Sandra Templeton called the regular meeting of the Edinburg Township Trustees to order at 7:30 p.m. with the Pledge of Allegiance. Roll call shows: Diane Austin, present; Sandra Templeton, present; John Hayes, present; Bill McCluskey, present; Kevin Biltz, present; Mike Pittinger, absent; Jason Pitre, present;

Jeff Bixler, present.

***RESOLUTION 2015-268:* A motion was made by John Hayes to approve the Agenda as presented; this was seconded by Diane Austin. Roll call shows: Diane Austin, yes; John Hayes, yes;**

**Sandra Templeton, yes.**

***RESOLUTION 2015-269:* A motion was made by John Hayes to approve the minutes of the**

**November 12, 2015 regular meeting as presented; this was seconded by Diane Austin. Roll call shows:**

**Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.**

**Comments or Questions from PERSON(s) in Attendance**:

Robert Grudosky, Resident/Fire Dept.

David Starcher, Farmer/Resident

There were no comments at this time.

**Correspondence**

NOPEC 2016 Membership Conference, pre-registration for Trustees

**OLD BUSINESS**

There was no Old Business to discuss at this time.

**NEW BUSINESS**

--Renew Drug and Alcohol Testing Agreement with Working Partners

***RESOLUTION 2015-270:* A motion was made by Diane Austin to renew the drug and alcohol testing agreement with Working Partners; this was seconded by John Hayes. Roll call shows: Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.**

***RESOLUTION 2015-271:* A motion was made by Diane Austin to continue providing health insurance for the Trustees in 2016; this was seconded by John Hayes. Roll call shows: Diane Austin, yes;**

**John Hayes, yes; Sandra Templeton, yes.**

***RESOLUTION 2015-272:* A motion was made by Diane Austin to start (continue) health insurance for the Fiscal Officer 2016 in accordance with full time policy; this was seconded by John Hayes. Roll call shows: Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.**

***RESOLUTION 2015-273:* A motion was made by Diane Austin to proceed with the 1.3 mil Renewal Levy and place it back on the ballot in 2016 pursuant to the Ohio Revised Code section 5705.19(a) 5705.19(1) and 5705.25; this was seconded by John Hayes. Roll call shows: Diane Austin, yes;**

**John Hayes, yes; Sandra Templeton, yes.**

#### DEPARTMENT REPORTS

###### Kevin Biltz - Roads, Buildings, Cemetery and Park

--They are done with Giddings and Porter Roads -- the crossovers are topped with asphalt.

--They picked up leaves today at the Park and Cemetery and they are pretty much done for this year.

--They took down the flags at the Cemetery.

--Some of the Fire Department flags are in pretty rough shape and will need to be replaced. He will get prices to replace them and present it at a future meeting.

--He asked when he should start putting up the lights at the Town Center. Sandra said the lights can go on the gazebo any time now.

**Jason Pitre - Fire Department Report**

## --He reported that the orientation training of the newest members of the Fire Department is going very well.

--He reported on the upcoming events for December:

December 5 - Breakfast with Santa in the Townhall from 8-Noon; Adults, $5; Children ages 3-10, $3; under 3 are free. Diane asked how the public will know about this. He said an ad will be in the newspaper; it will be on the Town Center sign and flyers will be given out at the pizza shop.

December 12 - Food and Toy Drive at Pettigrew’s parking lot from 10 am – 2 pm. Any money donations will go toward the Adopt a Family program from the local schools.

December 12 (evening) - Fire Department personnel Christmas gathering in Kent with other local fire departments that help cover their absence.

December 19 - Santa Toy Delivery. Time to be determined.

--He reminded everyone to make sure their chimneys and vents are clean and free because of the changing of the weather.

--He reminded everyone to make sure their live Christmas tree is well watered so it doesn’t dry out and become a fire hazard. Also to be cautious with overloading outlets with decorations and to be sure to double your stopping distance when driving in winter weather.

--With the purchase of Robinson Hospital by University Hospitals, University Hospitals has a tremendously well-known training department and disaster preparedness training facility and are always striving to give back to the community. Because of this, he contacted UH and was asked to be put on the list to receive some equipment. Edinburg Fire Department has received a $15,000 piece of equipment at no cost to the Township. He demonstrated it for the Trustees. It is called the Lucas II Device—it will do CPR on a patient so that personnel may assist others as needed and personnel would not get fatigued while doing CPR (which makes it less effective).

--He asked the Trustees to please have faith in the leadership of the Department as they iron out the wrinkles.

They have a great group of very eager, fresh employees from around the area to serve.

Diane expressed that she is tired. She said the next time she asks for a paper trail, somebody had better hand her a paper trail.

Jason asked the Trustees to make sure that the new hire’s drug screening waiver is signed (as a witness).

## Jeff Bixler asked who handles the Township’s med control. Jason said it is Robinson/UH.

## 

## Jeff Bixler - Zoning Department

###### --He issued one permit this week for an existing deck enclosure.

###### --He made/received a few phone calls.

**FISCAL OFFICER REPORT**

**William McCluskey –Fiscal Officer**

He presented:

--October Financial Report

--He completed the Sunshine Law training and received a certificate. The Trustees will complete this online training each term.

--He’s still working on learning the UAN accounting program.

--His next project is to look at revising the Record Retention Policy. New file cabinets will not be needed once all of the appropriate records are discarded.

--He requested an executive session to discuss a personnel matter.

***RESOLUTION 2015-274:* A motion was made by Diane Austin to approve the easement for the dry hydrant to be put in at Scott D. Simmons’ - 3203 State Route 14;** **this was seconded by John Hayes. Roll call shows: Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.**

This is to make it compliant with the BZA requirement.

TRUSTEE REPORTS

**Diane Austin**

She had nothing further to report at this time.

**John Hayes**

He wished everyone a happy Thanksgiving.

**Sandra Templeton**

She also wished everyone a happy Thanksgiving.

***RESOLUTION 2015-275:* A motion was made by Diane Austin to pay the bills; this was seconded by John Hayes. Roll call shows: Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.**

***RESOLUTION 2015-276:* A motion was made by Diane Austin to enter into an executive session at 7:55 p.m. to discuss employee compensation and invite William McCluskey to join; this was seconded by Sandra Templeton. Roll call shows: Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.**

***RESOLUTION 2015-277:* A motion was made by Diane Austin to come out of executive session at**

**8:20 p.m.; this was seconded by John Hayes. Roll call shows: Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.**

***RESOLUTION 2015-278:* A motion was made by Diane Austin to designate Lori Calcei as Assistant to the Fiscal Officer at a rate of $25.00 per hour; this was seconded by Sandra Templeton. Roll call shows: Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.**

***RESOLUTION 2015-279:* A motion was made by Diane Austin that the meeting be adjourned at**

**8:22 p.m.; this was seconded by John Hayes. Roll call shows: Diane Austin, yes; John Hayes, yes;**

**Sandra Templeton, yes.**

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**Sandra Templeton, Chairperson John Hayes, Trustee**

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**Diane Hargett Austin, Trustee William McCluskey,** **Fiscal Officer**