

## Violet Township Board of Trustees

February 3, 2016

Regular Meeting

Mr. Dunlap called the meeting to order at 7:30 p.m.

**Brian Sauer called the roll: Trustees Terry J. Dunlap, Sr.; Harry W. Myers, Jr. and Darrin Monhollen were present. Others present were: Director of Operations, John Eisel; Fire Chief, Mike Little; Assistant Chief James Paxton; Township Engineer, Greg Butcher and Zoning Officer, Kelly Sarko were present.**

Mr. Dunlap asked students from Cub Scout Pack #182 – Sean Akers, Brayden Downing, Brody England, Julian O’Coner, Noah Weintraub and James Russell to lead the Trustees in the Pledge of Allegiance followed by a moment of silence honoring those who protect us here at home and abroad. Mr. Dunlap then presented the cub scouts with Certificates of Appreciation.

**Mr. Myers moved to approve, without public reading as submitted by the Fiscal Officer, the minutes of the Regular Trustee meeting of January 20, 2016. Seconded by Mr. Monhollen. Roll call vote: Mr. Myers, yes; Mr. Monhollen, yes; Mr. Dunlap, yes. Motion carries 3-0.**

### Public Comment:

None

### County Authorities:

None

### Departmental Reports:

#### Fire Chief: Mike Little

Chief Little had some general updates and two resolutions.

The Community Paramedic Program continues to move forward. The last major piece is the contract with Mount Carmel that we are waiting to receive this week or next. The department plans to have Lt. J.D. Postage use the rarely used grass fire truck currently housed at station 591 as a vehicle for the Community Paramedic Program.

Chief Little will be attending the Ohio Fire Chiefs Winter symposium on February 16-17. This conference provides legislative updates and an opportunity to meet with representatives about issues affecting the fire service.

New SCBA’s will go in service this Friday. The Fire Department will have a resolution at the next meeting to declare the old SCBA’s as excess equipment. As discussed, other Fairfield County agencies are interested in utilizing the old SCBA’s. There is no trade-in value or resale value for them.

The first resolution was to appoint a volunteer firefighter. Don Searls has expressed his desire to remain on after his retirement as a volunteer firefighter to assist with run card management and other duties as needed. We would like to honor his request and appoint him to the position of Volunteer Firefighter with an effective date of January 22, 2016.

**Mr. Myers made a motion to adopt Resolution 2016-0203-01 – Appoint Firefighter to Volunteer. Seconded by Mr. Monhollen. Roll call vote: Mr. Myers, yes; Mr. Monhollen, yes; Mr. Dunlap, yes. Motion carries 3-0.**

The second resolution was an amendment to the 2016 appropriations to move \$168,000.00 from the Unappropriated Funds to Medical/Hospitalization to cover the increased cost of the assessment not factored into the 2016 budget and move

\$500,000.00 from Unappropriated Funds to Transfer Out which will be moved into the Capital Fund later in the year to be used for capital expenditures.

**Mr. Myers made a motion to adopt Resolution 2016-0203-02 – Amendment to 2016 Appropriations. Seconded by Mr. Dunlap. Roll call vote: Mr. Myers, yes; Mr. Dunlap, yes; Mr. Monhollen, yes. Motion carries 3-0.**

Mr. Dunlap asked Chief Little if everything was moving in a timely fashion in regards to the construction of the new fire station 591. Chief Little reported that a meeting with KZF was scheduled for February 5<sup>th</sup> to review the construction documents and about 120 pages of drawings. The meeting is expected to last all day. Any needed changes found at that meeting will be made to the drawings. After that, we will have one last review of the drawings to be sure everything is as we want it before the project goes out to bid sometime in March. Hopefully we will have the groundbreaking sometime in April.

**Greg Butcher, PE: Township Engineer**

Mr. Butcher reported that on January 25<sup>th</sup> he and Mr. Eisel attended a meeting held at the Pickerington Public Library with about 15 other people. Asst. Chief Paxton and Will Yaple from the road department also attended. They presented information about road expenses and needs. They received some good feedback from those who attended. After the meeting, they worked with some volunteers from the meeting to develop some information for those in attendance to share with their homeowners associations.

There is an article in the current Pickerington Magazine about the need for road and infrastructure maintenance.

Mr. Butcher met with Melissa Tremblay to discuss the financial components of the upcoming Issue One projects and our obligations. He expects there will be some appropriation information coming before the board in the future.

Mr. Butcher reported that the mild weather has allowed his department to start compiling an inventory of all township roads including name, length, width, condition, when each was developed and the date of the last surface treatment. The project is extensive and being done in house. It is approximately 75% done. When completed, it will be used for future planning efforts.

As referenced at the last board meeting, Mr. Butcher had a meeting with the Regional Planning Commission, county authorities and the developers in regard to the extension of the Spring Creek Subdivision. The plan was presented and in this case there are both lots and streets that are located in two jurisdictions (Violet Township and the City of Pickerington). There will be more meetings in the future to resolve issues that affect infrastructure maintenance and law enforcement.

Mr. Butcher and his staff attended educational sessions and the tradeshow at the Ohio Township Association conference last week.

Mr. Butcher met with local Kiwanis representative last week. They are ready to move into their fundraising phase for the sensory playground at Busey Park.

Mr. Butcher advised the trustees that it was time to identify roads for weight limit reductions/restrictions. In the past we have looked at Allen Road and Busey Road. Mr. Dunlap said that he thought those two roads should be the same as last year. Mr. Butcher stated that would be Allen Road from Stemen Road to US 33 and Busey Road from Hill Road to Diley Road. There is no legislation needed. We just need to send the information to the county engineer.

Mr. Butcher said that he had placed three quotes for a new truck in the trustee's mailboxes. No action is needed at this time, but if the board concurs, he would like to draft a resolution for consideration at the next board meeting.

The date of this year's Violet Festival has been confirmed. It will be held July 13-16, 2016 at the Toll Gate School campus.

Mr. Dunlap asked if there was a good opportunity to get some money from ODNR for the Busey Park project. Mr. Butcher said that he had sent a letter to the person who manages the grants explaining the unusual nature of our project in that there is fundraising money, private money and local jurisdiction land ownership. The Nature Works grants are 75% grants with a 25% local match and he is trying to find out if the 25% local match can be in fundraising dollars or private dollars. He has not received a response yet. It is an approximately \$250,000.00 project and typical Nature Works grants for jurisdictions our size are about \$35,000.00 to \$45,000.00. Mr. Dunlap asked how much the city of Pickerington got for one of their projects. Mr. Butcher said that they got a Nature Works grant of \$45,000.00 for the new splash pad at the city pool. They also received \$150,000.00 from another grant that was not Nature Works. Mr. Dunlap asked Mr. Butcher to continue to look into funding options and to also see if there is any way to connect the multi-use path along Diley Road to Busey Park. It may be awhile before the land between Busey Park and Diley Road develops and residents have asked Mr. Dunlap if a path can be built now so they can park in the parking lot at Busey Park and access the multi-use path along Diley Road.

**Director of Operations: John Eisel**

Mr. Eisel reported that, as required by law, the township inventory was submitted to the County Engineer.

Regarding Issue 3, Mr. Eisel reported that there was a good article in the Columbus Dispatch, two articles in Pickerington Magazine, the Violet Township website contains the frequently asked questions and facts sheets that have been developed, the township Face book page and social media contains them as well, and copies are available at the township administrative office as well as fire station 592. There is another community roundtable meeting with the leadership of the homeowners and civic associations scheduled for February 24<sup>th</sup>, 7:00-9:00 p.m. at the Pickerington Senior Center. Facts about the levy will be provided and questions answered. Mr. Dunlap asked if the meeting could be announced in the paper for those not associated with a homeowners association. Mr. Eisel said that they needed to be careful as there is a limited amount of space at the venue and the room could be full with just those informed about the meeting through their homeowners associations.

The annual OTARMA renewal is due and the department heads have been reviewing the statement of values. We will be meeting with our OTARMA representative prior to our renewal to review our coverage.

The Ohio Township Association Winter Conference was well attended.

A meeting was hosted at the township office on February 2nd with the Sheriff's Office, Greg Butcher, and the fire department to plan for the Tyler's Light 5K Run to be held May 7<sup>th</sup> at 11:00 a.m. at the Toll Gate School complex. The time may be moved up to 9:00 or 10:00 a.m. Another meeting is planned in April to do some final planning for the event.

In regard to the annual planning session, Mr. Eisel spoke with the Fire Chief and Mr. Butcher. A date needs to be selected and it was suggested that the fire department be done now and the administration and road department be done after March 15th when we will know the election results on the levy. Potential times were discussed and Chief Little said that he would choose a couple of dates that were good for his staff and let Mr. Eisel know.

Mr. Eisel reported the Joint Economic Development Workshop is slated for February 18 at the Senior Center.

Joint Recreation and Leisure Activity Survey work continues and the survey is being finalized.

The PCMA Food Pantry Board will be meeting here at the Administrative offices on February 23<sup>rd</sup> for a strategic direction session for 2016-2017.

The Chamber is doing their Community Business Resource Guide and Mr. Eisel has reserved a full page and it is designed to be in every other year. 13,000 copies will be produced and distributed. We have page 2 of the guide.

Mr. Eisel has been notified by CLOUT that he has been appointed to serve on the Executive Committee for 2016-2017.

The Safety Congress for 2016 will be held March 9 – 11 at the convention center. Mr. Eisel and Mr. Butcher have talked about possibly sending the road crew down for a day.

The Pickerington Public Library is beginning to host “Lunch & Learn” events, and have 4 sessions scheduled beginning March 15 through May 17.

Mr. Eisel had two resolutions for consideration.

The Chamber Award Dinner is tomorrow, February 4<sup>th</sup> at Tall Timbers at 5:30 p.m.

The first resolution for consideration was Resolution 2016-0203-03 – Receive Amendments and Set Public Hearing Date. **Mr. Myers made a motion to adopt Resolution 2016-0203-03. Seconded by Mr. Monhollen. Roll call vote: Mr. Myers, yes; Mr. Monhollen, yes; Mr. Dunlap, yes. Motion carries 3-0.**

The second resolution deals with the 2015 Fairfield County Orthotic Imagery Project. This resolution should have been done in 2014. It was during a transition period and leadership and never got done. 2015 Orthotic photos were updated as we have continued to be involved in the county GIS program. A number of entities throughout the county contributed to this and it is actually cheaper than it was in 2012. This is every three year expenditure. **Mr. Dunlap made a motion to adopt Resolution 2016-0203-05 – 2015 Fairfield County ORTHO Imagery Project. Seconded by Mr. Myers. Roll call vote: Mr. Dunlap, yes; Mr. Myers, yes; Mr. Monhollen, yes. Motion carries 3-0.**

**Mr. Monhollen made a motion to recess the regular Trustees meeting and open the scheduled public hearing at 8:00 pm. Seconded by Mr. Myers. Roll call vote: Mr. Monhollen, yes; Mr. Myers, yes; Mr. Dunlap, yes. Motion carries 3-0.**

**Mr. Myers made a motion to close the public hearing at 8:12 p.m. and go back into the Regular Trustee meeting. Seconded by Mr. Monhollen. Roll call vote: Mr. Myers, yes; Mr. Monhollen, yes; Mr. Dunlap, yes. Motion carries, 3-0.**

**Fiscal Officer: Brian Sauer**

Mr. Sauer reported he is currently working with Rockmill regarding the reports that Ryan Jenkins, school Treasurer has sent out that is a financial overview of the school district. Rockmill recommended that in conjunction with what we are doing with the Road Levy and the other things we are doing that it might not be a bad idea to do the same thing from the Township side so we can be good ‘stewards’ of the public dollar. Rockmill thinks we should get this out before the levy and Mr. Sauer agrees. We will be mailing this out to every Violet Township resident. Mr. Dunlap asked Mr. Sauer to get the cost of this. Mr. Dunlap suggested putting in the Pickerington Magazine instead. Mr. Eisel added the financial would be one part of it and an informational brief in regards to big projects this year such as Issue 3, single trash hauler and improving our processes and things like that. Mr. Monhollen added that if we send out something that is specific to our cause we have a better chance of that being read than in the magazine. Mr. Dunlap is just concerned that we give the public too many figures before we go to the Road Levy.

Mr. Sauer said one of the items discussed was that he did not want to use the same format the school district used as there was a great deal of information in there and it was rather confusing. Mr. Sauer wants to keep it simple. Chief Little figured it out to be roughly \$5,000 for the mailing.

Mr. Butcher feels if it is presented right is good but agreed that we should wait until after the levy to send anything out.

Mr. Eisel suggested including this in the planning session. Mr. Sauer will hold off on the letter for now.

Mr. Sauer has been in continued communication with Julian Grube. They needed our account information to see if any additional accounts have been added. Mr. Sauer forwarded them the updated information they needed.

Mr. Sauer will be out of town for work for our next Trustee meeting.

**Trustee Reports:**

Mr. Myers reported Holly Mattei from Fairfield County Regional Planning has put something together with the Comprehensive Land Use Plan and they want to know to what extent the townships want to be involved. Mr. Eisel added we had discussed revising our Land Use Plan this year in cooperation with Pickerington as both entities Land Use Plans need to be revised.

Mr. Myers reported that Mid Ohio Regional Planning is doing an outlay of the 7 counties and Mr. Myers feels Mr. Butcher would make a good candidate for being on one of these sub committees.

Mr. Monhollen reported he and Mr. Eisel attended a meeting at the Pickerington Food Pantry and it was a good chance for Mr. Monhollen to get acquainted with what they had done over the past year. We will be hosting a retreat here at our offices for a Strategic direction session.

Mr. Monhollen reported he received correspondence from the Senior Center that they will have their meetings at 3:00 p.m. so he can be in attendance. If they have meetings earlier than that Mr. Eisel can attend those meetings.

Mr. Eisel added we have received our first edition of lapel pins and our new seal for the meeting room should be delivered tomorrow.

As staff has time we will be working on making the lobby much more presentable.

**Trustees out of Office Meetings Where More than one (1) Trustee present**

Pickerington Area Chamber of Commerce Annual Awards Dinner and Awards Celebration is February 4<sup>th</sup> at 5:30p.m. at Tall Timbers.

**Old Business**

None

**Tabled Business**

None

**New Business**

The next regularly scheduled meeting of the Violet Township Board of Trustees will be Wednesday, February 17, 2016 at 7:30 p.m. at the Violet Township Administrative offices.

**Pay Bills**

**Mr. Myers made a motion to pay the bills. Seconded by Mr. Dunlap. Roll call vote: Mr. Myers yes; Mr. Dunlap, yes; Mr. Monhollen, yes. Motion carries 3-0.**

**Executive Session**

**Mr. Myers made a motion to take a five minute recess then go into Executive Session at 8:34 p.m. per the ORC Section 121.22 (G) (1) to discuss personnel issues (to include: Trustee Terry J. Dunlap, Sr.; Trustee Harry W. Myers, Jr.; Trustee Darrin Monhollen; Fiscal Officer, Brian Sauer; Director of Operations, John Eisel; Fire Chief Mike Little and Assistant Fire Chief, Jim Paxton. Mr. Monhollen seconded the motion. Roll call vote: Mr. Myers, yes; Mr. Monhollen, yes; Mr. Dunlap, yes. Motion carries 3-0.**

**Mr. Monhollen made a motion to come out of Executive Session at 9:24 p.m. Seconded by Mr. Dunlap. Roll call vote: Mr. Monhollen, yes; Mr. Dunlap, yes; Mr. Myers, yes. Motion carries, 3-0.**

**Mr. Dunlap made a motion to adjourn the meeting. Seconded by Mr. Monhollen. Roll call vote: Mr. Dunlap, yes; Mr. Monhollen, yes; Mr. Myers, yes. Motion carries 3-0. Meeting adjourned at 9:25 p.m.**

Respectfully Submitted:

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Brian Sauer, Fiscal Officer

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Joniann Goldberg, Administrative Assistant

Approved by:

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Terry J. Dunlap, Sr., Trustee

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Darrin Monhollen, Trustee

Date: \_\_\_\_\_

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Harry W. Myers, Jr., Trustee