

Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

June 14th

2018

CALL MEETING TO ORDER BY: Jeffrey Bixler @ 7:31 p.m. Pledge of Allegiance

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

I. MOTION TO APPROVE AGENDA For: June 14th, 2018 regular meeting

Moved by: Chris Seconded by: Jeff

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

II. MOTION TO APPROVE MINUTES: May 31st, 2018 regular meeting

Trustees did not have the opportunity to review the minutes for the May 31st meeting therefore will postpone approval until next meeting.

Guests: None

III. CORRESPONDENCE:

A. Driving Rules and Regulations Policy: This is related to OTARMA.

IV. OLD BUSINESS:

A. Chris: Kevin said that the slag is all here; the slag came from Dick Coontz Trucking; it ended up being \$29.00 per ton.

IV. NEW BUSINESS:

V. TRUSTEE REPORTS:

A. Chris: Rhonda did text me a message that she would not be able to be here tonight. I would like to welcome Jesse as the new fire chief in our public meeting; I am glad to have you on board.

VI. DEPARTMENT REPORTS:

A. Kevin Biltz- Roads/Buildings/Cemetery/Park Report: Roads: All of the roads have been mowed back one time; we received our slag for the chip and seal project; Tim wanted me to ask how that NOPEC grant is coming? Bill: I have not heard anything back from them; I had to resubmit with signatures with Jeff's signature. Kevin: We are going to start patching next week. The fire pit is done; you guys need to go down and look at it; it turned out real nice; Nate and I spread the mulch along the express way the other day; that was quite a job; we got it all spread and everything; we have been doing our mowing and keeping up with that. General discussion regarding mowing the ditches and the mowers.

B. Jesse Baughman- Fire Department Report: I do not have much to report; I am still trying to feel my way through the office and paperwork; I will have for the next meeting May's reports for responses for you; working on getting to meet everybody; I probably met about 50% of the staff; I did call Nikki from Warren Fire to get a quote as we discussed for turnout gear for myself; I also called Jeff Alexander from Fire Force out of Hudson; these are rough estimates from both of them total gear from Nikki of Warren Fire which is Morning Pride which is what a majority of the gear that the department has now is going to be around \$2,777.00; Fire Force which is Fire Decks gear which is some of the gear that we have had in the station it is good gear; it is comparable to Morning Pride a complete outfit from them is roughly about \$2458.00. Jeff: What is the difference? Jesse: A lot of it you are paying for the name on Morning Pride; from my experience in the past. General discussion regarding Turnout gear. Jeff: So either way I am good with either gear; I have used both; my most recent gear that I have used is Fire Deck; I had it for about six years. Chris: We probably should not let this drag out to the

Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

June 14th

2018

next meeting; if he finds out that he can get the same color and everything; let him go ahead and get it ordered then.

MOTION: **RESOLUTION:** **2018-065**
Approve Purchase of Turnout gear for Jesse Baughman/Fire Chief, not to exceed \$2,800.
Moved By: Jeff Second: Chris
Mr. Bixler: Yes; Mr. Diehl: Yes

Jesse: I do have a couple applications that I am looking at; I have three applications that will be coming in to look at for review. General discussion regarding possible applicants and policies. Prior to my appointment here; I had asked the Atwater Trustees to pay for a class up in Emmitsburg area; we scheduled this back in April; it is a three day class starting June 22nd through Sunday June 24th; it is a class for leadership and supervision; the total cost of the class is \$222.00 and that includes the class, bus transportation to and from and room and board, meals; I was not able to do the bus transportation because I have prior commitments that morning; they paid for this already; I do not feel that they should have to pay for the class; I can not cancel, it is to late past the deadline to cancel; I did not know if the board would be willing to reimburse Atwater Township for that cost; It will definitely benefit my position here. Chris: I do not have a problem with that. Jeff: It is something that is going to benefit us now and it is training. Bill: I would need a statement from the trustees stating or a copy of the invoice. Jesse: I actually probably have a copy of that; I paid for it on PayPal; I think that I still have the email for the receipt for that; if not I can get that for you. Jeff: Would it not be better to have their Fiscal Officer send you a copy of the invoice that they paid. Bill: I will just call the Fiscal Officer for Atwater.

MOTION: **RESOLUTION:** 2018-066
Motion to reimburse Atwater Township for the payment of Leadership and Supervision Class for Jesse Baughman in the amount of \$222.00
Moved By: Jeff Second: Chris
Mr. Bixler: Yes; Mr. Diehl: Yes

Jeff: The only other question that I have being unfamiliar as far as transportation goes; should I just drive my vehicle and then keep receipts or do I take 26. Chris: I would say just drive your own vehicle and keep track of mileage and we will pay you mileage; we have a standard set pay for mileage. Jeff: Is there anything that will be coming out of that in the line of costs other than mileage? Jesse: The only thing that it would be a couple or meals or whatever from me stopping on the way to eat; once I am there at the conference all my meals are included. Jeff: Where is the conference at? Jesse: National Fire Academy in Emmitsburg.

C. Zoning: Jeff: These two emails came to Bill and where in my box today; one of them; I do not know if the fire department still does it or not; do they still do the street signs; Find out if we have the ability to do that and give those people a call; this one Chris they are talking about one where the neighbor is putting a fence up and they want to check and make sure that the fence is proper and within zoning rules; so we could have Rhonda look into that.

D. Bill McCluskey-Fiscal Officer-financial reports, warrants, bills and PO's shared. I have one question I could not do a PO for Mountain Tarp; I talked to Kevin and he did not order it; I called the company to ask what that order was and who ordered it; it has been two days and they have not called me back. Jesse: I think that the Fire Department ordered that; replacement either on 13; Shannon was telling me something about that the first day that we met down there. Jeff: I remember discussing that with Mike; that it was frayed and torn; I do not know if it was Mike or Rob. Kevin: Nate said about a month ago he saw them taking the truck up there. Bill: OK, So Fire Department. Jeff: How much was that cover? Bill: \$ 248.16. I have two files from LifeForce; to see how you want

Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

June 14th

2018

them handled; they are both cooperating patients; both are on disability; they did fill out the forms for financial hardship; they did receive checks for payment; they did forward those checks to us; it is just their co-pay amount; so you want to wave that or not. Chris: That is what I would do; but I do not know what you guys want to do with them. Jeff: It is only you and me. Chris: I would just wave them; do you have a problem with just waving them. Bill: In both cases they were cooperative and responded.

MOTION:

Wave co-pay amount for accounts: COLRHO for \$128.00 and BEAMAR for \$ 60.31
Mr. Bixler: Yes; Mr. Diehl: Yes

Bill: I want to bring up the budget for 2019 is due to the county auditor July 20th at the latest; when we do a budget meeting to approve that; it can't be part of the general session; meaning if you guys want to do it that way we can just add it to the trustee meeting after; however I do need to post it 10 days in advance of the meeting; we have to have it approved by the township trustees by July 14th. Jeff: Are you going to have it ready by the next meeting? Bill: I will not be at the next meeting; I can have it printed and in your boxes; prior; I know that I talked to Tim; Tim had mentioned a couple of things; I am dealing with the issue some of the roads salt building work that we have been looking at doing out of the general funds; Chris Meduri; there is a section in revised codes that states current expenses in the general fund can be spent for basically anything; except for and it has a list; one of those is permanent improvements; general fund levy is different than money in the general fund; the general fund is mixed with a bunch of different funds; the problem is when we start looking at anything that is a permanent asset or work that has a life time of 5 years or more; there is a question of how we can pay for some of those items; I asked for clarification from Laurie and Mary two other Fiscal Officers; they said that they actually did not know; one said that she did not know and talked to Chris; the other one said No you can spend the general fund on anything; Chris Meduri told me no we should not spend it on road; so I need to really clarify that; I talked to local government; I talked to them; I talked to my rep.; she put me on hold; talked to a supervisor; put me on hold; and said that they would have to get back to me; they were supposed to get back to me yesterday; She said that we have to straighten this up; she said that she had been doing this for 20 years and I have never had that question. Jeff: Well you stirred the pot this time. Bill: I just wanted to make sure because I went to a in-service and the in-service said that. Chris: But not all of the money in the general fund is like that. Bill: Right, So what I was always told that you could spend the general fund on anything; so what I had to do was pull out what the real estate taxes are specifically for what the county does inside mileage and what we have a general levy for outside mileages; so I have to pull out those two amounts add up everything else and see what is left; so what I might be able to do is if we are paying administrative salaries out of government fun maybe I could switch that to paying out of the real estate fund; I can make some play; but overall depending on how much is non levied money; how much we have is really the balance that we are allowed to play with; I cannot go back to the past for money that is carried over because I have no way of knowing how that would split out. I have been working on that otherwise I would have had the budget done actually. Chris: So the excess money; the money that has been carried over there is no way that they can tell what it is. Bill: It is all mixed that is why Chris Meduri said no; I specifically mentioned the salt building; because that is what Tim had talked to me about and Chris (Meduri) said No; however, you could have a levy a road levy; Bill: Well I know that we could do a road levy; of course that is a whole new process and whether it passes or not etc. I am trying to get that clarified to see if I can sit down with Chris Meduri and get him to approve it; like I said I have still not heard back from local government. I will have the budget forecast; just based on the previous 3 years; some of those changes we will have to add a change due to salary increases that went through; the budget will still include the roads and then any other special projects; so you will want to think about that sort of thing. Jeff: I am just surprised that issue was so elusive. Chris: It really does not make

Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

June 14th

2018

any sense. Bill: I think that there are a lot of restrictions on a lot of things; certain funds for road funds can be spent on certain things; you have all these different road funds but this one cannot pay electric or this one cannot be used for that; there are restrictions on all of these funds even though they say oh this is a road fund that is just the way that the law is laid out;

I will not be at the next meeting.

Jeff: We have to accept the resignation of Rob Swauger; it was not written; we had a phone conversation; Rob called me and felt that it would be in his best interest if he just went ahead and left the department; I asked him when he thought about making it effective and he said immediately; so that would have been June 1st 2018.

MOTION:

Accept the verbal resignation of Rob Swauger from the Fire Department effective June 1st, 2018.

Moved By: Jeff Second: Chris

Mr. Bixler: Yes; Mr. Diehl: Yes

Chris: Does this mean that we should start looking for an assistant fire chief. Jeff: I think that my opinion is that our fire chief needs to lay out his structure; Jesse and I have had some conversations on it already and he would like to keep it as it is right now; until he can decide how he wants to go with the body and I think that is probably the best thing to do; and then we can move forward from there when we can have some time to talk about it; I do not think that we are in dire need; he has 3 officers, 3 lieutenants and a captain; so I agree with him to see where his thoughts are there; then he can determine how he wants to staff officer position; then he brings it to us and then we can. Chris: That is fine with me.

VII. MOTION TO PAY THE BILLS: Warrants: 40718-40744

Moved By: Chris; Second: Jeff

Mr. Bixler: Yes; Mr. Diehl: Yes

VIII. MOTION: MEETING ADJOURNED, TIME: 8:15 PM

Moved By: Chris; Second: Jeff

Mr. Bixler: Yes; Mr. Diehl: Yes

Jeffrey Bixler, Chairman

Chris Diehl, Vice Chairman

Absent
Tim Pfile, Trustee

William McCluskey, Fiscal Officer