

Scioto Township Board of Trustees  
July 9, 2008

Sandra Stults called the July 9, 2008 meeting of the Scioto Township Board of Trustees to order at 7:00 p.m.

All in attendance joined in the Pledge of Allegiance.

Roll call was answered by: Sandra Stults, Theodore Luke and Rodger C. Finks.

Others in attendance: Bill Cox, Brenda Jervis, Mike Knapp, Bruce Stayner and Chris Arnett from the Gazette.

Rodger C. Finks made the motion to accept the minutes of the June 11, 2008 meeting as presented by the Fiscal Officer. Theodore Luke seconded the motion. Vote: unanimous.

Guest were acknowledged and asked to limit their comments to three (3) minutes. Please direct your questions/comments to the Board.

Bill Cox: In your minutes you hired a young man from another township as a firefighter. Do you have any rule about hiring outside the township?

Sandra: I do not believe so.

Marvin McIntire: We have a five (5) mile radius on our firefighters.

Bill: The reason I brought it up was the Ohio Township handbook states the township trustees have the authorization to require that they live in the township. If you have a resolution in the past that could jeopardize the fire department if something comes up in the future. That is the only problem I see.

Marvin: We will look into it, but we made the change a few years ago to a five (5) mile radius.

Ted: I remember the change to five (5) mile radius.

Sandra: I believe so.

Bill: That is in a resolution?

Marvin: We will check into that.

FISCAL OFFICER - SUSAN BECKLEY

Receivables for the month of June	\$27,229.95
Payables for the month of June	\$72,532.21

I am asking the trustees for a resolution to transfer money from 1000-110-213-000 to Account 1000-110-211-000 in the amount of \$1,300.00 and from account # 2191-220-230-000 to account 2191-220-211-000 in the amount of \$2,300.00 to complete the Ohio Public Employees amount due them.

Rodger made the motion for a resolution to transfer the funds to account 1000-110-211-000 in the amount of \$1,300.00 and account # 2191-220-211-000 in eth amount of \$2,300.00. Ted seconded the motion. Vote: unanimous.

Resolution number 13-2008	\$3,600.00
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Fiscal Officer informed Sandra that she needed time sheets for the periods of January thru June 2008.

Rodger: We also have the culvert on Warren Road that we need a resolution for the county. It is the culvert between Vaught Dewitt and Kenneth Fegley. The county and township share expenses. Total estimate to do the culvert is \$77,881.58. County's share \$47,171.87 and township's share \$30,709.71.

Ted: When will the culvert work be completed?

Rodger: I do not know, it will have to go out for bid.

Rodger: I make the motion for a resolution to the Delaware County Engineers to begin the project on Warren Road. Ted seconded the motion. Vote: unanimous.

Resolution number 14-2008
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ZONING INSPECTOR'S REPORT: THOMAS BROWN

The BZA Public Hearing on June 10, 1008 was a lot area variance requested on Burnt Pond Road and was denied. The set back variance request on State Route 257 N was approved. The BZA has scheduled a Public Hearing for a side yard minimum reduction for 9833 Marysville Road to be held July 8, 2008. That was denied.

Scioto Township Zoning Commission meeting for June 9, 2008 was a discussion on administrative appeal status, abbreviated discussion on signs.

I had one (1) zoning application and I issued the zoning certificate for 3083 State Route 257 S. for a new single family residence, FR-1.

I had one (1) plat review submitted, I approved and signed.

The DCRPC meeting for June 26, 2008 had no Scioto Township activity.

There was a variance request for an extension of time for development of a sub-division. There is a limit of extension between plot approval and final approval and the hardship the applicant said was judged on assignment from a year ago and now asking for a one (1) year extension. The DCRPC approved and gave the applicant another one (1) year extension. I brought this to your attention because this might be one in the township asking for an extension. That would be Sherwood for example located on State Route 36.

The minutes of the June 11, 2008 Trustees meeting serve as a written complaint about the commercial activity in the FR-1 zoning district. The zoning office has not completed its investigation or given any notification but intends to do so, possibly in conjunction with the fire inspector. Address is 4167 Newhouse Road.

Rodger: Have you gotten any feed back on your letters?

Tom: No feed back from the letters. I did have a comment on the Pyle's Property on Penn Road. Nothing is being done on the corner of Penn Road and State Route # 257. On Kenneth and Carol Drake's property on Brindle Road it looks like they are cleaning up the steel and going to haul away. There is activity there, looks like it is going out and nothing going on the property.

Rodger: Not sure how long you gave the residents when you sent your letters.

Tom: I do not remember either, not sure the language that I used. I will review. I believe the second notice comes from the Prosecutor. I will check and follow up and take more pictures.

Sandra: Anything on the Henry Property?

Tom: Nothing done and I have had no complaints on the property. The property next door that was owned by Mike Sines has been sold to a Delaware County Deputy Sheriff. This may be an asset to us in getting the property cleaned.

Rodger: Stopped by last night and witnessed the Zoning Appeals Board meeting and one (1) of the members on the board stated they were leaving the township August 1st. There also may be an opening on the Zoning Commission Board. On the Commission Board we do have two (2) alternates.

Fiscal Officer: I have had no response on the Public Notice that was placed in the Delaware Gazette on July 2<sup>nd</sup> for the Zoning Appeals Board.

## FIRE CHIEF'S REPORT: MARVIN MCINTIRE

I sent you an E-mail on the five (5) year contingency plan for apparatus. Was posted on our web-site with no feed back. I am here tonight to ask if we can adopt this plan so we can start to get some of this equipment replaced. Keep in mind that this can always be changed.

Rodger: I see "371" to many times here as a rescue vehicle, grass fighter, pump, and ladder.

Marvin: We are going back to our old numbering system. I have written for a grant for Engine 372. I did write a grant for the slide-in-unit for the grass truck. It will probably take six (6) months to write the specs, and keep the same chassis.

Rodger: How much weight can you put on # 8?

Marvin: It is marked on the windshield.

Rodger: Do we need a custom chassis for that or could we go off the lot type deal?

Marvin: We need to define our needs and how we are going to use the vehicle. I am going to let the guys build it and then present the plans back to the Board.

Rodger: If we write a grant and you have an estimated budget now, we are taking a stab in the dark with that deal.

Marvin: Sure, we are basing it on what we purchased and what we think the equipment is going to cost today.

Rodger: This is in order of the needs?

Marvin: Yes, I believe so. There is a possibility we won't get Engine 372, I do not know.

Rodger: What I am hearing the rescue unit needs to be replaced very quickly, it has some structural problems. The grass truck is way past due.

Marvin: The one thing we have to check into before getting rid of our old equipment would be the Hummers. We will have to go back to the government entity to see how we can dispose of the Hummers. We can not sell them; we probable have to donate them back.

Sandra: Where did you get them?

Marvin: Army Surplus.

Rodger: Do you have the contract on the Hummers when you got them to see if it tells how to dispose of them?

Marvin: Not sure but I will look. I did find the ice machine papers. All the files are here. I will look and see what I can find.

Rodger: I thought I read something had changed on the surplus items. Can always ask the County Prosecutor to research this for us.

Sandra: Do you need an action on the apparatus plan tonight?

Marvin: Yes, that is what I am asking tonight, unless you want to table until next month.

Rodger: I do not have any problem with this for this year and it is based on needs and replacements and we have the funds. I say great. Hopefully we can get some grants along the way.

Marvin: We have never gotten a fire grant maybe this is our year.

Rodger: Just as long as we bring something in we take something out.

Marvin: Yes, we will be doing that.

Rodger: Do you want a resolution on this tonight or wait.

Ted: It is fine with me. What are we actually voting on, that we will follow this plan?

Marvin: Yes, we will try to follow this plan, but it could change.

Rodger: We probably don't need a resolution just a statement that we go along with this plan. Since it is flexible it can always be revised.

Ted: I agree.

Marvin: If we don't get a grant we will go back and make the necessary changes.

Tom Brown: Is there any value to a statement over a resolution from the Board?

Marvin: I think a statement from the Board that they are supporting our plan.

Rodger: If you need a resolution on anyone of the grants we can always make a resolution.

Sandra: I move that we accept the Fire Departments five (5) year contingency plan for apparatus.

Ted: I second the motion. Vote: Sandra – yes Ted – yes. Rodger: It is too dynamic. I don't think we want to do that. At this point I would like to say no. It is subject to change. I support the idea, but I do not support the motion. Because too many things can or will change.

Sandra: Accepting a plan is not the same thing as saying this is what we are going to do.

Rodger: I understand that.

Sandra: This is for future plans and the processing of grants.

Ted: It has already passed 2-1. Motion passed.

Marvin: One of the overhead doors is still down. We are waiting on a motor.

Marvin: The fire levy replacement of 3.25 mills is up this November. Looks like our evaluations are right at 95 to 96 million at this time.

Rodger: Our estimated money brought in is \$306,000.00 to \$310,000.00. Your appropriations this year were around \$280,000.00. Do we need to lower the mills?

Marvin: No, I do not think we want to lower the mills and then have to bring it back up down the road.

Rodger: I know the County Commissioners do a rollback. Is there any way for us to do that. Do we really need a 3.25 mills at this point?

Ted: I believe we do need the 3.25 at this time. I would not change the mills.

Sandra: I do not want to change it. The fact we are not increasing it the people will appreciate that fact.

Marvin: It has always been 3.25 and we grab the new evaluations. This is about a 7% increase of income.

Short discussion.

Rodger: The talk outside is with your carry over your levy will not pass.

Marvin: The only rollback I have knowledge about is when we bought Engine 4 back in the 90's. We had a 5 year loan and paid it off in 3 years.

Rodger: I know it is a hard sell with the economy the way it is now.

Marvin: If levy goes down, we can still operate. We will do our best to promote this levy to the resident.

Sandra: When is the paper work due to the Board of Election?

Fiscal Officer: August 21, 2008.

Ted: We have to move quickly.

Rodger: I make a motion for a resolution to put on a replacement levy for 3.25 mills for the purpose of Fire Protection and EMS on the November ballot.

Sandra Stults: Seconded the motion.                      Vote: unanimous.

Resolution 15-2008    3.25 Mill Replacement Levy for Fire Protection and EMS

Marvin: Wage issue.

Ted: Let's talk about it. Explain it to me.

Marvin: I've been collecting data for the last three (3) years, more so the last eighteen (18) months. I figured a lump sum of hours for the Lieutenants and a lump sum of hours for the Chief. If you divide that out based on the \$10.00 an hour by their time it comes back to over \$500.00.

My proposal tonight to you is for a salary and I think it should be for the officers. Come back in eighteen (18) months with an evaluation to see how we are doing. The Lieutenants 56 hours a month time \$10.00 per hour for a salary of \$560.00 per month. That eliminates the drill pay, run pay and duty or administrative pay. If they work more hours than that they are on their own.

Ted: So you want the Lieutenants to get paid a salary of \$560.00 per month?

Marvin: That is what it is calculated out to for the Lieutenants. Mine calculates out to \$1,765.00 per month. Absolutely, I put much more time. That is my runs, drill, duty, and administrative hours for pay. That is eighteen (18) months of data.

Ted: We are paying you \$1000.00 per month.

Marvin: Will come back in eighteen (18) months with an evaluation with all the data. We have to go one way or the other.

Ted: I like this way better myself.

Sandra: The salary, I do not know, we can get three (3) Lieutenants and have money left over for one chief.

Marvin: That is true.

Ted: I have no problem with it. I'd rather pay this way than by hours.

Rodger: Marvin, I am a little confused here. I ask Susan to put a year of hours in for you and the Lieutenants. For your pay period from Dec 16, 2006 thru December 15, 2007 you had 336.5 hours.

Marvin: That does not have my administrative hours included. Nor the Lieutenants administrative hours.

Ted: While Marvin is looking for the total of administrative hours, I have something. In our March meeting we voted down the purchase of the ladder truck. Marvin, at that time sent an E-mail to Adirondack Fire Equipment to get our \$5,000.00 down payment. Marvin got no answer, so I wrote a letter in May. I have not received an answer. I believe my next step is to turn it over to the Prosecutor, is that correct.

Rodger: Correct.

Ted: Do you want me to do that?

Sandra: Absolutely.

Marvin: What you don't have in the Chief's hours for 2007 was the 1354 administrative hours and as of today I have 800 hours for 2008. I do not turn in my administrative hours and neither do the Lieutenants.

Ted: I will make a motion to ----- . If you go salary that means not run pay, drill pay or duty pay, is that correct.

Marvin: Yes.

Rodger: I do not like the way this is going.

Ted: What don't you like? Want them to work for nothing?

Rodger: No. That is not what I am suggesting at all.

Ted: Want them to get a time clock and punch that?

Rodger: No. I am going to question the paid hours for officers. Going to come out bad no matter how I say this, but I think what you are asking for is way too much.

Marvin: We will stop it right here and we will go by the hours. If that is what you think I am going to tell you right now and it is going to cost you a lot more.

Rodger: I don't know.

Marvin: I will tell you right now these guys will work more than 56 hours a month and I am going to work more than the average of 107, it is going to continue up folks.

Rodger: I am have a hard time paying you \$21,180.00 a year and your Lieutenants \$6,720.00. Seems like you are getting to much compared to your Lieutenants. I can not say that you don't spend that much time. I am not saying that. I am just having a hard time wrapping my head around these numbers at a volunteer department.

Rodger: I have talked to a couple of Chiefs and they do not get anywhere near that amount of pay for volunteer Chief's.

Marvin: Do not compare us with them.

Rodger: No, I am not comparing you with the other departments. They are down in the \$6,000.00 range as Chiefs. You are asking for three and a half time more money.

Marvin: I am not asking for anything. This pay supports these numbers today.

Rodger: This is what these gentlemen are getting and you want me to justify three and a half times more than the other volunteer Chief's.

They say they do not keep track of all their hours. They are paid a salary.

Marvin: Who are they? Who are you talking about?

Rodger: Randy Butts, Radnor Chief and the other one is a chief from the Cleveland area. Both volunteer at this point. I have a hard time justifying \$6,000.00 verses \$21,000.00. I feel you do not do that much more at this point. Based on last years numbers you made between \$15,000.00 and \$16,000.00. The Lieutenants the one with the most was in excess of \$4,000.00. You are asking for a \$6,000.00 raise?

Marvin: I have been trying to get these guys a raise for years.

Rodger: I understand and I do not disagree.

Marvin: The only solution I could come up with is you can pay per hour or salary. The only fair way to present it to you tonight. Save it - select it - support it. Or you can pay by the hour or by salary.

Ted: I'd rather pay by salary.

Rodger: I do not have a problem with either or, it is the amount you are asking for at this point, I think is too high.

Marvin: Option is pay by the hour.

Bill Cox: Marvin, you said you work 170 hours a month.

Marvin: You got to put fire runs, meetings and all this other stuff in the equation.

Bill: Do you hold down a full time job?

Marvin: Yes sir, I do.

Bill: That is forty-two and a half hours a week on fire runs and forty hours at your full time job. When do you sleep?

Marvin: Good question, answer to the problem is just go by the hour and if you want to go eighteen (18) month of hours we will do that.

Bill: My thinking from the safety stand point that someone, an employee or anybody who works consistently, fifty-two (52) weeks a year, eight-two and a half hours a week, something is going to drag.

Marvin: I walk every night, Bill.

Ted: We are not getting anywhere. So let's table it for another month.

Rodger: We have got to get these guys paid.

Ted: I'd like to get them paid but—

Rodger: I just have a problem.

Ted: You said before you have a lot of money in the fire fund, right.

Rodger: Yes, and spend it all on salaries?

Ted: You are not going to spend it all on salaries.

Rodger: Spend a big portion on salaries.

Ted: What is the total salary for these people together?

Rodger: At least \$40,000.00.

Ted: If there is no one in here everyday who is going to drive the trucks?

Sandra: Seems like a lot of hours. I do not want to sounds mean.

Marvin: Do you want me to send you my hours?

Sandra: I believe you.

Marvin: No, I will send you the break down of hours.

Ted: I make a motion to pay the Lieutenants \$560.00 salary per month retro-active back to January 1, 2008.

Sandra: I will second the motion.

Sandra: Have these Lieutenants been paid for their hours?

Fiscal Officer: They have not received anything on event/duty pay, but have received their drill and run pay.

Ted: This won't be right.

Ted: I will amend my motion to pay the Lieutenants a monthly salary of \$560.00 beginning with this quarter beginning June 16, 2008.

Sandra: I will second the amended motion. Vote: unanimous.

Ted: What are we going to do with the Chief?

Rodger: Table until next month.

Bill: In all fairness to Marvin, is there anyway you can do research around the Fireman's Association in the State of Ohio for volunteer fire chief's and see what an how they are paid and also check the hours they put into their job. I personally feel his administrative hours are high and I do not know anything about the fire department. In my own opinion his hours are extremely high and you should do more research on the Chief's hours comparable to our size department.

Sandra: You would not have that many hours if you had an Assistant, someone to help you spread the hours.

Marvin: Maybe a Captain.

Sandra: Give the Lieutenants our best regards.

Rodger: Question was brought to me about compensation for continuing education for the Fire Department. Do we pay for someone to get their 36 hour card and want to get their 240 card, have you authorized reimbursement?

Marvin: Not for the 240 card, but on the 36 hour card it will be refunded after three (3) years of service. Also there are grants for reimbursements at the end of their 240 class. There is a per cent that come back to the department.

Rodger: If the grant is denied, does the Department pay for the class?

Marvin: You have a hard time with salaries, how can you handle this issue?

Rodger: This is completely different as far as I am concerned.

Marvin: The only thing we have authorized at this time is the basic 36 hour card. Next December I will get a letter that there is a dollar amount available for reimbursement which is a per cent.

Rodger: Mike wants to get his EMT Certification. Do we pay for the class?

Marvin: No. There are businesses that pay for the EMT classes for their employees.

Sandra: We do pay for the week-end classes don't we?

Marvin: Yes, when I get the approval.

Rodger: Mike does not work for anyone here. Guess I am going to question why we do not have a policy to pay.

Tom: You do not reimburse them until after their three (3) year commitment.

Marvin: Nobody has ever asked. You start paying for the EMT classes and the 240 card, they have the education they need and they are gone.

Rodger: I understand your three (3) year commitment to the Department.

Marvin: Their commitment here is getting less and less. They go somewhere else for a better wage. I guess that is why we do not support the 240 card. They are gone.

Bruce Stayner: We train – they are gone.

Rodger: You are always going to have that regardless of what you do. You give them a 36 hour card they can even more on. I believe we should have this on the table. If you want your 240 card the township would reimburse you after three (3) years or a five (5) year commitment.

Bruce: I could give you a five (5) year commitment but I do not have to show up.

Rodger: Oh yes, if you give me a five (5) year commitment you will show up, there is no way you have made a commitment to this department if you do not show. That is part of the Chief's responsibility for them to be here. If you want reimbursed you will be here.

Sandra: Something to think about during the month and we will talk about it later.

Sandra: Old Business.

Rodger: I am not done yet. I guess this is two-fold and goes to old business also. Drug and Alcohol policy. Do we have anything for the Fire Department?

Sandra: Yes.

Rodger: Separate than what is in the handbook.

Sandra: What we have is pre-employment drug testing, and in case of an accident they are automatically tested. It is in their Employee Manual.

Rodger: I have not seen it. Have you started the program for the employees?

Sandra: As far as random testing?

Rodger: Yes.

Sandra: I have not given the names to the person at the hospital.

Rodger: We have three (3) employees and two (2) summer help. I have not seen an update on the Employee Manual. Guess we need updates.

Sandra: I am in the office. I will be happy to make copies. Gary asked me for the update policy on the holidays.

Rodger: Marvin, you get the driver's restriction notice?

Marvin: Yes.

OLD BUSINESS;

Ted: I attended the hearing suit by Mr. Williams. It was postponed for another two (2) weeks to come up with more reasoning or evidence and then he gave the Prosecutor a week. When this comes back up I will attend.

Sandra: Has a date been set?

Ted: No, Janice Hitzeman, Assistant Prosecuting Attorney will call me and give the date and time.

Sandra: Thank you for taking that on. I appreciate that.

Ted: Sort of fun and sort of boring.

Rodger: When is the next hearing?

Ted: I do not know. Should be three (3) week from the last hearing. Janice will call and I will go.

Rodger: The backhoe was tabled from last month's meeting. Backhoe and attachment for the Bobcat is \$6,838.00. We may have to start digging foundations by hand.

Ted: You can rent one.

Rodger: Yes, we can rent one, if they are available.

Ted: I am sure they are available.

Sandra: So you are looking at a backhoe to dig foundations?

Rodger: No, this is a backhoe attachment for the Bobcat, to dig foundations.

Sandra: That is just what I said, dig foundations.

Rodger: And other things. Some road work and ditch work.

Ted: For the time being I would go for renting one when we need to. Instead of spending six to seven thousand dollars. We can rent one for a lot of times for that amount of money. That is my opinion.

Rodger: I do not necessarily agree, when you start renting a small backhoe you will pay \$500 to \$600 dollars will be eaten up real quick. Ted: We can rent the big backhoe for \$225.00.

Rodger: That is from Chaz, which is not Nation's Rent.

Ted: We pay Chaz the same amount we would pay Nation's Rent.

Rodger: Per hour?

Ted: I do not think so.

Rodger: If you want to go against this that is fine.

Ted: It is up to Sandra, also.

Rodger: I will make the motion to purchase a 709 Backhoe, W/Vertical stabilizers, mounting kit and 13 inch X-change trenching bucket in the amount of \$6,838.00.

Sandra: I would rather rent instead of spending \$6,838.00.

Rodger: Bring your credit cards.

Motion denied.

Sandra: I am not comfortable with a Bobcat doing road work.

Rodger: Time Clock for employees. I did do some research and pulled the information out of the Office City Catalog. The manual or the electric type made the most sense. The manual at \$339.95 or a manual at \$325.00.

Ted: Do we really need a time clock? Lots of companies do not use time clocks anymore.

Rodger: Yes, there are a lot of missed hours.

Ted: Ask fireman in the audience if they would like a time clock.

Bruce: It would take to long to punch in. Time is critical for us. House could be gone before we got everyone clocked in.

Ted: I personally do not think we need a time clock.

Rodger: Go down to the main maintenance building at 7:00 a.m. and back at 3:00 p.m. and then tell me we do not need a time clock.

Ted: So we get a time clock, do we go on the quarter hour. If a person is one (1) minute late does he loose fifteen (15) minutes or thirty (30) minutes of pay. What are you going to do?

Rodger: Tardiness is a punishable event. When you were working were you punished for being late?

Ted: We did not have time cards.

Rodger: If you were constantly late were you docked or given a talking to?

Ted: I was on salary. If we are going with a time clock we have to have a set policy before anything else is done.

Bill: While I was in the working field you always have one (1) that was late. The way I solved it was to tell the employee to stay home for half an hour before coming into work. If that was violated they would go on a seven (7) hour day instead of a 7 ½ hour day. We all left at the same time. 99% of the time the problem was solved. There was not a time clock involved.

Sandra & Ted: Between now and next meeting we will write up a policy and let the employees know before hand.

Ted: Are you wanting the employees to change their ways. Is that what you are after?

Rodger: Yes.

Ted: Maybe they will change there ways.

Rodger: How will we know without a time clock?

Fiscal Officer: I thought one of you trustees were down at the building at 7:00 a.m. every day.

Rodger & Ted: No. Not every morning.

Fiscal Officer: Why?

Rodger: I drive a truck three (3) days a week. I am typically down there Tuesdays and Thursdays.

Ted: I was there last Monday. One employee came in late maybe five (5) minutes, wasn't bad. Maybe stayed five (5) minutes over, I don't know, I didn't go back.

Sandra: Let me write up a policy and run it by you guys and talk to the employees before next meeting. How is that?

Ted: Sounds good.

Rodger: Road work is done. It was completed June 17th.

Sandra: Are they done with Newhouse Road?

Rodger: Yes.

Sandra: They double chipped and sealed it?

Rodger: Yes.

Sandra: It has the washboard effect already.

Rodger: Talked to Jerry Ungashick and he has not gotten back to me.

Sandra: There are places where there the water is puddling.

Rodger: Just waiting on Jerry. I will give him a call tomorrow. But Jerry is aware of the problem.

Sandra: What about the bridge on Stover Road?

Ted: Next month.

Rodger: No, next week.

Ted: I thought it was August.

Sandra: They have the lines painted and flags up.

Rodger: I am sure it is next week.

Ted: They will be behind anyway.

Rodger: The asphalt patch done out front by Jr. VanBrimmer looks great.

Sandra: Looks better than the weeds.

Rodger: Noise complaint that Mr. Marshall brought to our attention last month, I did talk to Captain Vance, Delaware County Sheriff's Department and he is aware of the policies for Scioto Township and the County.

The Deputy that talked to the Marshall's evidently was sadly mistaken and he would address this matter with the Deputy.

Rodger: Address Employees Insurance - In the Employees Handbook it states that we will provide insurance, health insurance to the employees. Not reimburse but provide insurance. I have asked both employees and they stated they were never offered the insurance.

Ted: I think it is a good idea. I think we need to offer the insurance to them.

Sandra: That would only be full time employees?

Ted: I will make copies of the application and give to Jim Bennett and Gary Beckley for them to complete and we will send them into the company.

Sandra: Are you offering just health or going to add Dental and Vision?

Rodger: If you are going to offer them insurance you might just as well offer the whole package.

Ted: I will get the proper forms and make sure they have the forms to complete.

NEW BUSINESS:

Rodger: Ted, are you ever going to do the guardrail on Klondike Road?

Ted: I thought you were.

Rodger: No, you got the quote, so I assumed you would take care of it.

Ted: I'll do it.

Rodger: Cemetery Deeds. I gave you both copies of the letter from the County Prosecutor. I asked them to update our Cemetery Deeds, so that we could reacquire lots where the owners are deceased and there are no heirs. There is a lengthy process you can go thru with this current Deed. You have to be able to prove you inherited the lot in order to use the lot.

Sandra: So just not being a family member is not good enough?

Rodger: No, it never was. You can give one of your lots to your children, it has to be willed or deed transfer. On July 24, 1986 the ORC was changed to allow provisions to the deed so you could make right of reacquiring for the township easier, and requirements of the owner of the deed to give you notice that they had willed or transfer of the deed.

Janice Hitzeman, Assistant County Prosecutor, drafted us a copy of the deed with all the changes in the wording, which is as follows: The grantee named herein, a member of the grantee's family, or a descendant of the grantee must use the lot, or at least one burial place within the lot, within thirty years from the date of execution of this deed. This time period may be renewed at no cost to the grantee named herein. The Board shall have right of reentry to the lot at the end of the specified time period if the lot is not used within this time period or renewed for an extended period. In order to establish reentry, the Board shall pass a resolution stating that the conditions of the sale or of the deed have not been fulfilled, and that the board reclaims its interest in the lot. The Board shall compensate owners of unused lots who do not renew the terms of sale or the deed by paying the owner eighty per cent of the purchase price. The Board may repurchase any cemetery lot from its owner at any time at a price that is mutually agreed upon by the Board and the owner.

Sandra: After thirty (30) years they can still say they want the lot?

Rodger: Yes, It means that after thirty (30) years and it is not used it reverts back after proper steps are taken.

Sandra: Do we have to have a resolution every time we do one?

Rodger: No.

Sandra: It says the Board shall pass a resolution stating that the conditions of the sale or of the deed has not been fulfilled, and that the board reclaims its interest in the lot.

Rodger: Yes, on each lot to reclaim, I thought you met on each deed.

Sandra: The Board shall compensate owners of unused lots who do no renew the terms of sale or the deed by paying the owner eighty per cent of the purchase price.

Rodger: Yes.

Sandra: It is a family member?

Rodger: What this does, it gives us a legal avenue to get unused lots back into the township.

Ted: How many unused lots do we have?

Rodger: What I have actually checked and verified the unused lots with a probe, I can not prove we do have any unused lots. On the books I know of several, but I have actually gone thru and said these are unused lots.

Sandra: Since we are talking about a new cemetery program, now would be a good time to find those lots.

Rodger: At that point we should be able to find all the unused lots. Janice did say thirty (30) years is a suggestion. The ORC 517.01 states the trustees can state the time from not less than twenty (20) year and no longer than fifty (50) years.

Ted: So in what you are saying, if someone buys a lot and forgot they owned the lot and the thirty (30) years have passed ----

Rodger: In the thirty (30) the township can require the lot.

Ted: So a young couple lost a child and they had purchased three (3) lots and moved away and forget about their lots, we can take them back?

Rodger: Yes, we can but we do not have to.

Tom Brown: Do you know the process that is used. Is it public notification?

Sandra: At least ninety (90) days before establishing reentry, the Board shall send a notice by certified mail to the last known owner at the owner's last known address to inform the owner that the owner's interest in the lot will cease unless the notification requirements are met. If the owner's address is unknown and cannot reasonably be obtained, it is sufficient to publish the notice once in the newspaper of general circulation in the county.

Rodger: It is up to the owner to notify the board of any transfer or change of address.

Ted: What is wrong with the way we are doing it now?

Tom: Is there anything there about transferring or gifting their lots to another person?

Rodger: No, if you have the lots, you can transfer at anytime. Right now there is no requirement you tell the trustees.

Sandra: The new code reads the grantee shall notify the Board in writing of any subsequent changes in the name or address of any persons to whom property would descend.

Rodger: Our present deeds are just generic and say nothing.

Tom: I thought the ORC said you could transfer your lots but could only sell their lots back to the township.

Rodger: I have never run across anything stating that.

Ted: That is the way I understood too, you just sell lots back to the township.

Tom: Do not know if that is a State policy or an ORC policy. My understanding was you could give to anyone. Could not sell to make money. Sell back to the township for what you paid for the lot at the time of purchase.

Rodger: Someone may have told you that, I have never ran across anything to prove that.

Much more discussion.

Sandra: Are you asking that we change the deeds that we are using at this time?

Rodger: I am asking ----At this point---

Sandra: If we are going to a new Cemetery Program in the near future it may have these new deeds and we can print them off. I think we need to hold off on the new deeds until we decide what we are going to do for the new Cemetery Program.

Rodger: You lost me there ----deeds to print off?

Sandra: When you get your Cemetery Program, one of the things it will do is print your deeds.

Rodger: You need a format. This is what this is.

Sandra: I still think we need to wait until we decide on a Cemetery Program. I do not have a problem with the format.

Ted: I agree, we need to wait. We have done this for 100 years; one more month won't make a difference.

Bill: Are you running out of cemetery space?

Ted: We have plenty.

Rodger: Bill, I guess my reasoning for this is we have plenty of lots but someday we may not with our deeds, it is a lengthy process to get our unused lots back to the township.

Sandra: How are we coming along with the cemetery program? You have looked at a couple.

Ted: Yes, and Gary Lowe is going to work with me to get the data on a CD into a couple of companies. One company quoted me \$3,500.00 and we would have to purchase the computer. The other company was \$8,500.00. But I have to follow up and send them some data and see what they have to say. I will have something for next month.

Rodger: We have a cedar tree at Fairview Cemetery that a limb came down and moved a headstone. Just moved it and did not break anything. I think we can bring it down ourselves, but I am going to ask for your opinions if we should bring in an outside contractor to take it down or we do it ourselves.

Sandra: I question if we should contact the family.

Rodger: When it comes to maintaining a cemetery it does not matter, it is a hazard.

Sandra: I understand that, but it is courtesy.

Ted: I am for a professional to bring the tree down. They have insurance and if they damage the monument their insurance pays the damage.



Meeting adjourned at 9:20 p.m.

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Susan Beckley, Fiscal Officer