

**ELIZABETH TOWNSHIP BOARD OF TRUSTEES
MIAMI COUNTY, OHIO
REGULAR MEETING MINUTES OF FEBRUARY 3, 2021**

The Elizabeth Township Board of Trustees held a Regular Meeting on February 3, 2021, at 5710 E. Walnut Grove Road, Troy, Ohio at 7:00 p.m. William D. Sutherly, President, called the meeting to order and the Fiscal Officer called the roll. The following members were present:

President	William D. Sutherly	EMS	Steve Trusty-Absent	Kris Mick
Vice Pres.	John R. Ryman	ETCC	Nic Rice	Randy Mott
Trustee	Greg D. Dilts	Zoning	Sam O'Neal	Mandy Shope
Fiscal Officer	Mary Ann Mumford			

The following order of business was established:

- ITEM # 1A Meeting with representative from Miami County Sheriff's Department
- ITEM # 1B Casstown Cemetery
- ITEM # 2 Meeting with representative from EMS
- ITEM # 3 Meeting with representative from ETCC
- ITEM # 4 Approval of Purchase Orders/Blanket Certificates-Presentation of Bills-Authorization for payment
- ITEM # 5 Meeting with representative from Zoning
- ITEM # 6 Presentation of the Minutes of the previous Meeting on January 11, 2021
- ITEM # 7 Fiscal Officer's Report-2021 Permanent Appropriation Budget
- ITEM # 8 COMMITTEE REPORTS:
 - A. William D. Sutherly-Equipment and Cemeteries
 - B. John R. Ryman- Buildings and Personnel
 - C. Greg D. Dilts-Roads
- ITEM # 9 Any other business to be transacted
- ITEM # 10 Adjournment

ITEM # 1A There was no representative from the Miami County Sheriff's Department present.

ITEM # 1B Mandy Shope from Casstown was present to share a 2018-2023 Casstown Cemetery Financial Review and Projection Outlook for the Casstown Cemetery. The board reviewed the report. It was discussed that Lost Creek Township, Elizabeth Township and the Casstown Cemetery Board need to meet to discuss solutions for the possible take-over of the Casstown Cemetery. The trustees discussed the need to have the Miami County Prosecutor's Office involved for legal guidance on the matter. The boards will set a meeting date to discuss the matter in more detail.

A Motion by John R. Ryman, Seconded by Greg D. Dilts to pass **RESOLUTION NUMBER 2021-001** to accept the three year contract as presented with the Village of Casstown to provide EMS services to the Village, in the amount of \$2,000.00 per year, from February 3, 2021 through December 31, 2023, with annual payment of \$2,000.00 due June 1st of each year. VOTE: Mr. Dilts-yes, Mr. Ryman-yes, Mr. Sutherly-yes. William D. Sutherly, President, declared **RESOLUTION NUMBER 2021-001 PASSED**. Resolution Number 2021-001 can be found in its entirety in the Elizabeth Township Book of Resolutions.

ITEM # 2 Mr. Trusty was absent there was no new business to be discussed.

ITEM # 3 Mr. Rice reported \$4,585.00 was receipted in at the ETCC during the month of January. There are currently 381 members including spouses and dependents. Mr. Rice reported that OVIS is offering a 5% discount on elevator service for early signup. Mr. Rice reported that the rowing machine at the ETCC is 13 years old and worn out. Amazon has a Concept 2 Model D with

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performance monitor Indoor rower for \$1,345.00, plus shipping. A Motion by John R. Ryman, Seconded by Greg D. Dilts to allow Nic Rice to use the township credit card to purchase the Concept 2 Model D rowing machine from Amazon for up to \$2,000.00 including shipping costs. VOTE: Mr. Dilts-yes, Mr. Ryman-yes, Mr. Sutherly-yes. William D. Sutherly, President, declared the Motion carried.

Mr. Rice said he would like the board to consider buying a whole building filtration system for the ETCC with CARES Act funds. Mr. Ryman shared a quote of \$2,465.00 from Stanley Steemer for vinyl plank flooring for the vacant rental room at the EMS building. The board discussed using CARES Act funds to power wash and paint the playground equipment. Mr. Dilts asked Nic if the employees have been CPR trained yet, Mr. Rice said it still needed to be set up. A Motion by John R. Ryman, Seconded by William D. Sutherly to approve the quote of \$2,465.00 from Stanley Steemer for vinyl plank flooring in the vacant rental room at the EMS building using CARES Act Funds. VOTE: Mr. Dilts-yes, Mr. Ryman-yes, Mr. Sutherly-yes. William D. Sutherly, President, declared the Motion carried.

Mr. Rice said Lisa Cozatt has been employed for 90 days and is eligible for a raise. A Motion by John R. Ryman, Seconded by William D. Sutherly to increase Lisa Cozatt to \$9.50 per hour beginning February 13, 2021. VOTE: Mr. Dilts-yes, Mr. Ryman-yes, Mr. Sutherly-yes. William D. Sutherly, President, declared the motion carried.

ITEM # 4 Fiscal Officer presented various Blanket Certificates for approval and presented bills for payment for \$33,921.24. A Motion by Greg D. Dilts, Seconded by John R. Ryman to approve presented Blanket Certificates and pay the bills for \$33,921.24 as presented. VOTE: Mr. Dilts-yes, Mr. Ryman-yes, Mr. Sutherly-yes. William D. Sutherly, President, declared the Motion carried.

ITEM # 5 Mr. O'Neal said he issued a permit for a pool on Dayton Brandt Road. There has been activity on splitting the parcel on Tipp Elizabeth Road. The board discussed various properties that need cleaned up and the next steps to follow to get them cleaned up. Mr. O'Neal will be sending out letters to those property owners.

ITEM # 6 The previous Organizational, Inventory, and Regular Meeting Minutes on January 11, 2021 were approved as presented.

ITEM # 7 Mary Ann shared various financial reports with the board and they were duly noted. Mary Ann has been in contact with Star SMA Reps, no funds have been moved at this time. Mary Ann asked the board their thoughts on moving/closing the StarOhio Account and adding those funds to the Star SMA account. January's interest to the StarOhio account was \$17.00, which is extremely low on \$198,000.00, earnings could be significantly higher if placed in the Star SMA account. A Motion by William D. Sutherly, Seconded by John R. Ryman, to allow Mary Ann to close the StarOhio account and have the funds transferred over to the Star SMA account. VOTE: Mr. Dilts-yes, Mr. Ryman-yes, Mr. Sutherly-yes. William D. Sutherly, President, declared the Motion carried.

Mary Ann presented the 2021 Permanent Appropriation Budget for approval. General Fund \$4,597,424.00, Motor Vehicle License Tax \$10,000.00, Gas Tax \$500,000.00, Road and Bridge \$251,500.00, Permissive Motor Vehicle License Tax \$30,000.00, Shaggy Bark Lighting \$8,000.00, for a total of \$5,396,924.00. After reviewing costs and projections, a Motion by John R. Ryman, Seconded by Greg D. Dilts to approve **RESOLUTION NUMBER 2021-002** to accept the 2021 Permanent Appropriation Budget as presented by the fiscal officer. VOTE: Mr. Dilts-yes, Mr. Ryman-yes, Mr. Sutherly-yes. William D. Sutherly, President, declared RESOLUNTION NUMBER 2021-002 passed. A copy of RESOLUTION NUMBER 2021-002 can be found in its entirety in the Elizabeth Township Book of Resolutions.

ITEM # 8 COMMITTEE REPORTS

- A William D. Sutherly-Cemeteries/Equipment
- B. John R. Ryman-Buildings and Personnel
- C. Greg D. Dilts-Roads

Mr. Sutherly said the new bed for the salt truck would be in, in March or April. Mr. Ryman said he would like to see the next pickup be a dual wheel and heavy chassis, such as a Ford 550.

Mr. Ryman had no new business to be discussed.

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Mr. Dilts said township road mileage was certified with the Miami County Engineer's Office at 14.503 miles, including the following roads/streets:

Mill Road	Rudy Road
Widener Road	Benham Road
<u>Haven View Plat</u>	Gearhart Road
Marshall Road	Shaggy Bark Road
Lehman Road	Hickory Hollow Road
Sanders Road	Cedar Cove Road
Adams Road	Hufford Road
<u>Alcony</u>	McCandliss Road
Hart Street	Weddle Road
Cramer Street	E. ½ Sayers Road

Mr. Dilts said he expects to receive county paving program information from the engineer's office soon. The board discussed paving Benham Road and finish the rest of Rudy Road. The board discussed micro surfacing over the new paving in Shaggy Bark.

A Motion by John R. Ryman, Seconded by William D. Sutherly to go into Executive Session for personnel matters at 8:18 p.m. VOTE: Mr. Dilts-yes, Mr. Ryman-yes, Mr. Sutherly-yes. William D. Sutherly, President, declared the Motion carried. A Motion by John R. Ryman, Seconded by Greg D. Dilts to return from Executive Session at 9:11 p.m. VOTE: Mr. Dilts-yes, Mr. Ryman-yes, Mr. Sutherly-yes. William D. Sutherly, President, declared the Motion carried. There was no action taken from the Executive Session.

ITEM # 9 There was no other business to be transacted.

ITEM # 10 A Motion by John R. Ryman, Seconded by William D. Sutherly to adjourn at 9:21 p.m.

APPROVED FEBRUARY 17, 2021

William D. Sutherly, President

John R. Ryman, Vice President

Greg D. Dilts, Trustee

Mary Ann Mumford, Fiscal Officer

