

BLOOM TOWNSHIP BOARD OF TRUSTEES MINUTES 01-16-18

Fiscal Officer David Cyphert called the 2018 organization meeting to order. Members present were Trustees Carol Moore, Brian Randles, and Jason Smith. Also present were the Fire Chief and Board Administrator and interested citizens. Pledge of allegiance was recited and we paused for a moment of silence in honor of our military serving throughout the world.

F.O. Cyphert called for nominations of officers.

Randles nominates Moore as 2018 Chair. Smith nominated Brian Randles as Vice Chair. Hearing no other nominations, F.O. Cyphert called for roll call.

Moore: Yes Randles: Yes Smith: Yes Nominations approved 3-0.

Motion by Randles, Second by Smith to approve Resolutions 01-18 through 04-18:

Resolution 01-18: BE IT RESOLVED BY THE BLOOM TWP. BOARD OF TRUSTEES that the meeting dates for 2018 are set as: 2nd and 4th Wednesdays of each month at 6:30 p.m. with agenda review and check signing at 6:15pm at 8490 Lithopolis Road in Bloom Twp. Occasionally, other meeting dates will change to accommodate various scheduling conflicts and every effort will be made to ensure we have all trustees present. When this occurs, the change will be posted on the township website and/or at the administrative office building, in addition to sending notice to any media requesting it. Special meetings will be held as called by the Chair of the Trustees with a minimum of 24 hours notice to the media if requested by the media, plus posted at the Administrative Office Building and/or township website. Emergency meetings called by the Chair to be held if necessary. Meetings will be held at 8490 Lithopolis Road in Greencastle unless otherwise announced at the administration building.

RESOLUTION 02-18: BE IT RESOLVED BY THE BLOOM TWP. BOARD OF TRUSTEES that temporary appropriations for the year 2018 are approved as presented by the Fiscal Officer.

RESOLUTION 03-18: BE IT RESOLVED BY THE BLOOM TWP. BOARD OF TRUSTEES to authorize the trustees, fiscal officer, and department supervisors to utilize the legal services of Paul Michael Lafayette/MRR Law on an as-needed basis.

RESOLUTION 04-18: BE IT RESOLVED BY THE BLOOM TWP. BOARD OF TRUSTEES to authorize the Trustees, Fiscal Officer, and Department Supervisors to attend local, state, and national conferences and seminars in 2018 with proper registration for such events.

ROLL CALL: Moore: Yes Randles: Yes Smith: Yes Resolutions approved 3-0

F.O. Cyphert turned the regular meeting over to Trustee Carol Moore.

Moore called the regular meeting to order.

REPORT FROM David Cyphert, Fiscal Officer: He explained the motions needed to start the new fiscal year:

-Motion by Smith, second by Randles to approve the minutes of the 12/30/17 regular meeting. Motion carried 3-0.

-Motion by Smith, second by Randles to approve payments in the amount of \$77,079.68 and charges in the amount of \$65,057.81. Motion carried 3-0.

-Motion by Randles, second by Smith to approve a within fund transfer of \$425.20 from 2111-220-190-0000 (salaries) to 2111-220-212-0000 (social security). Motion carried, 3-0.

BOARD REPORTS:

The trustees discussed the Kauffman Road project with major funding provided by Ohio Public Works Commission.

-Resolution 05-18: Motion by Randles, second by Smith to Approve Advertising for the FAI-TR205-1.413 Kauffman Road Phase II Rehabilitation Project.

Whereas, the County Engineer is advising this Board that the construction drawings for FAI-TR205-1.413 Kauffman Road Phase II Rehabilitation Project have been completed, and Whereas, the County Engineer is requesting approval to advertise for bids for the FAI-TR205-1.413 Kauffman Road Phase II Rehabilitation Project.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF BLOOM TOWNSHIP TRUSTEES,
COUNTY OF FAIRFIELD, STATE OF OHIO:

BLOOM TOWNSHIP BOARD OF TRUSTEES MINUTES 01-16-18

Section 1: that this board of Bloom Township Trustees does hereby grant approval for the County Engineer to advertise for the FAI-TR205-1.413 Kauffman Road Phase II Rehabilitation Project. Section 2: that the Fiscal Officer of this Board return the signed copy of this Resolution to the County Engineer for further action.

ROLL CALL: Moore: Yes Randles: Yes Smith: Yes. Resolution approved 3-0.

Resolution 06-18 to approve a Change Order for the 2017 Resurfacing Project.

Whereas, on August 2, 2017, this Board of Bloom Township Trustees awarded the Contract Bid for the 2017 Resurfacing Project to The Shelly Company for a Bid of \$284,244.00, and

Whereas, actual quantities of items used to complete this project differ from the quantities estimated in the Contract documents, as shown on the attached change order, and

Whereas, the Fairfield County Engineer is requesting approval of Change Order Number One to reflect actual quantities used to date on this project, which will increase the Contract price from \$284,244.00 to \$291,486.41.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF BLOOM TOWNSHIP TRUSTEES,
COUNTY OF FAIRFIELD, STATE OF OHIO:

Section 1: that this board of Bloom Township Trustees resolves to approve and does hereby sign this Resolution and the attached Change Order Number One, to increase the Contract price by \$7,242.41, making the revised cost of the 2017 Resurfacing Project \$291,486.41.

Section 2: that the Fiscal Officer of this Board return the signed copy of this Resolution and the signed Change Order to the County Engineer for further processing.

ROLL CALL: Moore: Yes Randles: Yes Smith: Yes. Resolution approved 3-0.

-Discussion from trustees to request planning/review sessions with Road Department Supervisor Steve Green and Fire Chief Terry Gill. Motion by Randles, second by Smith to approve Wednesday, January 24, at 5:00 p.m. for Road Department planning meeting at 8490 Lithopolis Road with regular meeting to immediately follow. Motion carried 3-0.

-Motion by Randles, second by Randles to request planning/review session with Fire Department Chief Terry Gill Wednesday, Feb 14, at 5:00 p.m. with regular meeting to follow. Motion carried 3-0.

-Updates from Moore including contract for plow truck with Right On Excavating: She met with the company representative to sign the contract on JAN 12, 2018, as an emergency measure due to snow storm predicted to arrive prior to the next trustee meeting. Adding to the emergency situation was the loss of our snow plow truck in the DEC 25, 2017, Road Barn Fire. Contractor provided verification of Workers' Comp and liability insurance. If the contractor is needed more than 5 hours, Green is to contact the trustees. This plowing service is to be reimbursed by our insurance due to the Road Barn fire.

Motion by Smith, second by Randles to approve contract with Right On Excavating LLC retroactive to January 12, 2018. Motion carried 3-0.

OPWC Kaufman Road project: Smith will compose an information letter to be delivered to residents in the area of the Kauffman Road Phase 2 project.

FIRE CHIEF REPORT: by Terry Gill:

-Lt. Cotner's retirement letter: Motion by Randles, second by Smith to accept the resignation letter from Lt. Jeff Cotner who states his last day of employment will be JAN 18, 2018. Motion carried 3-0. The trustees asked the board administrator to prepare a proclamation in honor of Lt. Cotner's retirement.

-Motion by Smith, second by Randles to approve the hiring of Zachery Petty as a career firefighter/paramedic on 12 month probationary period effective February 1, 2018. Motion carried 3-0.

ROAD DEPT REPORT: by Steve Green (absent due to inclement weather)

-The trustees and board administrator will discuss with Green the need for proper wording for agenda items at the planning session. Chief Gill said he was concerned about the Road Department not plowing Fire Station 551's drive and the issues that could cause in the event of an emergency. This led to discussion about the Snow Plow Policy already passed. The Board Administrator said she will make sure the policy is given again to the Road Department personnel.

BOARD ADMINISTRATOR: by Anne Darling Cyphert

BLOOM TOWNSHIP BOARD OF TRUSTEES MINUTES 01-16-18

-Recycling and Litter Prevention Grant for cameras: She spoke with Chad Reed at Fairfield County R&LP about a variety of topics. Chad is working on obtaining a grant that would fund security cameras for recycling bins including ours located in Collegeview Acres.

-OTARMA/Medical Mutual/Burnham & Flower Insurance updates:

- OTA Conference: Normally she sends in registration the first week in January but due to unforeseen emergency, she did not get to it the 1st week in January. The deadline has expired. If trustees still want to go, they can register and pay at the conference. They will be reimbursed for their registration expenses, parking, and mileage but need to get receipts for all payments, record their mileage on the form given in the registration package and submit to office. Conference will be held January 31-Feb 2.
- OTARMA/PERSO is sending 3 investigators to the road department fire scene in a few weeks to inspect the new truck where the fire is believed to have originated. A reminder that NO ONE is to open the door or enter the sealed room until insurance adjuster unseals the room.
- MMO insurance: B&F emailed an approval letter today that can be distributed to employees. This does not mean that they will show up in the MMO system yet. Any claims that happen prior to the ID numbers being released will need to be reprocessed with MMO. Some providers will use this letter to hold the processing of the claim until the IDs are released. Sean Sprouse said they appreciate everyone's patience during this transition. He said to call if they can assist with anything. He asked again to have Jason Smith email them his waiver of coverage.

The chair adjourned the meeting.

Certified by David Cyphert, Fiscal Officer

Date: