

**MONROE TOWNSHIP BOARD OF TRUSTEES
"REGULAR" MEETING MINUTES**

6:30 PM

September 19, 2017

CALL TO ORDER

Meeting called to order by Tom Peck at 6:30 pm

Roll Call: Mrs. Jowers: Yes; Mr. Simmons: Yes; Mr. Peck: Yes; Mrs. Drew: Yes

PLEDGE OF ALLEGIANCE

FIRE DEPARTMENT OATHS OF OFFICE

PUBLIC PARTICIPATON

TOWNSHIP BUSINESS

Motion **17-103** made by Darlene Jowers to approve the August, 2017 Warrant numbers: 30689 to 30733. Motion seconded by Kim Simmons.

Roll Call: Mrs. Jowers: Yes; Mr. Simmons: Yes; Mr. Peck: Yes

Motion **17-104** made by Kim Simmons to approve the August, 2017 EFT numbers 660 to 776. Motion seconded by Darlene Jowers.

Roll Call: Mrs. Jowers: Yes; Mr. Simmons: Yes; Mr. Peck: Yes

Motion **17-105** made by Darlene Jowers to approve the August, 2017 Financials as presented by the Fiscal Officer. Motion seconded by Kim Simmons.

Roll Call: Mrs. Jowers: Yes; Mr. Simmons: Yes; Mr. Peck: Yes

Motion **17-106** made by Kim Simmons to approve revisions to Fiscal Year 2018 Budget per input from Clermont County Auditor's Office and presented by the Fiscal Officer. Motion seconded by Darlene Jowers.

Roll Call: Mrs. Jowers: Yes; Mr. Simmons: Yes; Mr. Peck: Yes

Discussion: Incorporates input from the Clermont County Auditor's Office regarding the 2018 Budget submitted in July.

Motion **17-107** made by Darlene Jowers to revise Fiscal Year 2017

Appropriations as presented by the Fiscal Officer. Motion seconded by Kim Simmons.

Roll Call: Mrs. Jowers: Yes; Mr. Simmons: Yes; Mr. Peck: Yes

POLICE DEPARTMENT: Deputy Tim Goins

As per report

Safety Days availability of K-9 and Dive Team units.

Motion **17-108** made by Kim Simmons to approve a new time sheet for Maintenance Department employees which meets the minimum data requirement to enable the Fiscal Officer to expense wages to the correct Fund. Motion seconded by Darlene Jowers.

Roll Call: Mrs. Jowers: Yes; Mr. Simmons: Yes; Mr. Peck: Yes

Darlene interjected to ask about phone for Jerry in R&B and repairs on a Fire Dept phone.

ZONING: Danelle Speigel

- Appointees needed for Zoning and BZA boards.

CHRISTMAS:

- Darlene coordinating donations for Christmas with Santa

BARKLEY ROAD:Waiting on County to approve so we can issue the performance bond refund before the end of the fiscal year.

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PARKS: Danelle Speigel

Motion **17-109** made by Darlene Jowers for a resolution to approve the submission of a Community Park Improvement Grant to fund the required mulch application at SR 222 Park to meet OTARMA advised depth. Motion seconded by Kim Simmons.

Roll Call: Mrs. Jowers: Yes; Mr. Simmons: Yes; Mr. Peck: Yes

Motion **17-110** made by Kim Simmons for a resolution to approve the submission of a Community Park Improvement Grant to fund the purchase, installation and monitoring requirements of security cameras for Fair Oak Park. Motion seconded by Darlene Jowers.

Roll Call: Mrs. Jowers: Yes; Mr. Simmons: Yes; Mr. Peck: Yes

Discussion: Mulch can be reimbursement of funds spent in 2017 and to be spent in 2018.

Two quotes needed for cameras.

Motion **17-111** made by Darlene Jowers to select Hauck as the contractor for re-sealing of Laurel-Carmel Cemetery. Motion seconded by Kim Simmons.

Roll Call: Mrs. Jowers: Yes; Mr. Simmons: Yes; Mr. Peck: Yes

ROAD MAINTENANCE: Greg Schrichten, Maintenance Supervisor

- Introduction of new employee Jerry Cramer and pictures for web site.
- Uniforms being ordered.
- Greg requested the addition of bays to existing equipment building. Greg to get bids. Fire Department could use one bay for a truck with a loft overhead to incorporate items currently stored in the trailer. Fiscal Officer to review 2018 budget and rules for Asset funding to identify options.

ZONING:

- Two new businesses on US 52. Need a process for notification of new business or change of use and checklist to insure we have current contact information and are performing fire inspections, etc. Dani to check with Ernie.

CEMETERIES: Dennis Jowers, Director of Essential Services

- Per Denny's report and follow-up on grave location with potential undocumented occupant. Denny is having Don check it.

FIRE & EMS: Matt Carey, Fire/EMS Chief

- As per report submitted.
- Squad available from Morrow County EMS for \$1. It is in need of some work. Matt will sell our current reserve unit and replace it with this newer, nicer unit.
- Pickup truck needed work, but Washington Township has a Ford Explorer for \$2,500.00 with equipment worth that price installed in it. Buying the Explorer.
- Engine 33 fixed for \$6,550.
- Thanks to R&B staff for assistance with moving some stuff in the Firehouse.
- Thanks from local funeral director via Darlene for assistance with lifting of overweight deceased.

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Motion **17-112** by Kim Simmons, seconded by Darlene Jowers, to enter into Executive Session pursuant to ORC 121.22G(1), to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of public employee, official, licensee or regulated individual, unless the public employee, official licensee, or regulated individual requests a public hearing move to Executive Session for the purpose of discussing.

Roll Call: Mrs. Jowers: Yes; Mr. Simmons: Yes; Mr. Peck: Yes

Into Executive Session at 7:18 pm

Return from Executive Session at 7:36 pm

Motion **17-113** by Kim Simmons, seconded by Darlene Jowers, to add Township HR Administrator to Steve Downey's job description with a pay increase of \$3,000 annualized.

Roll Call: Mrs. Jowers: Yes; Mr. Simmons: Yes; Mr. Peck: Yes

ADJOURNMENT

Meeting adjourned by Tom Peck at 7:38 pm

APPENDED DOCUMENTS:

- A. Resolution 17-109 Park Grant Submission Fair Oak and SR 222 mulch
- B. Resolution 17-110 Park Grant Submission Fair Oak Cameras
- C. Resolution 17-106 Fiscal year 2018 Revised Budget
- D. Resolution 17-107 Fiscal Year 2017 Revised Appropriations

Minutes submitted by Marie Drew, Fiscal Officer

Tom Peck, Trustee/Chairperson

Darlene Jowers, Trustee/Co-chairperson

Kim Simmons, Trustee

Marie Drew, Fiscal Officer