

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

**6:30 PM**

**May 10, 2018**

**CALL TO ORDER**

Meeting called to order by Darlene Jowers at 6:30 pm

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

**PLEDGE OF ALLEGIANCE**

**PUBLIC PARTICIPATON**

- Mr. Tom Dix with proposal to sell 2.5-acre river front lot with Boat Ramp in Point Pleasant for \$125,000 using a combination of a grant and a municipal lease paid with a Bond.
- Delmas Pack presenting a complaint about a chicken coop and some fencing issues. Property owner has applied for a permit to build a privacy fence. Board recommended he fix his own fence.

**TOWNSHIP BUSINESS**

Motion **18-060** made by Tom Peck to approve the March 29, 2018 Workshop Minutes as presented by the Fiscal Officer. Motion seconded by Dwain Forder.

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

Motion **18-061** made by Tom Peck to approve the April 12, 2018 Regular Meeting Minutes as presented by the Fiscal Officer. Motion seconded by Dwain Forder.

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

Motion **18-062** made by Tom Peck to approve the April, 2018 Financials as presented by the Fiscal Officer. Motion seconded by Dwain Forder.

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

Motion **18-063** made by Tom Peck to approve the April, 2018 Warrants numbered from 31092 to 31147. Motion seconded by Dwain Forder.

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

Motion **18-064** made by Tom Peck to approve the April, 2018 Vouchers numbered from 315 to 419. Motion seconded by Dwain Forder.

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

**ADMINISTRATION, ZONING & DEVELOPMENT, PARKS:** Dani Speigel, Administrator / Zoning Inspector

- Report submitted in writing
- Propose surge protection for the building to be installed by Safeway at a cost of \$435 allocated to General Fund, Maintenance and Police.
- Compassionate Care non-profit would like to place a small memorial in Fair Oak Park in memory of parents who have lost children.
- Rolling Hills culvert estimates from TNT and Utter presented for review. We will need to get an easement agreement from the affected property owners. Greg Schrichten has copies of a previously drawn agreement he will share with Dani Speigel. Citizen asked about a third estimate. Dani responded that she tried to get a third and that party did not respond. Discussed delaying for a third from Morgan and determined that the need to complete the work is urgent and should not be delayed.

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Motion **18-065** made by Dwain Forder to accept the estimate from Utter and to complete the culvert project on Rolling Hills. Motion seconded by Tom Peck.  
Roll Call: Mrs. Jowers: Yes; Mr. Forder: Yes; Mr. Peck: Yes

Motion **18-066** made by Tom Peck to increase appropriations in Fund 2021 by \$19,000 to cover the cost of the culvert project on Rolling Hills. Motion seconded by Dwain Forder.

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

Dani to advise TNT of the Board's decision, call Utter regarding acceptance, proof of Insurance and BWC certificate, as well as follow-up with legal and Scott Green.

**POLICE**

- Deputy Goins to provide written report at next meeting.

**ADMINISTRATION, ZONING & DEVELOPMENT, PARKS (cont.)**

- Review of Health Insurance quotes submitted by two brokers. PPO and HSA plans submitted by Burnham & Flowers and Ohio Plan.
- Both brokers plans require joining a group which is another \$400-\$600 per year. The savings more than offset this additional cost.
- The PPO plan includes a "virtual physician" for \$5/enrolled/month for common issues that can be diagnosed over the phone, including Rx.
- Agreed that the Health Insurance is a big enough expense it deserves additional time to review the materials and a Special Meeting.
- Avesis (Fidelity Security Life) Vision Insurance renewal retroactive to 5/1/2018 is a 5% increase vs. last year or \$122 total annually. The Fiscal Officer recommends going forward with this.

Motion **18-067** made by Tom Peck to renew the Avesis plan through Fidelity Security Life with the 5% increase for the period 5/1/2018 to 4-30-2019. Motion seconded by Dwain Forder.

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

- Special Meeting scheduled for 10:00 am on Tuesday, 5/15/2018 to review the Health Insurance plans.
- Security Cameras are on hold pending dry conditions for trenching.
- Pole Barn addition for Maintenance: Plans and specifications are complete. Waiting on contract and related documents to proceed with Purchase Order. Invoice for materials received by Fiscal Officer is on hold pending contract and PO.
- HECC will be doing a facilities assessment to quote combined internet, phone and email hosting services, with local support. This group handles most of the area school district communication needs.

Motion **18-068** by Tom Peck to designate Thursday through Sunday, July 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup> & 8<sup>th</sup> as the Township-wide Yard Sale dates and waive the usual permit for those days. Motion seconded by Dwain Forder.

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

- Presented Verizon contract renewal for wireless services for the period 6/1/2018 to 12/31/2018 with no price increase.

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Motion **18-069** by Dwain Forder to renew with Verizon Wireless for the period 6/1/2018 to 12/31/2018. Motion seconded by Tom Peck.

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

- The Fiscal Officer will sign the renewal and issue a PO to Verizon.
- Contract Draft for sale of parcel on 222 presented to Board for review. Copy with names corrected will be presented to Mr. Arbino.

Motion **18-070** by Tom Peck to move payment of Zoning Inspector's Salary & Benefits from the General Fund-1000 to the Zoning Fund-2181. Motion seconded by Dwain Forder.

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

- Required changes to Appropriations in the Zoning Fund-2181 will be presented for review at another time.

**ROAD MAINTENANCE:** Greg Schrichten, Maintenance Supervisor

- Report submitted in writing.

**CEMETERIES:** Jerry Cramer, Maintenance Staff

- Report submitted in writing.

**FIRE & EMS:** Matt Carey, Fire/EMS Chief

- John Quirk resigned in good standing and eligible for re-hire effective 5/19/2018.

Motion **18-071** by Dwain Forder to accept the resignation of John Quirk in good standing and eligible for re-hire. Motion seconded by Tom Peck.

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

- Volunteer program is active again. Requirements include 24 hours per month on shift and many of the same testing requirements as our regular employees. No personal vehicles will be fitted with lights or sirens. Chief Carey recommends hiring Brian Edwards as a volunteer FF1.

Motion **18-072** by Dwain Forder to hire Brian Edwards as a volunteer FF1 effective immediately. Motion seconded by Tom Peck.

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

- Run report submitted in writing. Calls on track to equal / surpass 2017.
- Vehicle maintenance getting caught up.
- Measurements prove some roads are not wide enough for our trucks and our driver must be over the double yellow in order to stay off the edge due to it giving way.
- Brian Hart is on a reduced schedule due to other commitments. Hunter Ferrell will take his regular schedule.
- Request for Executive Session by Chief Carey.

Motion **18-073** by Tom Peck to enter into Executive Session at 8:46 pm 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. Motion seconded by Dwain Forder.

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

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Motion **18-074** by Tom Peck to come back from Executive Session at 9:04 pm.

Motion seconded by Dwain Forder.

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

Motion **18-075** by Tom Peck to hire Jeff Houchin full-time as Fire & EMS Vehicle Maintenance Technician. Motion seconded by Dwain Forder.

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

Motion **18-076** by Tom Peck to allow the Fiscal Officer and the Trustees the option to certify what percentage of their salary will be allocated to specific Funds for each payroll run. Motion seconded by Dwain Forder.

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

- Dwain Forder to notify Mr. Stroub of the status of the sale of the parcel he is currently farming.

**ADJOURNMENT**

Motion **18-077** by Dwain Forder to adjourn the meeting at 9:07 pm. Motion seconded by Tom Peck.

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

**Minutes submitted by Marie Drew, Fiscal Officer**

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Darlene Jowers, Trustee/Chairperson

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Tom Peck, Trustee/Co-chairperson

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Dwain Forder, Trustee

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Marie Drew, Fiscal Officer