

ALLEN TOWNSHIP BOARD OF TRUSTEES

June 4th, 2018

Minutes

Call to Order

Trustee Chapman, as Chairman called the regular meeting of the Allen Township Trustees to order on June 4th, 2018, at 7:00 p.m.

Pledge of Allegiance

Trustee Chapman began the meeting with the Pledge of Allegiance.

Roll Call:	Ron Chapman	Township Trustee
	Jack Rausch	Township Trustee (Absent)
	Don McCreary	Township Trustee
	Lori LaCella	Township Fiscal Officer
	Nick Johnson	Roads Superintendent
	Rod Goddard	Fire Chief
	Steve Brose	Asst. Fire Chief
	Deputy R. Garrison	Sheriff's Office
	Bill Streng	Zoning Inspector
	Holly Rast	Union County Health Department
	Laura George-Allen	Liberty National Life Insurance

FINANCES & ADMINISTRATION

The Fiscal Officer read the minutes of the May 5th, 2018 meeting. Said minutes were approved as read.

The Fiscal Officer provided each member of the Board with a list of recent receipts and pending expenditures for review. There was a motion by Trustee Chapman and a second by Trustee McCreary, and upon certification by the Fiscal Officer that appropriate funds were available, the pending expenditures were approved. The Fiscal Officer also provided the most recent payroll reports for the Board's review. The board reviewed the previous month's bank reconciliation and verified the sequence of the checks.

The grant for the funding under the County's 2018 Community Development Program for the Handicap Accessibility improvements was submitted on May 24th with an estimate of \$35,740.00. The cost of \$4,500 for engineering/permits will be the responsibility of the township if approved for the grant. Trustee Chapman made the motion to approve paying the cost of \$4500 for engineering/permits if awarded the grant, and Trustee McCreary seconded the approval.

The fiscal officer noted the updates to the website and asked Bill Streng, zoning inspector if he would like to have the fees added to the zoning page. It was agreed the more information made available to the public is helpful and this information will be added.

The fiscal officer noted the OTARMA representative made a visit to review liabilities risk. She was very impressed with the grounds, fire department and policies in place. She will send her recommendations, but noted a request that we have a driving policy in place. Chief Goddard, Nick Johnson, Roads Superintendent and Lori LaCella, Fiscal Officer will review if there is a current policy or if one is needed.

Chief Goddard, Assistant Chief Brose, Allison Hamilton, Administrative Clerk and Lori LaCella, Fiscal Officer met to discuss the options for open enrollment with Care Works with an option of switching to Comp Management. After further investigation of the comparison of Care Works and Comp Management the decision was made at this time to continue with Care Works.

There was a discussion for community day on September 15th, 2018. Denise Beery is a local face painter with a cost of \$100 per hour for the hours of 5:30-7:30. After a discussion it was noted that the 40 X 60 tent is not needed and to check into a smaller option. Lori LaCella, Fiscal Officer met with Ace Hardware for a bulk pricing of providing tent, tables, chairs and bounce house, the quote has not been received yet. Chief Goddard will check on the cost and availability with Chad to DJ. Assistant Chief Brose and Road Superintendent stated we should consider only one pig and more hot dogs. Trustee Chapman stated in the past we had donation for raffling off prizes on the hour, and we will look into adding this to the event this year. Trustee Chapman requested we advertise the need for volunteers for set-up/clean-up.

PUBLIC FORUM

Holly Rant of the Union County Health Department attended the meeting to review several complaints and concerns within Allen Township.

There are several nuisance complaints on Northwest Pkwy. that are being reviewed. Darby Pottersburg has several well, septic and water issues that are being looked into. Discussed the status of W. Darby & Rt 245 residence left for probate court. The health department will check into a property on Northwest Pkwy. with a raw sewage issue.

The health department does have a grant option that a homeowner can apply to assist with costs of well/septic/sewage issues.

There will be a tire disposal day in October where residents can bring passenger tires, but no rims from the hours of 8-12. The actual date will be announced at a later date.

Laura George-Allen with Liberty National Life Insurance attended the meeting to present a supplemental insurance option available to all township employees. The agency needs three employees to sign up to proceed. Chief Rod Goddard will hang a poster and distribute flyers and if five employees sign up with interest, then this option will be made available for everyone at their own cost with payroll deduction.

ZONING BUSINESS

Bill Streng, Zoning Inspector distributed and reviewed his monthly report to the Trustees. There were six certificates issued.

Mr. Streng had responded in November to a call at the property located at 22625 North Darby Coe Rd. regarding a small building with the intent to use as a weekend cabin. The request was denied on May 21st by the BZA for conditional use. Resident is going to have Paul Clapsaddle confirm the property line to be certain the building is definitely non-conforming before applying for the zoning certificate.

Received a call from a person representing himself as a consultant for oil companies relative to how the township felt about truck stops. He was advised if interested he could

meet to review which properties were zoned B3. There has been no further communication.

Mr. Streng discussed the Fraker property on Rt. 245 with a camping trailer that appears to be used as a residence. The camping trailer has been removed.

Letters have been sent to the following residents two weeks ago regarding unlicensed vehicles parked on the properties. All locations were all given 30 days to reply.

Collier 18291 Allen Center Rd.

Cordell 23400 Holycross Epps - have removed vehicles

Debney 23349 Holycross Epps

Miller 17977 Allen Center Rd.

Tabor 17054 Allen Center Rd.

Wilking 17564 Allen Center Rd.

A phone call was made to Butch James to remove two vehicles from his property and he has removed the vehicles from the property.

Mr. Streng received a complaint of the property 24630 Darby Pottersburg Rd. that the resident was living in his barn that was built in the past year with an agricultural exemption. This is being investigated by the UCHD to see if this can be converted to a residence. The inspector informed the resident he would have to conform to the engineer's specifications for this to be possible.

Mr. Streng noted a new porch was being put on 16260 Allen Center Rd. without a zoning certificate. The owner was not aware of the requirement, and they have complied.

See the attached report for additional detail.

SHERIFF REPORT

Deputy R. Garrison attended and had no concerns or remarks.

ROAD BUSINESS

Roads Superintendent Nick Johnson will be attending a training in Wooster for pesticides this week.

Roads Superintendent Nick Johnson noted the pavilion would be painted and the back shelter will be sealed.

The landscaper is running about three weeks behind and they have begun to do some weeding in the meantime.

Roads Superintendent Nick Johnson noted the 1st mow of ditches is almost complete.

Trustee McCreary requested for Nick Johnson to make sure Allen Township is on the schedule with Justin Story.

FIRE & EMERGENCY SERVICES

Chief Goddard had Eubanks Electric come give a quote to replace the T-8's bulb to LED. The quote has been forwarded to Nick and this is pending a discussion.

Assistant Chief Brose presented the Upgrade EMS reporting software contract. It was noted a charge on the contract of \$750 for training is not needed. Trustee Chapman requested the change be made to the contract before final signatures. Trustee Chapman made the motion to approve signing the new contract with the amendment and to move forward with the purchase, Trustee McCreary seconded the approval.

Chief Goddard reported on a discussion with Senator Burke, Senator Wilson and Caroline with Honda. Senator Wilson is working on the language of a bill to present. Chief Goddard made a call to Ohio Township Association to make them aware of the discussion for their support.

Assistant Chief Brose has investigated the option of the slow internet. The township is at the max capacity speed of 10. Further investigation with Jenco is pending. After speaking with Century link, the township may have the option to have a separate line for the fire department and for the building maintenance department/administration. The trustees agreed this may be a low cost option to provide a more stable form of reliability although not a faster speed. Once all options have been investigate then a decision will be made.

Chief Goddard noted a concern with wedding and events that request to put up tents at the back of the township. The request for tents should not be directed to Med Flight, but to Allen Township Administration. After further discussion a motion was made by Trustee Chapman, and Trustee McCreary seconded the motion to restrict tents in the area behind the township hall, and from the med flight landing pad to the playground. Tent approval outside those areas, must be obtained from Allen Township Administration.

Resolution 2018.9- Resolution to amend the rental agreement to add the following:

All tents are restricted in the area from the playground, med flight landing pad, and the rear of the township hall. Anyone renting the township hall that are wishing to put a tent up during their event, must seek prior approval and complete the tent agreement form.

CORRESPONDENCE/OTHER MISCELLANEOUS

Received an email from Union County Township Officials Association asking for interest in attending a meeting this Thursday.

EXECUTIVE SESSION


None.

There being no further business, Trustee McCreary moved to adjourn the meeting, Trustee Chapman offered a second. Upon a roll call vote, all being in favor, the meeting was adjourned.


Reviewed by Trustees:



Ron Chapman (Chairman)



Don McCreary



Jack Rausch (absent)