

**SPECIAL MEETING
UNION TOWNSHIP TRUSTEES
January 17, 2019**

<u>Present:</u> John Slater, Trustee Charlie Prince, Trustee Randy Weekly, Trustee	Paula Greene, Administrator Jessica Slater, Fiscal Officer Dave Cable, Road Supervisor
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Guests: Richard & Theresa Allen, Bill McWilliams, Leslee Herro, Nancy & Tom Bowersock, John Klauder, Jeff Hussey, Jack Justice, Doug Cunningham, Charles Bickley, Traci & Sierra McMillen, Ryan Cottrill, Brittany Smith, Dan VanNess, Michael Bishop, Jim Windon, Stephanie Knoblock, Carl Porter, Adam Davidoff, Russ & Susan Ginise, Laney McLaughlin, Cory McLaughlin, Dale Hamilton, Gregg Painter, N. Daniel Gibson, Sally Brigham, and Karen Strelecky.

The Union Township Trustees met on **January 17, 2019**, at 7:00 p.m., at the Union Township Complex, for a special meeting. The meeting was called to order by Charlie Prince at 7:00p.m. Trustee members also attending the meeting were, John Slater and Randy Weekly. Roll call was taken. Mr. Prince, opened the meeting, with the Pledge of Allegiance.

Mr. Prince opened the meeting by explaining to the audience tonight's meeting is a Special Meeting in which only the subjects posted in the Special Meeting announcement could be discussed.

Fire District Committee –

Mr. Prince said he met with Hebron Fire Chief Cliff Mason and Council member Jim Layton on Monday. Chief Mason and Mr. Layton (chairman of Fire Service Committee) will represent the Village of Hebron during the Fire District discussions. The township's fire/ems contract with the Village of Hebron requires a trustee to meet with the Village's representatives bi-weekly to discuss aspects of creating a Fire District. Mr. Prince said no other fire district issues were discussed.

Mr. Prince recommends the Fire District discussions be separated in to three categories: District Organization & By-Laws – Mr. Prince; Operations & Equipment – Retired Fire Chief Weekly and Financial – Mr. Slater.

Mr. Weekly said as he has many years of fire service experience, he wants to add input. Mr. Weekly said he realizes the meetings are public meetings and with the three job classifications as all three trustees would be able to participate. Mr. Prince said each meeting's discussion would be limited to a single subject.

Mr. Slater expressed concerns about communicating with each other as each will be attending meetings on different subjects. Mr. Prince said each trustee would report on their committee's findings during a township meeting so that the trustees and community would be kept up to date.

Mr. Weekly agreed to the process. Mr. Slater said this process would be a way to explore the possibility of a district and reminded everyone that the trustees have not committed to a fire district. Mr. Prince said if they find this method does not work, they can reevaluate the process.

Mr. Weekly made a motion allocate the responsibilities as discussed. Mr. Slater seconded the motion.

Chief Mason said he and Councilman Layton have the authority to appoint a representative if they are unable to attend a meeting. Mr. Layton said other council members are interested in attending the meetings.

Mr. Prince said the motion had been moved and seconded. Motion carried.

Mr. Prince said the current Fire/EMS services will remain the same. The committees will make their recommendations by July 1. Mr. Prince said decisions will be made in public meetings and Hebron Fire Department will not take over all Fire/EMS services. A Fire District can contract with Granville. Mr. Prince provided a written update.

Leslie Herro requested a copy of Dr. Kramer's draft study and stated she had requested the draft earlier in an email to the trustees and believes the study is a public record.

Mr. Prince said the final report is a public record but not the draft.

Ms. Herro asked how Mr. Prince determined the draft was not a public record as she could not find where a draft was not a public record.

Mr. Prince said as the owner of the Buckeye Lake Beacon and a professional journalist he has learned first-hand that the Ohio Department of Natural Resources and Ohio EPA have determined draft reports created by an outside contractor are not public record. Mr. Prince said the trustees need to review the draft report to ensure the issues that trustees asked Dr. Kramer to address are complete and whether any additional areas of study are warranted. Mr. Prince believes the final report will be available in early February. Dr. Kramer will attend the February 18 township meeting. His report will be available to the public prior to the meeting.

Russ Ginise said he reviewed the Ohio Attorney General's Office Sunshine Law and did not find any stipulations that "draft" reports could not be released to the public. Mr. Ginise then made a public request for a copy of Dr. Kramer's draft report and any communications relating to the draft and any communications with Dr. Kramer. Mr. Ginise said if the trustees need to seek a legal opinion to do so and that he could not find where a draft report was not public record.

Mr. Prince said several attorneys with the State of Ohio would disagree with Mr. Ginise.

Mr. Slater said this would be a good place to end the conversation and will consult with the Licking County Prosecutor's Office.

Mr. Prince said the final report would be posted and emailed. Mrs. Brigham asked if the report would be placed in the library for those who do not have email. Mr. Prince said the report could be placed in the Hebron Library.

Mr. Ginise asked Mr. Prince if he was willing to commit to the current level of fire service in the northern portion of the township.

Mr. Prince said they have committed to improving service throughout Union Township.

Mr. Slater said the Fire/EMS coverage would not be less.

A member of the audience who lives in the area of Hallie Lane and Canyon Road believes her service would decrease if Hebron Fire Department was assigned to her area and Granville Fire could reach her house quicker.

The trustees said no changes of this nature have been discussed or made. Mr. Prince said there are plans for a satellite station with a medic unit only. Decisions have not been made regarding the fire departments response areas. Mr. Prince said the Trustees and the Village can create a fire district by resolution, however the voters in the area of the Fire District can either pass or vote down funding. There will not be a Fire District without funding.

Jim Windon asked the Fire District voting area to be identified. Mr. Prince said those who live within the Fire District boundaries will vote on the revenue.

Leslie Herro said residents are uncomfortable as they feel the Board is not being transparent and asked what harm there would be if the Trustees released the draft.

Mr. Prince said there has been open discussion on this matter since May.

Mr. Slater said they want to ensure the study meets the scope of work that was requested and check for typos which there were many. Mr. Prince said he was a professional writer and reviews his work several times before publishing. Dr. Kramer will be at a meeting and will take questions.

Mr. Prince encouraged the audience to stay while the Trustees organized the Board for 2019. The meeting briefly stopped while most members of the audience left the room.

Re-organization:

Resolutions

Resolution 2019-1: **To select the President of the Board of Trustees.**

Mr. Weekly made a motion to nominate and elect Mr. Prince as President of the Board of Trustees and Mr. Slater seconded the motion. Roll call was taken. Motion carried.

Mr. Slater – Yes, Mr. Weekly-Yes, Mr. Prince abstained.

Resolution 2019- 2: **To select the Vice President of the Board of Trustees.**

Mr. Weekly made a motion to nominate Mr. Slater as Vice President of the Board of Trustees and Mr. Prince seconded the motion. Roll call was taken. Motion carried.

Mr. Slater – abstained, Mr. – Yes, Mr. Weekly – Yes, Mr. Prince - Yes

Resolution 2019-3: **Payment by Salary for Elected Officials**

Mr. Weekly moved to pay Trustees & Fiscal Officer by salary for 2019. The motion was seconded by Mr. Prince. Roll call was taken. Motion carried.

Mr. Slater – Yes, Mr. – Yes, Mr. Weekly – Yes, Mr. Prince - Yes

Resolution 2019-4: Maximum Compensation – For Elected Officials

Mr. Slater moved that the Trustees of Union Township in Licking County are entitled to the maximum compensation permitted per the Ohio Revised Code. The motion was seconded by Mr. Weekly. Motion passed. Roll call was taken. Motion carried.

Mr. Slater – Yes, Mr. – Yes, Mr. Weekly – Yes, Mr. Prince - Yes

Resolution 2019-5: Health Insurance

Mr. Prince moved to provide payment for health insurance or reimbursement for health insurance for Elected Officials and full-time employees with 87.5% being paid by Union Township and 12.5% being paid by the Elected Official and Employees. The motion was seconded by Mr. Slater. Roll call was taken. Motion carried.

Mr. Slater – Yes, Mr. – Yes, Mr. Weekly – Yes, Mr. Prince - Yes

Resolution 2019- 6: Scheduled Meetings

Mr. Prince moved to hold the 2019 meetings on the 1st and 3rd Monday of each month at 7:00 p.m. If the regular meeting falls on a Holiday the regular meeting will move to the following day on Tuesday at 7:00 p.m. The motion was seconded by Mr. Weekly. Roll call was taken.

Motion carried. Mr. Slater – Yes, Mr. – Yes, Mr. Weekly – Yes, Mr. Prince - Yes

Resolution 2019- 7: Mileage and Necessary Expenses

Mr. Slater moved to authorize necessary expenses for meetings, including parking fees, mileage @ 54.5 cents per mile, the IRS reimbursement rate, pertinent to Township business, outside the Township. The motion was seconded by Mr. Weekly. Roll call was taken. Motion carried.

Mr. Slater – Yes, Mr. – Yes, Mr. Weekly – Yes, Mr. Prince - Yes

Resolution 2019- 8: Out of meeting check signing

Mr. Weekly moved to authorize the signing of checks, regular monthly bills, and all previously approved expenditures outside of meetings. Mr. Prince seconded the motion. Roll call was taken. Motion carried. Mr. Slater – Yes, Mr. – Yes, Mr. Weekly – Yes, Mr. Prince - Yes

Resolution 2019-9: Clothing Reimbursement

Mr. Slater moved to authorize a \$500 clothing allowance for full time employees, a \$250 clothing allowance for part time employees with the understanding that if additional money is required it may be presented to the board. The motion was seconded by Mr. Prince. Roll call was taken. Motion carried. Mr. Slater – Yes, Mr. – Yes, Mr. Weekly – Yes, Mr. Prince - Yes

Resolution 2019-10: Trustees approval up to \$2500

Mr. Prince moved to adopt the following resolution: WHEREAS, the Board of Trustees, Union Township, wish to act as a Board in charge of maintenance and repair of roads with the Township, THEREFORE; BE IT RESOLVED that all or any Trustee has the authority to improve or repair roads or purchase materials, and supervise and direct its' use in the Township and in general anything falling within the responsibility to the Trustees. Any expenditures exceeding \$2500.00 on the preceding, however, must have the approval of at least two Trustees. Mr. Slater seconded the motion. Roll call was taken. Motion carried.

Mr. Slater – Yes, Mr. – Yes, Mr. Weekly – Yes, Mr. Prince - Yes

Resolution 2019-11: **Meeting Reimbursements**

Mr. Weekly moved to authorized to approve payment of required fees and necessary expenses for elected officials to attend and participate in county and state, seminars, and conventions. Mr. Prince seconded the motion. Roll call was taken. Motion carried. Mr. Slater – Yes, Mr. – Yes, Mr. Weekly – Yes, Mr. Prince - Yes

Resolution 2019-12: **Elected Official Salary Distribution**

Mr. Slater moved to distribute Trustee’s salaries out of funds according to the percent of time worked for said fund. The Trustees will keep logs to determine breakdown. The motion was seconded by Mr. Prince. Roll call was taken. Motion carried. Mr. Slater – Yes, Mr. – Yes, Mr. Weekly – Yes, Mr. Prince - Yes

Resolution 2019-13: **TIRC Appointee from Union Township 2019-2020**

Mr. Prince moved to nominate and elect Mr. Weekly to represent Union Township on the TIRC (Tax Incentive Review Council). The motion was seconded by Mr. Slater. Roll call was taken. Motion carried. Mr. Slater – Yes, Mr. – Yes, Mr. Weekly – Yes, Mr. Prince - Yes

Resolution 2019-14: **Fire Prevention Officer – Village of Hebron Fire Department**

Mr. Weekly moved to appoint Chief Clifford L. Mason as the fire prevention officer for 2019. The motion was seconded by Mr. Prince. Roll call was taken. Motion carried. Mr. Slater – Yes, Mr. – Yes, Mr. Weekly – Yes, Mr. Prince - Yes

Resolution 2019-15: **Fire Prevention Officer – Granville Township Fire Department**

Mr. Weekly moved to appoint Chief Casey Curtis as the fire prevention officer for 2019. The motion was seconded by Mr. Slater. Roll call was taken. Motion carried. Mr. Slater – Yes, Mr. – Yes, Mr. Weekly – Yes, Mr. Prince - Yes

Resolution 2019-16: **Credit Card Policy**

Mr. Weekly moved to accept the credit card policy as presented by Paula Greene. The motion was seconded by Mr. Prince. Roll call was taken. Motion carried. Mr. Slater – Yes, Mr. – Yes, Mr. Weekly – Yes, Mr. Prince – Yes

Bills

The Clerk certified that the money to pay the bills was in the treasury or in the process of collection. There being no questions regarding the bills Mr. Slater moved to approve the bills, Mr. Weekly seconded the motion. Motion carried.

Bank Reconciliation

Mr. Slater moved to approve the yearend bank reconciliation dated 12/31/2018, Mr. Weekly seconded the motion. Motion passed.

Minutes

Mr. Weekly moved to approve the December 27, 2018 minutes. Mr. Slater seconded the motion. Motion passed.

Road & Bridge

End of the Year Equipment Report – Dave submitted his end of the year equipment report. Dave

thanked the trustees for all the equipment the trustees purchased. The Township's three pickup trucks all have over 100,000 miles and need to be replaced. Most repairs to the vehicles are being done in house. Mr. Weekly verified the only equipment the street department needed was pick-up trucks.

Mrs. Slater said truck loan payments of \$65,000 will come from the 2019 Road and Bridge Fund. Mr. Prince asked Chief Mason about their recent purchase of a 2019 Dodge 1500 half ton four door four wheel drive at state bid for \$24,868.00. It was estimated that a three-quarter ton pick-up truck that would cost \$20,000-\$25,000.

Road Salt – Dave estimates there is approximately 300-400 ton of salt on hand with an additional 100 tons to be delivered on Friday and 300 tons to be delivered when needed. Seventy-five ton of grit will be mixed with the salt.

Mr. Weekly asked for an estimate of salt used at this point. Dave said they salted the roads three times over the weekend and probably used 125 ton. Mr. Weekly said the storm this weekend there would be more moving of snow rather than salting. Mr. Prince said after last week's storm the township roads were in better condition than the county roads. Mr. Weekly agreed.

Granview Road complaint – Mr. Prince asked if Dave had received a response from the resident on Granview who complained his road had not been plowed. Dave said he did not.

2019 Road Repair – Dave has created a seven-year road paving plan. He recommended paving the roads in Fairmont that were not paved three years ago (those roads were crack sealed in 2018). Roads in Stone Creek and the Reserve are also on this year's plan. Dave feels it would be best to attend to all the roads in a subdivision rather than paying mobilization fees to move from one area of the township to another. Dave will address cracks and holes; and level the roads where needed with the durapatcher prior to paving. The subdivision residents may have some concerns with chip sealing.

Dave said the next road to repair would be Canyon Road between Seminary Road to James Road. Mr. Weekly asked Dave to have cost estimates for the next meeting.

OPWC Projects-Canyon Road Culvert- There has been no contact from the property owner regarding the Township's offer address to her complaints.

OPWC Project Bright – Newark Industrial Park resurfacing - There has been no movement on the project. Mr. Prince said they would like to finish this project this year. The company that is expanding is headquartered in Germany.

Beaver Run Road – Due to the cold weather, Dave has been unable to repair the deteriorated road edge on Beaver Run Road. Mr. Slater said he would like to establish a policy regarding the repair of damaged vehicles due to pot holes and such issues.

Mr. Prince said he emailed Austin Lecklider, Assistant Prosecutor, Licking Prosecutor's Office regarding the complaint. Mr. Lecklider's response did not address how to respond to the complainant nor did it suggest a policy.

Gregg Painter said he believed most cities' repair policy is if the pothole is not repaired after the

first documented complaint any vehicles damaged by said pothole will be the responsibility of the government agency.

Mr. Prince asked Mr. Slater to discuss a such a policy with Mr. Lecklider.

Milliken Railroad Crossing - Lee Zazworsky was planning on speaking with the other plant owners that use the railroad system. Mr. Slater said the Railroad Company was difficult to work with. The Trustees will send a letter to the railroad company representative. The owners of the companies in the industrial park that use the railroad will be sharing the cost of the railroad crossing repairs.

Culvert Report – Dave and Paula have begun the culvert report as requested by the Licking County Engineer’s Office. Dave questioned why the Engineer’s officer needed a such a report. The report was due January 7, 2019.

Administration

Accessory Dwelling Unit – The Zoning Commission will meet on January 29 to discuss and move forward the ADU text amendment. Paula asked the trustees again to submit any comments and questions regarding the ADU text amendment.

Conditional Use Hearing - There will be a Conditional Use Hearing in front of the Board of Zoning Appeals on Wednesday, January 23.

2018 Zoning Summary – Paula submitted a summary of permits, map amendments and variances for 2018.

Website – The old Township website will be shut off on February 1, 2019. Paula wants to further develop the new site with additional zoning forms, community and township news and information not currently listed on either website with the assistance of Karen Nethers who submitted a proposal for the additional work at a fee of \$150.00 per month. Mr. Weekly felt this fee was high and wanted to hire Mrs. Nethers to teach us how to further develop the site ourselves. Paula felt this would be time consuming and Mrs. Nethers has the expertise to expand the site. Mr. Weekly said he could develop the website as he developed the Hebron Fire Department’s website. Mr. Weekly asked to have a meeting with Mrs. Nethers. The matter was tabled at this time.

Trustees

OPEC Update – Mr. Prince gave an update about the OPEC-HC litigation. A newly elected judge now has the Franklin County Court of Common Pleas portion of the case. Jefferson Health Plan has made a settlement offer to several parties. Our group’s attorney is talking with Jefferson Health Plan about the details of the settlement. Mr. Prince feels a special meeting may be necessary, if our attorney comes to us in the next few days and recommends that we accept the settlement offer. Mr. Prince said he would not make the decision alone to settle with Jefferson Health Plan.

There being nothing further to discuss, Mr. Prince made a motion to move into executive session to discuss the possible purchase of property and an employee issue. Mr. Weekly seconded the motion. Executive session began at 8:34 p.m.

Executive Session

Mr. Prince moved to enter in to executive session at 8:20pm seconded by Mr. Slater to discuss personnel issues and the possible purchase of property.

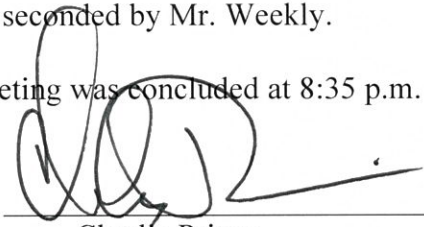
Mr. Slater moved to return to regular session at Mr. Weekly seconded the motion. Motion passed. At 8:51 pm the Trustees returned to regular session.

Mr. Slater moved to end the meeting at 8:54 p.m. seconded by Mr. Weekly.

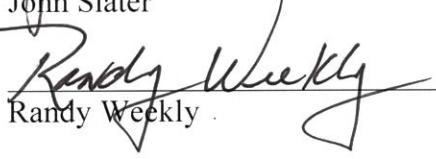
Mr. Slater moved to adjourn the meeting. The meeting was concluded at 8:35 p.m.



John Slater



Charlie Prince



Randy Weekly

Jessica L. Slater Fiscal Officer