

Violet Township Board of Trustees

November 16, 2011

Regular Meeting

Chairman Weltlich called the meeting to order at 7:30 p.m.

Fiscal Officer Christopher Smith called the roll and Mr. Weltlich, Mr. Dunlap and Mr. Myers were present. Other Township employees present were: Director of Operations, Bill Yapple; Township Engineer, Greg Butcher and Fire Chief, John Eisel.

Mr. Weltlich asked the audience to join with him in the Pledge of Allegiance and to remain standing for a moment of silence in honor of those that safeguard our freedoms around the world and our public safety officers here at home. A silent prayer was optional.

Mr. Myers moved to adopt the minutes of the Regular Trustee meeting of 11-02-2011. Seconded by Mr. Dunlap. Roll call vote: Mr. Myers, yes; Mr. Dunlap, yes; Mr. Weltlich, yes. The Regular Trustee minutes of 11-02-2011 are approved 3-0.

Mr. Dunlap moved to adopt the minutes of the Records Commission meeting of 11-03-2011. Seconded by Mr. Myers. Roll call vote: Mr. Dunlap, yes; Mr. Myers, abstained; Mr. Weltlich, yes. The Records Commission minutes of 11-03-2011 are approved 2-0.

Recognition of Guests and Public Comment:

Patrick Karnes who works for SA Strand and Associates, a local Civil Engineering Company. Mr. Karnes wanted to introduce himself as he is following a project with the City of Pickerington for the SR 256 upgrade.

County Authorities:

Lieutenant Voris was present. He explained he was going to all the Trustees in the County. He is from the patrol division. There is a continuous problem with car break-ins and they are staying busy with this. The new annex of the jail is now open.

Mr. Weltlich asked if they had any residents to volunteer for the Community Block Watch. Lieutenant Voris said there was.

Mr. Butcher stated he and Mr. Yapple co-coordinate the liaison for patrol in the Township and was wondering if Sergeant Duvall was out of here fulltime. Lieutenant Voris said Sergeant Duvall is not completely out of the picture but they can call Lieutenant Voris. He suggested Mr. Butcher call the radio room and have them get a hold of Lieutenant Voris or Deputy Chief Perrigo.

Departmental Reports:

Fire Department:

Chief Eisel reported he had a resolution for reclassification for firefighter Kyle Conoway from a volunteer to a part time firefighter. **Mr. Myers made a motion to adopt Resolution 2011-1116-02 Reclassification of Firefighter. Seconded by Mr. Dunlap. Roll call vote: Mr. Myers, yes; Mr. Dunlap, yes; Mr. Weltlich, yes. Resolution 2011-1116-02 is adopted 3-0.**

Chief Eisel will let everyone know when they can come in and get flu shots.

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Township Engineer

Mr. Butcher reported they have been transitioning into the winter mode and the guys are looking over the trucks. We have identified some minor issues to address.

Berm will be put down on Allen Busey and Stemen Roads.

Mr. Weltlich asked if anything else had transpired with the Nantucket Avenue speed issue or had it died. Mr. Butcher said he thought this issue was dead. Mr. Weltlich also asked if Busey Road Park was done for the winter. Mr. Butcher said if we get some good weather he would like to do a few more things in the next few weeks.

Mr. Weltlich asked if Mr. Butcher had any communication with the County Engineer regarding Refugee Roads improvement so far. Mr. Butcher said he had not but he would write the letter.

Director of Operations

Mr. Yapple needs reservations for the December 4th Fairfield County Trustees and Fiscal Officers banquet. Checks need to be in before November 30th.

CLOUT membership is due before the first of the year. We will need to do a motion for this as it is a \$200 fee.

We have the OTA annual conference coming up on February 8 through the 11th. We will begin registering the Trustees, elected officials and associate members that want to attend.

Mr. Yapple had a price from DaNite Sign Company for a sign box for the front canopy for the Administration building.

Mr. Yapple reminded everyone about the employee appreciation luncheon on December 9th at the Service Center at noon.

Mr. Yapple reported we made a change in the Records Policy which we will be adopting this evening. There is a change in section 2.1. We took out the words that the requestor could ask for the records the way they wanted them. We said the Township would decide the way the record was presented back to them.

There is also a Protocol Policy to adopt.

Once the Records Policy is adopted it will be inserted into the Policy Manual and at the second meeting in December we will have the policy Manual to adopt with those changes.

Mr. Dunlap made a motion to authorize a membership for CLOUT for 2012. Seconded by Mr. Myers. Roll call vote: Mr. Dunlap, yes; Mr. Weltlich, yes; Mr. Myers, yes. Motion A2011-1116 passes 3-0.

Mr. Dunlap made a motion to adopt Resolution 2011-1116-01 – Adopt Protocol Policy. Seconded by Mr. Myers. Roll call vote: Mr. Dunlap, yes; Mr. Myers, yes; Mr. Weltlich, yes. Resolution 2011-1116-01 is adopted 3-0.

Mr. Myers made a motion to adopt Resolution 2011-1116-03 – Adopt Public Records Policy. Seconded by Mr. Weltlich. Discussion: Mr. Dunlap asked if this would change how things come in here and how they come in to the Fire Department. Mr. Yapple said no it would not. This is just a policy telling what we have to do and how we handle it once it gets here. We still have to

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abide by HGi0pp0a rules and all the regulations on top of that. We have had this for a long time. We changed two words. We have adopted it before but we changed two words in Section 2.1. Requestor has been replaced with this office as we felt it was too broad or vague. Mr. Smith said the concern was that if we have an electronic file that is about 200 pages and the prior policy was saying I want 200 copies of that. That it would be much more efficient for us to transmit the electronic copy as opposed to re-creating it. Roll call vote: Mr. Myers, yes; Mr. Weltlich, yes; Mr. Dunlap, yes. Resolution 2011-1116-03 is adopted 3-0.

Mr. Weltlich asked if there was anything new about an interior flexible gas line. Chief Eisel said there was nothing new but it is still being worked on.

Fiscal Office

Mr. Smith reported he will be attending continuing education with other county workers within the state.

Trustee Reports:

Home Rule Resolutions:

None

Motions to Be Considered:

Trustees Out of Office Meetings:

Mr. Weltlich reported there is an Economic Development Seminar at Ohio University in Pickerington on Friday, November 18th that he plans to attend.

Old Business:

None

Tabled Business:

None

New Business:

None

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. Weltlich, yes. Motion carried 3-0.

Mr. Yapple explained there has been an Architect working on the front of this building and the plans are about ready to go to bid in the next few weeks and we will be advertising for this. We discussed moving forward and they want to continue to move forward. We will have to move Joni no matter if it is winter or summer and bring her up into one of the offices which will be the entrance for two or three weeks. The architect would like to go ahead and get the box sign that says Violet Township above the doorway ordered. We had a quote from Danite Sign Company for \$5276 and one from Columbus Sign Company for \$8300. It is a lighted box with purple letters and will be back lit where you will see it at night. Above that there is a crest that will go up in the gable end of the building. That will not be lit but the box will. **Mr. Dunlap made a motion to authorize Danite Sign Company to do the sign for the Administration building at a cost not to exceed \$5400. Seconded by Mr. Weltlich. Discussion: Mr. Myers asked what happens if they come in way above our bid estimate then what we would do with the sign. Mr. Yapple said we would end up doing it eventually. We can hold until we get through the process or we could have them tell us what the termination fee would be as well as the termination**

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date. It is about 1 to 15 weeks to build the box. Once we start the project it will take about 7 weeks or less. Mr. Smith asked if we had a 'not to exceed' on the motion. Mr. Yaple said he could put not to exceed \$5400. Roll call vote: Mr. Dunlap, yes; Mr. Weltlich, yes; Mr. Myers, yes. Motion B2011-1116 passes 3-0. Mr. Yaple said he knew we wanted to do a bid bond but do we want performance bond in the bid package. The total project is about \$80,000.

Mr. Myers asked how work was going on the roof at the substation. Mr. Yaple said they have the top one pretty well down (up on the high section). They have not taken the bottom one off. They have been working on the drains and they have them hung inside. They found some problems when they tore off the roof that they did fix. The insulation was wet. We tore it all the way down to the deck.

On Diley Road south of Waterloo Eastern we have had a problem for awhile with a resident putting things in the middle of the right of way and blocking it with blocks. It is still our road all the way to where the bridge crosses Walnut Creek. There is a cable at the end of that before you get there. At the bottom of the hill going off there is a small bridge and on the other side of that bridge there is a cable. We want to be careful about the 20 year rule on that. We had this problem on the other side of the creek a few years ago but the bigger question is once in a while we get a truck down in there and the only way to turn around is in someone's driveway. We need to think about doing something outside that driveway on that road someday. We have two property owners that are past this small bridge that have to have access to their property that do not access on the north side of the culvert. We need to think about something in that area to provide as there is always some kind of argument going on down there. Mr. Butcher said that really the exception would be Diley Road on the south side of the creek but Diley Road (north of the creek is our only section of roadway that terminates that doesn't have an effective turnaround.

Mr. Yaple sent information from off the State of Ohio website that the innovation committee had met and there is some fund policies in local government that have been established. There is some thought to try to get some folks to come together to go after some money. Applications are going to be in March. Mr. Weltlich would like us not to be the first ones to do this.

Mr. Myers made a motion adjourn the regular meeting. Seconded by Mr. Weltlich. Roll call vote: Mr. Myers, yes; Mr. Dunlap, yes; Mr. Weltlich, yes. Motion carried 3-0. The meeting was adjourned at 8:10 p.m.

Respectfully Submitted,

Christopher H. Smith, Fiscal Officer

Joniann Goldberg, Administrative Assistant

Approved By:

Terry J. Dunlap, Sr., Trustee

Harry W. Myers, Jr., Trustee

Gary P. Weltlich, Trustee

Date: _____