

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

6:30 PM

September 13, 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 - none

FIRE & EMS PERSONNEL

Ceremonial swearing-in of Andrew Jackson for Full Time FF / EMT-P

OTHER BUSINESS

Scott Sollman – Attorney – introduction and overview of services & expertise

POLICE

Activities per written report
Hours revised by County from Noon to Midnight to 2pm – 2am

TOWNSHIP BUSINESS

Motion **18-152** made by Tom Peck to approve the August 21, 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 **18-153** made by Dwain Forder to approve the August 24, 2018 Special Meeting Minutes as presented by the Fiscal Officer. Motion seconded by Darlene Jowers.

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

Motion **18-154** made by Tom Peck to approve the August 29, 2018 Special 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 **18-155** made by Dwain Forder to approve the August 30, 2018 Records Commission Meeting Minutes as presented by the Fiscal Officer. Motion seconded by Tom Peck.

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

Motion **18-156** made by Tom Peck to approve the August, 2018 Warrants numbered from 31293 to 31357. Motion seconded by Dwain Forder.

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

Motion **18-157** made by Dwain Forder to approve the August, 2018 Vouchers numbered from 708 to 825. Motion seconded by Tom Peck.

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

Motion **18-158** made by Tom Peck to approve the August, 2018 Financials as presented by the Fiscal Officer. Motion seconded by Dwain Forder.

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

FINANCE & RECORDS: Midi Drew, Fiscal Officer

Fund Dashboard review

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

6:30 PM

September 13, 2018

Motion **18-159** made by Tom Peck to approve changes to the Fiscal Year 2018 Appropriations as presented by the Fiscal Officer. Motion seconded by Dwain Forder.

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

**MONROE TOWNSHIP APPROPRIATIONS
FISCAL YEAR 2018**

rev 12		Approved: Motion		REVISED APPROPRIATIONS EFFECTIVE 9-14-2018			
Fund	Fund Name	Salaries	Benefits	Other	Total		
1000	General	79,190	81,920	74,900	236,010.00		
2011	Motor Vehicle License Tax	0	0	9,000	9,000.00		
2021	Gasoline Tax	49,761	8,730	28,809	87,300.00		
2031	Road & Bridge	81,918	88,560	50,922	221,400.00		
2041	Cemetery - Unrestricted	2,400	1,500	9,500	13,400.00		
2042	Cemetery - Restricted	0	0	11,300	11,300.00		
2181	Zoning	3,600	1,400	2,500	7,500.00		
2191	Police Department	0	0	60,000	60,000.00		
2192	Fire Department	536,630	173,760	13,610	724,000.00		
2193	Life Squad	187,700	84,300	14,000	286,000.00		
2231	Permissive Motor Vehicle Tax	0	0	21,200	21,200.00		
2271	Enforcement & Education	0	0	8,000	8,000.00		
2281	Fire & Rescue, Ambulance & EMS Services	0	0	382,285	382,285.00		
2901	Fire & EMS Levy - old	0	0	0	0.00		
2902	Fire	0	0	0	0.00		
2903	EMS	0	0	0	0.00		
2902	MSR Grant - Fire	0	0	0	0.00		
2903	MSR Grant - EMS	0	0	0	0.00		
2906	STN 33 Monument	0	0	1,000	1,000.00		
2908	MRS Safety Day Donations for Fire & EMS	0	0	500	500.00		
4401	Public Works Commission - N Altman Road	0	0	62,168	62,168.00		
9001	Agency - Barkley Road Performance Bond	0	0	0	0.00		
		941,199	440,170	749,694	2,131,063		

Motion **18-160** by Dwain Forder to adopt the resolution accepting the amounts and rates for Fiscal Year 2019 as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor. Motion seconded by Tom Peck.

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

ADMINISTRATION, ZONING & DEVELOPMENT, PARKS:

Dani Speigel, Administrator / Zoning Inspector

Activities report submitted in writing

Family Dollar – zoning change in process, going to County Planning the last Tuesday of this month, Zoning Commission public hearing at the Township on October 4, 2018 and a Township Public Hearing at 6:15 pm on Thursday October 11, 2018 prior to the Regular Meeting, then to Trustees for approval at October 11th Regular Meeting.

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

6:30 PM

September 13, 2018

ADMINISTRATION, ZONING & DEVELOPMENT, PARKS (cont):

Dani recommends we start working on Community Development plans even though the PUD for Lindale Golf Club property fell through.

Volunteer help available for NRESA service hours. Pictures for Asset inventory and pictures, Records Inventory and Weeding. Building fall cleaning day.

Truck Grant - should have answer next month

North Altman – should be hearing soon if we have that grant

Fair Oak Park security cameras – Maintenance got instructions on camera operations, pole camera housing full of water due to improper installation. Dani to call and follow-up with installer regarding the replacement of the water damaged camera and checking the installation and seal on the others. Megapixels resolution is lesser on the generic monitor. Correct monitor shows the desired level of detail. We will need to use the USB file and view on our PC to get correct resolution. Internet installation still under investigation. Any recurring fee for the internet service will have to come from the General Fund – Parks.

Halloween – Trunk or Treat is scheduled for October 31st 6-8pm. Matt will post on Facebook and flyer for Safety Day. Extra candy needed to deliver to Trailer Parks.

Motion **18-161** made by Tom Peck to approve revisions to the Kick Grass contract, including those recommended by Counsel. Motion seconded by Dwain Forder.

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

Motion **18-162** made by Tom Peck to approve the Arrick's Propane Contract. Motion seconded by Dwain Forder.

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

ROAD MAINTENANCE: Greg Schrichten, Maintenance Supervisor
Activities report in writing.

CEMETERIES: Jerry Cramer, Maintenance Staff
Activities report in writing.

Jerry & Greg have been reviewing the existing rules and will be recommending changes to the Board, including to clarify finished dimensions for Monuments. Request the Board's support to enforce the rules. Disallowed items will be collected, tagged and stored for retrieval within a reasonable period of time.

Cover letters will be needed to send to the Funeral Homes and to Don Wildey to re-iterate that we will be enforcing the rules and approval process.

FIRE & EMS: Matt Carey, Fire/EMS Chief

School District has been better at contacting Matt. Fire Department has done some work to optimize the Fire Department web site in Google search results so they are now in the top five search results.

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

6:30 PM

September 13, 2018

FIRE & EMS (cont):

Pierce Ambulance may be available for purchase at minimal cost. Will have expense to letter it and install cot and other standard equipment. Asks the Trustees to contact Pierce to express our interest. We would sell one of ours – yet to be determined which one ('01, '07 or '11).

Motion **18-163** made by Tom Peck to approve the removal of Ty Cahill and Rick Mattingly effective 9-13-2018, with option to re-hire at a later date. Motion seconded by Dwain Forder.

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

Vehicle needed for Asst. Chief Downey. Current repair estimate exceeds the repaired Blue Book value so replacement is the better financial decision. We will auction the staff car and the old ambulance. Those proceeds will then go towards the purchase of a replacement vehicle for Asst. Chief Downey. Meanwhile Downey will be using his personal vehicle and submitting mileage.

Motion **18-164** made by Dwain Forder to approve the sale at auction of Asst. Chief Steve Downey's staff vehicle, VIN: 1FMEU73E67UA40303 and the old ambulance, VIN: 1FDXE45F63HAO2373. Motion seconded by Dwain Forder.

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

Draft ballot language for levies. Matt has requested that the original dates and purposes be added to the language. This is being submitted to the BOE for review. Combining the two into a single 4mil reduces our options to forward lesser amounts for approval on a rotating basis.

Occupancy permits will now include a fire inspection provision. Commercial buildings will now require Fire to sign off on the site plan review.

Safety Day first Saturday of October, the 6th, from Noon – 4:00 pm. A later start allows for morning sports activities based on community feedback. The church will be providing some children's activities.

Further discussion around the levies, need for them and Matt's plans to advertise for them.

Station 33 Remodel – Quote for completion is \$2,700 from TruCut for "ready to paint" finish. These funds are already appropriated in the current year. Josh will throw in the paint and finish as well per Dwain's discussion with him after the quote came in. Midi will cut the PO and forward to TruCut.

Midi needs to know the fees involved in the Auctioning of the F&EMS vehicles to insure we have those funds appropriated in advance of the expenditure.

Fair Oak Park celebration of Asian Long Horned Beetle eradication in Monroe Twp.

Darlene remembered Charles Walker, deceased and commemorated his contributions to the Fire Department and the Township.

Board confirms height is ground level to the top of the monument. Any variance will need Board approval. Dani suggests that the proposed rule changes include a fee to apply for a variance.

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

6:30 PM

September 13, 2018

ADJOURNMENT

Motion **18-165** made by Dwain Forder to adjourn meeting at 7:59 pm. Motion seconded by Tom Peck

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

Minutes submitted by Marie Drew, Fiscal Officer

Darlene Jowers, Trustee/Chairperson

Tom Peck, Trustee/Co-chairperson

Dwain Forder, Trustee

Marie Drew, Fiscal Officer