

RECORD OF PROCEEDINGS

Held September 22, 2021

The Franklin Township Board of Trustees held a regularly scheduled meeting on Wednesday, September 22, 2021, at 6:00 p.m. at the Township Administrative building.

The meeting was called to order by Trustee Morris.

The meeting began with the Pledge of Allegiance.

Attendance:

Trustee Brian Morris – Present
Trustee Shane Centers – Present
Trustee Matthew Jennings – Present
Fiscal Officer Scot Fromeyer – Present
Administrator Traci Stivers – Present

Approval of Minutes:

Trustee Centers made a motion to approve the meeting minutes of September 8, 2021. Trustee Jennings seconded the motion.

ROLL CALL: Trustee Centers – Yes
Trustee Jennings – Yes
Trustee Morris – Yes
Motion Carried.

Trustee Centers made a motion to approve the special meeting minutes of September 15, 2021. Trustee Jennings seconded the motion.

ROLL CALL: Trustee Centers – Yes
Trustee Jennings – Yes
Trustee Morris – Yes
Motion Carried.

Visitors:

None

HR Business:

Trustee Centers made a motion to approve 80 hours of vacation time to be roll over for Steve Bishop. Trustee Jennings seconded the motion.

ROLL CALL: Trustee Centers – Yes
Trustee Jennings – Yes
Trustee Morris – Yes
Motion Carried.

Mrs. Stivers informed the board of the current Covid-19 cases amongst the Township employees. Mrs. Stivers shared at this time the Township has one employee out but, she has been working within the departments to keep the spread of the virus at a minimum.

Mrs. Stivers shared with the board that she has two employees that want to begin studying to get their Pesticide licensure.

Old Business:

Mrs. Stivers gave an update on the truck for the Road department. She shared that Mr. Rose had reached out to Bob Ross Chevrolet to request a copy of the order statement between the Township and Bob Ross. This statement would provide answers on when the truck was ordered, and the PO used to make the purchase. Currently Bob Ross has not been able to provide the Township with that statement. Mrs. Stivers is not sure if the truck was ever ordered. She is still working on and will update the board when she receives more information.

Mrs. Stivers presented the board with a slide presentation of information, ideas, and pictures for the Franklin Township Park and O’Neal Park updates that she would like to request and apply through the ODNR grant. After the presentation and discussion, the board decided they would like to apply for the grant to help update a paved pathway, updating bathrooms, updating play equipment, a fence be put up around a storage building to provide storage for equipment around the park to be safely put away from residents, mile markers, entrance signs, & trash cans with branding. The board has granted Mrs. Stivers to apply for the ODNR grant but has also granted her permission to go ahead and slowly within budget make these improvements as needed.

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New Business:

Trustee Centers made a motion to approve Resolution No. 01-09222021 declaring 7894 Sheri Ln. a nuisance due to tall weeds and/or grass. Trustee Jennings seconded the motion

ROLL CALL: Trustee Centers – Yes
Trustee Jennings – Yes
Trustee Morris – Yes
Motion Carried.

Trustee Centers made a motion to approve Resolution No. 02-09222021 authorizing the Township Administrator to apply for the Ohio Township Stimulus grant. Trustee Jennings seconded the motion.

ROLL CALL: Trustee Centers – Yes
Trustee Jennings – Yes
Trustee Morris – Yes
Motion Carried.

Trustee Centers made a motion to approve the road repairs to Country Walk Dr. through Rick’s Striping Sealcoating, Inc. in the amount of \$3,650.00. Trustee Jennings seconded the motion.

ROLL CALL: Trustee Centers – Yes
Trustee Jennings – Yes
Trustee Morris – Yes
Motion Carried.

Trustee Centers made a motion to approve the request to scrap unsalvageable items. Trustee Jennings seconded the motion.

ROLL CALL: Trustee Centers – Yes
Trustee Jennings – Yes
Trustee Morris – Yes
Motion Carried.

Mrs. Stivers and Trustee Jennings discussed some policy changes with the board.

Credit Card Policy:

Mr. Jennings presented that the Township Administrator, Road & Cemetery Supervisors, and Fire Chief all be issued credit cards to be always carried by those department heads instead of sharing one credit card between the Township that is currently signed in and out by employees. The board tabled and requested Mrs. Stivers research some other government entities and see how they operate and check with the credit card company and update the board at a later meeting.

Vacation Roll Over Policy:

Mrs. Stivers requested that the board vote a Resolution in effect stating employees vacation time would automatically up to 80 hours be rolled over at the end of the year if not used. Instead of the current policy where an employee must request vacation time themselves. The board tabled and requested Mr. Fromeyer check with the auditors and make sure that process can be properly done since this is a payout request. The board will discuss at a later meeting.

Administrative Report:

- I. Mrs. Stivers shared information on the Ohio Township Stimulus grant and what items it would be used for. Which include resurfacing, new curbs and gutters, new culvert boxes on Todd Dr., Stable Ct., and Stonebarn Ct. She informed the board that she has reached out to the Warren Co. Engineer’s Office to request a letter of support. Currently, she does not have final numbers in yet due to waiting on quotes for the culvert boxes through Rudd’s Excavating.
- II. Mrs. Stivers just briefly updated the board on the ODNR grant that she and the board had discussed earlier in the meeting.
- III. Mrs. Stivers informed the board that the Community Development Block Grant needs to be applied for and is due by the end of the year.
- IV. Mrs. Stivers shared that Madison Township had reached out to her in regard to putting up road signs to try and slow down heavy traffic and the entrance to Land of Illusions through Franklin-Trenton Rd. This is a plan that Madison Twp. has emailed Land of Illusions on as well. Mrs. Stivers is going to reach out to the owners of Land of Illusions and see if they are happy with this plan and if they have noticed an issue. If Land of Illusions is ok with this plan, she will at the cost of Madison Twp. put signs up. If not, she will notify both parties and let them know this is an issue, they will have to work together on to come up with the best solution.
- V. Mrs. Stivers informed the board that Beggar’s Night for the Township is October 31, 2021, from 6PM - 8PM.

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VI. IV. Mrs. Stivers shared that she will be hosting community forums this coming week for the resident to come and get information on the Senior Levy.

Fiscal Report:

Trustee Centers made a motion to approve the payment listing in the amount of \$142,087.51. Trustee Jennings seconded the motion.

ROLL CALL: Trustee Centers – Yes
Trustee Jennings – Yes
Trustee Morris – Yes
Motion Carried.

Trustee Centers made a motion to approve all other fiscal reports. Trustee Jennings seconded the motion.

ROLL CALL: Trustee Centers – Yes
Trustee Jennings – Yes
Trustee Morris – Yes
Motion Carried.

Trustee Centers made a motion to approve Resolution No. 03-09222021 approving reallocation for the purpose of payroll. Trustee Jennings seconded the motion.

ROLL CALL: Trustee Centers – Yes
Trustee Jennings – Yes
Trustee Morris – Yes
Motion Carried.

Comments by Individual Trustees:

Mr. Centers stated is excited about employees wanting to get their Pesticide license and thinks it will really benefit the Township. He also asked Mrs. Stivers some questions on the process and steps of getting licensed.

Mr. Jennings shared with the board he will be attending some upcoming events. The Warren Co. Township Association on September 30, 2021, and the ribbon cutting for the Warren Co. Sheriff's Office on October 12, 2021.

Mr. Morris shared he has been speaking at a lot of funerals lately and wanted to praise our Cemetery crew for how organized and how well they handle themselves and the families during those times. He did however want to share an idea with Mrs. Stivers of having Franklin Township branded polos for the Cemetery crew. He believes this would one, help the families recognize the crew and two, represent our Township and cemetery very nicely.

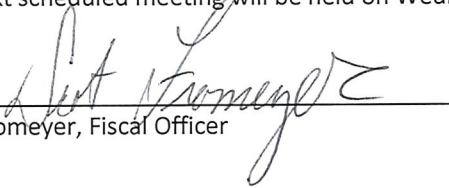
Adjournment:

Trustee Centers made a motion to adjourn at 7:06 p.m. Trustee Jennings seconded the motion.

ROLL CALL: Trustee Centers – Yes
Trustee Jennings – Yes
Trustee Morris – Yes
Motion Carried.

The next scheduled meeting will be held on Wednesday, October 13, 2021 @ 6PM.

Attest:


Scot Fromeyer, Fiscal Officer


Brian Morris, President

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held _____ 20____