

Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

April 26th

2018

CALL MEETING TO ORDER BY: Jeffrey Bixler @ 7:30 p.m. Pledge of Allegiance

Fiscal Office: Roll Call; Bixler Chair: Here; Vice Chair Diehl: Here; Trustee Pfile; Here; Fiscal McCluskey; Here; Roads, Cemetery, Parks: Biltz: Here; Fire: Bob Grudosky: Here; Zoning: Lippy: Here

I. MOTION TO APPROVE AGENDA For: April 26th, 2018 regular meeting

Moved by: Tim Seconded by: Chris

Roll Call: Mr. Bixler: Yes; Mr. Diehl: Yes; Mr. Pfile: Yes

II. MOTION TO APPROVE MINUTES: April 12th 2018 regular meeting

Moved by: Tim Seconded by: Chris

Roll Call: Mr. Bixler: Abstain; Mr. Diehl: Yes; Mr. Pfile: Yes

Guests: Keaton Dyer, Kaytlyn Williams, Lexi Chaney

III. CORRESPONDENCE: Jeffrey presented the following correspondences:

A. We have received from **Portage County the Certificate for approval for the dugouts**; we have talked about this considerably. Chris went to the meeting and got all of the approvals. The fee for the permit is \$726.67, but I think that we need to have a little discussion on that to see when we would like to apply for the permit. General discussion occurred regarding the procedures, design, and progress of the 7 sets of dugouts approved at the Edinburg park. Final concerns addressed regarding clarification of permits and costs.

Jeff: And that is good; I just want to make sure that we are clear on that. There are two things that I would disapprove of, one is that if we have to pay a building permit fee twice for the same thing and if we find out that this permit was only good for 2 dugouts. I would like to see that clarification; we did have the discussion on the handicap access one time before and I think that at that time that we all agreed that we would more than willing as a board to help; I am good with that; but if you would make sure that I would really appreciate it at least I would be clear.

B. **Hazard Mitigation Grant Program:** I just started looking this over; I am not sure whether or not there is anything that we have that we would be interested in doing this; this is kind of underneath of a FEMA. Bill: I put a copy in the Fire Department. Jeff: OK, so they have that too; so you need to make sure that this gets to Bob. So you have that now.

C. **Resolution authorizing participation in the ODOT winter contract for 18&19 for road salt;** Discussion occurred regarding the township need regarding amounts of salt for road maintenance, storage capacity, past use and estimated of future need. Jeff: If we have 150 ton sitting there and normally what we buy is 60 ton and we know that we are probably going to get some free; you know maybe we just want to set on taking a chance and not. Chris: I do not know; If it were me I guess that I would like to keep the door open and everything and maybe 50 ton. Kevin: If we get 60 ton we do not have to get it until next May; I think that you have to get it before the deadline is April 30th. That is what we have done in the past; last year we did not have a contract; the year before we did not get or 60 ton until the first of May; but the they bring us all of this other salt and then we are. Chris: 50 ton would just be two loads. Tim: Why don't we just do 50 ton then. Jeff: OK, I will read this.

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MOTION: RESOLUTION: 2018-052

Resolution authorizing participation in the ODOT Winter Contract of 18 & 19 for road salt whereas the Edinburg Township Portage County herein after referred to as political subdivision hereby submits this written agreement to participate in the Ohio Department of Transportation's annual winter road salt bid for 18 & 19 in accordance with Ohio Revised Code 5513.01B and hereby agrees to all of the following Terms and Conditions in the participation of the ODOT winter road salt contract. The subdivision hereby agrees to be bound by all terms and conditions established by ODOT and the winter road salt contract, acknowledges that upon award of the contract by the director of ODOT it shall be bound by all such terms and conditions included in the contract and the political subdivision hereby acknowledges that the director of ODOT sign of the winter road salt contract it shall effectively form a contract between the awarded salt supplier and the political subdivision and the political subdivision agrees to be solely responsible for resolving all claims or disputes arising out of it's participation in the ODOT winter road salt contract and agrees to hold the Department of Transportation harmless for any claims actions expenses or other damages arising out of the political subdivisions participation in the winter road salt contract and the political subdivision hereby requests through this participation agreement the total of 50 tons of sodium chloride (Road Salt) of which the political subdivision agrees to purchase from its awarded salt supplier at a lower price per ton awarded by the director of ODOT and the political subdivision hereby agrees to purchase a minimum of 90 percent of the above requested salt quantities from its awarded salt supplier during the contracts effective period September 1, 2018 - April 30th 2019 and the political subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT winter salt contract and the political subdivision acknowledges that should it wish to rescind this participation agreement will do so by written email request by no later Thursday June 1 2018; the written email will request rescind participation must be received by the ODOT office of contract sales purchasing section email by the deadline the department upon receipt will respond it has received request effectively remove political subdivision participation request furthermore it is the sole responsibility of the political subdivision to ensure ODOT had received this participation agreement as well as receipt of any request to rescind this participation agreement; Department shall not be held responsible or liable for failure receive from political subdivisions participation agreement and or political subdivisions request to rescind its participation agreement. Now therefore be it ordained by the following authorized persons.

So Moved: Tim

Second: Chris

Roll Call: Mr. Bixler: Yes; Mr. Diehl: Yes; Mr. Pfile: Yes

IV. OLD BUSINESS:

A. Chris: I met with a representative from Workman Industrial about the septic system at the Fire Station; he seemed to think that they could come in and repair our system for somewhere between \$5,000 and 6,000. He said that if we wanted to put in a brand new system he said we probably could do a system that would work for a new station; but he said that is probably upwards to 80,000-90,000. Jeff: How many? Chris: \$80,000 to 90,000 to do a system that is going to take care of that fire station or a new fire station. So I guess pretty much leaning towards the repair of course; I told him we do not really have the money; but we are not totally against putting a brand new system in as long as we do not have to put a new system in 2 or 3 years down the road if we are able to build this fire station; but he seemed to think that we could put a system in down there that would say was adequate for the new building; but Workman Industrial that is the kind of systems that they do that kind of work all of the time; they are located over in Brimfield. general discussion about systems available. Jeff: Well I would be inclined to do a repair; because if we were to ever have the opportunity to put a new station in a lot of that I would be hoping would be grant money; I would be inclined to put the \$6,000. into it rather than

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about 15 times that. Chris: He actually lives down here on 18; he understands I think that he is trying to look out for our township the best that he can I think. I do not think tha\$6,000. is a bad price for repair; I think that \$15,000. is the requirement for bidding. Tim: I think that it is 50,000. Chris: Unless you guys have some other ideas or something; I guess that I would go ahead and make a motion to get it repaired; I think that we need to move on and do something with it; these rains and what not are not helping our situation or anything. Jeff: We probably need to put a not to exceed. Chris: Not to exceed \$6,500. Tim: Do you think that is enough? Chris: The bad part of it is; we have all been around this stuff a little bit; you start uncovering the ground and you never know what you are going to find; to a certain extent. Jeff: I am not opposed to doing an amount of not to exceed \$7,000.00 if something bad happens we can always come back. Chris: That would be my motion. Bill: we do not really have the funds available under the Fire Funds; I appropriate that from the general fund.

MOTION: RESOLUTION: 2018-053

To have repair on Fire Station Septic System by Workman Industrial not to exceed \$7,000.00; Money from other expenses of general fund.

Moved By: Chris Second: Jeff

Roll Call: Mr. Bixler: Yes; Mr. Diehl: Yes; Mr. Pfile: Yes

B. Chris: Just for reference Tim with the parade; the Girl Scouts contacted me and I guess they are going to do a float for the parade; if you want to make a note of that for the parade people.

C. Chris: We did get a little bit of information from the State Board of Building Appeals confirming that our appeals were granted; I will keep that with the file and eventually when we apply for a zoning permit too I would imagine; before we go up to the Building Department; so I will put it right in the file.

D. Tim: Basically the Road Forms are finished; I just need Chris, Jeff and Bill to look them over; Kevin has a copy to look over; make any changes or corrections; the cover sheet is for what would go in the paper for advertising and then the next sheet for stone and the third sheet is for oil; basically that is it; just take a look over it; if you want any changes made or as far as contact information Bill; if you want that different than what I have on there; whatever we all want to do; we could put Kevin's number instead of the office number; whatever changes look it over and make notes and we will go from there.

Bill: So all three of these are going into the paper? Tim: No, Just the top one; the one sheet and then when people come in or they could get it online or we can give them those forms; whether they want to bid oil or stone or both. Bill: So should we note that these forms are available to be picked up. You want them to fill these specific forms out so we might have to make note of that on this. Tim: OK. Jeff: On this sheet here too; once we get it done; it has to go in front of Chris Meduri just to make sure that we are good. The only think that I saw was on page two on bid proposal form; it should be in shall "conform" not "confirm". That is the only thing that I saw. You brought up I think as far as getting the information about what we are doing; it should be any contact information should come from Kevin and then the sealed bids must go to Bill. Tim: I would say that they could either mail them or drop them off to Kevin. Jeff: If they drop them off to Kevin; he can take them over to Bill. Tim: OK.

E. Jeff: So we kind of briefly touched on the parade; last year I did make the arrangements that Southeast Choir and the Southeast Band were already asked last year to come back to our parade this year; all we have to do is confirm that with them and I would be glad to because I see Dr. Stall periodically; I wanted to make sure that we had that in place last year so I did not forget this year.

F. One of the things that I saw in last meetings minutes was on the culverts; I guess that was one of the things that I was trying to totally decipher; so that I had a good grasp on it; are we saying that we are going to put the culvert pipes in and the only thing that resident or contractor has to pay for is the pipe? Chris: Yes Jeff: Here is what we are talking

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about; somebody comes up and says I need a culvert pipe; you go down there and put it in; oh by the way I am doing black top. Tim: The way that we talked about it was for replacement you're going to reuse the old material and for new as long as they are putting a new driveway in we would just put enough stone over it to cover it; and then they are putting a new driveway in they would finish out that way; we could change and make it to where they pay for the stone or we could do whatever. Jeff: I do not think that any part of that should be at the expense of the township; I really do not; you guys had a good discussion on it last week; I realize that I was not here; your decision stands as it is; but I did want to bring it up. Chris: I do not have a problem switching it if you want Jeff and I understand what you are saying; we just figured in all reality it is like one load of stone; now if you want a specifically say; I thought that we specifically said that we would cover it with one load of stone; we did not say anything about asphalt; if you really wanted to specifically say that we are not going to cover it with asphalt why I would be more than happy to amend to do that and if you do not want to furnish the stone that is fine too; I do not have a problem even switching with that; I think that we were kind of thinking Jeff that it was if and when things like this occur it makes things a little bit easier for Kevin not to have to depend on a resident to say ok we have this all tore out and we are ready to put it back in now we have to wait for someone to bring us a load of stone; we use our own stone; we have it there; they can go and get it and dump it in on top of it and move on; new construction is probably going to be the worse time that it happens; old construction is like Tim said at least 80 probably even closer to 90 percent of the stone is going to be reused; like I said I do not have a problem revisiting it and saying that we will not furnish any of the stone if you feel better about that. Jeff: I totally like the idea of you putting the pipe in because that means that everything that goes in on the township road is built to township specifications that we can manage; therefore we are not dealing with some of the things that we run into somebody decides to put in a 10" pipe; then your stuck with; I totally agree with that; that is something that we should get back into; we can keep control of it; I just disagree with the fact that the township should have much expense to it; but then again If you guys decided that you wanted to change that you could open it back up; but that is up to you guys. Tim: If we are going to do that are we going to have to make out a form or something for billing people; how would we go about. Jeff: How much stone would we normally take; you said a truck load; truck load to me could be anywhere from 18 to 22 tons. Tim: 7-8 tons. Kevin: Most of the time you back it in put 304 over top of it and then most of the time you're not digging; you're only going in 15-16 inches so you know just big enough for the 12" pipe to sit in and then you are just putting stone over top of it; just to make it level; we are not forming their driveway or making their driveway; we are basically covering the pipe up; I talking less than probably 8 ton. Chris: There is always going to be a worse case scenario and we do not have very many real deep ditches in the township; you are always going to run into once in a while into that. Jeff: So 7-8 ton of stone is what 50-60 bucks. Chris: It is more than that. Kevin: Your talking \$20.00 a ton so you are talking \$160.00 probably under \$200.00. Kevin: They buy the pipe; that is the thing; they would have to have the pipe there for us to do it; pay for it. Chris: It is a lot easier to have that on sight I would think; because it could just sit beside their driveway for that matter. Kevin: If they buy the pipe; we have it just delivered right to their house. Tim: I would be willing to change it that is fine with me; we just have to figure up something how we are going to bill them. Rhonda: Not all driveways have culverts. Tim: Most of them do; if you are are at the top of the hill or something you might not. Jeff: It is either going to go through a culvert pipe or over the top of your driveway. Rhonda: Could we attach it to their building permit? Kevin:A lot of these we are talking older homes. Tim: A lot of these are going to be rotten pipes that need replaced; things like that. Chris: How about if we just make it a flat \$200.00; if you want us to replace your tiles; You buy the tile and furnish it there and \$200.00. Tim: For new construction? Chris: No for everybody; if we replace your tile; there are going to be a few of them that we are probably going to end up being a little bit ahead on; there will be a few that we will be a little behind on; it would be pretty simple.

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Kevin: If somebody were to call me and say hey would you put our pipe in; I say yes; you buy the pipe and \$200.00. Tim: While we are talking about this; we did not talk about a minimum either; are we going to let them put in 20 feet of pipe for new construction. Chris: It has always been 30 ft; it is written down somewhere at 30ft. Tim: We should probably specify that too. Chris: It is in the minutes some place. Kevin: They have to buy 30 ft of pipe. Jeff: If they want 30ft; or are we saying that the minimum is 30ft? Tim: The minimum is 30 ft; because new construction people are trying to bring cement trucks in and they are running the ends down if you only put 20ft down so 30ft is minimum. Kevin: We are not there to put the base of the driveway in; we are just there to put the culvert pipe in and cover it up; as long as we have cover over it; that is all that we are supposed to do. Jeff: Under new construction I see that; but going in and doing someone else's I think that we are probably going to finish it a little bit better. Could I have a motion to amend the resolution for the installation of the culvert pipe.

MOTION: RESOLUTION: 2018-054

Motion to amend resolution 2018-048; we will furnish the stone to cover a maximum of 30 ft of culvert pipe; the Owner to furnish the culvert pipe and the township will furnish the stone to cover for \$200.00.

Moved by: Chris Seconded: Tim

Roll Call: Mr. Bixler: Yes; Mr. Diehl: Yes; Mr.Pfiles: Yes

IV. NEW BUSINESS:

A. Tim: Parade committee had been looking for a Grand Marshall; I got an email from Bill Gibblers daughter Michelle Besaw nominating him and I think that would be a good idea; unless you guys have someone else or any objections; I talked to Linda Dillon she is on the committee and she said that they cannot find anybody to do it; so she thought that was great; are you guys OK with that. Chris: I am whole heartedly in favor of it; I guess I was kind of thinking that Bill had already been one; but maybe not. Jeff: We will have to look at the list; we should have the list on the last parade brochure; so whoever our Grand Marshals are will be on there. Chris: I know that he is a service man; so I think that it would be good. Jeff: Yes, I am good with that; bye the way we have to get the sign Grand Marshall remade because Marshall is actually spelled wrong. Chris: I do business with that copy print lady over 4H; I can probably get something made if you want me to.

B. Tim: I have the paperwork for the AED defibrillator from the park; I would like to set it up to where it is being serviced the same time as the defibrillators on the departments. So I will hand this off to Bob. Jeff: That would be a good thing to tie in with our duty crew; have them go down and check it and put it on a regular route. Bob: We do ours monthly. Rhonda: Are there signs up there that there is an AED at the park on the wall anywhere. Jeff: I do not know; to tell you the truth; when he told me that there was an AED up there; that was the first that I knew about it. Kevin: There is a sign out there by the door. Jeff: Kevin would you take a look and see where all the signs are now; they need to be in a vicinity that they can be spotted from like 360 degrees; to show where the area is. Bob you will have the fire department take care of making a monthly routine of having the equipment checked.

C. Girl Scouts are wanting to do a project at the park; I thought maybe they could stain the picnic tables; would that be alright with everybody? Chris: Yes; Tim: Yes. Jeff: So I will probably buy them some stain; we are going to do that May 6th; Alicia Bailey is their leader. Jeff: I want to make sure that is not being done the same time that something is going to happen. Bill: You can check with Noreen. Kevin: I had them pressure washed last year.

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V. TRUSTEE REPORTS: no new reports addressed

VI. DEPARTMENT REPORTS:

A. Kevin Biltz- Roads/Buildings/Cemetery/Park Report: Roads: We have the hitch on and the plug wired on the #55 2000 International. We had to move the tail lights and the hydraulic lines. When they put the hitch on it covered all of them up so we had to put them all on the outside there. We put two coal shoots on the #77 (1997 International) so when we start doing asphalt it will be a little easier. We need to put on the web page that we are not taking electronics and paints for the cleanup. Nobody wants TV's or the computers. I talked to Steiner Bill; he was like to TV's period and I know that Dumpster guys really do not like the TV's either; I know that they charge you for that. I talked to Steiner he said that he would take the computers; but we would have to set them off to the side and make sure, when they see computers they will want to bring their TV's too. So it would be probably better just not to take any electronics; and paint. Jeff: No liquid paint. Bill: So I could put that on the web page. Kevin: Somebody has already called me; that is why I called and tried to find out about it.

Park: We rotor tilled the ball fields. We had the doors on the concession stand adjusted and new rubber weather seal put on them. The garage door on the inside we put another rubber on the bottom of that and I had Charlie garage door down to do it and he actually lowered the whole garage door opener because when you opened it; it was up to high and it was actually pulling on that door and bending it really bad; so he lowered it; so now when it opens it is real smooth and it does not jerk there; that door was bowing and I did not even notice it until he showed me; he fixed all of that for us; he spent a couple of hours down there. We were able to rotor tilled the ruts out from the Ben Dillion tournament. We tried to roll them but it was too wet. When it dries out we will roll. The Ben Dillion went really well; we did not have the garbage issues this year; I ended up getting them a 10 yard dumpster for them so that they had somewhere to put the garbage; so that helped out a lot; they did not have it piled up everywhere. The ditch in the park for the electric is done; they did it today; they dug it put the wire in; now all that they have to do is get that motor out of there; then they will put the electric motor in probably this weekend; so that will be all taken care of. Cemetery: We have the graves seeded. Jeff: What is a laser receiver? Kevin: A laser receiver, you put that on a mini when we are digging and it checks the grade as we are digging; so instead of having to get out all of the time to check that grade you just keep moving. Tim: It is magnetic it hooks to the arm of machine. Jeff: When I saw the price tag of it; I thought what the heck is that thing; then I saw road department; then I kind of had an idea. Kevin: So we can move down the road a lot faster because he keeps moving and I keep backing up and then I do not have to get out and keep checking that grade all of the time with that laser. Tim: It was a \$600 or \$700 unit and they gave it to us for \$500.00, because it was the floor model. Bill: \$95.00 off; I was laughing because \$500.00 was the cut off.

B. Bob: Since the last meeting EMS 3; MA (mutual aid) EMS 2; Fire 2; MAFire 1; Hazmat 0; MVA 0

We would like to subscribe to the active 911 for an annual savings of about \$100.00 over the spotted dog; I believe Rob gave you guys the quote on that. Bill: Yes, that was approved at the last meeting; I called them today and you have the check for that. Bob: So they have the check being sent to it. Bill: Yes I talked to the rep there today. Bob: The other thing is we received a Hazmat recovery check from the County Auditor however the check was made out to Edinburg Fire Department Association and it was returned back to the auditor for a correction on that; 1518 the tanker the wire harness overlay seems to be working no problems yet; We would like to purchase 2 CO detectors to replace the broken units that attached to our blue jump bags; we take the bags into the home to the patient and the detectors have proven to be useful in the past when we have responded to calls other than CO; the detectors have picked up high CO levels in the homes and that quote is on for two of them. Jeff: How much are they? Chris: \$244.55 it

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says here; I am assuming that must be each. Bob: That is the unit that is attached to the bag for our people that go into the house; because if there is a problem it will go off. Jeff: We had two of them prior to this? Bob: Yes we did. Jeff: And what happened to them? Bob: I believe they just went bad; I really do not know. Jeff: You hook them on your medical jump bag; is that what you do? Bob: They are on the medical jump bags that we carry; the backpacks that we have now. Jeff: How badly have we beaten up our fire department budget lately? Bill: I have \$1,898 unencumbered in account 2194; but I know that we still have some truck repair issues. Jeff: I would make a motion that we purchase one for now; later we can purchase a second one if we decide to.

MOTION: RESOLUTION: 2018-055

Motion to purchase to purchase one CO Detector for the jump bag at a cost not to exceed \$250.00 from the EMS Store.

Moved by: Jeff Second: Tim

Roll Call: Mr. Bixler: Yes; Mr. Diehl: Yes; Mr. Pfile: Yes

Jeff: Could that come out of the EMS fund? Do we not have a separate account for EMS. Bill: They are kind of still combined. Jeff: I would rather show it coming out of the EMS side of the fund rather than the Fire side of the fund. Bill: We have \$10.15 under supplies; it had been appropriated; I can appropriate it so that will come out of 2281. Bob: The other thing brought at the regular maintenance such oil, lube and filters on 1511,1512,17,26&18 how are we to handle this; I believe what it is are we going to do it or township maintenance going to do it are we going to take them some place to have the oil changed. Jeff: On having the oil changes and lubrications and stuff the board discussed having the township road department take care of that and that is the way I just as soon it go. Tim: We talked about having them do inspections. Jeff: Well in the process of doing inspections. Tim: Well the way that we stated it was they were going to do inspections. Chris: I know what you are saying Tim; I guess I just technically assumed that when you are inspecting why you could just go ahead and change oil and grease them; do you have a problem changing oil and greasing them? Kevin: I think that we could probably do it. Chris: I know right now; we all know that we are a little bit behind the eight ball on this whole deal and if you would have known you would have probably had plenty of time in December and January and now. Kevin: It is not going to happen this time of year. Jeff: I agree it is not going to; where are we at with the oil changes on the vehicles now? Do we have any records showing the last time it was changed? Bob: He may have them there. I do not know. Chris: I guess for this year Jeff; I do not know what you guys think; but I guess for this year to get us moving in the right direction we need to take them someplace and get them serviced I guess; right this minute. Kevin: In the winter time I do not have a problem. Chris: The problem is I do not know where we want to take them. Tim: Why do not just take a look at the records first and see if they are even due. Jeff: Let's look at the records Bob; see what we have on the records. Chris: I can almost guarantee that they need done; they have not been done in the last year. Bob: No they have not. Chris: I would not want to swear to it but I would almost guarantee that they have not been done in the last year and they need to be done once a year at least; I think that we need to make arrangements to get them serviced as soon as we can do it; like I said the problem is where are we going to take them too. Jeff: Well I would be inclined to use Alliance Motors; what do you think? Chris: I think so. Tim: That is fine. Jeff: So if we are in that type of situation then we schedule them in with Alliance Motors. Chris: You can double check with them Bob; but I bet they have not been serviced. Tim: I've been thinking about bringing this up; but there are guys around that will come into the station and do it there; it just depends if you have the confidence in someone to have; I know that there is a guy; Tim Fox; He worked for the Suffield Road Department; he did all of their maintenance; he has worked with all of the bus garages; he works at Brimfield Township right now; but he does that kind of thing in the evenings and on weekends and he has done it for many townships and many fire departments and many

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bus garages and he would come in; I would have to talk to him; but he would probably come into the station and just it right there for us. Chris: I do not have a problem with that. Jeff: I do not have a problem at all. Tim: I will talk to him and ask him. Chris: People make a big deal about documentation; all we have to do is have it documented that so and so; that I changed the oil in this thing and serviced it on such and such date and give us that piece of paper. Tim: I will get in touch with him and see if he is available and if he is even willing to do it; because like I said he is in demand; because he will do that. Chris: I do not think that it needs to be done tomorrow but the real problem is that I know that Kevin is not going to have a chance to do it in the next 2-3 months; it needs to be done within the couple of months. Tim: I will get a hold of him and then I will hook up with Rob or Bob and put them together and let them work it out; I know that it would be way less money than taking them over there; I am sure. Jeff: And I like it better because the truck is still here. Tim: And he could probably do them all in like a night or half of them in a night and go over them and that is other thing; he does all kinds of stuff so once you get hooked up with him he might be really handy to have around. Jeff: That would be a great thing to do; I think; so let's start with it at that end; but I still want to see what we have on our files of the last time the trucks have been serviced for oil changes and lubrication.

Bob: The last thing; we are interviewing new hires and what is the order of progress in terms of drug test, back ground check and physical do we want to follow now. Jeff: What is different than what we were doing before; I thought it was always background check, drug test and physical. Bob: Is there anything else that needs to be added or changed? Jeff: We still using the same people to do everything? Bill: Well the background check I know that I set up an account with the County Sherriff's department; before Tom was using someone online and but it was not using fingerprints as required; the other was all University Hospital. Jeff: Yes; So we use the same process; Background Check; drug test; physical.

C. Rhonda Lippy-Zoning:

Rhonda: There were a couple of permits for pole barns; I have a gentleman that I got a phone call from the ATF that wants to sell fire arms out of his house; he said that he was told in October that he could have a business out of his house; I do not think that was quite intended as what he was told; so I denied his application; I told him that he needed to fill out a formal application for a zoning permit and get a variance and i would have to go through the BEA that I would not take that sole responsibility upon myself. Jeff: Is that the individual that called me the other day? Rhonda: Possibly he called Chris; I was getting my P's&Q's in order before; I did not want to give him false information. Jeff: Anytime you have any question about what you are doing; just do not approve it. Rhonda: I talked to Diane; but we played phone tag getting back and forth; He told me that he would be repairing them; people would be coming to his house possibly to pick them up and he would have them in the house and I just; I did not expect to have something like that; I just denied his request; I sent him email with the information on what he needed to do and I have not heard from him since I sent the email; I do not know your feelings on that. Jeff: Our feelings do not matter on it; our feelings do not matter as a board of trustees. Rhonda: I feel that I did the right thing by denying it. Jeff: I feel that you did the right thing by denying it because you did not have all of the information you needed to make a educated decision; that is exactly the way that I would prefer it be done all of the time; because that gives us the opportunity to go to your resources and by doing that you keep yourself and us out of trouble. I can guarantee you from this member that the board of trustees will not give you direction or opinions on decisions. Bill: Rhonda when you get payments I will need a receipt out of that book. Rhonda: OK. Bill: If you wanted like four receipts; we could order a four receipt book. Rhonda: No. Jeff: The application for the Chief position; we want to put that in the paper; from what I saw what you had sent out was fine; the length of time that it goes in the paper to the length of time that it has to be responded to. Bill: What is your cutoff date for receiving

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applications? Jeff: It goes in for five business days; from the first day that it goes in 10 days after that we should have all of the applications in. Tim: Do you just want to say by next meeting; or the day before. Jeff: I think that we should have them in no later than May 9th. That would give us an opportunity to look at them.

Jeff: Dollar General has an application in for a liquor permit; what the Ohio Division of Liquor Control is asking is whether or not we want to have a hearing; please complete and return this from to the Division of Liquor Control whether or not there is a request for a hearing; refer to this number with all inquiries; mark one of the following; we request a hearing on the advisability of issuing the permit and request that the hearing be held in our county seat in Columbus; or we do not request a hearing and if not this will be considered a late response; if we do not check a box and send it back it will just be considered a late response. Bill: We will collect some money on that. Jeff: Yes we will. Chris: I personally do not necessarily have a problem with it; I talked to a few residents; not a bunch but a few whenever I would see them and nobody that I talked to had a problem with it; I talked to Deerfield I guess they sell beer at their Family Dollar and they have not had any problems or anything. Tim: I do not have a problem with it. Jeff: We have the store up here that does it; we have the gas station that does it; it is not as if it is going to be a lone soldier. Tim: Would that just be beer and wine? Jeff: Actually it does not specify; Tim: It says C1 C2; I do not know what that means; I am assuming beer and wine. Chris: I guess that I would be in favor of checking the no hearing box. Jeff: Ok, here is exactly what it is permit fee description C1 is \$250.00 per Ohio Revised Code 303.11 Beer Only in original sealed container, carry out only and C2 is \$376.00 for wine and mixed beverages in sealed; so basically that is exactly what it is; can I have motion that we send this back to the Ohio Division of liquor control with a do not request of a hearing.

MOTION: RESOLUTION: 2018-056

Motion to send back to Ohio Division of Liquor with box checked "do not request a hearing" for Dollar General located in Edinburg Township.

Moved By: Tim Second: Chris

Roll Call: Mr. Bixler: Yes; Mr. Diehl: Yes; Mr. Pfile: Yes

D. Bill McCluskey-Fiscal Officer-financial reports, warrants, bills and PO's shared.

Bill: Just for the record I just needed this for the audit; I did have a bill from Alliance Motors for some break shoes work and stuff that was paid and approved at the last meeting; I got the invoice from Rob; apparently the invoice was not a complete invoice; so there was a difference of roughly 30-something dollars and the way that it was explained to me was they do a pre-write up and a post-write up which has something to do they checked the computer system for warranties; health report; recalls; calibration; transfer codes; so basically one of those fee's is \$27.74; so it is the same invoice number in the system; so I did call them today and write them a check for the difference. We have the bills, PO's and we are going through our audit process; my target is to have all of the paperwork for them by the second week in May and they seem to be alright with that. Jeff: Is it a mini or a maxi. Bill: I have not gotten a letter back from the state, but they are requesting less than they requested two years ago; It is a lot more of just the paperwork and not the policies per say. I did have some friends come in this weekend to help me sort through everything; that is all I got.

Jeff: H&W Door Company; I see that we have an invoice that is tied into the Fire Department report for some work that was done back in January of 2017; said that it was never paid; could you look into that for me please; it is on second to the

VII. MOTION TO PAY THE BILLS: Warrants 40645-40669

Moved: Tim Second: Chris

Roll Call: Mr. Bixler: Yes; Mr. Diehl: Yes; Mr. Pfile: Yes

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VIII. MOTION: Meeting Adjourned at 8:48 PM

Moved: Tim Second: Chris

Roll Call: Mr. Bixler: Yes; Mr. Diehl: Yes; Mr. Pfile: Yes

MOTION TO ADJOURN THE MEETING:@ 9:19 PM

Tim: Moved Chris: Second Roll Call: Mr. Bixler: Yes; Mr. Diehl: Yes; Mr. Pfile:
Yes

Jeffrey Bixler, Chairman

Chris Diehl, Vice Chairman

Tim Pfile, Trustee

William McCluskey, Fiscal Officer