

**RECORD OF PROCEEDINGS
MONROE TOWNSHIP BOARD OF TRUSTEES**

Minutes of

Meeting

REGULAR MEETING MINUTES

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held 6:30 PM March 14, 2019 20

CALL TO ORDER

Meeting called to order by Darlene Jowers at 6:32 pm

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

PLEDGE OF ALLEGIANCE**PUBLIC PARTICIPATON**

Brett Milam, reporter with the Clermont Sun
Scott Schmits, resident

POLICE: Deputy Tim Goins

Written report submitted

TOWNSHIP BUSINESS

Motion **19-059** made by Tom Peck to approve the February 5, 2019 Regular Meeting Minutes as presented by the Fiscal Officer. Motion seconded by Dwain Forder.

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

Motion **19-060** made by Tom Peck to approve the February 28, 2019 Special Meeting Minutes as presented by the Fiscal Officer. Motion seconded by Dwain Forder.

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

Motion **19-061** made by Dwain Forder to approve the January, 2019 Warrants numbered from **31530 to 31540**. Motion seconded by Tom Peck.

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

Motion **19-062** made by Tom Peck to approve the January, 2019 Vouchers numbered from **1 to 102**. Motion seconded by Dwain Forder.

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

Motion **19-063** made by Dwain Forder to approve the January, 2019 Financials as presented by the Fiscal Officer. Motion seconded by Tom Peck.

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

Motion **19-064** made by Dwain Forder to approve the February, 2019 Warrants numbered from **31541 to 31567**. Motion seconded by Tom Peck.

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

Motion **19-065** made by Tom Peck to approve the February, 2019 Vouchers numbered from **103 to 232**. Motion seconded by Dwain Forder.

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

Motion **19-066** made by Tom Peck to approve the February, 2019 Financials as presented by the Fiscal Officer. Motion seconded by Dwain Forder.

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

Motion **19-067** made by Dwain Forder to approve the posting of 2018 Fiscal Year Financials as submitted to the Ohio Auditor of State to the Ohio Checkbook. Motion seconded by Tom Peck.

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

Motion **19-068** made by Tom Peck to retroactively approve the Advance of \$15,000 from Fund 2281 to Fund 2192 effective February 5, 2019 for Payroll & Benefits. The sum of \$15,000 will be repaid from Fund 2192 to Fund 2281 no later than May 5, 2019. Motion seconded by Dwain Forder.

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

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Motion **19-069** made by Dwain Forder to repay the Advances made to Fund 2192 in this Fiscal Year as shown below, effective March 15, 2019. Motion seconded by Tom Peck.
Roll Call: Mr. Forder: Yes; Mr. Peck: Yes; Mrs. Jowers: Yes

- Repay \$30,000 from Fund 2192 to Fund 1000
- Repay \$30,000 from Fund 2192 to Fund 2281
- Repay \$ 6,900 from Fund 2192 to Fund 2281
- Repay \$15,000 from Fund 2192 to Fund 2281

Motion **19-070** made by Tom Peck to approve 2019 Final Appropriations effective Friday, March 15, 2019. Motion seconded by Dwain Forder.
Roll Call: Mr. Forder: Yes; Mr. Peck: Yes; Mrs. Jowers: Yes

2018 TEMPORARY APPROPRIATIONS				PROPOSED REVISIONS				REVISED TOTALS					
Fund	Fund Name	Salaries	Benefits	Other	Total	Salaries	Benefits	Other	Total	Salaries	Benefits	Other	Total
1000	General	20,010.00	30,039.75	72,096.30	122,946.75	44,774.97	30,522.25	41,101.38	54,398.23	64,795.00	67,872.00	30,992.00	167,622.00
2011	Motor Vehicle License Tax	0.00	0.00	0.00	0.00	26,445.40	1,890.23	75,284.00	75,284.00	0.00	0.00	75,284.00	75,284.00
2021	Gasoline Tax	10,554.60	5,919.77	200,000.00	216,474.37	38,628.32	55,522.49	33,385.00	62,890.63	63,205.00	7,700.00	223,385.00	273,385.00
2031	Pole & Signage	28,575.48	22,482.51	50,187.38	100,245.38	5,000.00	5,000.00	17,600.00	12,871.52	6,000.00	6,000.00	67,980.00	215,194.00
2041	Canvass - Unsubsid	0.00	0.00	4,250.00	4,250.00	0.00	0.00	15,200.00	27,088.00	0.00	0.00	19,280.00	31,250.00
2042	Canvass - Resubsid	0.00	0.00	2,850.00	2,850.00	7,160.00	0.00	0.00	7,160.00	0.00	0.00	10,000.00	10,000.00
2191	Police Department	0.00	0.00	3,000.00	3,000.00	24,500.00	0.00	0.00	24,500.00	0.00	0.00	27,500.00	27,500.00
2192	Fire Department	194,770.33	91,062.95	6,905.32	292,738.60	19,885.20	172,705.00	97,094.88	289,425.84	214,453.59	289,738.55	58,000.00	576,174.40
2193	Fire Squad	0.00	0.00	2,432.75	2,432.75	100,000.00	45,000.00	10,000.00	155,000.00	100,000.00	0.00	0.00	200,000.00
2196	FEBSIS 3 mill - renewed Nov-2018	0.00	0.00	0.00	0.00	294,274.00	294,274.00	98,091.00	39,091.00	0.00	0.00	98,091.00	39,091.00
2201	Permittee Motor Vehicle Tax	0.00	0.00	100,000.00	100,000.00	40,800.00	0.00	0.00	40,800.00	0.00	0.00	140,800.00	140,800.00
2271	Enrichment & Education	0.00	0.00	10,000.00	10,000.00	86,565.66	86,565.66	0.00	0.00	0.00	0.00	200,000.00	200,000.00
2291	Fire & Rescue Ambulance & EMS Services	0.00	0.00	113,034.34	113,034.34	13,016.67	13,016.67	0.00	0.00	0.00	0.00	13,016.67	13,016.67
2902	Fire	0.00	0.00	0.00	0.00	3,450.00	3,450.00	0.00	0.00	0.00	0.00	3,450.00	3,450.00
2903	EMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2904	MSR Grant - Fire	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2905	MSR Grant - EMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00	4,000.00
2906	ST11-20 Reimburse	0.00	0.00	4,000.00	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00	725.00	725.00
2908	MSR Safety Day Donations for Fire & EMS	0.00	0.00	725.00	725.00	11.00	11.00	0.00	0.00	0.00	0.00	425.00	425.00
2909	MSR Special Events	0.00	0.00	425.00	425.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3001	Agency - Parkway Road Performance Bond	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		254,911.44	172,166.78	589,968.77	997,006.40	228,514.09	311,140.36	783,700.62	1,319,355.72	493,483.59	483,927.76	1,388,687.40	2,316,530.72

Motion **19-071** made by Tom Peck to certify to the Ohio Department of Transportation that as of December 31, 2018, Monroe Township was responsible for maintaining **25,820** miles of public roads (Appendix A). Motion seconded by Dwain Forder.
Roll Call: Mr. Forder: Yes; Mr. Peck: Yes; Mrs. Jowers: Yes

Motion **19-072** made by Tom Peck to authorize Resolution **2019-005** approving the revised draft of the Adams-Clermont solid waste management plan covering the period 2018 to 2037 as presented to the Board (Appendix B). Motion seconded by Dwain Forder.
Roll Call: Mr. Forder: Yes; Mr. Peck: Yes; Mrs. Jowers: Yes

Motion **19-073** made by Tom Peck to update and approve the All-Hazards Mitigation Plan for submission to the County (Appendix C). Motion seconded by Dwain Forder.
Roll Call: Mr. Forder: Yes; Mr. Peck: Yes; Mrs. Jowers: Yes

ZONING & DEVELOPMENT: Dani Speigel, Administrator / Zoning Inspector

- Routine Maintenance – Township Hall
 - o Interior painting in process in Twp Hall
 - o Still getting estimates for doors and windows
- Salute to Leaders Dinner reservations will be made on Friday, March 15th.
- Legal Notice for Road Bids will be in Friday edition of the Enquirer pending approval from Legal Counsel.
- Mr. Peck's retirement from private sector announced.
- Pole barn electric service connected and additional pole light installed.
- The Township Administrator will be out on vacation March 22nd-29th.

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Minutes of

Meeting

REGULAR MEETING MINUTES

BEAR GRAPHICS 800-325-6054 FORM NO. 10148

Held

6:30 PM

March 14, 2019

20

- CCTA Basket for Banquet/Auction
 - Requests are out for recipes and or/cookbooks from area churches for the CCTA auction basket.
 - Basket will also have recipe cards, utensils and ingredients matched to one or more recipes.

PARKS & EVENTS:

- Easter Egg Hunt Saturday, April 13th 3:00 – 4:30 pm. Each elected official to donate a filled basket.
- Fire & EMS Fire Chief's Luncheon Tuesday, March 19th at 11:30 am. Each elected official to donate a dish to feed 20 people.

ROAD MAINTENANCE: Greg Schrichten, Maintenance Supervisor

- Report submitted in writing.

CEMETERIES: Jerry Cramer, Maintenance

- Report submitted in writing

FIRE & EMS: Matt Carey, Fire/EMS Chief

- Report submitted in writing
- Medicount visit scheduled for March 26th. Contract renewal to be approved and signed by Board
- Larry Bennet \$250/hour with no retainer. Specializes in Fire & EMS.

Motion **19-074** made by Dwain Forder to retain Larry Bennet on an as-needed basis to represent the Township for Fire & EMS and possibly other HR related matters. Motion seconded by Tom Peck.

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

Motion **19-075** made by Dwain Forder to renew the contract with Medicount for EMS Billing Services effective March 14, 2019 for a period of four (4) years at a base rate of 6.75% plus fees as detailed in the contract. Motion seconded by Tom Peck

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

- ODNR Division of Forestry has now included Monroe Township in the coverage area so we now are eligible for equipment for brush & forest fire control.
- Boat from ODNR still in process. Mrs. Drew indicated that she received advice during the Local Government Officials Conference about how to handle rent payments from Fire to Roads if a storage bay is needed.
- The boat ramp at the bottom of Clermontville Laurel has been assessed and may still be usable with some work.

Mrs. Speigel indicated she confirmed the Church Yard Sale date as July 13th. The Township will coordinate Township Wide Yardsale Days as Thursday, July 11th thru Sunday, July 14th. Yard Sale Permits are not required on these dates.

Mr. Forder indicated the Car Show is June 1st. The County Commissioners will be contributing a trophy.

Chief Carey requests Executive Session.

Motion **19-076** made by Tom Peck to enter into Executive Session at 7:40 pm pursuant to ORC 121.22G (1) TO CONSIDER THE compensation of public employees. Motion seconded by Dwain Forder

Roll Call: Mr. Forder: Yes; Mr. Peck: Yes; Mrs. Jowers: Yes
Darlene Jowers, Chair, states we are back in Regular Session at 8:03pm.

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REGULAR MEETING MINUTES

Held 6:30 PM March 14, 2019 at 20

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

Motion **19-077** made by Tom Peck to increase hourly pay rates for the part-time Fire & EMS Employees per the change in rates table below; and to increase the salary of Assistant Fire Chief Steve Downey from \$2,038.46 to \$2,130.19 per bi-weekly payroll, effective with the start of the March 24th to April 6th pay period also effective.

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

PART TIME CURRENT (2 RATES IN EFFECT BASED ON HIRE DATE)	PRIOR	AFTER	EFFECTIVE 3/24/2019	
			NEW PART TIME NEW	PROBATION HOURLY
BASIC				
FF/EMT-B 2019			13.25	13.75
FF/EMT-B 2020			13.74	13.85
FF/EMT-B 2021			13.84	14.00
ADVANCED / INTERMEDIATE				
FF/EMT-I 2019			13.84	14.00
FF/EMT-I 2020			14.10	14.35
FF/EMT-I 2021			14.46	14.75
MEDIC / PARAMEDIC				
FF/EMT-P 2019			14.75	15.00
FF/EMT-P 2020			15.09	15.40
FF/EMT-P 2021			15.39	15.50
* Part Time Lieutenants + .25c/hr over base certification rate				

Motion **19-078** made by Dwain Forder to increase the hourly wages for Maintenance department employees Greg Schrichten from \$21.15 to \$21.68 and Jerry Cramer from \$16.12 to \$16.52, a 2.5 % increase for each. Motion seconded by Tom Peck.

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

ADJOURNMENT


Motion **19-079** made by Tom Peck to adjourn the meeting. Motion seconded by Dwain Forder.

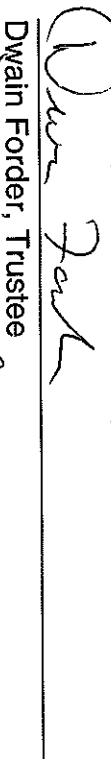
Roll Call: Mr. Forder: Yes; Mr. Peck: Yes; Mrs. Jowers: Yes

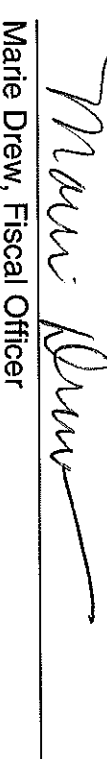
Meeting adjourned by Darlene Jowers at 8:05 pm

Minutes submitted by Marie Drew, Fiscal Officer


Darlene Jowers, Trustee/Chairperson


Tom Peck, Trustee/Co-chairperson


Dwain Forder, Trustee


Marie Drew, Fiscal Officer