

# RECORD OF PROCEEDINGS

Minutes of Franklin Township Trustees

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held October 14

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The Franklin Township Board of Trustees met in regular session on Wednesday, October 14, 2015. Trustee Ronald Ruppert, Trustee Gregory Sample, and Trustee Beth Callahan were all present. Fiscal Officer Scot Fromeyer, Administrator Traci Stivers and Cemetery Superintendent Steve Bishop were also present.

The meeting was called to order by Mr. Ruppert. The meeting open with the Pledge of Allegiance.

Mrs. Callahan made a motion to approve the minutes from September 23, 2015.

Mr. Sample seconded the motion.

Roll call:       Mrs. Callahan – Yes  
                  Mr. Sample – Yes  
                  Mr. Ruppert – Abstain       Motion passed.

Visitors: There were no guest wishing to speak.

Old Business:

Mrs. Stivers presented the trustees with a Township Employee Training policy. Mr. Ruppert would like for the policy to say in someway that the township is not obligated to pay for any type of training.

Mr. Sample made a motion to except the policy with the addition noted.

Mrs. Callahan seconded the motion.

Roll call:       Mr. Sample – Yes  
                  Mrs. Callahan – Yes  
                  Mr. Ruppert – Yes       Motion passed.

Mrs. Stivers asked for the trustees input regarding a community event for the Twin Creek side of the township. She had mentioned that in the previous meeting a Christmas celebration was suggested. Mrs. Stivers said that although it is short notice she would be happy to put together a Christmas event however the trustee should be aware that because of the short notice, the cost would be higher than usual. Mr. Ruppert like the idea of a Christmas celebration but because of the expense suggested we wait until 2016. He also suggested that we begin planning a spring event for 2016. Mrs. Stivers ask Mrs. Callahan what she thought, Mrs. Callahan was in agreement with Mr. Ruppert. Mrs. Stivers looked to Mr. Sample for input, he agreed.

Mr. Sample made a motion to approve Resolution 01-10142015 authorizing the President of the Franklin Township Board of Trustees to enter into a real estate purchase agreement and execute closing documents.

Mrs. Callahan seconded the motion.

Roll call:       Mr. Sample – Yes  
                  Mrs. Callahan – Yes  
                  Mr. Ruppert – Yes       Motion passed.

Mrs. Stivers gave an update on the construction at Martz Paulin Road. She said the cost has gone up several times and each time she has been able to acquire more grants to cover the expenses. However, she's now concerned because the cost has risen all the way to \$180,000 due to more construction materials being needed than was originally expected. Mrs. Stivers said that she had obtained funds through OPWC but due to a miscommunication between her and the county engineer she is afraid that money will be sent back. Mr. Tunnison, WC Engineer, said that he would contact OPWC to right the error and that he would make sure it was taken care of one way or another. Mr. Sample said he was confident that Mr. Tunnison would take care of it.

Mrs. Stivers reported that in regards to the senior bus she had contacted all of the senior agencies in the area that she was aware of and found that all but one were ineligible. The Conover Day Center is eligible, however, they would require the township to pay the local share on their behalf. Mrs. Callahan asked about Carlisle Manor. Mrs. Stivers that they are

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not a 501(C)(3). Mrs. Stivers then listed the agencies she had contacted; Conover Day Center, Carlisle Manor, Franklin Ridge, Inn at Renaissance Village, Sherman Glenn, Warren County Community Services, Meadow Crossing, and Center Point. Some were not 501(3)(C) and others were serviced by OKI and therefore could not benefit from this grant which was distributed by MVRPC. Mrs. Callahan asked about the Hopewell House and the MRDD building just down the street. Mrs. Stivers that she didn't believe they serviced senior citizens. Mrs. Callahan thought they did and asked her to check. Mrs. Stivers will check and report back.

New business:

Mrs. Stivers suggested creating a community group to benefit the cemetery. She said she'd like it to be something along the lines of an advisory board or a friends of the cemetery type of board to assist with projects and fundraising. She said if the trustees had no objections that she would be looking into this and doing whatever was necessary to implement it. The trustees had no objections.

Mrs. Stivers presented the trustees with quotes from numerous shred companies in the area. She said she would like to do a community event much like the one she did last year where residents could bring their documents to be securely shredded. She said that she will be applying for a scrap tire grant and is hopeful that it can all be done at once if awarded the grant. Ultimately, her goal is to have a community appreciation type of event where residents can recycle these things that are often times a headache for them and perhaps have a cookout and let residence talk with the township employees and tour the facilities. Mr. Ruppert said that he thought that was a great idea and that the trustees did not really need to act on this that it would be up to the Administrator. Mrs. Stivers asked Mrs. Callahan and Mr. Sample if they had anything to add, they did not.

Mrs. Callahan made a motion to approve the insurance renewal for employee benefits at a cost not to exceed \$13,154.60 per month for calendar year 2016.

Mr. Sample seconded the motion.

Roll call: Mrs. Callahan – Yes  
Mr. Sample – Yes  
Mr. Ruppert – Yes                      Motion passed.

Mrs. Stivers asked Mr. Ruppert if he would like to sign the renewal or if she should. Mr. Ruppert said he had objections to her signing the renewal.

Mr. Sample made a motion to approve Resolution 02–10142015 reallocating funds.

Mrs. Callahan seconded the motion.

Discussion: Mrs. Callahan asked if money could be moved into numerous accounts in one resolution. Mrs. Stivers said she didn't believe there was a problem as long as it was very clearly spelled out.

Roll call: Mr. Sample - Yes  
Mrs. Callahan - Yes  
Mr. Ruppert - Yes                      Motion passed.

Mrs. Stivers requested to roll over 24 hours of vacation time on her impending anniversary date. Mr. Sample made a motion to approve the vacation rollover request.

Mrs. Callahan seconded the motion.

Roll call: Mr. Sample – Yes  
Mrs. Callahan – Yes  
Mr. Ruppert - Yes                      Motion passed.

Road Report: There was no road report since Mr. Rose was absent.

Cemetery Report: Mr. Bishop gave an update on the cemetery saying that they had been very busy with funerals and are beginning to do leaf removal for the fall season.

Fire report:

Mr. Bishop gave an update on the fire department saying there was a fire on Noble way, crews responded quickly and were able to put the fire out, however, there was still

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significant damage done to the home. The cause of the fire was a candle that had been left burning. The fire department has also begun airpack testing.

#### Administrative report:

Mrs. Stivers advised that the Board of a Warren County zoning appeal, the Board looked over the documentation and the map and had no comments or questions.

Mrs. Stivers mentioned the ditch at the Franklin Township Park on 122. She had asked Rudd's Excavating, Digg It Excavating, and Fraley Excavating for quotes. Although she had contacted them numerous times the only quote she has received to date was from Rudd's Excavating. She had asked Mr. Rose for the names of other excavators but he insists that it is not longer necessary. Mr. Sample made a face indicating he was perplexed. Mrs. Stivers said that certainly Mr. Rose knew more about this type of work than she did, but she didn't understand why we wouldn't go ahead and clean the ditch out to prevent us from having the same problem next summer. Mr. Sample shook his head in agreement. Mr. Sample said they'd address it with Mr. Rose at the next meeting, maybe we're missing something. Mrs. Callahan agreed that we should talk about it at the next meeting.

Mrs. Stivers mentioned that our regular meeting dates in November both fall on we're very close to a holiday and suggested the trustees might like to reschedule those meetings. Mrs. Callahan agreed that was a good idea. Mr. Sample suggested that the November 11 meeting be moved to the Tuesday prior to that which would be November 10. Mrs. Stivers asked Mrs. Callahan, Mr. Ruppert and Mr. Fromeyer if that date worked for them as well. Everyone was agreeable.

The meeting that was scheduled to fall on November 25, the day before Thanksgiving, was discussed. Mr. Sample suggest doing the same thing with this meeting. Mrs. Callahan agreed November 24 would work for her. Mrs. Stivers polled the rest of the Board, everyone was in agreement. Mrs. Stivers will advertise the changes.

Mrs. Stivers said she had been contacted by Liz Buchanan, board member of the Franklin Area Historical Society. The Franklin Area Historical Society will be hosting a fundraiser in the form of a trivia contest to be held on October 25 from 4:30 PM to 6:30 PM at JD legends. Mrs. Buchanan would like the township to have a team compete.

#### Fiscal Report:

Mr. Sample made a motion to approve the payment listing as presented by the Fiscal Officer.

Mrs. Callahan seconded the motion.

Roll call: Mr. Sample - Yes  
Mrs. Callahan - Yes  
Mr. Ruppert - Yes Motion passed.

Mr. Sample made a motion to approve the bank reconciliation report, appropriation summary report, appropriation status report, fund summary report, fund status report, revenue summary report, revenue status report, payroll register, and blanket certificate report.

Mrs. Callahan seconded the motion.

Roll call: Mr. Sample - Yes  
Mrs. Callahan - Yes  
Mr. Ruppert - Yes Motion passed.

#### Executive Session:

Mr. Sample made a motion to enter into executive session to discuss personnel disciplinary action.

Mrs. Callahan seconded the motion.

Roll call: Mr. Sample - Yes  
Mrs. Callahan - Yes  
Mr. Ruppert - Yes Motion passed.

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All Trustees, the Administrator, and the Cemetery Superintendent entered executive session at 6:50 p.m.

Mr. James Carter was invited into the executive session at 7:03 p.m.

Mr. James Carter left executive session at 7:17 p.m.

Mr. Sample made a motion to adjourn the executive session and return to regular session at 7:20 p.m.

Mr. Carter and Mr. Fromeyer returned to the meeting room.

Mr. Carter presented the Trustees with a letter of intent to retire, effective December 26, 2015. Mr. Sample addressed Mr. Carter, stating that he is disturbed by what has been reported to him, and disappointed in Mr. Carter's work performance. Mr. Sample asked Mr. Carter if he understood the terms of his employment and what is expected of him. Mr. Carter said that he did understand. Mr. Sample asked Mr. Carter if he understood that this letter is just like a contract, there is no going back unless both parties agree. Mr. Carter said he understood. Mr. Sample asked Mr. Carter if he understood that failure to perform his job adequately could lead to immediate termination by Mr. Bishop. Mr. Carter said he understood.

Mr. Sample made a motion to accept Mr. Carter's letter of intent to retire with the condition that should Mr. Carter not meet the standards expected of every other employee, Mr. Bishop may terminate his employment on the spot.

Mrs. Callahan seconded the motion.

Roll call: Mr. Sample - Yes  
Mrs. Callahan - Yes  
Mr. Ruppert - Yes      Motion passed.

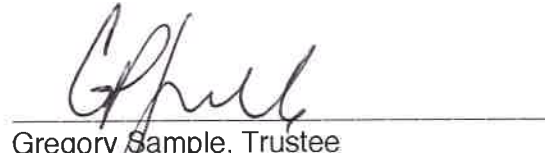
Mr. Sample made a motion to adjourn the meeting at 7:25 p.m.

Mrs. Callahan seconded the motion.

Roll call: Mr. Sample - Yes  
Mrs. Callahan - Yes  
Mr. Ruppert - Yes      Motion passed.

  
Ronald Ruppert, President

  
Beth Callahan, Vice President

  
Gregory Sample, Trustee

  
Scot Fromeyer, Fiscal Officer