

<<<BLOOM TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING 3/08/06>>>

David Petty, Chairperson, called the meeting to order at 7:30 p.m. Members present were Trustees Petty, Brian Randles, Joseph Smith, and Fiscal Officer Carol Moore. Also present were Anne Darling Cyphert, Board Office Admin. & Bldg/Zoning Admin; Fire Chief Terry Gill; Randy Solt, Acting Road Supervisor; and several interested citizens.

PUBLIC COMMENT:

- Laura Smith, Magistrate for Domestic Relations Court and candidate for judge, thanked the board for hosting the Fairfield County Trustees and Clerks Assoc. quarterly meeting last weekend.
- Donna Abram thanked the board for the new light at the parking lot entrance.

FISCAL OFFICER REPORT:

- **Motion** by Smith, second by Randles to approve minutes of 2-22-06 regular meeting. Motion carried 3-0.
- **Motion** by Smith, second by Randles to approve payment of bills in the amount of \$40,200.79 and Payroll/charges in the amount of \$37,327.47 having been certified by the clerk that funds are available. Motion carried 3-0.
- Moore read a proposed policy that sets the procedures for submitting items that require trustee approval. Moore asked the trustees to review the policy between meetings and to consideration approval at the next meeting. She asked the trustees to give thought to any changes or additions they would like. Petty said he would like to see an addition to the policy that would require reading a policy at one meeting and acting on it at a subsequent meeting.
- Discussion regarding increasing department head spending authority from \$750.00. Smith prefers not to increase it. Moore said she is still researching what other townships are doing. Randles suggested considering between \$1,000 and \$1,500.
- Announcements
 - 3rd (final) Property tax advance received: Fire \$422,000, R&B \$74,000, Road Improvement \$105,000.
 - RPC Public Hearing, Tuesday, April 4, 2006 @ 7:30 p.m. at the Fairfield Cty Courthouse, Commissioners' Hearing Room 3rd Floor, 210 E. Main St. Lancaster.
 - Draft of "Fairfield County Access Management Manual" received & distributed. Informational meeting scheduled for Wednesday, April 5, 2006, @ 6:30 p.m. at the Liberty Center.
 - *Solid Solutions* District News received & distributed to trustees between meetings.

OLD BUSINESS:

- Review 2006 Tree Removal and Trim Bids: Petty stated the issue should be discussed at a future meeting before any decisions are made due to lack of necessity to act immediately. Petty stated the township could have more control over FEMA work by using the township loader.
- Lighting update for meeting room. Cyphert stated she spoke with Barry Holmes of M-E Building Consultants who is willing to work with the trustees on the issue. Randles said he discovered a possible solution that would be available at Lowe's or Home Depot. Moore stated the township has accounts at both places.
- Discussion of request for rental of Meeting Room at 36 E. South Street by Randy Solt for LITHOPOLIS LIVESTOCK 4-H. Cyphert explained that OTARMA does require a proof of insurance certificate prior to public usage of township buildings. They also require that the township be specifically listed on the insurance policy. The trustees asked her to check into the cost of a rider to our township policy that would cover groups using our facility.

NEW BUSINESS:

- Petty said he received a phone call Monday from the County Engineer's Office about an ODOT meeting on Friday to discuss elimination of lights on Route 33 at Pickerington and at Bowen Roads. Chief Gill is going with Petty to the meeting to express fire department issues with accessibility to Route 33 and the effect it could have on emergencies. Randles said the Winchester Road access issue could also be a problem. Petty said the time plan is within a month to eliminate the lights. Smith suggested they concentrate on the interchange at Carroll and then ODOT could address the light eliminations if necessary. Petty said the County Engineer was unaware of ODOT's plans and that is why he called the meeting.

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- Petty said a labor management meeting between the trustees and union will be held prior to the next meeting. Deferred Compensation program will be discussed. The Fiscal Officer and trustees have concerns with proposed changes to the plan. Moore stated the contract the F O or trustees are asked to sign make the township more involved than in the past. She said from the minutes she can tell it was not the trustees' intent to be involved other than withholding funds from payroll and forwarding to the Ohio Firefighters Deferred Comp Plan. Moore stated there have been conflicting statements from the company as to what the township's financial risk would be.
- Petty said he received a reminder from the Board of Health about the March 9th meeting.
- Smith asked Larry Coyle to remark on the Access Management plan. Coyle said the committee is looking for a trustee representative. Petty said if it is in the morning, he can attend the meetings. Randles said he or Smith could attend evening meetings. Smith stated meeting information won't be known until after April 5.

BOARD OFFICE AND B&Z ADMINISTRATOR'S REPORT:

- Cyphert presented a proposed change in adoption of the 2003 International Residential Code. She asked for passage at the March 22 trustee meeting.

FIRE DEPARTMENT REPORT:

- Gill presented the trustees with an invitation for Friday, April 22, 11:30 for the Workers' Comp Fire Safety Council. Gill said one of the trustees must attend the CEO meeting in order for our township to get the 4% Workers' Comp premium discount. Petty stated he will go.
- Letter for EMS grant was signed by trustees that states the Bloom Twp. Fire Department is the sole provider for the township.
- The invoice for striping the medic is \$775 so trustee approval is needed. **Motion** by Randles, second by Smith to approve the expenditure of \$775 for lettering of medic to Columbus Sign Works. Motion Carried, 3-0.
- Gill will present employee recommendation for a new full time firefighter at the next meeting. Randles asked if the overtime would be alleviated with hiring a new firefighter. Gill explained it should be significantly reduced by the new hiring. Randles asked if overtime was reduced when a firefighter was added last year. It was discussed that there had been a firefighter off duty for a prolonged period of time and that affected the overtime hours. Moore asked if when the new substation is added, will the 15 full time firefighters adequately staff without adding personnel. Gill said yes but the wording in the union contract will have to be addressed because the current contract specifically deals with station 551. Gill said his answer is yes, that we can staff the new substation without adding additional personnel. Petty said that at the worst, another part-time person may have to be added per shift. Gill said union contract wording would have to be looked into and a possible memorandum of understanding may be needed. Smith said by the time a new station is added, the board will be in negotiations for a new union contract. Discussion of where equipment would be located. Gill said the medic would run out of town (Lithopolis) and the engine out of Greencastle because the engine can do everything but transport. Gill said it is premature to talk about manpower when we haven't even broken ground for the substation. Moore and Randles said it should be discussed and planned for. Randles asked if we should consider hiring two part-time employees instead of a full time position. Gill explained the filling of the shifts with full-time and part-time firefighters. He said if you got rid of all the part-timers, you would have to hire three full-timers. He said it is a cost savings to retain part-time firefighters.
- Gill asked if the OTARMA policy regarding Certificate of Insurance applied to all township buildings. Cyphert said yes it does apply to all township buildings if they are used for meetings by other organizations. The township only has a policy for usage of one building and that is 36 E. South Street for meeting by organizations. The trustees have only designated one building, 36 E. South St. as having space for meetings by organizations.
- Moore asked the trustees to consider forming a committee to study how we are going to use the land at Greencastle; where to locate the fire substation, whether or not to move the Road Dept down here. She suggested the committee consist of the department heads, the fiscal officer, and one trustee. We don't seem to get anywhere discussing in the time frame of the trustee meetings; a committee could more efficiently study the issues and bring recommendations to the trustees as a whole for discussion. Moore asked the trustees to think about it. Gill added, "Whatever it takes to get the project moving."

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ROAD DEPARTMENT REPORT:

- Solt requested funds for berming materials and delivery. 100 tons at a \$1500 cost is needed. **Motion** by Randles, second by Smith to approve the expenditure of \$1500 for gravel and hauling. Motion carried, 3-0.
- Petty said the County Engineer's Office notified them of the MVF (Motor Vehicle Fund) allocation of \$17,257.00. Discussion of projects: Solt said 12 culverts will be replaced and guardrail projects as well. Randles asked if some of the funds could be used to improve Brandt Road. Petty said only materials can be purchased with the funds. Solt will send for prior approval from the county engineer's office and will provide a copy to the F. O.
- Dan Starkey, Road Department employee, asked about cemetery issues. He discovered a genealogy records source on Bloom Township burials. He said the current plots need to be mapped. The Ohio Genealogical Society sells the book for \$30.00. Smith recommended Dan contact the Ohio Cemetery Association for resources as well. Starkey said the Genealogy group sells memberships for \$10. Starkey said some areas of our cemeteries are in disrepair. He asked for guidance on how much research is desired as to who is buried where. He said a company makes grave markers of steel for identification purposes that will not interfere with mowing. Starkey said there are military veterans that are buried in the cemeteries that should be identified. Starkey said it will be time consuming but not expensive. He said it could take about six months to a year to complete. The trustees requested Starkey do further research for costing. Petty said we have almost \$9,000 in the Cemetery Fund and he thinks Dan should go as far as he can with this project. He said \$5,000 or \$6,000 for this project would not be unreasonable.

OTHER:

- ORC 121.22: **Motion** by Smith, second by Randles to enter into Executive Session for the purpose of consideration of appointment, employment and/or compensation of a public employee. Motion carried 3-0.

Petty informed those in attendance that there would be no decisions made after the executive session.

- **Motion** by Smith, second by Randles to come out of executive session. Motion carried 3-0.

Petty adjourned the meeting.

David Petty
Chairperson

Carol J. Moore
Fiscal Officer