

BLOOM TOWNSHIP BOARD OF TRUSTEES MEETING 1/27/2021

CALL TO ORDER: Carol Moore, Chairperson called the meeting to order via Zoom technology due to the health department's guidelines regarding the pandemic. Members present were Trustees Carol Moore, Brian Randles, Jason Smith and Fiscal Officer Holly Mattei. Department supervisors were in attendance. The Pledge of Allegiance was recited and we paused for a moment of silence in honor of our military serving throughout the world.

FISCAL OFFICER'S REPORT: by Holly Mattei, F.O.

- Motion by Randles, second by Smith to approve the minutes from the 1/13/21 and 1/20/21 meetings. Motion carried 3-0
- Motion by Smith, second by Randles to approve payments in the amount of \$62,161.07. Motion carried 3-0
- Motion by Smith, second by Randles to approve payment to a visiting fiscal officer from the Auditor of State's Office at the rate of \$30 per hour for up to 100 hours. Motion carried 3-0
- Motion by Randles, second by Smith to authorize the Fiscal Officer to make monthly payments of \$2,292.34 to the Bureau of Workers' Compensation for the remainder of 2021. Motion carried 3-0.

TRUSTEE REPORTS:

Carol Moore: Recycling bin: Due to COVID, Fairfield County Community Action Recycling is understaffed, which means recycle bins are closed TFN.

ADMINISTRATOR'S REPORT: by Anne Darling Cyphert, Board Administrator

- Motion by Smith, second by Randles to rehire Lisa Fisher on an as-needed basis, at a pay rate of \$15 per hour, not to exceed 29 hours per week, as Administrative Assistant effective February 1, 2021 pending passage of work related drug test.
- Update on Stone Hill Estates: Comments were sent to FCRPC.
- Life Insurance Issues: We have had two trustees die in office: Joe Smith and David Cyphert. Both widows of these gentlemen have had difficulty collecting the \$20,000 life insurance policy for township officials. She is hopeful that Burnham and Flower will resolve the issues in the event any other spouse has to go through this in the future.
- Updating SOP Manual for Admin Office: This is for daily procedures for training administrative assistants.
- Proposed zoning updates have begun review.
- Cemetery Sign ordered for Wesley Chapel.
- Legal webinar regarding COVID: she updated the Board about this webinar she attended which discussed new human resource tools during the pandemic.
- Teledoc has been signed for insurance.

FIRE DEPARTMENT: by Thomas Williams, Chief

- Motion by Randles, second by Smith to pay Carroll Truck and Auto \$1,873.31 for repairs to the coolant system on E552 2009 Pierce Impel PUC. Motion carried 3-0.

- Motion by Smith, second by Randles to pay Rite-Way Industrial Services \$1,845.00 to vacuum petroleum contaminated water tank from the septic system. Motion carried 3-0.
- Motion by Smith, second by Randles to authorize up to \$4000 to purchase a drone. Motion carried 3-0. Grant to reimburse the additional \$5,000 of the cost.

INFORMATION FOR TRUSTEES:

- AFG Grant Update: Seeking for fire hoses.
- We are completing all personnel evaluations by February 1, 2021.
- Township extinguishers have been serviced.
- BWC Training Update: No in-person learning due to COVID, but he is attending virtual meetings to earn a 3% discount for the township. He will work with all department heads on safety training.
- OTARMA Safety Grant: Cyphert forwarded him information from OTARMA about a \$1000 grant for fire departments. Safety equipment will be ordered with these grant funds.
- Interview process with Greenfield Township Fire Dept. Update: Possibly collaborate with Greenfield Twp on applications which are on-line. This will help us attract more candidates.

ROAD DEPARTMENT REPORT: by Steve Green, Dept. Supervisor

- Motion by Randles, second by Smith to authorize \$3,060.00 to purchase Lawn Matting. Motion carried 3-0.
The matting will be used to place on property to drive across so as to not tear up or sink into any grassy area. The purchase will include 10 - 3x8 mats as well as 4 - 4x8 mats from Franklin Equipment Company. The matting will be used off road, especially at the cemetery when digging graves to get equipment out of dig sites across lawn areas.
- Motion by Smith, second by Randles to approve Nick Sheperd for up to 29 hours per week to assist in plowing and seasonal activities at the rate of \$14 per hour (no CDL) and authorization for him to be added as a driver to the pick-up truck snow plow pending passage of work related drug test and submission of driver's abstract from ODOT. Duties include snow removal, tree work, and other maintenance duties as assigned effective February 1, 2021. Motion carried 3-0.
- Motion by Smith, second by Randles to approve rehiring of John Hintz up to 29 hours per week to assist in plowing and seasonal activities at the rate of \$18 per hour (has CDL) and authorization for him to be added as a driver to the dump truck snow plow pending passage of work related drug test and submission of driver's abstract from ODOT. Duties include snow removal, tree work, and other maintenance duties as assigned effective February 1, 2021. Motion carried 3-0.

The EGR cooler has a \$300.00 core charge so if it is not ruined we will only be paying \$1,434.07, which is under my spending limit.

- Discussion of Weight Limit Signs: He presented a resolution regarding weight limits from the county, but it was determined this was for the county, not for the township. Therefore, the following motion was presented:

- Motion by Smith, second by Randles to approve the appropriate documentation authorizing the posting of the maximum allowable weight reduction signs on the identified township roads. Motion carried 3-0.

EXECUTIVE SESSION: Motion by Randles, second by Smith to enter into Executive Session for the purpose of discussing employment. Motion carried 3-0.

Following the Executive Session, the chair adjourned the meeting.