

REGULAR MEETING  
UNION TOWNSHIP TRUSTEES  
July 1, 2019

**Present:** Charlie Prince, Trustee  
John Slater, Trustee  
Randy Weekly, Trustee  
Paula Greene, Administrator  
Jessica Slater, Fiscal Officer  
Dave Cable, Road Supervisor

The Union Township Trustees met in regular session at 7:00 pm on July 1, 2019, at the Union Township Complex. Roll call showed Charles Prince, John Slater, Randy Weekly, and Jessica Slater were present. Trustee Prince led the Pledge of Allegiance.

Guests: Jack & Marsha Justice, Leslee Herro, Rob Griffith, Greg Carr, Rick Black, Granville Twp. Fire Chief Casey Curtis, Hebron Fire Chief Cliff Mason, Michael & Beth Wait, Tony Campolo, and John Black.

**Minutes**

The June 17, 2019 minutes were reviewed. Mr. Weekly moved to approve the minutes. Mr. Slater seconded the motion. Motion passed.

**Bills**

The Fiscal Officer certified that the money to pay the bills was in the treasury or the process of collection. Mr. Prince said on the advice of Attorney Stemm; he is holding the OPEC-HC payment. The receiver for OPEC-HC has not signed off on the settlement agreement with Jefferson Health Plan Mr. Slater made a motion to pay the bills. Mr. Weekly seconded. Motion passed.

**Road and Bridge**

James Road Culvert – Granville Twp. Street Department, along with the Township road crew replaced a 4' x 64' culvert on James Road (approx. ¼ mile west of Canyon). Granville Township will oversee the paving over the repair. As James Road is a boundary line, the cost of the repairs will be evenly divided.

Dura-patching – Some Dura-patching has been completed.

Trees – While Deeds Road is closed, tree trimming will be done. Mr. Slater recommended using the long arm mower to trim back tree over growth along the roads and has discussed this with the mower operator.

Deeds Road Closing - The old culvert pipe has been placed across the road to block traffic. It is unknown at this time when the road will open.

Chip Seal Bids- Bids are to be submitted by Friday, July 5 at 1:00 pm. The Trustees will hold a special meeting at 9:00 am, Monday, July 8 to open bids.

Township Culverts – Mr. Weekly asked Dave to check all the Township’s culverts. Dave has already checked them.

#### Administration

Zoning - The Board of Zoning Appeals heard a variance request on June 25, 2019, and will reconvene on July 8 at 5:30 pm to hear the Board’s decision. A map amendment was also submitted.

Industrial Park – Mr. Prince, asked the status of the Newark Industrial Park railroad crossing repairs on Milliken Drive. Paula advised Southgate Development has not followed up with her.

#### Trustees

Increased Gas Tax - Mr. Prince, said a township pick-up truck has been retired due to several mechanical issues and believes the increased State’s gas tax; the township could afford to replace the pick-up truck in 2020. The Auditor’s Office will be contacted for a revenue estimate.

#### Fire/EMS

Meeting - Mr. Prince is scheduled to meet with Granville Township Fire Chief Casey Curtis, Wednesday, July 10<sup>th</sup> at 6265 Lancaster Road.

#### 6265 Lancaster Road

Entrance – A permit application to widen the entrance apron was filed with ODOT. Once approved, the apron width will be widened to 55’ from 35’. The Township’s road crew will complete the project.

Emergency Egress Signage – ODOT has approved the Emergency Egress Signal. The dual flashing beacon light system will activate by a fob in the responding emergency equipment. The signs will be shipped directly to ODOT, who will assemble and install the signs at no cost to the township. The signs cost \$7700.00, not including shipping. A business in the township is considering a donation to cover the cost of the signs.

JBA - Mr. Weekly met with Greg Cotterman of JBA at 6265 Lancaster Road. They viewed the property and discussed items needed in the preliminary drawings. Additional staff also viewed the property taking measurements and noting what needed to be included in the drawings. Mr. Prince said the primary focus to open the building for an EMS unit to operate from this location as soon as possible. Fire apparatus will be added when the building to house the equipment is completed.

Pharmacy Storage - Hebron Fire Chief Mason, will be meeting with the Board of Pharmacy, July 10<sup>th</sup> to inspect a room they propose to store narcotics. Chief Mason has also discussed this with JBA who has experience in developing narcotics storage rooms.

Other – Mr. Weekly has been looking for a range hood as the range cannot be operated without one.

Gregg Carr asked if the emergency signage will have instructions. Mr. Prince said the sign will display the international symbol for a fire station and will have flashing beacon

lights mounted on the top and bottom of the sign. The lights will only flash when activated.

Mr. Carr asked Mr. Prince had obtained the total remaining debt of Hebron Fire Station's remodel. Mr. Prince said he requested the information but has yet to receive a response.

Mr. Carr recommends an EMS District be organized first as he felt an EMS District would be less expensive. Mr. Prince said ORC limits an EMS District and the long term goal is to house both EMS and Fire units. An EMS unit can be operated with two personnel and Fire with three. Chief Mason said all staffs members are cross-trained.

Leslie Herro asked if Chief Curtis had been included in the design decisions of 6265 Lancaster Road. Mr. Prince said he had not, but is meeting Chief Curtis at the location next week. Mr. Prince said he feels with Chief Mason and Chief Weekly's vast experience in fire service there is enough knowledge. Chief Weekly was in charge of the renovations at Hebron's Fire Station. Ms. Herro said that it would not hurt to ask Chief Curtis. Mr. Prince said he would listen to any recommendations offered by Chief Curtis.

Chief Curtis said he was excluded from the discussion of 6265. Mr. Prince asked what changes Chief Curtis would recommend. Chief Curtis said he did not know as he has not been invited to view the location. Mr. Prince recommended moving the July 10 meeting to 6265. Chief Curtis agreed. Mr. Prince said widening the apron and choosing ODOT recommended and approved signage were the only decisions that have been made.

Ms. Herro said Mr. Prince has stated in several meetings that the Trustees have not moved forward with creating a Fire District and were waiting on Chief Mason's financials which she has also requested several times since May 2.

Ms. Herro then read from Hebron Village Minutes of April 24, (Trustee Prince is listed as a visitor), Mr. Layton said the current fire contract ends July 1 and emphasizes the urgency to signing a resolution creating the fire district.

In the April 24 minutes, Mr. Prince said the receipt of Att. Comstock's final report the purchase of 6265 Lancaster Road to house a remote fire station signifies the progress towards the creation of a fire district. The Township has advertised for a request for qualifications to reconstruct the driveway and design a two-bay building. The request for qualifications are due May 3. Chief Mason and Trustee Prince said they believe the Village and Township are on track to have a fire district formed by July 1.

Ms. Herro continued reading from the April 24 Hebron Village minutes; Chief Mason said he forwarded the draft resolution to Mayor McFarland and Village Solicitor Wes Untied and Trustee Charlie Prince. Once the Mayor, Solicitor, and Trustees have reviewed the resolution, it would be presented to the council.

May 8, 2019, Hebron Council minutes read that; Chief Mason said a budget for the proposed fire district has been drafted and is in the final stages. Chief Mason said there had been some resistance in creating a fire district. Councilman Layton believes that is due to misinformation being distributed elsewhere. Chief Mason said he left a message for David Comstock asking for legislation to form a fire district.

Ms. Herro stated these minutes represent the trust issue that they discussed with the Licking County Commissioners and the reason they do not have any trust in the board. Mr. Prince tells us at the township meetings that you are not moving forward and waiting for financials, but when attending the Hebron Council meeting, he says something different. Ms. Herro said it sounds like you (Mr. Prince) know you are forming the fire district and are waiting for things to come in and finalize it. Ms. Herro read Chief Mason said on May 8 he was done with his financials. Today is July 1, and Ms. Herro said she has been asking at every meeting since May 2 for Chief Mason's financials and have been told they were not ready to be released. Ms. Herro asked Mr. Prince to explain.

Mr. Prince said the activities at 6265 are improvements that are needed to open an EMS station regardless of who (Hebron, Union Twp. or Granville) operates the station. Mr. Prince said they have not decided to enter a fire district and agrees Hebron is pushing the township towards a fire district which is their prerogative.

Ms. Herro agrees 6265 does not have anything to do with a fire district. However, Ms. Herro pointed out in the Hebron minutes that Mr. Prince stated the purchase of 6265 shows progress towards the creation of the fire district. Ms. Herro said Mr. Prince's statement in the Hebron meeting is very different from what he says during the township meetings.

Mr. Prince said he did not write Hebron's minutes or review them and has no control over what is written. Ms. Herro asked if Mr. Prince did not say what was in Hebron's minutes. Mr. Prince said he doesn't keep track of what he says. Mr. Prince feels he has been consistent in what he says during the township meetings. Mr. Prince said even if he had his mind made up, two other trustees vote as to whether or not we enter a fire district.

Chief Curtis asked if Mr. Weekly and Mr. Slater have seen the resolution draft.

Mr. Prince said he had the draft resolution from Attorney Comstock and needs to forward it to the township's legal counsel and sending the resolution to the Prosecutor's Office does not mean the trustees agree to a district.

Ms. Herro asked if Dr. Kramer's operating estimate of 7 mills came from a discussion with Chief Mason. Chief Mason said he had minimal contact with Dr. Kramer and did not review a budget with him. Mr. Prince said different staffing levels would effect the cost of operating the satellite station.

Ms. Herro asked if Chief Mason had prepared the fire district financials. Chief Mason said he had and that he had discussed them with Mr. Prince and Mr. Slater. Chief Mason said he had shared everything he has prepared with the trustees.

Mr. Slater said when he met with Chief Mason regarding the updated fire district financials, he was told by Chief Mason not to disclose that the financials were completed and not to share the document. Chief Mason said it is what it is and that he and Mr. Slater had reviewed the financials in his office. Chief Mason said he had not shared the fire district financials publicly.

Ms. Herro said they should have the document adding she has asked for the financials at every township meeting. Chief Casey pointed out if the trustees had been given the document it is then a public record. Mr. Prince said no one was contesting that the document was not a public record.

Mr. Slater said Chief Mason explained to him the district's financials was a work in progress. Two weeks ago, Chief Mason told Mr. Slater that it was a work in progress.

Chief Mason said the report was a work in progress for the board and village council. Chief Mason said people forget that it is not the Board of Township Trustees that would be voting on the district's millage, that the Fire District Board would decide to go to the taxpayers for funding and at what millage.

Mr. Slater said he told Chief Mason from the beginning that he was not going into a district and be blindsided as to what the costs would be. Chief Mason said there had been no blindsiding and he has given the trustees every document he has.

Mr. Slater said it had been a struggle to get a financial projection from Chief Mason and has told Mr. Slater that the finances are not up to him, that the Fire District Board determines the expenses.

Chief Mason said he showed Mr. Slater, three to four weeks ago, what seven mills and eight mills would bring in while Mr. Slater was in his office. Chief Mason said Mr. Slater has the numbers he gave him (Mr. Slater) and he (Chief Mason) has not touched them since.

Mr. Slater said he understood that Chief Mason was continuing to work on the financials and it wasn't ready for presentation. Mr. Slater said he feels he is holding a document that was still a work in progress. Chief Mason said there was no question the financials are still a work in progress. Mr. Prince said the document is a work in progress. Chief Mason agreed.

Ms. Herro said they understood the Fire District Board would set the millage, but the trustees have a huge responsibility to understand what the millage could be before they vote to enter a fire district. Chief Mason said he gave the board the financial information.

Mr. Prince said they got "off track" as they had to focus on extending the contract, and now we have the extension. Ms. Herro said the extension occurred two weeks earlier.

Mr. Prince said no one on the board is full time and believes they are making progress at 6265 so the station will be in service within 90 days. Mr. Prince said if we don't widen the apron during construction season-opening the satellite station would be delayed. Mr. Prince said we have a little bit of time until August 31 and he will meet with Chief Curtis.

Chief Curtis asked Mr. Prince if he did not say during the last Union Township meeting that Chief Mason's financials were not ready. Mr. Prince said he might have, but it is a work in progress.

Chief Curtis said Mr. Prince stated during the last township meeting that Chief Mason's financials were not ready, but Chief Mason said he sat in his office with Mr. Slater with his financial document that Chief Mason said he had not changed since.

Mr. Slater said if the cost of operating a fire district is what Chief Mason presented to him, he does not see how the trustees can agree to enter a fire district at nine mills. Mr. Slater said we have discussed in the previous meeting that we would not agree to nine mills and that is the millage Chief Mason is presenting for minimum staffing at the satellite station.

Mr. Prince said he did not believe the nine mills represented minimum staffing. Mr. Slater disagreed. Mr. Prince said in his opinion that minimum staffing is two people with an EMS unit. Mr. Prince said they need to discuss staffing levels. Chief Curtis said the Mr. Prince needs to see what the taxpayers want and not what he wants. Mr. Prince said it is not what he wants.

Chief Curtis said Mr. Prince and Mr. Slater have different views on how many people make up minimum staffing. Mr. Prince said they had discussed every aspect of a fire district. Chief Curtis asked if he and Mr. Slater have considered staffing levels. Mr. Prince said they were talking now and needed to continue.

Chief Curtis said his proposal is 4.9 mills that include staffing the satellite station with three people. Mr. Prince said he needed to see Chief Curtis' proposal.

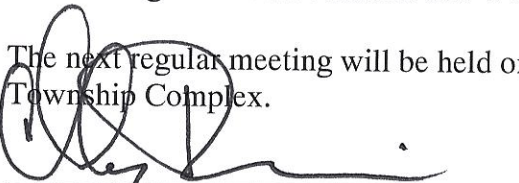
Chief Curtis made public records request for all information the Chief Mason shared with the trustees. Ms. Herro said they should all receive the information.

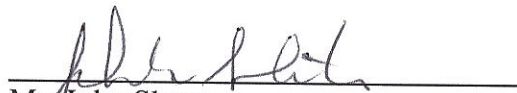
Mr. Prince said it was a public record. Mr. Slater asked Chief Mason to send the document to Paula the next day. Chief Mason said he would. Mr. Slater asked Paula to add the report to the website as soon as possible. Mr. Prince said that Chief Mason's report is not a document that the majority of the board has accepted at this point.

Jack Justice asked if there was an update on maintaining the Buckeye Lake water level. Mr. Prince said there is a full-time person employed to oversee the water levels. Mr. Slater said stop logs were impeding the lake's storage capacity. The stop logs have been removed, and the automatic spillway gate is working. Mr. Slater said he believes the lake is now providing some containment of stormwater as intended.

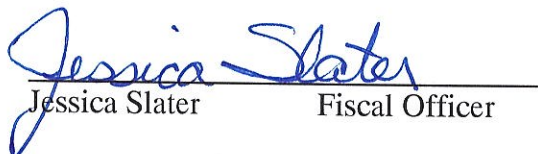
There being no further business Mr. Weekly moved to adjourn at 7:58 pm.

The next regular meeting will be held on Monday, July 15, 2019, at 7:00 pm at the Union Township Complex.

  
Mr. Charlie Prince

  
Mr. John Slater

  
Mr. Randy Weekly

  
Jessica Slater Fiscal Officer