

Monroe Township Board of Trustees Meeting Minutes

November 28, 2023

10:00 a.m.

The meeting was called to order by Mr. Peck at 10:00 a.m.

Roll Call: Mr. Forder-present, Ms. Jowers-present, Mr. Peck-present, Ms. Forder-present

The Pledge of Allegiance was recited.

Guest Speakers: n/a

Township Business:

Fiscal Officer Candace Forder

Motion# 161-2023 was made by Mr. Forder to approve the Monroe Township Board of Trustees Meeting Minutes dated November 9, 2023 as presented. Ms. Jowers 2nd the motion.

Vote: Mr. Forder-yes, Ms. Jowers-yes, Mr. Peck-yes

Motion# 162-2023 was made by Ms. Jowers to approve Resolution# 2023-13 "Resolution to request engineering and traffic investigation for Buckler Road" as presented. Mr. Forder 2nd the motion.

Vote: Mr. Forder-yes, Ms. Jowers-yes, Mr. Peck-yes

Zoning Mike Boots

Report was in writing.

1 permit issued since the last meeting, 1 new zoning violation, and 2 violations resolved.

Mr. Boots finalized the new addresses for East Hall Road and sent letters to the property/homeowners and made notifications to all other parties.

Mr. Boots will contact the resident on Buckler Road in regards to the barking dogs.

Motion# 163-2023 was made by Mr. Forder to add Kristen Bennett as a volunteer to serve on the Monroe Township Board of Zoning Appeals. Ms. Jowers 2nd the motion.

Vote: Mr. Forder-yes, Ms. Jowers-yes, Mr. Peck-yes

Maintenance Greg Schrichten

Paving companies have been contacted for quotes on work needed on Berry Road.

Mr. Schrichten would like to have a garage door opener installed on one bay door. Mr. Peck suggested to locate the opener that would work best before electrical work is done.

Cemeteries Greg Schrichten

The staff is currently working in the cemeteries repairing/resetting old grave markers.

Fire/EMS Department Chief Steve Downey

Motion# 164-2023 was made by Ms. Jowers to approve Monroe Townships Procurement Policy for “purchases that utilize federal funds shall be made in compliance with Code of Federal Regulations Title 2 parts 200.318 and 200.326 and this purchasing policy” as presented. Mr. Forder 2nd the motion.

Vote: Mr. Forder-yes, Ms. Jowers-yes, Mr. Peck-yes

Motion# 165-2023 was made by Ms. Jowers to approve Monroe Townships Procurement Policy for “Federal Grant Record Retention Policy” as presented. Mr. Forder 2nd the motion.

Vote: Mr. Forder-yes, Ms. Jowers-yes, Mr. Peck-yes

Motion# 166-2023 was made by Mr. Forder to approve Monroe Townships Procurement Policy for “Federal Grant Equipment Management Policy” as presented. Ms. Jowers 2nd the motion.

Vote: Mr. Forder-yes, Ms. Jowers-yes, Mr. Peck-yes

Motion# 167-2023 was made by Ms. Jowers to approve Monroe Townships Procurement Policy for “Federal Grant Maintenance Policy” as presented. Mr. Forder 2nd the motion.

Vote: Mr. Forder-yes, Ms. Jowers-yes, Mr. Peck-yes

Motion# 168-2023 was made by Mr. Forder to promote Cody Feldkamp from part-time FF/EMT to part-time Specialist with a pay rate of \$16.47 per hour effective November 26, 2023. Ms. Jowers 2nd the motion.

Vote: Mr. Forder-yes, Ms. Jowers-yes, Mr. Peck-yes

Motion# 169-2023 was made by Ms. Jowers to enter into Executive Session per ORC# 121.22 (G) (e) promotion of employee and (g) compensation of employees. Mr. Forder 2nd the motion.

Vote: Mr. Forder-yes, Ms. Jowers-yes, Mr. Peck-yes

Entered into Executive Session at 10:16 a.m.

Returned to regular session at 10:25 a.m.

Roll Call: Mr. Forder-present, Ms. Jowers-present, Mr. Peck-present, Ms. Forder-present

Action taken:

Motion# 170-2023 was made by Mr. Forder to promote Nate Ritchey to Deputy Chief with a salary rate of \$65,000.00 annually effective January 7, 2024. Ms. Jowers 2nd the motion.

Vote: Mr. Forder-yes, Ms. Jowers-yes, Mr. Peck-yes

Motion# 171-2023 was made by Mr. Forder to adjourn the meeting. Ms. Jowers 2nd the motion.

Vote: Mr. Forder-yes, Ms. Jowers-yes, Mr. Peck-yes

Meeting adjourned at 10:26 a.m.

Minutes taken by Candace Forder

Mr. Forder _____

Ms. Jowers _____

Mr. Peck _____

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