

Carol Moore, Chair, called the planning session for the road department to order at 5:30pm. 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.

Discussion of Future Road Barn: Moore discussed a visit where she, the Fiscal Officer, and Board Administrator viewed the Pleasant Twp. Road Storage Barn this month. They were impressed with the size but were surprised to learn the extent of the finishing of the barn that was done by personnel. Prevailing wages considerations were discussed. Trustees Moore and Smith suggested starting with a basic package. Terry Gill, Fire Chief, explained his understanding of the process of bidding. He discussed a document regarding state bid. Legal liaison will contact the prosecutor's office to get clarification on the bidding threshold that applies to townships as opposed to the State.

Moore suggested that Road Supervisor Green, F.O. Dave Cyphert, Chief Gill, and one trustee meet to determine the criteria that the township would like to include in the bid package. Randles volunteered to be the designated trustee. Gill said when the fire house was constructed, he found Fiscal Officer Cyphert helpful to inspect the project as it developed.

Following the planning meeting, Moore called the regular meeting to order with the same people present as listed above.

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

He reminded the trustees he needed their time sheets.

-Motion by Smith, second by Randles to receive and file minutes of the 2/28/18 meeting. Motion carried 3-0.

-Motion by Randles, second by Smith -to approve payments in the amount of \$33,027.22 and charges in the amount of \$62,200.49. Motion carried 3-0.

REPORTS FROM ELECTED OFFICIALS:

-Trustee Moore: RPC: The public hearing was held for the update to the 2002 Development Strategy and Land Use Plan. The plan was approved and is on the RPC website.

-Trustee Moore: DAC: Moore shared the Board of Health 2017 Annual Report.

-Trustee Moore: Lithopolis Mayor Joe Taylor approached her and the Board Administrator about considering use of township right of way and utility easements in implementing a walking path through the Village. The plan is in the beginning discussion stages. The Village will share/discuss their project plans/proposal at a future township trustee meeting as it is developed.

-Trustee Smith has a work agreement from a Kauffman Road resident for the OPWC project.

ADMINISTRATION REPORT: by Anne Darling Cyphert, Board Administrator

-PERSO meeting: was held and those attending included her, the insurance adjuster, Road Supervisor, attorneys and engineers from various companies connected to the dump truck that was destroyed in the road barn fire Christmas night, and safety inspectors. We need to collect all receipts for reimbursement, and submit to insurance. She and the Road Supervisor will work together on this project.

-Cemetery Map: she informed the trustees that the cemetery map has not been updated in over a year. We need the Road Supervisor to work with the administrative assistant in getting it done.

-Engineers Meeting: will be held tomorrow. She, the FO, all 3 trustees will attend. Green was also asked to attend.

-Trailer VIN number was finally obtained for Fairfield County Litter and Recycling. It was on one of our existing trailers that they have the title to from 1997.

-Paul Lafayette: has been communicating with her on insurance matters.

-She is investigating a complaint on target shooting and she will be turning the matter over to the Prosecutor's Office. She asked the trustees to refer any questions or complaints to the BZA and refrain from commenting due to the legal investigation.

FIRE DEPARTMENT REPORT: by Terry Gill, Chief

-Monthly Reports were distributed.

-Station 551 Roof Update: company came to review the project again. Company suggested they have the AC line set in before installing the new roof. He believes it will be under \$1500.

Motion by Randles, second by Smith to approve up to \$1500 for R.N. Smith Heating and Air Conditioning to install new copper line set through the roof at Station 551. Motion carried 3-0.

-Motion by Smith, second by Randles to approve the Carroll Truck and Auto invoice of \$1879.50 for repairs to the 2012 Ford Medic. Motion carried 3-0.

-Motion by Randles, second by Smith to approve the Holder Oil invoice of \$754.67 for Station 552 apparatus and generator fuel. Motion carried 3-0.

-Station 552 entrance lighting update: a company quoted \$6000 per light. They checked with South Central Power who agreed to set a light pole up for \$1000 per pole and electric and a monthly fee of \$16.
-Motion by Randles, second by Smith to approve expenditure up to \$5000 for lighting at Station 552 driveway between the fire and future road building. Motion carried 3-0. Smith suggested considering the neighbors when installing lighting.

ROAD DEPARTMENT: Steve Green, Supervisor

-Drainage issue on Kauffman Road in front of Boersma Residence: Green recommended repairs to preserve the pipe. Green consulted the county engineer's office about the project and is obtaining quotes for bank repair. Reshape ditch, install B-rock, and build up under the pipe, resloping bank will cost about \$9000. Work agreements will be needed. Green was instructed to work with Board Administrator on work agreements prior to obtaining landowner signature.
-Discussion of crack sealing: He presented a list of roads. He said the county engineer's office said the township can do it on our own. The trustees advised him to work with the county engineer on bidding the crack sealing.
-Discussion on using Boring Company Vactor to locate lines on Coonpath Road due to 3" and 4" gas lines running down ditch line plus AT&T so that the township can run about 150 feet of pipe between the utilities. They discussed getting quotes for electrical and gas and Green will obtain quotes for safety sensitive issues.
-Fiscal Officer reminded Green the county engineer is needing force account forms.
-Green wants to berm various township roads and he wants to crack/seal various roads. Bidding out is anticipated. Green was instructed to consult the county for assistance in putting together a bid package. Green will also consult county on various other road projects such as paving and reconstruction of sections of roads.

UNFINISHED BUSINESS: The board administrator distributed the noise resolution and informed them about a noise complaint for target shooting, this one at the Coonhunter's Club. She will be working with the Prosecutor's Office on the investigation and moving forward in the legal system regarding this complaint.

EXECUTIVE SESSION for ORC 121.22: Motion by Randles, second by Smith: To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual.

Following the executive session, the chair adjourned the meeting.

Minutes certified by:

David Lee Cyphert, Fiscal Officer

Date: