

Carol Moore, Chair, called the planning session for the road department to order at 5pm. Members present were Trustees Carol Moore, Brian Randles, Jason Smith; Fiscal Officer David Cyphert, department supervisors, and members of the public. The Pledge of Allegiance was recited and we paused for a Moment of Silence in honor of our Military serving throughout the world.

The meeting opened with Road Supervisor Steve Green reviewing his requests and needs for 2018. Subjects discussed included:

-Discussion of plan to replace Int'l plow truck that was destroyed in road barn fire 12/25/17. Green will begin searching on State Purchasing site or ODOT Purchasing Program site. He was instructed to submit 3 quotes.

-Additional part-time Road Dept. personnel: Green wanted to hire the person that our fire insurance has approved to work as a contractor for snow removal during the 2017/2018 snow season. The trustees explained that would be a conflict of interest to employ someone that we already use as a contractor. Smith suggested we address this in May. Green will follow up with another person who expressed an interest in working part-time plowing snow. The Board Administrator has the already approved ad that can be placed once the trustees decide it is in the best interests of the township to add additional personnel.

-Summer Road Projects and work with County Engineer's Office: Smith asked Green to provide a list of roads for crack/sealing for the trustees to approve so the county engineer's office can go out to bid for us. Discussion of full depth repair of certain roads. Green will work to identify roads and work with the county to get estimates so the trustees can approve. Smith wants to get our information to the county early so they can schedule us to go out for bid.

-Storing stone at Administrative Office: Green requested to make storage bays using concrete and posts. Estimated 30'x 60'. He was instructed to price it out and then present a plan to the board.

-Discussion about a proposed road storage building:

-Each trustee presented ideas with drawings for the new road storage barn. Moore asked Randles to present his plan first.

Randles presented a drawing of the Pleasant Twp road barn built 5 years ago which he said cost around \$150,000 and is 60"x100", metal and insulated. Randles said with added items it would be around \$250,000. Septic system would only cost about \$10,000-15,000. Moore asked if the \$250,000 would include well/septic/site prep/restroom/office/heat/concrete/storage tank for gray water/and driveway. Randles said he was told it could all be done for \$200,000 to \$250,000.

Smith and Moore presented separate drawings and trustees discussed possibly bidding out a basic building with options for some of the elements in order to keep the cost of the building under the amount budgeted for the project: \$250,000. Smith and Moore both expressed the desire to bid out a basic building and have the options bid separately. Smith said he looked into wash systems and they are very expensive. Smith discovered a power washing system for about \$2000. Smith suggested starting with gravel and let it settle, then look at the budget and see when upgrades can be added as budget allows. Moore said she would like to prioritize with heat, electric, storage tank for gray water, and driveway and add the septic, restroom in the future. Smith said the point of the new building is for storage. Randles said a salt barn to be added later would be around \$80,000. Moore said a bid package with options would allow us to have the needed storage now with other features added in the future. Smith concurred that we need to bid out with options.

Discussion of repairing the fire damaged building in Lithopolis. Smith said the current salt barn can be used for all salt storage with some repairs/modifications. Randles suggested selling the road facility in the village and putting everything on the Greencastle property. Smith said he thinks we need to consider environmental concerns with a future salt barn. The trustees will review the materials presented. Smith reiterated we can bid it out as a basic storage. Fiscal Officer Cyphert said the original plans were to build a 40'x90 storage building and potential extensive site plan. Randles suggested we could pay someone to draw up a site plan such as Eversole Builders. FO Cyphert suggested we could draft the site plan ourselves when we bid it out. Core samples were already done on the site when the fire station was built.

Fire Chief Gill said a basic storage building would cost basic about \$100,000 and the "Cadillac" package would be around \$250,000. This would include the septic. Moore asked Gill as the prevailing wage coordinator some questions and Gill will do some research for the answers.

-Green was told the OPWC Kauffman Road project needs to be on each meeting agenda

The planning session concluded and Moore then called the regular meeting to order with everyone listed above still present.

Road Department, Steve Green, Supervisor

Green proceeded with the regular road dept. report so he could leave the meeting early to manage coverage for the developing snowy road conditions.

-Motion by Smith, second by Randles to approve quote of \$1369.00 to Tru-Quality Services LLC for 2018 Vegetation Control pending proof of workers comp and insurance. Motion carried 3-0.

-Motion by Smith, second by Randles to approve quote from Bader Truck in the amount of \$5912.86 for repairs on 450 shop truck. Needs new turbo and injectors. Truck has over 200,000+ miles on it. Motion carried 3-0.

-Motion to pay John C. Hintz dba Right On Excavating, LLC \$2,550.00 for snow removal on 1/13 – 12.5 hours, 1/15 – 7.5 hours and 1/16 – 5.5 hours. Motion carried 3-0.

-Discuss entering into a contract with Bill Newell Excavating for \$9950 for completion of dirt work on Coonpath Road project. Green was directed to work with the Board Administrator to get work agreements. Contract cannot be approved until work agreements are executed and until proof of Workers' Comp and liability insurance are provided.

-Weight reduction signs that will be put in place effective February 2. Roads are as follows:

2 signs - Plummer Rd. - at Lithopolis / at Lamb Rd.

1 sign - South Sitterley Rd. – at Marcy Rd.

2 signs - Brandt Rd. - at Pickerington Rd. / at Kauffman Rd.

2 signs - Kauffman Rd. - at Winchester Rd. / at Brandt Rd. (CURVE)

-Motion by Smith, second my Randles to approve quote of \$1369.00 from Tru-Quality Services LLC for 2018 Vegetation Control contingent upon proof of Workers' Comp and liability insurance naming Bloom Twp as an insured. Motion carried 3-0.

-Discussion of OPWC for the Kauffman Road Phase II project. Green presented four Work Agreements drawn up by the county that must be signed by property owners. Smith offered to accompany Green to resident's homes to explain the R.O.W. work agreements drawn up by the county. One of the Work Agreements needs to have the signature line corrected.

Discussion of tree work to be done in right of way on Kauffman Rd. Green said the county told him we can contract the work out and pay for it out of Bloom Township funds and will be reimbursed from County OPWC grant. Pine Hill Golf Club owners and Green met over tree trimming. They agreed but asked for them to be shapely cut. A corn field will have to be cut back and trees in the rights of way will need cut. Green will work on getting quotes.

FISCAL OFFICER REPORT: by David Cyphert, F.O.

-Motion by Randles, second by Smith to receive and file minutes of the 1/16/18 meeting. Motion carried 3-0.

-Motion by Smith, second by Randles to approve payments in the amount of \$76,306.27 and charges in the amount of \$74,710.84. Motion carried 3-0.

● **REPORTS FROM ELECTED OFFICIALS:**

-Moore: DAC meeting: At the DAC meeting, a contract was approved with the City of Lanc. to receive Fairfield County Health District services for FY2019. They will pay \$309,679.65. Bloom Twp pays \$50,769 for 2018 and that will increase to \$52,980 for 2019. Moore said this amount represents 1/4 of Bloom Twp's general fund revenue.

-Smith reported a Bloomwood Drive resident inquired about whether the legal opinion had been received by the township for his drainage issue. It has not been received.

-Randles mentioned a driveway right of way issue and asked the trustees to view it and offer their opinions. Discussion occurred as to whether it was in the right of way. Randles believes it is. Moore suggested having Green make a recommendation to the board about this issue.

-Moore said a citizen alerted her to a "wide" crack in the road in the at the horseshoe curve on a public street in the Audubon subdivision. The citizen was concerned it might indicate a sink hole exists. Moore requested a closer address be located to determine the extent of the problem and have Green make a recommendation.

● **FIRE DEPARTMENT REPORT: by Terry Gill, Chief**

Monthly reports were distributed.

● **ADMINISTRATION REPORT: by Anne Darling Cyphert, Board Administrator**

-She provided an update from Insurance Adjuster as to dates of inspection

-MMO Wellness Plan will be handed out to all insured. She recommends all staff be required to participate in order to maintain our personnel's health habits, and to influence our 2018 rates in a fiscally responsible level.

- Update on Fairfield Farms house that was burned in 2016: A new buyer is working with her on re-building at the property.
- Discussion of abusive complaint received by Road Dept. and Administrative Office. All agreed that neither the administrative assistant nor road supervisor should tolerate abusive behavior with a disgruntled citizen. We continue to strive to be polite and professional.
- She announced the GIS meeting Wednesday, February 14th at 10:00 am Fairfield County Courthouse, Commissioners Hearing Room

OTHER: Smith is drafting a letter for the Kaufman Road residents. He also recommended Steve send email alerts/information to the Board Administrator and she will pass the communications on to the trustees so that all trustees are informed.

- The trustees will continue their individual research on a storage barn and discuss it at a future meeting.

Moore adjourned the meeting.

Minutes certified by David Cyphert, Fiscal Officer:

Date: