

Violet Township Board of Trustees

September 5, 0 2018

Regular Meeting

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

Mr. Sauer called the role: Mr. Darrin Monhollen, Mr. Terry Dunlap and Mrs. Melissa Wilde were present. Other Township Personnel present were: Director of Operations, John Eisel was absent; Development Director, Holly Mattei; Fire Chief Mike Little; Greg Butcher, Engineer.

Mr. Monhollen asked students from Toll Gate Elementary: Abigail Holloway and Madalyn Egidi to lead the Trustees in The pledge of allegiance followed by a moment of silence Honoring those who have given us all our freedom here at home and abroad. Mr. Monhollen presented the students with certificates.

Mr. Dunlap moved to accept, without public reading as submitted by the Fiscal Office, the minutes of the regular Trustee Meeting of August 1, 2018. Seconded by Mrs. Wilde. Roll call vote: Mr. Dunlap, yes; Mrs. Wilde, yes; Mr. Monhollen, yes. Motion carries 3-0.

Public Comment: None

County Authorities: None

Departmental Reports:

Fire Chief: Mike Little

1. Chief Little reported they are still working with KZF and Robertson to determine the final payment for Station 591.
2. Still working on punch list items. We will retain money until that is done. The punch list has been difficult to get done because of other work the subs have to get done.
3. The annual Labor Day breakfast was at Station 591 and there were a number of former members who attended.

Resolution 2018-0905-05 is to declare excess equipment for surplus. We have a 2010 Rescue Medic we no longer have use for. **Mr. Dunlap made a motion to adopt Resolution 2018-0905-05 – Declare Excess Equipment/Authorize for Sale, Trade-in or Disposal. Seconded by Mrs. Wilde. Roll call vote: Mr. Dunlap, yes; Mrs. Wilde, yes; Mr. Monhollen, yes. Resolution carries 3-0.**

Resolution 2018-0905-06 is to authorize the sale of the 2010 Rescue Medic to the Pickerington Police Department for the sum of \$1. **Mrs. Wilde made a motion to adopt Resolution 2018-0905-06 – Authorize the Dale of Excess Equipment to Pickerington Police Department. Seconded by Mr. Dunlap. Roll call vote: Mrs. Wilde, yes; Mr. Dunlap, yes; Mr. Monhollen, yes. Resolution carries 3-0.**

Resolution 2018-0905-08 is to approve the maintenance agreement for our Lucas Chest Compression device in the amount of \$2,599.20 which will be paid in annual installments over a 2 year period. **Mr. Dunlap made a motion to adopt Resolution 2018-0905-08 – Lucas Chest Compression Device Two-Year Maintenance Agreement. Seconded by Mrs. Wilde. Discussion: Mr. Dunlap asked if there would be one on each medic. Chief Little said it was for the Battalion vehicle. Roll call vote: Mr. Dunlap, yes; Mrs. Wilde, yes; Mr. Monhollen, yes. Resolution carries 3-0.**

Resolution 2018-0905-09 is to purchase an MVT Laptop and related docking station and other accessories. It will allow us to have docking stations in every one of our trucks. **Mrs. Wilde made a motion to adopt Resolution 2018-0905-09 – Purchase Laptop and Related Accessories. Seconded by Mr. Dunlap. Roll call vote: Mrs. Wilde, yes; Mr. Dunlap, yes; Mr. Monhollen, yes. Resolution carries 3-0.**

Resolution 2018-0905-11 is to authorize Chief Little as the Fire Chief to enter into and sign a memorandum of understanding with Fairfield County ADAMH Board. This is related to the Fairfield County Deputy Task Force that our community paramedic, Lt. Postage is doing. It is an MOU that outlines what they are doing and who they are doing it with. Along with that Chief Little will be filling out paperwork for the state that our grant funds that will partially reimburse some of the time JD has spent with the project. **Mr. Dunlap made a motion to adopt Resolution 2018-0905-11 – Authorize the Fire Chief to Enter into and Sign a Memorandum of Understanding with Fairfield County ADAMH Board. Seconded by Mrs. Wilde. Roll call vote: Mr. Dunlap, yes; Mrs. Wilde, yes; Mr. Monhollen, yes. Resolution carries 3-0.**

Township Engineer, Greg Butcher

Mr. Butcher reported our paving project began August 20 and continues. We have been working in Huntington Hills, Mallard Pond, Bentwood Farms and Tussing Road.. To keep residents informed, signs have been posted within subdivisions and information has been posted on our website and Facebook. Mr. Butcher explained it was his intent to be done with Huntington Hills, however we have encountered some soft soils on one lane of Kennington Square for about 1000 feet. We have undercut that and replaced it with stone. There has been some inconvenience of our residents, including Mr. Butcher and his family. We don't normally leave work uncompleted but this was a change condition

A pre-construction meeting was held for the Mamie Drive culvert replacement on August 28 with representatives from the design engineer, ADR, and contractor, Buds, Inc. Work is scheduled to begin September 17 and last about 3 weeks. No road closures will occur. PLSD and Peterman have been notified. A Notice to Proceed was submitted and approved by the Ohio Public Works Commission. All contracts have been executed.

A pre-construction meeting was held with Newcomer Construction on August 28 for the township's curb replacement project. Work is anticipated to begin this month (date to be determined). Once a start date has been received, letters will be sent to residents and appropriate notifications made. A Notice to Proceed has been submitted and approved by the Ohio Public Works Commission. All contracts have been executed.

A resolution to hire Dennis Palmentera as a full-time employee with the township road department will be presented for consideration.

A meeting to discuss future improvements to the Waqram Road/SR204 intersection will be held on Thursday, September 6 at ODOT District 5. The purpose of the meeting will be to discuss District 5 Safety Application. Several ODOT personnel and County Engineer Upp will be present at the meeting.

There was a walk-thru to review the Meadowmoore Reserve public improvements that was held on-site Thursday, August 30. Applicable county agencies and Mr. Butcher were in attendance. A punch list will be developed prior to the start of the 5-year bond period.

Cluster mailbox discussion was held Thursday, August 20 with the developer of the Enclave at Meadowmoore. There will be some follow-up to give them some guidance.

Mowing of the township right of way was completed last week.

Mowing of parks, cemeteries and areas around our buildings continues on a frequent basis.

We received a notification from the Ohio Department of Transportation of our salt price for this winter (which will be 2018-2019). The price per ton delivered is \$80.95. Last year the price was \$46.79 which is a 73% increase. All governments in the State of Ohio are struggling with this right now. We will likely have some future discussions on how we deal with this administratively and financially. Mrs. Wilde asked if there was a reason for this. Mr. Butcher said he was told by former Trustees and colleagues that

have since retired that when we saw these types of increases it was because it was a commodity and they can. Mr. Butcher went on to say that last winter was significant. It is definitely a supply and demand market so it is not unusual to see increases after years of significant usage. Conversely, when we have a heavy winter often times the next winter we see a little bit in reverse.

Fairfield County Commissioners, care of Fairfield County Utilities Department approached Violet Township regarding a lot split in the Huntington Hills Sub-division, specifically on the south end; adjacent to their wastewater plant. The Fairfield County Commissioners are making a conscious effort to review and dispose of (look at property that has no value to them) and they approached us to see if we were interested. They are working on the lot split. Mr. Butcher walked the entire property and was surprised by the number of trails through there, the woods, the proximity of Sycamore Creek and wants to take the Trustees out individually to look at this property. It presents a lot of potential for Violet Township, especially in the form of a park.

Mr. Butcher had two resolutions.

Resolution 2018-0905-10 is authorizing the Chairman of the Board of Trustees to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement Program and to execute contracts as required. The Fairfield County Engineers office approached Mr. Butcher. It is their intent to do an improvement to the Basil Western Road/Allen Road intersection to look at site distance and a profile change of the pavement. It has an accident history that may not be heavy volume but it is typically severe crash when there is one there. The County Engineer recognizes that and as an improvement plan asked Mr. Butcher if we would like to extend the project south to include a culvert which needs replaced and include that replacement within their project. Mr. Butcher said we would be on board. Our only cost would be the percentage of the culvert replacement. **Mr. Dunlap made a motion to adopt Resolution 2018-0905-10 Authorizing the Chairman of the Board of Trustees to Prepare and Submit an Application to Participate in the Ohio Public Works Commission State Capital Improvement Program and to Execute Contracts as Required. Seconded by Mrs. Wilde. Roll call vote: Mr. Dunlap, yes; Mrs. Wilde, yes; Mr. Monhollen, yes. Resolution carries 3-0.**

The next resolution is 2018-0905-12 – To Hire Dennis Palmentera fulltime with the Violet Township Road Department. He has an excellent skill set that will fit in well with our Road Department and has a personality that meshes very well with our Road Department. **Mr. Dunlap made a motion to adopt Resolution 2018-0905-12 – To Hire Dennis Palmentera. Seconded by Mrs. Wilde. Roll call vote: Mr. Dunlap, yes; Mrs. Wilde, yes; Mr. Monhollen, yes. Resolution carries 3-0.**

Mr. Dunlap asked Mr. Butcher to also notify the Post Office on the curb replacement projects.

Mr. Monhollen was happy to hear about the Basil Western Road/Allen Road intersection project and he is definitely on board.

Director of Operations: John Eisel

Mrs. Mattei filled in for Mr. Eisel. Regretfully he could not be in attendance. He had the following updates regarding the Wigwam acquisition:

- Keypad installed and programmed
- Video wall installed and operational
- Concrete work for ramps and the bridges have been completed
- Windows are ordered
- Waiting on quotes for: doors, carpet, lighting and security
- COTC and PLSD toured the complex on August 17
- Fairfield County Parks Board visited and toured – they are ready to pursue a partnership with us regarding the 26 acres at the front of the property.
- Framing for conference room has begun
- Construction of ADA ramp to restrooms has begun
- WBNS, Keytel and Violet staff worked on the theatre on 9-4 to restore the lighting

- Theatre speakers have been replaced – installation was completed by staff and stands were fabricated by staff
- Working with AEP on various options related to a solar project. We are also setting up a meeting with another consultant that has experience with solar projects to see if there are any other opportunities outside of the AEP program.

Mr. Eisel and Mrs. Mattei were on radio 90.9 on Friday, August 17 to discuss the Wigwam and Community Center.

A resolution was prepared to authorize the Director of Operations to sign the agreement for Eastchester for 2019. The cost of the services remains the same as 2018.

A resolution to transfer the funds that were appropriated in the general fund to the Port Authority is for consideration. This requires 2 resolutions. The Township Port Authority passed a resolution at their meeting to authorize itself to open up an account with Huntington (which is where the Township has their account) and to bond our secretaries and assistant secretaries so we can move that money outside into the segregated account. This is based upon feedback we have received from other Port Authority's from around the State of Ohio. It is also setting us up to be able to move property such as the 10 acres at the Wigwam and if we need to work with the administrative office property once we move out.

Fairfield County Commissioners will hold their September 18 regular meeting at the Wigwam beginning at 9:00 a.m.

Resolution 2018-0905-03 was to authorize the Director of Operations to sign agreement with South Central Power. **Mrs. Wilde made a motion to adopt Resolution 2018-0905-03 – Authorize Director of Operations to Sign Agreement with South Central Power. Seconded by Mr. Dunlap. Roll call vote: Mrs. Wilde, yes; Mr. Dunlap, yes; Mr. Monhollen, yes. Resolution carries 3-0.**

Resolution 2018-0905-04 was for financial support of Violet Township Port Authority. This is stating that the funds will be moved outside of the General Fund. This is one of 2 resolutions when the meeting gets to the 'Fiscal Officer' as we need both of them to make this happen. **Mrs. Wilde made a motion to adopt Resolution 2018-0905-04 – Financial Support of Violet Township Port Authority. Seconded by Mr. Monhollen. Discussion:** Mr. Dunlap asked Mr. Sauer if he was ok with this. Mr. Sauer said he was. He spoke with Mrs. Tremblay about it and he is fine with it. Mrs. Mattei also stated they have appointed Melissa Tremblay as the Assistant Secretary for the Port Authority so she will be doing all the record keeping and bookkeeping for the Port Authority. This will keep everything separate so Mrs. Mattei can work under the Port Authority 'hat' and make things work at a business speed as opposed to a government speed. **Roll call vote: Mrs. Wilde, yes; Mr. Monhollen, yes; Mr. Dunlap, yes. Resolution carries 3-0.**

Resolution 2018-0905-13 is declaring a property at 10043 Fairfax Drive as a nuisance. Ms. Sarko explained they are declaring this property a nuisance pursuant to ORC 505-87. The property is located at the corner of Stonecreek and Fairfax Drive. It is overgrown with uncontrolled and overgrown vegetation and she respectfully requests the property be declared a nuisance. Mr. Dunlap asked if we were going to have some more nuisances at the next meeting. Ms. Sarko said there might be. **Mr. Dunlap made a motion to adopt Resolution 2018-0905-13 – Declaring 10043 Fairfax Drive a Nuisance. Seconded by Mrs. Wilde. Roll call vote: Mr. Dunlap, yes; Mrs. Wilde, yes; Mr. Monhollen, yes. Resolution carries 3-0.**

Mr. Dunlap wanted to share to take back to the Director was that before we do anything more with the parks we need to have a more in-depth discussion of everything before we make any agreements with them.

Mr. Dunlap made a motion to recess the Regular Trustee meeting and open the Public Hearing for Case Number 02-ZC-2018 at 8:00 p.m. Seconded by Mrs. Wilde. Roll call vote:

Mr. Dunlap made a motion to return to the Regular Trustee meeting at 8:16 p.m. Seconded by Mr. Monhollen, yes. Roll call vote: Mr. Dunlap, yes; Mr. Monhollen, yes; Mrs. Wilde, yes. Motion carries 3-0.

Fiscal Officer:

Mr. Sauer reported he had a few resolutions for consideration.

Resolution 2018-0905-14 – Establishment of Fund. Mr. Sauer said they were notified by the Auditor's Office that a resolution that we passed in June for the Wigwam Fund, additional information was needed for that resolution. Resolution 2018-0905-14 has that additional information. They required that the amount that was going to be placed in the fund, the purpose of the fund and how long the fund would be active. The Fairfield County Auditor's office needed us to do 2 actions. We need to rescind the resolution from June. and have the resolution on the agenda which is Resolution 2018-0905-14.

Resolution 2018-0905-01 is an amendment to the 2018 appropriation moving the funds to the Port Authority.

Resolution 2018-0905-02 is a resolution to transfer funds for the Engineers office so we can do curb and pavement maintenance project for this year.

Resolution 2018-0905-07 is to accept the amounts and rates that we receive from the Budget Commission.

Mr. Dunlap made a motion to rescind Resolution 2018-0620-04 – Establishment of Funds. Seconded by Mrs. Wilde. Roll call vote: Mr. Dunlap, yes; Mrs. Wilde, yes; Mr. Monhollen, yes. Motion 2018-0905-A carries 3-0.

Mrs. Wilde made a motion to adopt Resolution 2018-0905-01 – Amendment to 2018 Appropriations. Seconded by Mr. Dunlap. Roll call vote: Mrs. Wilde, yes; Mr. Dunlap, yes; Mr. Monhollen, yes. Resolution carries 3-0.

Mrs. Wilde made a motion to adopt Resolution 2018-0905-02 – Transfer of Funds. Seconded by Mr. Dunlap. Roll call vote: Mrs. Wilde, yes; Mr. Dunlap, yes; Mr. Monhollen, yes. Resolution carries 3-0.

Mr. Dunlap made a motion to adopt Resolution 2019-0905-07 – Resolution Accepting Amounts and Rates as Determined by the *Fairfield County Budget Commission* and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor. Seconded by Mrs. Wilde. Roll call vote: Mr. Dunlap, yes; Mrs. Wilde, yes; Mr. Monhollen, yes. Resolution carries 3-0.

Mr. Dunlap made a motion to adopt Resolution 2019-0905-14 – Establishment of Funds. Seconded by Mr. Monhollen. Roll call vote: Mr. Dunlap, yes; Mr. Monhollen, yes; Mrs. Wilde, yes. Resolution carries 3-0.

Trustee Reports:

Mrs. Wilde reported they did the fourth financial meeting for the Community Center. It went very well. They also did another visit to Mt. Carmel. They were looking at trying to partner with their facility. We did get some good ideas from the visit. Mr. Dunlap asked if everything else was going good and asked about the Chiller. Mrs. Wilde said we are looking into a few things a bit more. There are some kinks to work out before we can consider the possibility of a Chiller.

Mr. Dunlap reported he attended the dinner for Tiffany Gardner, Tournament of Roses Music Committee Liaison. She was Grand Marshall of the parade and Mr. Dunlap was also in the parade. The crowd was not as big as normal but the heat had a lot to do with that.

Meetings where there may be more than one (1) Trustee present:

County Commissioners Meeting on Tuesday, 9-18-18 at 9:00 a.m. at the Wigwam. All three Trustees will be in attendance.

Old Business: None

Tabled Business: None

New Business: The next regularly scheduled meeting of the Violet Township Board of Trustees will be on Monday, September 17, 2018 at 7:30 p.m. at the Violet Township Administrative offices.

Pay Bills:

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

Mr. Dunlap made a motion to go into Executive Session at 8:32 p.m. per the Ohio Revised Code Section 121.22(G)(1) – to discuss/consider personnel issues. Present will be the three Trustees, the Fire Chief and the Assistant Fire Chief. Seconded by Mr. Monhollen. Roll call vote: Mr. Dunlap, yes; Mr. Monhollen, yes; Mrs. Wilde, yes. Motion carried 3-0.

Mr. Dunlap wanted to record to show that once they are done with the Executive Session they will conduct no further business and then they will adjourn.

The Trustees came out of Executive Session at 9:40 p.m. and adjourned the meeting at 9:41 p.m.

Respectfully submitted,

Brian Sauer, Fiscal Officer

Joniann Goldberg,
Administrative Assistant

Approved by:

Terry J. Dunlap, Sr., Trustee

Darrin Monhollen, Trustee

Melissa Wilde., Trustee

Date: _____