

**SCIOTO TOWNSHIP TRUSTEES  
RECORDING OF PROCEEDINGS  
January 5, 2022**

**REGULAR MEETING PROCEEDINGS SUMMARY:**

The trustees of Scioto Township met in regular session, Wednesday, January 5, 2022 at 7:00 pm at the Township Hall, 3737 Ostrander Rd., Ostrander, OH 43061. Board members present were Ralph Moseley and Sandra Stults and Doug Loudenslager. Also present was Fiscal Officer, Kathy Melvin, Chief Marvin McIntire and Zoning Inspector Herb Ligocki. Others in attendance are included on the sign in sheet.

Fiscal Officer, Kathy Melvin called the organizational meeting to order at 7:00 pm.

**APPROVAL OF MINUTES:**

Trustee Loudenslager moved to accept the minutes of the December 17, 2021, 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.

**Delaware County Prosecuting Attorney – Eric Penkal**

- PA Penkal is working with Trustee Loudenslager on the ODNR language for the Pickle Ball Courts.
- Resolutions 01-07-2022-1 Henry Property and 01-05-2022-2 Rice Property
  - Trustees to hold a special meeting to move forward with the demolition of these properties.
  - There is Brownfield Grant Money available to help with this cause. Trustee Loudenslager and PA Penkal are working on this grant application.
  - Zoning Inspector will reach out to Teresa Henry to verify she received the Certified Letter mailed 12/17/21.
    - Her property demolition is estimated to be around \$25,000.
  - The township will not be responsible for underground storage tanks.
    - The Rice property was once a store/gas station
- Trustees will have a special meeting January 12, 2022, at the township hall starting at 4pm.

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

- Trustee Stults nominated Trustee Moseley as Chairman. The motion was seconded by Trustee Loudenslager. 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 Moseley nominated Trustee Loudenslager 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 Loudenslager nominated Trustee Stults 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 Moseley.

Trustee Loudenslager moved to hold the Trustee meetings on the first Wednesday of every month starting at 7 pm. The dates being February 2, March 2, April 6, May 4, June 1, July 6, August 3, September 7, October 5, November 2, and December 7. 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 Loudenslager moved to hold the mid-month meeting the third Wednesday of each month at 5:30pm. Meeting dates will be January 19, February 16, March 16, April 20, May 18, June 15, July 20, August 17, September 21, October 19, November 16 and December 21. 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 made a motion to have agenda items to the office four (4) days prior to meeting. 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 Stults made a motion to follow Roberts Rules of Order and allow speakers 3 minutes for topic discussion. 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 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 Loudenslager made a motion to have the township legal counsel be the County Prosecutor. The motion was seconded by Trustee Stults. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Stults 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 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 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 Stults. 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 Stults. 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 2022:

January 1, 2022	New Year's Day
January 17, 2022	Martin Luther Day
February 21, 2022	President's Day
May 30, 2022	Memorial Day
June 20, 2022	Juneteenth (June 19)
July 4, 2022	Independence Day
September 5, 2022	Labor Day
October 10, 2022	Columbus Day
November 11, 2022	Veteran's Day
November 24, 2022	Thanksgiving Day
December 24, 2022	½ Day Christmas Eve
December 25, 2022	Christmas Day
December 31, 2022	½ Day New Year's Eve

Trustee Stults motioned to retain the same township hall rental fee of \$30 for residents and \$400 for non-residents for 2022. The motion was seconded by Trustee Loudenslager. 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 retain the current zoning fees. The motion was seconded by Trustee Stults. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Stults made a motion to retain the current cemetery 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 Stults made a motion the pay periods (monthly) remain the same for 2022. 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 Stults made a motion the adopt Resolution 01-05-2022-1 to approve the 2022 temporary appropriations. 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 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 adopt Resolution 01-05-2022-2 to adopt Fiscal Officer Disaster Policy. The motion was seconded by Trustee Stults. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Stults made a motion to adopt Resolution 01-05-2022-3 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 Stults made a motion to adopt Resolution 01-05-2022-4 Establish Part Time Employee Hours. 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 adopt Resolution 01-05-2022-5 Establishing Salaries of Elected Officials. The motion was seconded by Trustee Stults. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

#### **Delaware Public Health Department – Dawn Hall**

- Preservation Parks Information for walking 100 miles from January to March
- Vacancy on the board – contact Sheila Hiddleston if interested
- March 24 is our meeting with refreshments at 6:45 and meeting starting at 7pm.
- There are some mini grants available – Contact Dawn or DPHD.
- No Covid home tests available at this time – will send some to Chief when available.

#### **Delaware County Engineer – Doug Riedel – Not Present**

**Maintenance Department, Scioto Township – Gary Beckley**

- All new road signs are installed
- Tree trimming
- Checking cemeteries regularly
- 1 funeral for the month
- White truck needs tires and some other work
  - Gary to get estimates
- Hot washer is not working well and has been repaired 3 times
- Trustee Moseley asked for repair estimates
- Bobcat needs some repairs
- Village Truck is in Second Street garage for village employee to repair
- Hydros on mower will be getting repaired end of January.
- Pole saw is still at McAuliffe's for repair.

Trustee Loudenslager asked Village member, Deb Bowden, to make sure signs installation in the village is a priority. The deadline for installation was December 31.

**FISCAL OFFICERS REPORT:**

- Covid Expenses have been reported in the Ohio Business Management Portal prior to the January 5 deadline.
- Receivables: \$24,200.67
- Payables: \$18,020.48

**ZONING REPORT:** Please See Attached Documents

- The month of December there were two permits: 1 ag exemption and 1 accessory building. Total fees for the month of December were \$150.00.
- Update on derelict houses
- Trustees asked about multi-bay barn/garage on 36. Zoning Inspector stated there was a permit received for this building.
- Zoning Inspector will invite Rice and Henry to the meeting Jan. 12 regarding their properties.

**FIRE CHIEF'S REPORT: See attached report**

- The alarm system needs checked, there are 4 alarms/items needing checked. The company was a no show and is rescheduled for December 11 from 8a-10a. Trustee Moseley also had Comfort Express back out to verify it is not the new furnace causing the issues.
- Purchase Orders – FoxFury Lighting Solutions – 2 – Nomad Battery Powered Portable Lights -\$7,000.00.
- RollNRack – GO Pack Large Diameter Hose Transport Cart - \$3,500.00.
- Apparatus, Equipment or Station Repairs – H-M Company completed Washer and Dryer preventive maintenance and service.

- Apparatus Bays – New LED Light Bulbs have been ordered to replace the current bulbs in the lights. Community Center and Station Alarm System – Has been non-operational since the replacement of F1 Furnace. Sterling and Comfort Xpress are both scheduled to be on site to resolute the issue on 1/4/22. AC Electric – Will be installing a 40 AMP Fuse Block in the SCBA Breathing Air Compressor Disconnect Switch. This is a requirement for the New Breathing Air Compressor.
- COVID-19 Update – Current situation is not suitable for the Annual Firefighter Dinner and Service Awards Banquet. Have postponed this event at this time and a new date will be given in the near future.
- Firefighter Roster – Roster has decreased by 2 from 22 to 20 due to job relocations or retirement. Firefighter Good and Firefighter Hutchisson have been removed from the roster for 2022.
- Also appreciate and thank you Trustee Moseley for working to get light bulbs in parking lot replaced.
- Good to the Order: Our new cleaning service is doing and outstanding job taking care of the building. Thank You Trustee Moseley for scheduling the repair of the rear apparatus bay entrance door lock.

Trustee Loudenslager made a motion to accept Fire Chief McIntire's fire report including Purchase orders for FoxFury and RollNRack. The motion was seconded by Trustee Stults. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

#### **PUBLIC COMMENT:**

- Josh Cross – Ohio Edison
  - Representative to this area for Ohio Edison. Transmission lines for the township are 257 and 37 area and split the township down the center.
  - There are no new projects planned for 2022 at this time
  - Josh does reside in Delaware County near Scioto Township.
  - Josh reported there are some trainings offered and prefers to have multi-townships and villages involved.

#### **TRUSTEE REPORTS:**

##### **Trustee Loudenslager:**

- Pickleball Court Contract final quote was less than expected. The capital budget sheet has been updated. Work should begin late spring and be completed in June.
- Baseball Diamond estimate – a rough number of \$92,000 was provided. Chas Kaiser could possibly help with this project. This includes excavation, fencing. Prosecuting Attorney Penkal stated we could use ARPA funds for this. Joe stated he had some businesses that would help. Trustee Stults some community businesses may be willing to help. The trustees agree to move forward on this project.
- Capital budgets items/ARPA Funds
  - 30% has been set aside for Roads pending final legislation approval.

- With what we have listed on our capital budget and the ARPA funds we are still showing \$117,000 that has not been allocated.
- Park benches will hopefully be here by end of January and installed soon after arrival.
- Working with PA Penkal on the language for Rice/Henry property clean up grant.
- Asked other Trustees to look over capital budget and prioritize their items and add or bring up for discussion other items that may need addressed.

**Trustee Moseley**

- Comfort Express installed new furnace.
- Lights in parking lot were updated.
- Research price for installation for new light at front corner of the building
- Working with Zoning Inspector on driveway/culvert installs. The language needs to be added to the permit regarding “not causing drainage problems for neighbors”.
- Gary Beckley worked with county on using the IPAD program.
  - Could possibly use this IPAD for cemetery tracking.

**Trustee Stults**

- Busy selling cemetery plots
- Working with baseball schedules
  - Storm signed their contract to use diamond 1/5/22
- Painter to start the week of 1/17/22 and keeping the same color. Company has shared all their workers comp and insurance details. The FD side will happen the week after they finish the township side.
  - This will be a good time to discuss how to rehang the pics (clusters/chronological)
    - Harla from Library or anyone else?

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

Trustee Stults made a motion to adopt Resolution 01-05-2022-6 Allow Fiscal Officer to move monies with interfund transfers. Fiscal Office will need to inform trustees of these changes. 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 advertise the trustee meeting date schedule in the Delaware Gazette and special meetings will be announced by electronic media, and posting at Midway Market, Post Office and township building front door. The motion was seconded by Trustee Stults. 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 appoint Tim Brown to the Zoning Commission for another term. The motion was seconded by Trustee Stults. 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 pay bills. The motion was seconded by Trustee Stults. Roll call vote: Mr. Loudenslager-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Stults made a motion to adjourn. The motion was seconded by Trustee Loudenslager. 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 8:23pm.


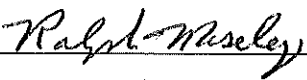
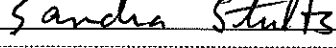

Rabbi Moseley

Sandra Stults

Certified by: Kathy Melvin  
Fiscal Officer

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Item	Reviewed By	
Payment Listing		Doug Loudenslager
		Ralph Moseley
		Sandra Stultz
		Kathy Melvin

**Payment Listing**

January 2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
1-2022	01/06/2022	01/02/2022	EP	Gary G Beckley	\$2,546.60	O
2-2022	01/06/2022	01/02/2022	EP	Andrew T Blevins	\$34.19	O
3-2022	01/06/2022	01/02/2022	EP	Gregory Casonova	\$34.25	O
4-2022	01/06/2022	01/02/2022	EP	Kathan T Costello	\$102.76	O
5-2022	01/06/2022	01/02/2022	EP	Adam M DeMarco	\$202.16	O
6-2022	01/06/2022	01/02/2022	EP	Brian Dilley	\$468.09	O
7-2022	01/06/2022	01/02/2022	EP	Michael T. Downerd	\$146.81	O
8-2022	01/06/2022	01/02/2022	EP	Jack Guyton	\$79.32	O
9-2022	01/06/2022	01/02/2022	EP	Jason T Hutchisson	\$34.19	O
10-2022	01/06/2022	01/02/2022	EP	Herbert Ligocki	\$426.12	O
11-2022	01/06/2022	01/02/2022	EP	Michael D Long	\$123.53	O
12-2022	01/06/2022	01/02/2022	EP	Douglas D. Loudenslager	\$776.77	O
13-2022	01/06/2022	01/02/2022	EP	Gary McGlone	\$2,305.45	O
14-2022	01/06/2022	01/02/2022	EP	Kyle A McIntire	\$256.57	O
15-2022	01/06/2022	01/02/2022	EP	Marvin E McIntire	\$1,047.04	O
16-2022	01/06/2022	01/02/2022	EP	Jonathan S Melvin	\$268.53	O
17-2022	01/06/2022	01/02/2022	EP	Kathy Melvin	\$1,326.55	O
18-2022	01/06/2022	01/02/2022	EP	Ralph K Moseley	\$938.98	O
19-2022	01/06/2022	01/02/2022	EP	Sig Pugerud	\$79.78	O
20-2022	01/06/2022	01/02/2022	EP	Bradley M Reese	\$45.42	O
21-2022	01/06/2022	01/02/2022	EP	Steven Roush Jr.	\$22.46	O
22-2022	01/06/2022	01/02/2022	EP	John Sanial-Banrey	\$273.53	O
23-2022	01/06/2022	01/02/2022	EP	Kyle Snyder	\$56.96	O
24-2022	01/06/2022	01/02/2022	EP	Sandra Stults	\$887.26	O
25-2022	01/06/2022	01/02/2022	EP	Casey J Swendrick	\$54.78	O
26-2022	01/06/2022	01/02/2022	EP	Kyle G Williams	\$9.19	O
18220	01/05/2022	01/04/2022	AW	Gary Beckley	\$35.00	O
18221	01/05/2022	01/04/2022	AW	Gary McGlone	\$35.00	O
18222	01/05/2022	01/04/2022	AW	Herbert Ligocki	\$35.00	O
18223	01/05/2022	01/04/2022	AW	Marvin McIntire	\$35.00	O
18224	01/05/2022	01/04/2022	AW	Kyle McIntire	\$35.00	O
18225	01/05/2022	01/04/2022	AW	Jack Guyton	\$35.00	O
18226	01/05/2022	01/04/2022	AW	John Sanial Banrey	\$35.00	O
18227	01/05/2022	01/04/2022	AW	The Richwood Banking Company	\$4,650.00	O
18228	01/05/2022	01/04/2022	AW	Verizon Wireless	\$240.66	O
18229	01/05/2022	01/04/2022	AW	Wells Septic & Drain LLC	\$95.00	O
18230	01/05/2022	01/05/2022	AW	Tayla Ewing	\$139.24	O
18231	01/05/2022	01/05/2022	AW	Village of Ostrander	\$103.29	O
Total Payments:					\$18,020.48	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$18,020.48	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ

**Payment Listing**

January 2022

- Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

\* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.



# SCIOTO TOWNSHIP FIRE DEPARTMENT

3737 OSTRANDER ROAD  
OSTRANDER, OHIO 43061

MARY MCINTIRE, FIRE CHIEF  
740-666-2121, EXT. 106

## January 5, 2022 Board Meeting

Purchase Orders – FoxFury Lighting Solutions – 2 – Nomad Battery Powered Portable Lights - \$7,000.00. RollNRack – GO Pack Large Diameter Hose Transport Cart - \$3,500.00.

Apparatus, Equipment or Station Repairs – H-M Company completed Washer and Dryer preventive maintenance and service. Apparatus Bays – New LED Light Bulbs have been ordered to replace the current bulbs in the lights. Community Center and Station Alarm System – Has been non-operational since the replacement of F1 Furnace. Sterling and Comfort Xpress are both scheduled to be on site to resolve the issue on 1/4/22. AC Electric – Will be installing a 40 AMP Fuse Block in the SCBA Breathing Air Compressor Disconnect Switch. This is a requirement for the New Breathing Air Compressor.

COVID-19 Update – Current situation is not suitable for the Annual Firefighter Dinner and Service Awards Banquet. Have postponed this event at this time and a new date will be given in the near future.

Firefighter Roster – Roster has decreased by 2 from 22 to 20 due to job relocations or retirement. Firefighter Good and Firefighter Hutchisson have been removed from the roster for 2022.

Good to the Order: Our new cleaning service is doing an outstanding job taking care of the building. Thank You Trustee Moseley for scheduling the repair of the rear apparatus bay entrance door lock.

**Scioto Township  
Zoning Report  
December, 2021**

**Permits**

21-114	Ag Exemption	1605 Warren Road	-
21-115	Accessory Building	22520 Del. Co. Road	\$150.00
	<b>Total</b>		<b>\$150.00</b>

Worked some on Code Compliance of abandoned structures.

DATE: 01/05/2022

RESOLUTION:

In the event that I, Kathy Melvin, should become incapacitated or unable in any way to complete my duties as fiscal officer, the following information will help Scioto Township meet its financial responsibilities without interruption.

1. With every regular Board of Trustees meeting, a backup of the computer and UAN is performed on an external hard drive located in the laptop bag.
2. A password log and procedures are kept in a binder located in the locked bottom drawer of the credenza behind the desk.
3. Nearby or familiar fiscal officers that would be helpful in completing financial responsibilities for Scioto Township until a crisis is resolved include: traveling fiscal officer Diann Jamerson, Village of Plymouth Ohio, 567-224-0192. Jill Davis, Concord Township, 740-272-0981.
4. The Ohio Auditor of State is responsible for the program known as the Uniform Accounting Network (UAN) and may be able to assist the township – UAN (800) 833-8261 or UAN\_support@ohio auditor.gov.
5. Recent payroll sheets, bank reconciliations, receipt and warrants are located in the file cabinets in the fiscal officer's office or in boxes at the home of the fiscal officer and can be arranged by fiscal officer's spouse, Jon Melvin, 740-272-1408, to retrieve such files.
6. Contact numbers are in the binder located in the locked bottom drawer of the credenza behind the desk.

Trustee Loudenslager moved to adopt this resolution and Trustee Stults seconded this motion.

Vote: Sandra Stults      ✓  
Ralph Moseley      ✓  
Doug Loudenslager      ✓

Wanda W. W...

Ralph Moseley

Sandra Stults

Certified by: Kathy Melvin  
Fiscal Officer

**SCIOTO TOWNSHIP DELAWARE COUNTY, OHIO**

**RESOLUTION 01-05-2022-3**

**RESOLUTION TO PROVIDE FOR REIMBURSEMENT OF EXPENSES.**

The Board of Trustees of Scioto Township, Delaware County, Ohio ("Board") met at a regular meeting on the 5th day of January 2022.

Trustee Stults Moved the adoption of the following Resolution.

Be it resolved that the Board sets the reimbursement rates for meals during travel up to the maximum of \$35 dollars per day when detailed receipts are provided. Alcoholic beverages are not reimbursable. The mileage rate to be reimbursed at the rate set that year by the IRS for business travel outside of the county. Reimbursement for lodging will be made at reasonable rates for the area provided detailed receipts have been provided.

Trustee Moseley Seconded the motion.

APPROVED AND ADOPTED THIS 5th DAY OF JANUARY 2022 BY:

**BOARD OF TRUSTEES  
SCIOTO TOWNSHIP  
DELAWARE COUNTY, OHIO**

Doug Loudenslager  
Doug Loudenslager  
Trustee

1-5-2022  
Date

Sandra Stults  
Sandra Stults  
Trustee

1-5-2022  
Date

Ralph Moseley  
Ralph Moseley  
Trustee

1-5-2022  
Date

ATTEST:

Kathy Melvin  
Kathy Melvin  
Scioto Township Fiscal Officer

1-5-2022  
Date

SCIOTO TOWNSHIP DELAWARE COUNTY, OHIO

RESOLUTION 01-05-2022-4

RESOLUTION TO ESTABLISH PART-TIME EMPLOYEE HOURS.

The Board of Trustees of Scioto Township, Delaware County, Ohio ("Board") met at a regular meeting on the 5th day of January 2022.

Trustee Stults Moved the adoption of the following Resolution.

Be it resolved that the Board sets employees classified as part-time may only work up to a maximum of 1,500 hours in any calendar year.

Trustee Loudenslager Seconded the motion.

APPROVED AND ADOPTED THIS 5<sup>th</sup> DAY OF JANUARY 2022 BY:

BOARD OF TRUSTEES  
SCIOTO TOWNSHIP  
DELAWARE COUNTY, OHIO

Doug Loudenslager  
Doug Loudenslager  
Trustee

1-5-2022  
Date

Sandra Stults  
Sandra Stults  
Trustee

1-5-2022  
Date

Ralph Moseley  
Ralph Moseley  
Trustee

1-5-2022  
Date

ATTEST:

Kathy Melvin  
Kathy Melvin  
Scioto Township Fiscal Officer

1-5-2022  
Date



SCIOTO TOWNSHIP DELAWARE COUNTY, OHIO

RESOLUTION 1-5-2022-5

RESOLUTION TO ESTABLISH SALARIES OF ELECTED OFFICIALS

The Board of Trustees of Scioto Township, Delaware County, Ohio ("Board") met at a regular meeting on the 5th day of January 2022.

Trustee Loudenslager Moved the adoption of the following Resolution.

Be it resolved that the Board SETS THE Trustees and Fiscal Officer annual salaries not to exceed the maximum amount set forth in R.S.505.24 and R.C. 507.09, respectively.

Trustee Stults Seconded the motion.

APPROVED AND ADOPTED THIS 5th DAY OF JANUARY 2022 BY:

**BOARD OF TRUSTEES  
SCIOTO TOWNSHIP  
DELAWARE COUNTY, OHIO**

Doug W. Loudenslager  
Doug Loudenslager  
Trustee

1-5-22  
Date

Sandra Stults  
Sandra Stults  
Trustee

1-5-22  
Date

Ralph Moseley  
Ralph Moseley  
Trustee

1-5-22  
Date

ATTEST:

Kathy Melvin  
Kathy Melvin  
Scioto Township Fiscal Officer

1-5-2022  
Date

DATE: 1/5/2022

RESOLUTION: 01-05-2022-6

Trustee Stuts moved for the adoption of the following Resolution:

Be It Resolved by the Board of Trustees of Scioto Township, that in the event there is an inadequate amount in the line item or appropriation to pay incoming bills, to allow the Fiscal Officer to make the necessary inter-fund transfers as needed to meet financial obligations. Trustees will be immediately notified of the inter-fund transfers made.

Trustee Loudenlager seconded this motion.

Vote: yes Sandra yes Ralph yes Doug

Wendy W. W...

Ralph Masely

\_\_\_\_\_

Certified by: Kathy Meloni  
Fiscal Officer



# Delaware Public Health District

*Dedicated to your health*

The Delaware Public Health District is a Combined Health District (ORC 3709.07). As such, the District Advisory Council appoints five members of the Board of Health.

The District Advisory Council (DAC) is made up of the Township Trustee President, Village/City Mayor or Administrator, and one County Commissioner (ORC 3709.03). For the Delaware Public Health District (DPHD) there are twenty-six members of the DAC. The current officers are:

- Suzette Hall, Trustee Thompson Township, President
- Rod Myers, Trustee Berkshire Township, Secretary
- Keven Hennessy, Trustee Delaware Township, Nominations

The DAC meets annually, in 2022 the meeting will be on March 24, 2022, at 7:00 PM with refreshments at 6:45 PM. The location is still to be determined. The purpose of the meeting is to:

- Elect a President and Secretary for the DAC
- Appoint Board of Health members
- Receive and Consider Annual or Special Reports
- Make recommendations to the DPHD regarding matters of health or for needed legislation

For 2022 the open Board position is the one vacated by Dr. Walter Threlfall, resident of Liberty Township, whose term expires at the end of February. The current Board of Health members appointed by the DAC are:

Name	Residence	Term Expires
Pat Blayney, PE	Genoa Township	03/2025
Margie Fleischer	Delaware City	03/2023
Amy Howerton, LNHA	Trenton Township	03/2024
Pat Tiberi, BA	Genoa Township	03/2026

Other Board of Health members, appointed via contract by their city, are:

Name	Residence	Term Expires
Mark Hickman, MD	Delaware City	03/2026
Dolores Smith, BA	Delaware City	03/2025
Dave Karr, JD	Powell City	01/2025
Tommy Hatfield	Sunbury City	10/2026

Ms. Hiddleson works with the Officers of the DAC to provide potential Board of Health members for vacant positions; she has a running list of persons that have expressed an interest in serving and provides the names of those with continued interest to the DAC for a vote at the annual meeting. Persons that are interested in serving or desire more information may contact Shelia Hiddleson, Health Commissioner, at 740.972.8635 or [shiddleson@delawarehealth.org](mailto:shiddleson@delawarehealth.org) More information about the Board can also be found on the webpage of the district here <https://delawarehealth.org/board-of-health/>



# Creating Healthy Communities Mini Grant RFP Guidelines & Application:

Request for Proposal (RFP)

## Introduction:

The Delaware Public Health District (DPHD), Community Health Division announces the availability of grant funds. Each grant will span twelve months and will be awarded based on the strength of the application, justification for funding requested, and recommendations from the review panels.

The purpose of the Creating Healthy Communities (CHC) Mini-Grant is to prevent and reduce chronic disease in Delaware County. Using cross-sector collaboration and effective community engagement, we are activating communities within Delaware County to increase healthy equity by improving access to and affordability of healthy food and increasing opportunities to and engagement in physical activity.

The CHC mini grant funds will be used to further the mission of the Partnership of a Healthy Delaware County (PHDC) in supporting the implementation of the 2019-2022 Community Health Improvement Plan (CHIP) and subsequent Delaware County Community Health Improvement Plans.

## Number of Grants and Funds Available:

The DPHD anticipates having approximately \$10,000 available for local grant awards. The DPHD holds no commitment to funding any specific number of projects, nor does the DPHD hold any commitment to specific funding levels for awarded projects.

Funding levels for all applicants will depend on the number and scope of proposals received, recommendations from the review panels, quality of each application, justification for the amount of funding requested, demonstrated needs data, and adherence to the goals and objectives outlined in this RFP. No applicant is guaranteed a certain percentage of the total funds available. DPHD reserves the right to modify the number of grants awarded or amount of funding based on the applications, geographic representation, and funds available. Any award made through this program is contingent upon the availability of funds for this purpose.

## Eligibility:

Proposals will be accepted from:

- Local units of government (e.g., city, village, or township parks and rec departments), non-profit 501-c(3) organizations, school districts, pre-schools, and libraries located within the DPHD jurisdiction.
- Other organizations (e.g., small businesses, or private daycares) with innovative project proposals that clearly demonstrate alignment with the CHC mission.
  - Please Note: Applications from for-profit groups will be less competitive and, in most instances, not eligible for funding. However, DPHD encourages these applicants to make efforts to collaborate with non-profit partner organizations on submitting a project proposal.

Grants will not be awarded to individuals.

Grants will only be awarded to organizations located within the DPHD jurisdiction.

## Proposal & Submission Requirements:

**Complete application form and submit by 3:30pm on Tuesday February 15, 2022.** Funding decisions will be announced by **March 4, 2022.** Mini-grant projects will be funded from **April 1, 2022 to December 31, 2022.**

Proposals must not exceed 6 pages in length and must be typewritten in 11pt or 12pt Calibri or Arial font. Project abstract & applicant contact information page, and reference pages do not count towards page limit, there is no minimum page limit.

Proposals must include all required sections and follow RFP guidelines in order to be considered for funding. Please include clear section headers.

The Creating Healthy Communities Coordinator, Josie Bonnette, can answer questions and help to identify data sources for project proposals by email at [Jbonnette@delawarehealth.org](mailto:Jbonnette@delawarehealth.org) until close of business February 8, 2022.

## Priority Project Proposals:

- Clearly demonstrate alignment with 2019 – 2022 Community Health Improvement Plan (CHIP) objectives related to physical activity and/or healthy eating.
- Will have an identified focus on Policy, System, and/or Environmental changes (PSE Change).
- Will identify and describe local data that indicates need for project.
- Will serve individuals and families from economically disadvantaged, or vulnerable/underserved populations experiencing higher rates of health disparities.
- Propose appropriate interventions that stem from best practice or provides sufficient evidence for innovative interventions.
- Include a budget and budget justification.
- Include an evaluation component.

## Grant Requirements & Unallowable Costs/Activities:

Grant recipients must:

- Identify a legal authority to sign contracts on behalf of the organization and complete an Intergovernmental Service Agreement with the DPHD prior to distribution of funds.
- Complete all agreements outlined in the service agreement and project proposal.
- Attend at least 2 Partnership for Healthy Delaware County meetings and provide a verbal progress report and present final project evaluation and success story.

Funds expensed must be identified, pre-approved, and used solely for purpose as specified in the grant proposal and contract. The use of funds for prohibited purposes will result in the loss of grant funds and may require the recipient to return funds to DPHD.

Failure to meet the terms and conditions of an award at any time during the grant period nullifies the agreement between DPHD and the grantee; the grantee will be required to return part or all of the issued grant funds.

Grant funds **may not** be used for the following:

1. To advance political or religious points of view or for fund raising or lobbying;
2. To disseminate factually incorrect or deceitful information;
3. Personnel salaries, or any associated personnel fringe benefits
4. Bad debts of any kind;
5. Contributions or donations to a contingency fund, scholarship programs, endowment, or non-profit organization;
6. Entertainment or membership fees;
7. Fines and penalties;
8. Interest or other financial payments (including but not limited to bank fees);
9. Costs to rent equipment or space, costs for purchase of and/or construction or renovations of a building that does not directly relate to increasing physical activity, healthy eating, or disability inclusion/health equity;
10. Inpatient services;
11. Travel, Training, and Meals
12. Payments to any person for influencing or attempting to influence members of Congress or the Ohio General Assembly in connection with awarding of grants;
13. Office Furniture, Office Equipment (including but not limited to desks, chairs, file cabinets, staplers, pens, binders,)

### **Application Scoring and Grantee Selection:**

Proposals will go through an initial review process that includes scoring and funding recommendations completed by a panel of previous year grantees, and volunteers from the Partnership.

Proposals and initial recommendations will then go through a review process completed by the DPHD senior leadership team and approved by the Board of Health.

DPHD reserves the right to determine which applicants will be approved or disapproved for funding and reserves the right to reject any or all applications. DPHD's decision is final and there is no appeals process after the decision has been made.

An official Notice of Award (NOA) will be sent via email to the contact person identified on application submission. The NOA will include; the date issued, program title, project period, DPHD Grant Coordinator contact information, as well as remarks and directions to complete service agreement and receive payment. Other communications regarding the awarding of funds or the authorization of expenditures of program funds (i.e., verbal communication, e-mails or letters) are unofficial and therefore do not obligate the DPHD.

***Recipients will be given until March 30, 2022 to respond to and complete an Intergovernmental Service Agreement. If a recipient does not respond to or fails to complete contract by stated deadline, will be failure to meet grant requirements and nullifies the NOA.***

# 2022 CHC PROJECT GRANT APPLICATION

## PROJECT ABSTRACT & CONTACT INFORMATION

Project Title:	
Applicant Agency:	
Applicant Agency Address:	
Contact Name:	
Contact Phone:	
Contact Email:	
Is your agency a member of the Partnership for a Healthy Delaware County (PHDC)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Is your agency a for-profit business or organization? <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Which CHC Priority focus area does your project address (Check all that apply): <input checked="" type="checkbox"/> Health Equity and Community Engagement <input checked="" type="checkbox"/> Healthy Eating/ Food Security <input checked="" type="checkbox"/> Active Living/ Physical Activity	
Estimate number of individuals or families your proposed project intends to reach/impact?	
Describe how this outcome/metric was determined and provide baseline data:	
Funding amount requested:	
Provide 1-4 sentences that include a high-level overview of your project:	

## 2022 CHC PROJECT NARRATIVE

**ORGANIZATIONAL HISTORY:** Summarize your organization's history and mission. Provide information on current programs, initiatives, or research by the organization.

**PUBLIC HEALTH PROBLEM OR COMMUNITY NEED:** State and describe the extent of the problem and conditions you wish to change. Include local data and trends that would emphasize the need for intervention. Identify specific gaps, especially pertaining to policy, system, and environmental factors, which may be contributing to the problem. Cite data from Delaware County Community Health Assessment (CHA), Delaware County Community Health Improvement Plan (CHIP) and other sources to support need.

**PROJECT OVERVIEW:** Provide an overview of your proposed project and include long term goals. Explain why the project was selected, as well as best practices and research, and cite research supporting success for this type of project.

**STRATEGIC ALIGNMENT:** Describe how project demonstrates alignment with 2019-2022 CHIP Objectives. Describe how proposal will support individuals and families who are socio-economically disadvantaged, experience higher rates of health disparities, and/or are identified as belonging to a vulnerable/underserved population.

**COMMUNITY PARTNERSHIP DEVELOPMENT:** Include and describe the community partners who will be involved with the project. Describe how project will engage clients and/or residents. Describe recruitment strategies if applicable for both participants and volunteers.

**EVALUATION:** Describe in detail how success will be defined- what story will you be able to tell from this proposal and how will you capture the story? (e.g., photos, videos, interviews) Include a timeline of activities with projected start and end dates. Identify outcome measures you will use to determine if objectives have been successfully accomplished. Describe how the project will establish baselines at the start of the proposed project and measure progress made throughout the year. If tools such as assessments, interviews, screenings, direct observation, focus groups, and pre- or post-surveys will be utilized; please describe the tools being used. Describe how the efficacy of a new policy, system and/or environmental change will be evaluated.

**SUSTAINABILITY:** Describe how your project will be sustained once the grant funding has ended. How might the work implemented through the proposed project continue beyond the grant period? What, if any, adjustments will be made to the project plan if not funded at requested amount, or is unfunded.

**BUDGET JUSTIFICATION:** Provide a brief budget narrative that describes how costs are derived and how funds will be spent. Discuss the necessity and the specific functions of the identified costs. Distinguish equipment costs (equipment is defined as a single item purchased in whole or part with grant funds), supply costs, and advertising or printing costs. Include description of external matched funds if applicable. Matching funds are not a requirement for project eligibility, however, identifying matched funds demonstrates dedication to project and evidence towards sustainability.

**BUDGET TABLE:** Complete and provide a budget table, an example table is below. External match funding column refers to any resources or supplies that will be obtained outside of grant funding but utilized to implement, promote, and/or evaluate project. Add additional rows, as needed.



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# WINTER 100

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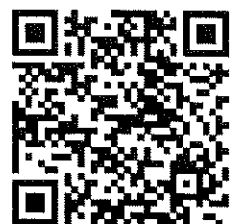


**January 1 - March 31, 2022**  
**Registration begins Dec. 27**

The Winter 100 is back for a second year! It is a great way to stay healthy, mentally and physically through the cold Ohio winter. Walk 100 miles or 100 kilometers (62 miles). Register, log your distance, and get energized by a supportive community of walkers and runners this winter. Gain access to a private Facebook group, bi-weekly emails, and expert tips from our partners. Take the Winter 100 challenge!



Learn more  
and register:



[PRESERVATIONPARKS.COM/PROGRAMS](https://www.preservationparks.com/programs)