

Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

December 12th

2019

CALL MEETING TO ORDER BY: Tim Pfile at 7:30 p.m. Pledge of Allegiance

Fiscal Officer: Roll Call

Diehl: Chair: Absent, Vice Chair, Pfile: Here, Trustee Bixler: Here, Fiscal Officer: Here, Roads, Cemetery, Parks: Biltz: Here, Fire Department: Baughman: Absent Zoning: Lippy: Here

I. MOTION TO APPROVE AGENDA FOR: 12/12/2019

Moved By: Jeffrey

Second: Tim

Mr. Bixler: Yes

Mr. Pfile: Yes

II. MOTION TO APPROVE MINUTES 10/31/2019

Moved By: Jeffrey

Second: Tim

Mr. Bixler: Yes

Mr. Pfile: Yes

III. CORRESPONDENCE:

A. Bill: Actually I grabbed the stuff that was in Chris's mailbox. There is a letter from Crown Castle. Jeffrey: Did they sell the tower is that what they are saying? Tim: Basically. A different company owns the tower and they are notifying us of that. Jeffrey: No action that we have to take on that. Tim: Nothing we have to do, if anybody would like to look at that, it is right here.

B. Bill: NOPEC asked me if we want to pull out of our participation. Tim: We want to stay with it. Jeffrey: We are going to stay with it, we discussed that already. Bill: This is more information about the grants, all of the money has been submitted so I am going to have to call and follow up. We submitted all of the money for the grant, so I don't know how to get the check or what.

C. Bill: Chris was in charge of the Sprint account, so that was just a letter saying that they want him to review that account. So it would probably go to him, if there any problems with the Roads, Sprint Phones or Fire Department. I don't know if anything needs to change.

D. Bill: Another letter just to notify that they are going to do some tree service or something at our address. Jeffrey: What would that be? Tim: They are just notifying us if we have any right of ways that they are trimming, they are just notifying us that they are going to be in there working.

E. Bill: This is Dominion Energy about the new rates. Jeffrey: Raising, I am sure that they are not going down. 11.74 to 13.50. Tim: Did you see that everyone is supposed to be getting a \$5.00 rebate, because they were over charging everyone.

F. Bill: If someone wants to see the Zoo in a whole new light, there is a \$5.00 admissions coupon for Cleveland Metro Park.

G. Jeffrey: Is the pricing the same on the toilets again? Bill: She said that it was the same in the email, she sent me an email with an attachment and that is the attachment. So the difference is that we do get charged for that damage waiver, so I guess that is an option to pull out of that or not. Kevin: Did they charge you for pumping that tank? Bill: Yeah, That was in the last round of payments that I made. Sorry that was the communications that were in Chris's box. Tim: So, do we need to make a motion for this? Jeffrey: I think that we are going to go ahead and continue the contract with them right? Tim: Yes. Jeffrey: I don't think that there is any motion. Bill: It does take a signature. Tim: Do you want one of us to sign it? Bill: Yes.

IV. OLD BUSINESS: None.

V. TRUSTEE REPORTS: None.

VI. DEPARTMENT REPORTS:

A. Kevin Biltz-Roads/Buildings/Cemetery/Park: We took a couple of trees down. We fixed the sink and toilet in the women's restroom. We went and got 2 tons of hot asphalt and patched some holes. We have been moving stuff from one garage to the other. We

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serviced 2 fire trucks, 1513 and 1518 at the fire station. We found that 1513 has 2 bolts broke off of the front leaf springs. I sent a picture to Jesse and told him. I greased everything and checked everything. It seems like the shackles are just holding together. I told Jesse I don't know if we can squeeze them together and put a bolt in there. Tim: Chris is the one to talk to about it. Kevin: That is all that is really broke, the springs aren't broke or nothing, we looked at the springs to make sure that they weren't broken. It is just them two bolts at the top. Jeffrey: Did you notice anything with the tires? Kevin: They seemed alright, I didn't really, I mean I didn't crawl around and look at them. Jeffrey: The front tires on that truck were probably replaced about five years ago, the rear ones have never been replaced and are 20 years old. Kevin: I did notice that the rear tires has a cut on the back tire a little one. Tim: What are those 24/5's? Jeffrey: I don't know they are, Jesse and I had some discussions underneath the government purchasing process. They are about \$380.00 apiece. I think that it is going to be something that we really need to look at., because 20-year-old tires, I don't know how many miles they have on them or not. Tim: Those are 4 or 8? Jeffrey: Two on the front were already replaced about 5 years ago, the 4 in the rear were not. Tim: Somewhere right around \$1,500.00 for all four. Tim: Well if you think that it needs it, then it needs it. Jeffrey: I kind of think that we really look at them. Tim: Is that Good Years or what? Rhonda: If they get a flat tire on the way, how would we explain that? Jeffrey: You don't, you just call somebody else and then you are late getting there, then you would say, we had a break down. Kevin: Anybody that we go to should give us the government discount and pricing. Tim: do you want to go ahead and make a motion for that then? Jeffrey: Yeah, You know what I will.

MOTION:

RESOLUTION: 2019-059

Motion: To purchase 4 rear tires for 1513 not to exceed \$1,600.

Moved By: Jeffrey

Second: Tim

Mr. Bixler: Yes

Mr. Pfile: Yes

We went and took 3 batteries out of the ambulance at the auction and charged them each for 24 hours each. The ambulance started right up and makes a real bad noise, but I think that it is in the fly wheel. We looked and we couldn't find nothing leaking, like John said that it was running out when they drove over. I could see that there was a trail from here over to the auction. But when it was sitting there idling all we looked for leaks but just found a couple of drips, looked like out of the rear seal. Just Dripping. Jeffrey: You didn't see anything coming out of the bell housing? Kevin: Just a little drip of oil off around the bell housing. But when we went over there the first thing that I did was we checked the fluids, the transmission was full, the motor oil was full and the power steering fluid was full. The only thing that I am thinking is that trail that we seen had to be it could be like a return line on the diesel fuel, I mean he left a trail. He come out of the fire station and there was a trail comes over to our garage, he sat out here and when he left we seen it and we started looking underneath all of our equipment seeing what was leaking. Tim: You didn't smell fuel though? Kevin: No one smelled fuel. They said that it smelled like transmission fluid. Jeffrey: Did someone overfill the transmission? Tim: That is what I was just going to say. Either something was over full or it is fuel, but usually diesel fuel stinks so bad. Kevin: When they pulled out of the bay over there, it started leaking and there is a puddle there and it follows right out and comes right up 18 into our garage. Tim: I think that your right, I think that somebody over filled it. Kevin: They turn around and park on our asphalt and they left here and John said, he called Chris and it was just spewing oil out. They didn't smell diesel fuel. When I checked the fluids and Nate and I both looked at it, it was up to where they were all supposed to be. That is why I don't know what it was. Tim: Is the started hanging up on the fly wheel? What is going on there? Kevin: It sounds like the fly wheel something is loose there. It makes a clanging noise. Once it is running it quiets down and Chris put it in gear and once you put it in gear it starts clanging and clanging. Tim: What did Chris think? Kevin: It is the fly wheel he thinks. We just got to let it go, it is over there and it will start, Jesse text me

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today, he wanted me to help him pull the batteries tomorrow, well they are charged, they were bone dead. They wouldn't even move our meter. Jeffrey: That is one of the problems that I have been having too. I said that we aren't doing nothing to that truck. Kevin: Chris wanted me to get new batteries for it and I went over and tested them and we brought them over here, I put them on a charger. Tim: You said that they are only a year old. Kevin: Only a year old. May of 18. Jeffrey: Where they out of water? Kevin: I didn't look at them that close. Tim: They were just dead. You said that they charged and then they were fine. Kevin: They charged and they held a charge. Tim: Is there a kill switch on it? Jeffrey: There is a kill switch on it but maybe something was pulling juice out of it. Something in the back could still be pulling juice out of it. Kevin: It just sat over there and they didn't have it may be plugged in, because they knew that they were getting rid of it. It could have drained the battery down, I don't know. Chris went over the day before yesterday and started it right up.

Kevin: I have three tree proposals to take a pine tree down over here and trim the trees around the salt shed. Tim: That is this one. Kevin: The proposal Chris wanted me to see if we could take the dead trees out of this one right here at the corner and then a proposal to take three dead trees, big ones out along the concession stand. There is about four other ones in the park, but I think that Nate and I can take them down and be alright with that. Tim: I hate to say it but I think that we should table this, that is my opinion until you take a good look at this tree, I don't want to work part of it and then have him come out here and then have to come back. Jeffrey: I agree. I don't think that is something that we need to jump on immediately, we don't have a critical situation. Tim: Jeff is going to take a good look at it and see what he thinks and then if we decide to go ahead. Jeffrey: They are billing \$600.00 on that one just to trim it, Right? Tim: Just to trim it and probably to take it down wouldn't you say that it would be \$1,000. Kevin: Probably. The one out here if you look at it he was going to pretty much take everything off the right side, it is all dead. Tim: There wasn't going to be much left of the tree. Kevin: For some reason, Chris wants to keep it. Tim: His thoughts were that we are taking all of the trees out, there is nothing left and I can see where he is kind of coming from. I just think that there is not going to be enough left of it to worry about and for the price that we are paying we minds well take it down. We can plant a new tree. Jeffrey: I can come up Monday and take a look at it. I have to work tomorrow. I will come up here and see you. Kevin: OK, Give me a holler. I could call and have Dave tell me how much it would cost. Tim: Just have him do a separate one, that way when we go ahead and meet next time we could just decide.

B. Jesse Baughman-Fire Department: Jeffrey: Total Fire Dept. runs for the month of November 1st through November 30th 2019 is 25. Fire: 5, MAG: 0, MAR: 0. EMS: 16, MAG: 1, MAR 1. MVC: 2, MAG: 0, MAR: 1. Open Burns/Grass Fires: 0. Service Calls: 2. Others: 0. Total Number of runs to date as of November 30th, 2019 is 374. Total Number of runs to date as of November 30th, 2018 is 326. \$3,523.00 was awarded to the department through an EMS grant that Paula Baughman wrote for me and we now have to spend that before the end of the year, a list of items have been created and I would like to submit it by Monday. I told him to go ahead and order it because it has already been approved. Did we have to do anything on that, did we have to make a motion? I thought that when we applied for the grant we probably made a motion to, because we are probably going to end up paying for this before we get the grant money. Bill: What is that total? Jeffrey: \$3,532.00, I am going to guess that he is going to be somewhere right around \$3,600.00. So are we going to have to have a motion on the floor to pay for it ahead of time? Bill: Yes. Jeffrey: I will so move. We need to use it because if we don't they will give it to somebody else and next year we won't even considered.

Motion: To pay up to \$3,600.00 for items for the Fire Department, \$3,532.00 will be reimbursed by the EMS Grant.

Moved By: Jeffrey

Second: Tim

Mr. Bixler: Yes

Mr. Pfile: Yes

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Quote for drive tires from Great Lakes Best One Tire and Service for Firestone State bid tires is \$355.31 mounted each. We already covered that, we said not to exceed \$1,600. We need to sign Dispatch agreement so I can turn it into Ravenna City Dispatch. From what I see it has gone up to \$ 4,102.00 for the year , It looks like we are going to pay about \$1,000.00 more a quarter for the year and I really don't see any other way around it.

Motion:

Resolution: 2019-061

Motion: To Pay Dispatch in the amount of \$17,077.00 for the year for Ravenna City Dispatch.

Moved By: Jeffrey

Second: Tim

Mr. Bixler: Yes

Mr. Pfile: Yes

Jeffrey: Received quote for the generator for the generator and installation from Finley Fire. The generator is an 8.0 Co-op. The generator itself is around \$8,000.00, they are estimating another \$6,000.00 in installation fee and material. The thing about it is, we still have the hydraulic pump there and I am thinking and I told Jesse when we talked about it that I would just as soon get them out there to look at the truck because that additional part of that additional \$3,800.00 is going to be for hydraulic pump and hoses, we already got it there, then we should be able to avoid most of that cost. Tim: They should at least look at the truck and see. Jeffrey: I know that this is the direction that we are heading and we have to do something, but I don't think that we are going to do it today. I would like to wait and have them actually come out and take a look at it. I will get with Jesse on that. Tim: Chris was pretty adamant he thought that everything was there. Jeffrey: He said that everything is there he doesn't know if it works, but everything is there. Jeffrey: What happened to the other generator, for the reason for it to be taken out of service was, you only can guess on this one, because I don't know, the generator itself must have failed, not the hydraulics. Tim: Right, At the price of generator, why would they. What was the group that took that out of there? Jeffrey: That was Tim Paulus Fire Chief and he and his Captain were the ones that took it out of there. Tim: How long ago was it? Jeffrey: Probably about 5/7 years ago. Kevin: That was before I got here and I have been here 5. Jeffrey: We are going to hold onto that one if you don't mind. We need a little bit more clarification. Jeffrey: The Ohio State Fire Fighters Association yearly dues is \$100.00.

Motion: To pay Ohio State Fire Fighters Association Yearly Dues of \$ 100.00. for the Edinburg Township Fire Department.

Moved By: Jeffrey

Second: Tim

Mr. Bixler: Yes

Mr. Pfile: Yes

Bill: Jesse needs to include a copy of the roster. Jeffrey: I will make sure that happens. Bill: So when I get a copy of the roster I will write a check and send it out. Jeffrey: I am going to talk to Jesse about that again, you should always have an updated copy of the roster, always. If somebody drops off, then there should be a submission to you telling you that Joe dropped off and Sally came on. Bill: Usually at a trustee meeting if someone resigns or leaves that is brought to me, but that has not always occurred. Jeffrey: The other one is VFDF, Edinburg Township Fire and Rescue, Volunteer Fire Fighters suspended fund, this is the one where we have to establish a board. So I will get with Jesse and I will go ahead and to it for the township again. C. Rhonda Lippy-Zoning: I wrote an AG permit for Clark Road. I get a lot of appraisers and stuff like that. Tim: Have you heard any more about the pond. Rhonda: No, I haven't. Rhonda: Did you get a registered letter return slip signed. Bill: Yes, I put it on your Desk. Tim: At this point he is supposed to come and get a permit right? Rhonda: You can't get a permit unless you have something from soil and water. Tim: So he is supposed to go to soil and water and then bring that paperwork to you and get a permit. Rhonda: Correct. Tim: How much time are we going to give him? Rhonda: We had talked about the weather. Tim: Do we want to give him until spring? How long do we

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want to let this ride? Rhonda: I gave him ASAP. Tim: OK, So you didn't give him a time line on this. Rhonda: I told him as soon as now. Jeffrey: If it goes past 30 days and he hasn't been up to see you, then at that point I would suggest that we send. Rhonda: So at the beginning of the year. Jeffrey: From the time that you talked to him 30days. Rhonda: I have to get after that lady down the street. Jeffrey: I could understand about the weather and all of that, but he should at least have a plan, don't you think. Jeffrey: I don't disagree, but the thing about it is, because he gets a permit for it, doesn't mean that he has to use that permit until things. Tim: I guess what I am getting at he needs to get with Soil and Water and talk with them and have a plan together. Jeffrey: As long as he has the plan with Soil and Water's approval so be it. We need to make sure that he at least has pushed into getting that plan. Tim: All he told me was that he was going to do whatever it takes to make it right; those were his last words on it. I just want to make sure that he is responding to you and everything. Rhonda: I am a little bit worried about this lady down the street too. We are going nowhere fast. We gave her a six-month temporary and she hasn't come for a second permit. She didn't get an AG permit for the barn. So at this time she should be coming in and asking for an extension. I have seen her a couple of times but it wasn't the place or the time. Tim: If it goes much longer we should probably send her a letter too. Rhonda: I will have to look it up. Tim: Is it expired now or is it close to expiring? Rhonda: It is expired. Jeffrey: If it is more than 30 days than you need to send her a letter. Rhonda: It was the end of March. Jeffrey: That would have been the end of September. Rhonda: She can only get one extension for a year. She is supposed to have plans. In all reality she should be coming to me for a building permit. Jeffrey: Go ahead and plan on sending her a letter. Jeffrey: Bill had these from Jesse. Bill: I set them over there for you. Jeffrey: I didn't see them. \$3,522.85 is exactly what he's got. These are the items, a video lrangeo scope when they go to insert a trachea now instead of doing it basically blind now they can actually follow the camera down with it. Vacuum adult mattress, their current air mattress is bad so they are going to replace it, a couple of stethoscopes, pulse oximeter, carrying case, pediatric pulse ox, sensors. That is what they are going to purchase with the grant. We did have one of the cadets get hurt on Santa Claus day up at the station. Ashland Baughman was carrying something and she went to step down and twisted her ankle and ended up going to the hospital. I told Jesse to go ahead and fill out the paperwork and then we will turn it in to see if the township insurance covers it. Bill: I spoke to the volunteer fire. So, I want to make sure that the policy is in place, so apparently they have been sending information to Mike Pittinger still. His email has been discontinued so I am not sure, so I don't know why they don't get something back that says that this email doesn't work or whatever. I kept it open for a year and then it was closed out. Jeffrey: Unless he continues to look at it. Bill: No I shut it off. When she was talking to me she said I have your address as PO Box 487, I am thinking what address are you talking about, so I sent her back that it is 485. She said that she just said it wrong that is what she has. She sent me the injury report and I had to fill that out, she does not work for the township, so she is not eligible for one of those comp claims. I showed Jesse the report when he stopped over really quick to drop off his stuff for the meeting, he said that he will have to look at it later, but he wasn't going that route. It will just be a follow up. Did I give you a copy of that, I had it on the table I don't know that I sorted it out. Jeffrey: I didn't get a copy of the filled out report, but I did see the blank sitting on the table. Bill: So I had that to put in your box. I printed out four copies so that we had copies on hand.

D. William McCluskey-Fiscal Officer: Shared warrants, PO's, financial reports, Bill OTARMA: So in March of this year the State of Ohio allowed a change in the bond program. So in March of this year the State of Ohio allowed a change in the program for public officials and employees that have to be bonded, they now allowed that to be we can maintain the bonding as it is now or you can move and approve a faithful performance insurance, so I did send my understanding in an email to you guys of what exactly the surety bond is. We have a surety bond which is a big name with many other categories when we break it down ours is a public official bond under that umbrella and

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then comparing, so it is not an insurance policy, so basically money is set aside so that if an error of omission, an honest mistake is made and a third party wants to go against the township for that, that bond for that money is there so the agency providing the bond will reimburse that if need be, at which point goes back to the bond holder, so whether the mistake is an honest mistake, the recovery always goes back to the person that made the error. This is my understanding, In the case of moving into the faithful performance application basically the difference is they OTARMA would not require, there would be no exposure to a person's personal assets, it basically is an insurance policy. So rather than just having money set aside for if this should happen basically an insurance policy as long as it was an honest mistake. Anytime it is fraud it won't matter. Bill: I actually thought that bond was to cover, I didn't know that even if it was honest they come back so this was new to me. I did talk to them about the price to add that coverage, that coverage verses just keeping the bonds for the whole township would be \$190.00 more for all bonded officials of the Township including Road Department and Zoning. However, the way that it works people that are bonded employees of the township would be starting in January would automatically have that coverage if the Trustees choose to do that. The only elected officials at the beginning of the year would be Jeff Bixler and then the Fiscal Officer myself in April that happens. The other elected officials have to maintain the present until the next round any new elected officials that come on for a new term or if for some reason an official would end their term and someone was appointed then that new person could have it. Does that make sense? Tim: Yeah, so you said \$190.00 more dollars a year. Bill: \$190.00 more dollars than what we pay now. Jeffrey: We were paying how much? Bill: That I don't know it's all included in the premium. Jeffrey: So an additional \$190.00 per year. Bill: About \$20.00 per person. Tim: What is your opinion, is it worth it to do it? Bill: In my opinion, Yes. Tim: It sounds like a better (.....? position). Bill: I tried looking at other townships, in the minutes and stuff, so a lot of different townships have approved that, but I tried reading the justifications for and it is just a resolution, there is no information. So all I had to go on was OTARMA, this is their statement," An Ohio law specifies that a public official is liable for all public money, the official or the official subordinate receives or collects, an office holder will be personally liable under a bond because the surety company seeks reimbursement from the office holder after paying the political subdivision, the OTARMA faithful performance application does not request personal financial information and the exposure for personal assets". Jeffrey: The thing about it now is, right now it is the Fiscal Officer and the 3 Trustees. Bill: And the Road Department and the Zoning Department. Jeffrey: They are covered now. Bill: They have to be bonded and so is Noreen Brooks. Jeffrey: Because she handles money? Bill: Yes, because she handles money. Tim: So this insurance is going to cover all those areas the same. Bill: But for elected officials it won't until it replaces the term. Jeffrey: To tell you the truth I think that it is probably a good idea. Tim: I think it is too! That sounds pretty cheap!

Motion:

Resolution: 2019-062 (copy of formal resolution)

WHEREAS, Edinburg Township, Portage County is a member of the Ohio Township Association Risk Management Authority (OTARMA), a political subdivision risk pool established pursuant to Ohio Revised Code hereinafter "ORC," 2744.081;

WHEREAS, House Bill 291 was signed into law on December 20, 2018 and became effective March 20, 2019; authorizes the use of an, "employee dishonesty and faithful performance of duty policy," instead of individual surety bonds, for trustees, employees, and appointees who are otherwise required by law to acquire a bond before entering upon the discharge of duties;

and WHEREAS, in accordance with ORC 3.061, the township must adopt a policy by resolution to allow the use of an "employee dishonesty and faithful performance of duty" coverage document, rather than a surety bond, to cover loss by fraudulent or dishonest actions of employees and failure of employees to faithfully perform duties; the following shall apply to the policy: 1. An officer, employee, or appointee shall be considered

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qualified to hold the office or employment, without acquiring a bond, on the date the oath of office is taken, certified, and filed as required by law. 2. An officer, employee, or appointee shall have the employee dishonesty and faithful performance of duty policy in effect before the individual's term of office or employment and the officer, employee or appointee shall not commence the discharge of duties until coverage is documented. 3. All officers, employees, or appointees who would otherwise be required to file a bond before commencing the discharge of duties shall be covered by and are subject to the employee dishonesty and faithful performance of duty policy instead of a surety bond requirement. 4. The coverage amount for an officer, employee, or appointee under an employee dishonesty and faithful performance of duty policy shall be equal to or greater than the maximum amount of the bond otherwise required by law. 5. Elected officials, prior to taking the oath of office and holding office, shall obtain approval of the intent to use the township's OTARMA coverage agreement and affirm that the township's coverage complies with ORC 3.061.

Said approval shall be obtained by the Edinburg Township, Portage County. WHEREAS, Edinburg Township, Portage County's, "employee dishonesty and faithful performance of duty policy" through the OTARMA coverage document complies with ORC 3.061: and NOW, THEREFORE, BE IT RESOLVED, that on this date 12/12/2019, the Edinburg Township, Portage County hereby authorizes the township to purchase and use "employee dishonesty and faithful performance of duty policy" through OTARMA instead of individual surety bonds for officers, employees, and appointees who are otherwise required by law to acquire a bond before entering upon the discharge of duties.

Moved By: Jeffrey

Second: Tim

Mr. Bixler: Yes

Mr. Pfile: Yes

Bill: This is the application it is not complete; I have to double check on Noreen Brooks. Basically that is the application that I have to submit to OTARMA. I did discuss this over the phone with her. Jeffrey: Kevin's name is on here, does Nathans name need to be on here too? Bill: I was thinking about that because if Kevin is not here Nate takes money. Jeffrey: It says Road Superintendents including assistants. We need to put Nathans name on here. Bill: I still want to check on the Fire Chief, because I was told that they didn't need to because they didn't handle money, but it sounds like it more has to do with the performance of your duties as well as just handling money so I might, I just want to clarify what I was told by trustees in the past. Rhonda: It is not going to change the price if you add them? Bill: Our budget doesn't change, It might cost \$20.00 more per person. Jeffery: Jesse doesn't handle any money. Bill: I need to check into it. Tim: Just check into it. Rhonda: I didn't think it was just money, I would think that it would be duties. Bill: If he doesn't fill out an insurance form right or I don't know. They are obviously going to know. I just wanted to show you what I had found out. Today when I came into work, my monitor wasn't working so I had a problem with United Rentals with a billing issue, so I didn't have time to clarify that, another was for the Turbo, Alliance Motors bill for the Turbo. There was a credit and not a credit and the core charge and return. So I am going to have a couple of checks floating, they have all been approved, so if I write those checks and I wanted you to be aware because the checks will be in your boxes to sign. I did put in a legal for the re-organizational meeting on January 2nd at 7:30. I put the administration building. I had mentioned previously to have a meeting over the records, but according to the Ohio Historical Society, I don't need to have that unless we are making changes, so we are not making changes yet because we submitted the forms, Kevin got me his form back as far as records, I have not gotten anything back from the Fire Department. And Rhonda if you could make sure that you have your payroll in for this last pay so I can close the year out correctly. Tim: Are you guys OK, with the next meeting being on the 26th? Bill: Yes. I am in town. Rhonda: I am going to have a thing with the Zoning Commission. So if you have any ideas of anyone that would want to be on that let me know. Jeffrey: I think that we should run an ad for that. We used to request a letter of intent, like say for example you

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want to be Zoning Inspector, write a letter of intent, do that with the appointed type positions. So that we make sure that we have everybody for sure in line that we need to have. Jeffrey: I think that there was one Zoning Inspector maybe two that ever got trained. Rhonda: I don't know if there is any training is there? Is there any specific training? Jeffrey: It was just that the old Zoning Inspector would work with you. I know that when I took over it was Oh, Hey the Zoning Inspector here? Bill: Regional Planning Has Zoning Inspector Training. Jeffrey: Yeah, they probably do. I haven't looked into anything like that. Jeffrey: So Board of Zoning Appeals and Zoning Commission, our Park Board I would like to make sure that we have them telling us that yes we are good and we want to continue. Tim: OK. Jeffrey: Before the re-organizational meeting. It is a matter of getting a hold of Linda. I was going to get a hold of her and ask her. Bill: Based on when that was first set up it was everything stays the same for two years, then there was a cycle for bringing on new members or re-choosing who is president and so forth. Tim: So we want a list from Linda. Jeffrey: Yes. Tim: And they have to have a President. Jeffrey: Do they handle money? Tim: Yes. Bill: If somebody gives a donation to give to us, they don't cash anything themselves. Jeffrey: Nobody cashes anything. Bill: No, just reimbursements. That is not really part of their role, what I am thinking is like if they go to buy something and give me an expense report, that is the only monies. Or like when they were selling T-Shirts or something. Jeffrey: Do they have a Treasurer? Bill: No, I am the rep. Jeffrey: Then that takes care of that. Bill: The furnace, I got this bill from Beckwith. Kevin: Yes. Bill: So that is it, I am not expecting a new furnace? Kevin: No. Tim: Did you get a price on doing anything in the other building? Kevin: They haven't gotten back with me yet.

VII. MOTION TO PAY THE BILLS: Warrants 41478-41514

Moved By: Jeffrey Second: Tim
Mr. Bixler: Yes Mr. Pfile: Yes

VIII. MOTION: MEETING ADJOURNED, TIME: 8:35

Moved By: Jeffrey Second: Tim
Mr. Bixler: Yes Mr. Pfile: Yes

_____ absent _____
Chris Diehl, Chairman

_____ _____
Tim Pfile, Vice Chairman

_____ _____
Jeffrey Bixler, Trustee

_____ _____
William McCluskey, Fiscal Officer