

ALLEN TOWNSHIP BOARD OF TRUSTEES
July 8, 2019
Minutes

Call to Order

Trustee Rausch, as Chairman called the regular meeting of the Allen Township Trustees to order on June 3, 2019 at 7:00 p.m.

Pledge of Allegiance

Trustee Rausch began the meeting with the Pledge of Allegiance.

| | | |
|-------------------|---------------|--|
| Roll Call: | Jack Rausch | Township Trustee Chairman |
| | Don McCreary | Township Trustee |
| | Ron Chapman | Township Trustee |
| | Lori LaCella | Township Fiscal Officer |
| | Steve Brose | Fire Chief |
| | Nick Johnson | Road Superintendent |
| | Bill Streng | Zoning |
| | Ken Reiff | Zoning |
| | Drew See | Zoning |
| | Craig Mescher | Engineer |
| | Brett Harbage | Ohio Secretary of State, ADA Coordinator |
| | Ilna Seaman | IPanda Designs, LLC |

FINANCES & ADMINISTRATION

The Fiscal Officer read the minutes of June 3, 2019, 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.

Fiscal Officer noted there will be an OP&F Pension Audit this month.

Request was made by Cub Scout Troop to waive the fee for the Community Room for August 12, Trustee McCreary made the motion to approve the fee waived, and Trustee Chapman seconded the approval.

PUBLIC FORUM

Craig Mescher and Brett Harbage attended the meeting to discuss the trustee's suggestions for the grants access ramp locations. After discussion of the plans, they were agreed upon. The plans will be adjusted with the changes agreed upon.

Holly Rast, Union County Health Department presented an overview of the Operator and Maintenance program changes. The dates for the assessments are being adjusted to 2020, but with staff changes may be even later.

The two gutter traps were cleaned at the township and will be reinspected.

Holly Rast made the request for the add-on renewal program for homeowners that the Health Department to be moved up in the process, contacting the health department for the approval to move forward.

ZONING BUSINESS

Mr. Streng received a call from Rob Eubanks in regard to the former Sam Jackson Auto Repair building 21013 Northwest Parkway. There was discussion in regards to zoning and it was determined there are no issues with the current CU for his new property.

Met with fiscal officer and clerk to revise new zoning fees. Trustee Rausch made the motion to approve the fees effective immediately and Trustee Chapman seconded the approval. See zoning fees attached.

Mr. Streng discussed the un licensed vehicles in Allen Township and requested to send a letter with a copy of the zoning process and penalties in the near future.

SHERIFF REPORT

No updates.

ROAD BUSINESS

Road Superintendent, Nick Johnson noted the dead trees have been removed from the park.

Road Superintendent, Nick Johnson provided an update on projects. There are erosion issues needing completed on Buck Allen, Boord Rd and Holy Cross Epps.

Nick Johnson stated the cabin siding will be completed soon.

The final spray has been completed for the season by Dave Green.

FIRE & EMERGENCY SERVICES

Chief, Steve Brose reported the station truck needs replaced. Three quotes were provided from Ford, Chevy and Dodge. Trustee Rausch made the motion to approve the Ford quote of \$29,041.00 and Trustee Chapman seconded the approval.

Chief, Steve Brose reported there are two grease traps that need cleaned for a cost of \$425 each. Trustee Rausch made the motion to approve paying the cost of \$850 and Trustee Chapman seconded the approval.

Chief, Steve Brose noted the treadmill was replaced as part of the wellness program for \$3340.00. Trustee Rausch made the motion to approve and Trustee McCreary seconded the approval.

Resolution 2019.4

Chief, Steve Brose proposed restructure of vacation, personal leave, and comp time. Employees are resigning due to higher pay, more time off and promotional opportunities. See attached report. Resolution 2019.4 was approved to restructure the vacation, personal leave, and comp time for the fire department employees

Chief, Steve Brose would like to place current Lieutenant on 3 unit with Capt. Hawkins, and promote a Lieutenant to 2 unit. Increased cost is \$5348.


Chief, Steve Brose reminded that there will be a community cookout on July 14th from 6:00 PM to 9:00 PM.

Chief, Steve noted the septic tanks were pumped for \$630.00.


See the attached report for additional detail.

CORRESPONDENCE/OTHER MISCELLANEOUS

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



Jack Rausch (Chairman)



Don McCreary



Ron Chapman