

**SCIOTO TOWNSHIP TRUSTEES
RECORDING OF PROCEEDINGS
JANUARY 2, 2021**

REGULAR MEETING PROCEEDINGS SUMMARY:

The trustees of Scioto Township met in regular session, Saturday, January 2, 2021 at 1:30pm via Go To Meeting video conferencing. Board members present were Ralph Moseley, Sandra Stults, and Doug Loudenslager. Also present was Fiscal Officer, Kathy Melvin, Fire Chief, Marvin McIntire, and Zoning Inspector Herb Ligocki. There were no others in attendance.

Fiscal Officer, Kathy Melvin called the organizational meeting to order at 1:30 pm.

APPROVAL OF MINUTES:

Trustee Loudenslager moved to accept the minutes of the December 2, 2020, as presented by the Fiscal Officer. The motion was seconded by Trustee Moseley. The roll call vote: Ms. Stults-yes, Mr. Moseley-yes, and Mr. Loudenslager-yes. The motion passed with 3-yes and 0-no votes.

Trustee Stults moved to accept the minutes of the December 18, 2020, as presented by the Fiscal Officer. The motion was seconded by Trustee Moseley. The roll call vote: Ms. Stults-yes, Mr. Moseley-yes, and Mr. Loudenslager-yes. The motion passed with 3-yes and 0-no votes.

Trustee Loudenslager moved to accept the minutes of the December 21, 2020, as presented by the Fiscal Officer. The motion was seconded by Trustee Stults. The roll call vote: Ms. Stults-yes, Mr. Moseley-yes, and Mr. Loudenslager-yes. The motion passed with 3-yes and 0-no votes.

Trustee Moseley moved to accept the minutes of the December 28, 2020, as presented by the Fiscal Officer. The motion was seconded by Trustee Stults. The roll call vote: Ms. Stults-yes, Mr. Moseley-yes, and Mr. Loudenslager-yes. The motion passed with 3-yes and 0-no votes.

Fiscal Officer Kathy Melvin asked for nominations for the 2021 officers.

Trustee Loudenslager nominated Trustee Stults as Chairman. The motion was seconded by Trustee Moseley. The roll call vote: Ms. Stults-yes, Mr. Moseley-yes and Mr. Loudenslager-yes. The motion passed with 3-yes and 0-no votes.

Fiscal Officer Kathy Melvin asked for nominations for Vice Chair.

Trustee Loudenslager nominated Trustee Moseley as Vice Chair. The motion was seconded by Trustee Stults. The roll call vote: Ms. Stults-yes, Mr. Moseley-yes and Mr. Loudenslager-yes. The motion passed with 3-yes and 0-no votes.

Trustee Stults nominated Trustee Loudenslager as Executive Member. The motion was seconded by Trustee Moseley. The roll call vote: Ms. Stults-yes, Mr. Moseley-yes and Mr. Loudenslager-yes. The motion passed with 3-yes and 0-no votes.

Fiscal Officer Kathy Melvin turned the meeting over to our Chairman, Trustee Stults.

Trustee Loudenslager moved to hold the Trustee meetings on the first Wednesday of every month starting at 7 pm. The dates being February 3, March 3, April 7, May 5, June 2, July 7, August 4, September 1, October 6, November 3 and December 1. The motion was seconded by Trustee Moseley. The roll call vote: Ms. Stults-yes, Mr. Moseley-yes, and Mr. Loudenslager-yes. The motion passed with 3-yes and 0-no votes.

Trustee Loudenslager moved to hold the mid-month meeting the third Wednesday of each month at 5:30pm. Meeting dates will be January, 20, February 17, March 17, April 21, May 19, June 16, July 21, August 18, September 15, October 20, November 17 and December 15. The motion was seconded by Trustee Moseley. The roll call vote: Ms. Stults-yes, Mr. Moseley-yes, and Mr. Loudenslager-yes. The motion passed with 3-yes and 0-no votes.

Trustee Loudenslager made a motion to have agenda items to the office four (4) days prior to meeting. The motion was seconded by Moseley. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Loudenslager made a motion to follow Roberts Rules of Order and allow speakers 3 minutes for topic discussion. The motion was seconded by Moseley. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Loudenslager made a motion to name Trustee Stults the Scioto Township Representative for the District Advisory Council for the Delaware General Health District. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Moseley made a motion to have the township legal counsel be the County Prosecutor. The motion was seconded by Trustee Loudenslager. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Loudenslager made the motion for the Fiscal Office or Chairman to be the primary contact to the prosecutor's office. It also authorizes all board members, Fire Chief, and Zoning Inspector to contact prosecutor's office and must notify the fiscal officer and Trustees when contact has been made. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Moseley made the motion for the Fiscal Officer or designee to perform the following acts such as no money will be held in escrow by the fiscal officer or other employee for payment of any township fees. The motion was seconded by Trustee Loudenslager. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Loudenslager made a motion to observe the following holiday observance schedule as presented in the employee manual. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Moseley-yes, Mr. Loudenslager-yes, and Ms. Stults-yes. Motion passed with 3-yes and 0-no votes.

The following Holidays will be observed for 2020:

January 1, 2021	New Year's Day
January 18, 2021	Martin Luther Day
February 15, 2021	President's Day
May 31, 2021	Memorial Day
July 4, 2021	Independence Day
September 6, 2021	Labor Day
October 11, 2021	Columbus Day
November 11, 2021	Veteran's Day
November 25, 2021	Thanksgiving Day
December 25, 2021	Christmas Day

Trustee Loudenslager motioned to retain the same township hall rental fee of \$30 for 2021. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Moseley-yes, Mr. Loudenslager-yes, and Ms. Stults-yes. Motion passed with 3-yes and 0-no votes.

Trustee Loudenslager made a motion to increase Single Family permits to \$325 and Multifamily permits to \$325 to coincide with the Village and increase the Cell Tower permit to \$1,000 for 2021. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Loudenslager made a motion the pay periods remain the same for 2021. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Loudenslager made a motion to authorize payments to Delaware County Regional Planning, EMA, and the General Health District. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Loudenslager made a motion to adopt Resolution 01-02-2021-1 Fiscal Officer Disaster Policy. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Loudenslager made a motion to adopt Resolution 01-02-2021-2 Reimbursement for expenses for meetings and travel. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Loudenslager made a motion to adopt Resolution 01-02-2021-3 Establish Part Time Employee Hours. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Moseley made a motion to adopt Resolution 01-02-2021-4 Establishing Salaries of Elected Officials. The motion was seconded by Trustee Loudenslager. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

FISCAL OFFICERS REPORT:

Will provide a payment report once revenues and temporary appropriations are loaded into UAN program. With today being January 2 the mail has not delivered many of the township statements/invoices to be paid at this time.

ZONING REPORT: Please See Attached Documents

The month of December there were four new residences, four driveway permits and two new accessory building permits. Total fees for the month of December were \$1,440.00.

The 2020 totals are as follows generating \$12,550.00 in fees:

- 18 Residences
- 12 accessory buildings
- 8 porches/decks
- 15 driveways
- 2 home additions
- 7 pools
- 1 solar panel array
- 9 Lot Splits
- 5 Ag Exemptions
- 2 Variances
- 1 Sign
- 1 Remodel Porch
- 1 Fence

The Moss property on Mills Road has been cleaned up.
The property at 257 and Ostrander Road is clean to day but changes from day to day.

Goals for 2021

- Back on track with Land bank and property at Penn Road and 257
 - Trustee Loudenslager would like to see action on this in 2021
- Update Driveway Permit

FIRE CHIEF'S REPORT: See attached report

- Purchase Orders – MES Warren Fire Equipment – Annual SCBA Bench Test and Face Piece Maintenance - \$2,500.00.

Trustee Loudenslager made a motion to accept PO 01-02-2021-1 for Annual SCBA Bench Test and Face Piece Maintenance for MES/Warren Fire Equipment, 6880 Tod Avenue, Warren, Ohio 44481, not to exceed \$2,500.00. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

- Apparatus, Equipment or Station Repairs – Complete SCBA Air Bottle Hydrostats, R-371 – Front Springs replacement has been completed, E-373 – Tire Valve Stem replaced.
- COVID-19 Update – All training activity has been suspended till further notice. Apparatus and station common areas are being disinfected weekly. Our personnel have been moved to Tier 1A Status for COVID-19 Vaccinations and received the go ahead from the Health Department to move forward. Working on scheduling vaccinations now.
- Firefighter Roster – Roster has decreased by 3 from 27 to 24 due to job relocations. Firefighter Guy, Firefighter Mickley and Firefighter Fisher have been removed from the roster for 2021.

TRUSTEE REPORTS:

Trustee Moseley

- REA's need to be submitted to the county.
- Work with Doug Riedel on Culvert Extension on Stover Road
- Received call from Village Mayor regarding help with Christmas salting. Gary salted Long Trail and Village Employee cleared the Fire/Township Hall parking area.
- Will be picking up Robin Hood Lane signs along with others.

Trustee Loudenslager:

- The new Village Mayor is Chris Greasamer. Trustee Loudenslager has been in contact with Chris regarding the road work at Mitchell and Field Streets.
- Will work to keep 2021 Budget Item list updated.
- Will continue to set up GoToMeeting for the township meetings.
- Reported that the township will be able to allocate additional covid related expenses until 12/31/2021 provided that local government receives additional funding.

Trustee Stults

- Ordered new deed book need the index to be shipped to finish setting up.

- Working on entering deeds into new cemetery computer program.

OLD BUSINESS: NONE

NEW BUSINESS:

Trustee Loudenslager made a motion to adopt Resolution 01-02-2021-4 Adoption of COVID Reimbursement. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Moseley made a motion to pay bills. The motion was seconded by Trustee Loudenslager. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Loudenslager made a motion to adjourn. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. Motion passed with 3-yes and 0-no vote.

Meeting adjourned at 2:20pm.

Certified by: _____
Fiscal Officer