

Violet Township Board of Trustees

September 6, 2017

Regular Meeting

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

Mrs. Melissa Tremblay, Fiscal Assistant, called the roll: Trustees Harry W. Myers, Jr., Mr. Terry Dunlap, Sr. and Darrin Monhollen were present. Others present were: Chief, Mike Little; Assistant Chief, Jim Paxton; Director of Operations, John Eisel and Township Engineer, Greg Butcher.

Mr. Myers led 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 moved to accept, without public reading as submitted by the Fiscal Officer, the minutes of the regular Trustee Meeting of August 16, 2017. Seconded by Mr. Myers. Roll call vote: Mr. Dunlap, yes; Mr. Myers, yes; Mr. Monhollen, yes Motion carries 3-0.

County Authorities:

None

Departmental Reports:

Fire Chief: Mike Little

Chief Little gave the following updates:

- The first of two strategic planning sessions will be held September 13, 2017 at the Ohio University-Pickerington campus. There will be outside invitees to provide input. A second session will be held on October 26, 2017.
- A combined training session is scheduled for September 18, 19 & 20, 2017 at the Ohio Fire Academy with Truro Township and West Licking Fire Departments. The training will be similar to that done in the past.
- Station 591 construction continues to be on pace. They are still planning to occupy the building in January, 2018. Most of the work being done now in on the inside.

Chief Little presented three (3) resolutions. The first was a resolution to transfer the responsibilities for administrative and financial oversight of MEC EMS funds to the MECC Regional Council of Governments effective January 1, 2018. Violet Township has taken care of the administrative duties for approximately ten (10) years now and the MECC RCOG is now at a stage where they can take over those duties. **Mr. Dunlap moved to adopt Resolution 2016-0906-01 – Resolution to Transfer MEC EMS Responsibilities from Violet Township to the MECC Regional Council of Governments. Seconded by Mr. Monhollen. Roll call vote: Mr. Dunlap, yes; Mr. Monhollen, yes; Mr. Myers, yes. Motion carries 3-0.**

The second resolution was to transfer all MEC EMS funds and assets to MECC RCOG effective January 1, 2018. The funds and assets include: all carry over funds from the current MEC EMS budget as of Dec 31, 2017 (designated as the 2281 fund), one simulation mannequin, 2 high performance CPR mannequins, and one I-pad. **Mr. Myers moved to adopt Resolution 2016-0906-02 – Resolution to Transfer the Funds and Assets of MEC EMS from Violet**

Township to the MECC Regional Council of Governments. Seconded by Mr. Monhollen. Mr. Myers asked for clarification on where the money was now, where it would be transferred and who would be taking care of it in the future. Chief Little explained that about three years ago we moved the MEC EMS money into a separate account (the 2281 fund) so it could be tracked more easily. Our fiscal office will transfer whatever funds are left on December 31, 2017 to the MECC RCOG and the RCOG will begin invoicing the participating departments instead of us. Nancy White, the current fiscal officer for Mifflin Township, is acting as the fiscal agent for the MECC RCOG. The money will not be transferred to Mifflin Township, but to the MECC RCOG which is a separate government agency with its own tax ID number and checking account. **Roll call vote: Mr. Myers, yes; Mr. Monhollen, yes; Mr. Dunlap, yes. Motion carries 3-0.**

Chief Little advised the trustees that the MECC RCOG would be meeting on Thursday, September 7, 2017 to pass three (3) resolutions. The first will create the EMS subscription service, the second will accept the administrative oversight of the EMS services, and the third will accept the transfer of funds and assets. All three (3) resolutions will be effective January 1, 2018. Our 2281 fund will be disbanded. There is currently over \$200,000.00 in the fund and there will probably be about a \$150,000.00 carryover to be transferred. This money pays for our medical directors and EMS training opportunities for all MECC agencies. The dispatchers are a separate service which is currently administered by Mifflin Township. The dispatch service will probably be the next subscription service that will be transferred over to MECC RCOG.

Mr. Myers asked who was on the RCOG board. Chief Little said the members are: John Eisel, Violet Township; Dave Olmstead, Plain Township; Rich Courter, Jefferson Township; Lynn Stewart, Mifflin Township and Pat Mahaffey, Truro Township.

The third resolution was to accept the resignation of part-time firefighter James Blair. He has finished his fire training with the City of Columbus and does not have enough time available to commit to our department during his probationary period with them. **Mr. Dunlap moved to adopt Resolution 2016-0906-03 – Resignation of Part-Time Firefighter. Seconded by Mr. Monhollen. Roll call vote: Mr. Dunlap, yes; Mr. Monhollen, yes; Mr. Myers, yes. Motion carries 3-0.** Mr. Dunlap wished to thank Mr. Blair for his service.

Township Engineer: Greg Butcher

Mr. Butcher reported the following:

- The paving for Harness Place in Bentwood Farms is in the process of being scheduled. He hopes to have it done within the next week.
- He is coordinating a new sidewalk in Haaf Farm. There is not a firm schedule yet, but he anticipates that it will be done quickly.
- The road department is advertising for a new full-time employee. Applications will be accepted through mid-September.
- Design work for the Mamie Drive culvert replacement project is nearly complete. He would like to submit this project to the Ohio Public Works Commission (OPWC) in October for possible grant funding.
- He would like the trustees to consider applying to the OPWC for miscellaneous concrete curb replacement, also, similar to what we have done the past two (2) years.

OPWC applications are due the first Friday in October and the board would have to pass a resolution at the next trustee meeting in order to apply. Mr. Myers said he had no problem with making applications for both projects. Mr. Dunlap

concluded and asked if there was any opportunity for Safe Routes to School funding. Mr. Butcher said no, not until early 2018.

Director of Operations: John Eisel

Mr. Eisel reported the following:

- Health insurance information was sent to all employees regarding updating or creating their FormFire accounts. This needs to be completed no later than September 13, 2017 so that we can obtain our policy renewals for 2018.
- We continue to address neighbor complaints and issues in regards to the property at 6540 Riverton Circle. The mortgage company is beginning to rehab the property and our building department will follow the progress through a restoration permit. We have been in contact with their attorney who has kept us informed of their plans.
- The Port Authority meeting was held September 5, 2017 and Holly Mattei presented "Port Authority 101", request for quotes for legal services and educational information for the board. Each trustee was sent a copy of the presentation.
- The next meeting for MECC RCOG will be September 7, 2017 at 1:00 p.m. at the Violet Township Administrative offices to allow the RCOG resolutions to be passed which will formally transition the MEC EMS services from Violet Township to the RCOG.
- The web re-design group has participated in 3 different webinars so far and we are in the process of getting quotes.
- Mr. Hackworth from the Senior Center will be attending the September 20, 2017 meeting to ask that their renewal levy be placed on the May 2018 ballot.
- Crack filling, sealing and striping work on the administrative office parking lot has been completed.
- The annual BWC Drug Free Workplace reporting has been completed and submitted for 2017.
- The next quarterly board meeting for the Fairfield 33 Alliance is September 21, 2017 at 8:00 a.m. at Company Wrench. Mrs. Mattei will be attending if anyone else would like to attend.
- The legislative issue with Community Authorities will be included in an upcoming omnibus township bill being crafted by the Ohio Township Association (OTA). It is a legislative priority of the OTA and the Coalition of Large Ohio Urban Townships (CLOUT) board. He and Mrs. Mattei have several meetings scheduled at the local and county level to discuss the concept.
- He attended the quarterly CLOUT meeting on August 28, 2017 and gave each trustee a copy of the legislative update.
- Our documents from the Census Bureau have been completed and returned. Fairfield County GIS department is designated as our liaison for the Local Update of Census Addresses Operation (LUCA) information.

- Asst. Chief Paxton & Holly Mattei will be attending the September 20, 2017 meeting with the Fairfield County Prosecutor's Office and Land Bank regarding the demolition of condemned properties.
- Mr. Eisel will be out of the office beginning September 11, 2017 for a period of 3 weeks.
- There are 3 public hearings coming up on September 20, 2017.

Mr. Eisel presented 5 resolutions for the trustees to consider. The first was a resolution to extend the time for development of South Hampton, which was originally approved in 2012, for another five (5) years. **Mr. Monhollen moved to adopt Resolution 2016-0906-04 – To Approve an Extension of Time for the Development Plan for South Hampton. Seconded by Mr. Myers. Roll call vote: Mr. Monhollen, yes; Mr. Myers, yes; Mr. Dunlap, yes. Motion carries 3-0.**

The second resolution was to allow the Director of Operations to sign an agreement with South Central Power regarding the street lighting in Eastchester Subdivision for 2018.

Mr. Dunlap made a motion to adopt Resolution 2017-0906-05 – Authorize Director of Operations to Sign Agreement with South Central Power. Seconded by Mr. Myers. Roll call vote: Mr. Dunlap, yes; Mr. Myers, yes; Mr. Monhollen, yes. Motion carries 3-0.

The third resolution was to revise the Violet Township building and zoning fee schedule to correct a clerical error in the DESC permitting fees. **Mr. Myers made a motion to adopt Resolution 2017-0906-06 – To Adopt a Revision to the Building and Zoning Fee Schedule. Seconded by Mr. Dunlap.** Mr. Dunlap asked if staff had reviewed the other fees to be sure they were in line with our current costs. Mr. Eisel said yes and that our fees are competitive in our region. **Roll call vote: Mr. Myers, yes; Mr. Dunlap, yes; Mr. Monhollen, yes. Motion carries 3-0.**

The fourth resolution was to commit the township to the MORPC Sustainable 2050 Program. This program was previously known as the Green Pact Program. **Mr. Dunlap made a motion to adopt Resolution 2017-0906-07 – A Resolution to Commit to the Mid-Ohio Regional Planning Commission Sustainable 2050 Program. Seconded by Mr. Monhollen. Roll call vote: Mr. Dunlap, yes; Mr. Monhollen, yes; Mr. Myers, yes. Motion carries 3-0.**

The last resolution was a renewal of an existing agreement. **Mr. Monhollen made a motion to adopt Resolution 2017-0906-08 – To Execute an Agreement for Comprehensive, Continuing, and Cooperative Transportation Planning Process Between the Mid-Ohio Regional Planning Commission (MORPC), and the Fairfield County Board of Commissioners (County) and the Violet Township Board of Trustees (Township). Seconded by Mr. Myers. Roll call vote: Mr. Monhollen, yes; Mr. Myers, yes; Mr. Dunlap, yes. Motion carries 3-0.**

Mr. Dunlap asked who would be covering for Mr. Eisel while he was out of the office. He said that Mr. Butcher would be doing that.

Mr. Eisel presented information regarding the cleanup of the vegetation, garbage, refuse and debris at 6185 Mamie Drive authorized by Resolution 2017-0517-06. §505.87 of the Ohio Revised Code allows the township to recover the cost

incurred for cleanup by entering it on the tax duplicate for the property. **Mr. Myers made a motion to recover the cost incurred to clean up the property at 6185 Mamie Drive by adding it to the tax duplicate for the property. Seconded by Mr. Dunlap.** Mr. Myers asked if the job was outsourced. Mr. Eisel said yes. **Roll call vote: Mr. Myers, yes; Mr. Dunlap, yes; Mr. Monhollen, yes. Motion 2017-0906-A carries 3-0.**

Brian Sauer: Fiscal Officer
Absent. No report

Trustee Reports: None

Meetings (where there may be more than one Trustee present): None

Old Business: None

Tabled Business: None

New Business: The next regularly scheduled meeting of the Violet Township Board of Trustees will be on Wednesday, September 20, 2017 at 7:30 p.m. at the Violet Township Administrative offices.

Pay Bills:

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

Mr. Myers made a motion to adjourn the meeting at 8:00 p.m. Seconded by Mr. Dunlap. Roll call vote: Mr. Myers, yes; Mr. Dunlap, yes; Mr. Monhollen, yes, Motion carries 3-0.

Brian C. Sauer, Fiscal Officer

Joniann Goldberg, Administrative Assistant

Approved by:

Terry J. Dunlap, Sr., Trustee

Darrin Monhollen, Trustee

Harry W. Myers, Jr., Trustee

Date: _____