

RECORD OF PROCEEDINGS

THORN TOWNSHIP TRUSTEES

REGULAR SESSION

Held: November 11, 2020

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The Board of Trustees of Thorn Township convened in regular session from 5:00 P.M. to 6:37 P.M. in the Township Hall. Trustee Coleman called the meeting to order with the following members and visitors present:

Members:

Billie Dearlove	Present	Robert Coleman	Present
Richard Wilson	Present	David Lyle	Present

Other Township Officials:

Anna Cox, Jeremy Weekly, Ed Corns

Visitors: Chip McNeer, Steve Lemon, Michael Bline, Chris Parks

Motion: A motion to approve the October 14, 2020 regular session minutes was made by Trustee Wilson and seconded by Trustee Lyle. **Votes were:** Robert Coleman, Aye; Richard Wilson, Aye; David Lyle, Aye.

Reports:

Fiscal Officer Billie Dearlove: Fiscal Officer Billie Dearlove provided the September 2020 Reports: Fund Status Report, Receipt and Payment Report, Fire Department Payroll Report and Bank Reconciliation Report.

2021 Budget to send to Perry County Auditor: Fiscal Officer Dearlove asked the trustees if they had any questions or changes to the 2021 budget that she gave them to review. She stated that it is pretty much same as in the past years except she did add an extra \$50,000.00 (fifty thousand dollars) to the Fire Department payroll.

Motion: A motion was made by Trustee Coleman to approve the Budget for fiscal year 2021 to send to the Perry County Auditor Drew Cannon and was seconded by Trustee Wilson. **Votes were:** Robert Coleman; Aye, Richard Wilson; Aye, David Lyle; Aye.

Drop Box: She stated at last meeting Zoning Inspector Corns had asked about putting in a drop box. She stated that she has information on a drop box like the Village of Thornville put in that is outside and bolted to the concrete. She stated that she liked that idea better than putting a hole in the wall and having an inside box. The cost would be around \$412.00 (four hundred twelve dollars). All the trustees were in agreement to purchase the outside drop box and told Fiscal Officer Dearlove to go ahead and order one.

OBWC Certificate: She said they have received this years Ohio Bureau of Workers Compensation Certificate and it just needs posted in the building.

Covid Funds: Fiscal Officer Dearlove reported that the first part of November the township received an additional \$128,765.00 (one hundred twenty eight thousand seven hundred sixty five dollars), bringing the total Covid funds to \$155,382.87 (one hundred fifty five thousand three hundred eighty two dollars and eighty seven cents) to spend. She stated that they need to appropriate specific amounts to each line items, such as cleaning supplies, equipment and so forth. She will get with them to get the specific amounts for each line item.

Trustee Robert Coleman:

Trustee Coleman stated that the employee yearly reviews did not get done before this meeting. He asked the other trustee's when they wanted to do them. He asked if they wanted to move the date for employee reviews to a different time of the year. He stated that the current policy handbook states that they must be completed before the November meeting, but we could amend this to a different date. A brief discussion was held about the date of reviews.

Motion: A motion was made by Trustee Lyle to amend the policy handbook to state that employee reviews will be done before December 31st of each year and was seconded by Trustee Wilson. **Votes were:** Robert Coleman; Aye, Richard Wilson; Aye, David Lyle; Aye.

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Trustee Coleman stated that he has the contract for the park with the amendment of Article 6 that addresses the payment procedures. He said that the township's attorney, the fiscal officer and Michael Bline are all in agreement of the addition of Article 6 to the contract. Trustee Coleman said that Mike Bline, the contractor was to attend tonight's meeting, but he is not here yet. Trustee Coleman stated that if they do not award this contract and get the park started, that the township will end up losing this grant money and we have already used about \$145,000.00 (one hundred forty five thousand dollars) that has been paid to EDG and the township would have to reimburse ODNR that money back. Trustee Coleman said if you have questions for the contractor they can hold off until Mike Bline gets there. No one had any questions for Mr. Bline.

Motion: A motion was made by Trustee Coleman to award the contract to GM Contracting LLC for the Thornport Buckeye Lake Public Access Phase 1, with the Amendment of Article 6 for Payment and Procedures, which includes the base price and alternate #1 for the price of \$373,037.00 (three hundred seventy three thousand and thirty seven dollars) and was seconded by Trustee Lyle. **Votes were:** Robert Coleman; Aye, Richard Wilson; Aye, David Lyle; Aye.

Trustee Coleman stated that he also has a contract for Environmental Design Group (EDG) for the Construction Services in the amount of \$5,200.00 (five thousand two hundred dollars) and for Grant Management Services in the amount of \$4,100.00 (four thousand one hundred dollars), for a total of \$9,300.00 (nine thousand three hundred dollars) for this contract. Fiscal Officer Dearlove asked how much money will be left of this grant money after these two contracts. Trustee Coleman stated that when they take out the sleeves it will leave \$10,125.00 (ten thousand one hundred twenty-five dollars) left, and he is comfortable with that amount left. Fiscal Officer Dearlove stated that is a small cushion, and I do not like it. What if something happens and they go over this amount. I just want you guys to be aware there will be no Thorn Township money spent on this project. I hope nothing happens but I worry with a project this size and that little of a cushion that if something goes wrong and they come back and say they need another \$15,000.00 (fifteen thousand), what happens then, as I said; the township is not spending any of our money on this project.

Motion: A motion was made by Trustee Coleman that they authorize the contract to Environmental Design Group (EDG) in the amount of \$9,300.00 (nine thousand three hundred dollars) and was seconded by Trustee Wilson. **Votes were:** Robert Coleman; Aye, Richard Wilson; Aye, David Lyle; Aye.

Trustee Coleman said that he handed the trustees copies of the Council of Elected Leaders from the BLRC, Land Use Advisory Panel. He said that Fiscal Officer Dearlove received the \$1000.00 (one thousand dollar) check from the developers for the project on road 496, so this is what BLRC has worked up as their marketing study for that project.

Trustee Coleman stated that he was in contact with the Licking County EMA Director Sean Grady, and the contract we have from them from a year or year and a half ago is no longer valid for 911 dispatching service. He stated that Mr. Grady will get him an updated contract for the township, and he should have it at the next meeting for them to look at.

Trustee Richard Wilson:

Trustee Wilson said the cost to power wash the building will be \$400.00 and it can come out of the Covid money. He also reported that they have spent the last two weeks getting the snowplow equipment out and getting it checked over and ready to go. He said that one plow is down right now due to a cylinder getting rebuilt that was leaking. He reported that the complaint issue that was discussed at last month's meeting about the water laying on the road at Fireman's Park, he was able to get in touch with the lady. The lady who filed the complaint was the one to put the gravel down, however another lady said her house flooded twice last year and it was before the gravel was put down. Trustee Wilson stated that the only way to fix the problem is to go in, tear our road up and drain it down the access road or right-away road where the fence used to be, to the lake. All the trustees agreed that it needs fixed. Trustee Wilson said he would get a price on the materials and let Fiscal Officer Dearlove know what they are, but this will not be happening right away, they have other things going on right now to take care of first.

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Trustee David Lyle:

Trustee Lyle asked Fiscal Officer Dearlove if the zero-turn mower and trailer had been put on the township's insurance. She stated that she had not done that and said for Trustee Lyle to take care of that. He stated that he has used the zero-turn mower and it is working fine. He also reported that Jenny LaRue from the Perry County Health Department would like to be on next months agenda to discuss putting a Bike and Walking Trail on Township Road 358 to Thornport. Fiscal Officer Dearlove told Trustee Lyle to have Ms. LaRue send her an e-mail to remind her. Trustee Lyle also stated that he dispersed all the gas cards to the employees.

Zoning:

Zoning Inspector Ed Corns provided his monthly reports and permit updates to the board. He stated that last month was another busy month and that permits are well over what we did last year. He stated that he is still working on a couple of complaints. He thanked them for putting in a drop box, he said that this will help a lot. He reported that there was no Zoning Commission meeting this month due to illness with a couple board members families. He did not believe it was covid related. He stated that Trustee Coleman gave him an application for a seat on one of the boards, it did not state which board. He said that at this time all seats are full on all boards, however they will take alternates. He will put together a list of alternates for the December meeting.

Fire/EMS:

Chief Weekly provided his monthly reports to the board. He reported that they have received two new AED units. He said that this is the season for grants, and he will be busy working on grants. He also reported that the county 911 levy did pass, however this additional funding is not going to fix the management issues. He stated that he attended a fire chief's meeting last month and will be attending another one this month. Chief Weekly also reported that he has spoke with Fiscal Officer Dearlove about using Cares money for the purchase of a new medic, he stated that the cost would be \$271,595.00 (two hundred seventy one thousand five hundred ninety five dollars) and this would be for the truck and power cot load system. He stated that the old cot system can not be put into the new unit. He said that they will have to keep the old unit and it would be the covid unit, they must do this in order to use cares money towards the purchase of a new unit. He said he will have the contract for the new unit at next month's meeting. Fiscal Officer Dearlove stated that she will appropriate \$129,000.00 (one hundred twenty-nine thousand dollars) of the Cares money to go towards the purchase of a new squad.

Public Comments:

Steve Lemon said he lived in Ziontown and he helped with the soccer team. He stated that he was in attendance tonight to get permission to use the property owned by ODNR as a soccer field. Trustee Coleman stated that he would have to contact ODNR and talk with them about that.

Chris Parks stated that he lived out on 204 and that he had contacted Zoning Inspector Ed Corns about the first of February of this year about the trash and abandoned vehicles on his neighbor's property, along his property line. He filed a complaint on March 14, 2020 and kept in contact with the zoning inspector for several months. Mr. Parks said that the zoning inspector finally returned his call and stated that all 3 letters had been sent out by the zoning department on this issue and he had done what he could do, it would now be up to the trustees to pursue this further. Mr. Parks stated that he just wanted to find out what they can do and when will he see results on this. The trustee's explained that this is the first they have heard about this issue and his complaint. They stated that they would get with the zoning inspector and get more information on this issue and get back with Mr. Parks.

Michael Bline from GM Contracting LLC: Trustee Coleman told him that they signed the contract earlier in tonight's meeting. Trustee Coleman stated that Fiscal Officer Dearlove is a little worried about the small cushion amount of around \$10,000.00 (ten thousand dollars) for a project of this size. She stated yes, she is a little concerned about this and she just wants to say that the township will not be using any Thorn Township funds if they go over this cushion amount. Mr. Bline stated that he understands, and he will keep them updated on the project and if they run into a problem, he will contact them right away.

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Meeting Adjourned:

With no further business to discuss, a motion was made to adjourn the meeting at 6:37 P.M. by Trustee Coleman and seconded by Trustee Wilson. **Votes were:** Robert Coleman; Aye, Richard Wilson; Aye, David Lyle; Aye.

Billie Dearlove

David Lyle

Richard Wilson

Robert Coleman

All of the formal actions of Thorn Township concerning and relating to the adoption of resolutions and/ or motions passed at this meeting were adopted in a meeting open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.