Call: Euler- yes, Powell – yes, Smith – yes. Motion Approved. Smith feels breaks are a healthy part of the job. Smith asked Scott if he is doing four 10-hour days or five 8-hour days. Scott currently has been doing five 8-hour days in the winter. Scott stated he would probably do four 10-hour days when it is nicer out. Trustees are fine with that. Smith was out in Williamsburg dodging trash cans while he was plowing. Smith contacted Roland and Roland made a nice posting on their webpage to notify the residents.

Scott said he hit the Lambdin's mailbox. Smith suggested making a moveable post for some temporary mailboxes for situations like this. Powell noticed that the Ford fuel tank strap needs replaced. Smith stated this is something that needs done immediately it is a safety issue. Smith suggested walking around and doing safety checks. Smith stated we received our insurance renewal at \$17,036, which is down from last year at \$19,235. The Laverne Fire Truck was removed from the policy.

Because of no further business, the meeting was adjourned at 8:56 p.m.

Approved by:

