

RECORD OF PROCEEDINGS

Minutes of Franklin Township Board of Trustees

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held January 12th

2022

The Franklin Township Board of Trustees met for a regularly scheduled meeting on January 12, 2022 @ 6PM.

The meeting was called to order at 6:07PM by Trustee Morris.

In attendance was Trustee Morris, Trustee Jennings, Road Superintendent Rose, and Administrator Stivers. Administrator Stivers was called away at this time.

Trustee Morris made a motion to approve the meeting minutes of December 22, 2021. Trustee Jennings seconded the motion.

ROLL CALL: Trustee Morris – Yes
Trustee Jennings – Yes Motion carried.

Trustee Morris made a motion to approve the meeting minutes of January 6, 2022. Trustee Jennings seconded the motion.

ROLL CALL: Trustee Morris – Yes
Trustee Jennings – Yes Motion carried.

Administrator Stivers re-joined the meeting.

HR BUSINESS:

Administrator Stivers indicated that the CDC had updated their protocols for Covid-19 positive individuals and those who have been exposed. As a result, she is requesting that the Board adopt an amended policy. Trustee Morris made a motion to adopt the update the amended protocols. Trustee Jennings seconded the motion.

ROLL CALL: Trustee Morris – Yes
Trustee Jennings – Yes Motion carried.

OLD BUSINESS:

Administrator Stivers indicated that currently policy dictates that Management staff uses their personal cell phones for work use and receive a \$75 monthly stipend as a result. Mrs. Stivers would like that policy revoked as she had found a program that will allow us to provide phones at a large savings to the township. Trustee Morris made a motion to revoke the cell phone policy. Trustee Jennings seconded the motion.

ROLL CALL: Trustee Morris – Yes
Trustee Jennings – Yes Motion carried.

Administrator Stivers indicated that several members of management would be out of town on the next appointed meeting date and suggested that it be rescheduled. Trustee Jennings asked if we could reschedule for January 19th at 6:30PM. Trustee Morris seconded the motion.

ROLL CALL: Trustee Jennings – Yes
Trustee Morris – Yes Motion carried.

The Deardoff Senior Center requested the replacement of the doors to the agenda. Administrator Stivers indicated that the Deardoff Center Director had said the doors are a security issue, however, Fiscal Officer Fromeyer requested that no large expenses be approved until he could finish the end of year items. The item was tabled.

Trustee Morris made a motion to adopt Resolution No. 01-01122022 authorizing the Township Administrator to enter into a contract with the Warren County Engineer's Office for the Road Striping and Paving Program. Trustee Jennings seconded the motion.

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ROLL CALL: Trustee Morris – Yes
Trustee Jennings – Yes Motion carried.

Road Superintendent Rose addressed the Board and indicated that since the last 2 vehicles ordered for the Road Maintenance Department had been cancelled by the supplier. As a result, Mr. Rose has been seeking vehicles to replace those which are becoming costly to maintain. Mr. Rose located two vehicles that he'd like to purchase. Trustee Morris made a motion to purchase a Chevy Silverado 2500 at a price not to exceed \$57,000. Trustee Jennings seconded the motion.

ROLL CALL: Trustee Morris – Yes
Trustee Jennings – Yes Motion carried.

Trustee Morris made a motion to purchase a Chevy Silverado 1500 at a price not to exceed \$50,000.00. Trustee Jennings seconded the motion.

ROLL CALL: Trustee Morris – Yes
Trustee Jennings – Yes Motion carried.

Trustee Morris made a motion to approve the cost of \$2,677.00 for the resubscription of a software management program for the fire division. Trustee Jennings seconded the motion.

ROLL CALL: Trustee Morris – Yes
Trustee Jennings – Yes Motion carried.

Trustee Morris made a motion to adopt the amended General Driving Rules & Regulations policy. Trustee Jennings seconded the motion.

ROLL CALL: Trustee Morris – Yes
Trustee Jennings – Yes Motion carried.

Trustee Morris made a motion to approve a Tuition contract with Firefighter Seth Adams. Trustee Jennings seconded the motion.

ROLL CALL: Trustee Morris – Yes
Trustee Jennings – Yes Motion carried.

Trustee Morris made a motion to approve Resolution No. 02-01122022 approving the reallocation of money. Trustee Jennings seconded the motion.

ROLL CALL: Trustee Morris – Yes
Trustee Jennings – Yes Motion carried.

Trustee Jennings made a motion to approve Resolution No. 03-01122022 approving the permanent appropriation of ARPA funds. Trustee Morris seconded the motion.

ROLL CALL: Trustee Jennings – Yes
Trustee Morris – Yes Motion carried.

DEPARTMENT REPORTS:

Administrator Stivers spoke on the software system, PubWorks, that was purchased with CARES act funding. She provided the board with copies of reports from PubWorks and gave a brief overview of what each report did and the benefits to the Township. This program shows us who is getting projects done, how long it is taking them to complete projects, how much the project costs in terms of labor and in materials, when our fleet is getting worked on, how much is being invested in each piece of equipment and much more.

Administrator Stivers briefly went over the reports submitted by Chief Hannigan and Chief Madden.

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Road Superintendent Rose indicated that they've seen a lot of necessary repairs to vehicles lately.

Administrator Stivers indicated that Mrs. Hubbard had been transferred to Woodhill Cemetery office. The cemetery office position was originally created with parameters that the position should not exceed 20 hours per week. Mrs. Stivers asked the Trustees to consider giving some wiggle room, as they've found that very hard to adhere to. It's difficult when clients come to the cemetery office right at closing time. Staff doesn't want to be rude and wants to serve the clients. Additionally, Mrs. Hubbard is finding that there is much more work there than initially anticipated. Trustee Morris told Mrs. Stivers that he had no problem with Mrs. Stivers allowing admin staff to work additional hours so long as it didn't warrant full-time and the legally required benefits that come with those hours. Trustee Jennings agreed.

Mr. Morris also asked about the potential for turning the Cemetery into an arboretum. Mrs. Stivers said that she would look into that possibility.

Mr. Jennings said he'd like to see us tackle the cemetery bridge this year. Mrs. Stivers indicated that we still have the newest section that is set to go in this year and that's a large expense.

Mrs. Stivers mentioned that before we start determining what we plan to do with the ARPA money, that we should seek public input on what projects are important to the general public.

Administrator Stivers gave a report on the Senior department. She indicated that all three senior transportation vehicles are parked outdoors at all times. The weather has created some maintenance issues. Part of the long-term plan for the land on Fairview Drive is to create a campus, with a senior transportation office and garage. Mrs. Stivers indicated that employees had gotten preliminary estimates on the cost and she believes we should make this a priority for 2022. This could come from ARPA money or it could come from the senior levy.

FISCAL REPORT:

Mr. Jennings made a motion to approve the payment listing. Mr. Morris seconded the motion.

ROLL CALL: Trustee Jennings – Yes
Trustee Morris – Yes Motion carried.

Mr. Morris made a motion to approve the remaining fiscal officer's reports. Mr. Jennings seconded the motion.

ROLL CALL: Trustee Morris – Yes
Trustee Jennings – Yes Motion carried.

Mr. Morris made a motion to approve the amended certificate for 2021. Mr. Jennings seconded the motion.

ROLL CALL: Trustee Morris – Yes
Trustee Jennings – Yes Motion carried.

TRUSTEE COMMENTS:

Mr. Jennings wished everyone a happy new year.

Mr. Morris made note of the fact that some annexation news has been in the paper. He wants to remind the public that the township cannot stop a landowner from having their property annexed if that's what they want.

ADJOURNMENT:

Mr. Morris made a motion to adjourn at 7:06PM. Mr. Jennings seconded the motion.

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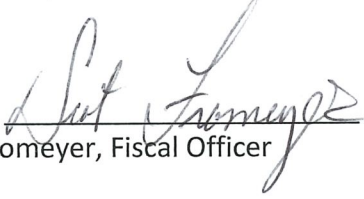
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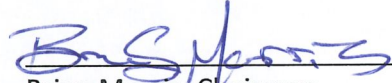
Held January 12th _____ 2022

ROLL CALL: Trustee Jennings – Yes
Trustee Morris – Yes

Motion carried.

Attest: 
Scot Fromeyer, Fiscal Officer

Franklin Township Board Chair:


Brian Morris, Chairman