

**ELIZABETH TOWNSHIP BOARD OF TRUSTEES
MIAMI COUNTY, OHIO
REGULAR MEETING MINUTES OF APRIL 7, 2021**

The Elizabeth Township Board of Trustees held a Regular Meeting on April 7, 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
Vice Pres.	John R. Ryman	Zoning	Sam O'Neal
Trustee	Greg D. Dilts		Randy Mott
Fiscal Officer	Mary Ann Mumford		Connor Haren

The following order of business was established:

- ITEM # 1 Meeting with representative from Miami County Sheriff's Department
- ITEM # 2 Meeting with representative from EMS
- ITEM # 3 Meeting with representative from ETCC
- ITEM # 4 Presentation of Bills-Authorization for payment
- ITEM # 5 Meeting with representative from Zoning
- ITEM # 6 Presentation of the Minutes of the previous Meeting on March 17, 2021
- ITEM # 7 Fiscal Officer's Report
- 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 # 1 There was no representative present from the Sheriff's Department.

ITEM # 2 Mr. Trusty shared the March EMS Report with the board. There were 6 EMS and 1 Fire run during the month of March.

ITEM # 3 Mr. Rice was absent. A quote of \$2,000.00 was shared for the purpose of building a closet in the cafeteria hallway. Mr. Dilts to check the Fire Code, due to the closet being built in the corridor of an exit. Mr. Dilts recalls reading something that it could be a hazard, and will report back to the board

ITEM # 4 Fiscal Officer noted that previous approval of EMS equipment maintenance contract in the amount of \$3,060.00 on March 3, 2021, was through Stryker and not through ProCare as previously approved. A Motion by Greg D. Dilts, Seconded by John R. Ryman, to accept the quote of \$3,060.00 from Stryker in the amount of \$3,060.00 for the maintenance contract on EMS equipment as presented. VOTE: Mr. Ryman-yes, Mr. Dilts-yes, Mr. Sutherly-yes. William D. Sutherly, President, declared the Motion carried. Fiscal Officer presented bills for payment for \$24,230.58. A Motion by Greg D. Dilts, Seconded by John R. Ryman, to approve the bills for \$24,230.58 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 there was only one person present for the zoning meeting on April 5, 2021. The rescheduled meeting will be held on Monday, April 19, 2021 at 5:00 p.m. at the ETCC

ITEM # 6 The previous Meeting Minutes on March 17, 2021 were approved as presented.

ELIZABETH TOWNSHIP MEETING MINUTES OF APRIL 7, 2021, CONTINUED:

ITEM # 7 Mary Ann shared various financial reports with the board and they were duly noted.

Mary Ann received a new HP laptop from Uniform Accounting Network to replace her Dell Laptop. Mary Ann asked the board to accept the old Dell Laptop as a donation to the township from UAN. A Motion by Greg D. Dilts, Seconded by William D. Sutherly to accept the old Dell Laptop as a donation from UAN. VOTE: Mr. Ryman-yes, Mr. Dilts-yes, Mr. Sutherly-yes. William D. Sutherly, President, declared the Motion carried.

ITEM # 8 COMMITTEE REPORTS

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

A Motion by Mr. Sutherly, Seconded by John R. Ryman, to decline acceptance of the Casstown Cemetery from the Village of Casstown on the guidance and advice of the Miami County Prosecutor's Office, per Legal Opinion Number 21-11, dated March 3, 2021. VOTE: Mr. Ryman-yes, Mr. Dilts-yes, Mr. Sutherly-yes. William D. Sutherly, President, declared the Motion carried.

Mr. Sutherly said the dump bed and the new medic are both on back order.

Mr. Ryman said the new floor is in at the EMS building. Shannon Johnson is to get the motor on the A/C unit to get the rental space ready. Mr. Ryman shared a quote from D&D Rodriguez Roofing and Siding for repair of the flashing on the ETCC for \$4,200.00. A Motion by Greg D. Dilts, Seconded by William D. Sutherly to accept the quote of \$4,200.00 from D&D Rodriguez Roofing and Siding for repairing the flashing at the ETCC. VOTE: Mr. Ryman-yes, Mr. Dilts-yes, Mr. Sutherly-yes. William D. Sutherly, President, declared the Motion carried.

Mr. Dilts shared quotes from Ranger Earth Works and JR Cozatt for catch basin replacement in Shaggy Bark. Ranger Earth Works quote was \$37,692.00 for 9 catch basins and JR Cozatt's quote was \$14,400.00 for 9 catch basins. Mr. Ryman said there is definitely a drainage issue. Mr. Ryman said an employee of his bought the Sampson house and there is mold inside the house. Mr. Dilts to compare both quotes apples for apples. A Motion by Greg D. Dilts, Seconded by John R. Ryman, (if both quotes are comparable as presented) to accept the quote of \$14,400.00 from JR Cozatt for repair of 9 catch basins in Shaggy Bark. VOTE: Mr. Ryman-yes, Mr. Dilts-yes, Mr. Sutherly-yes. William D. Sutherly, President, declared the Motion carried. Mr. Dilts said he would keep the board updated.

Mr. Dilts said Sanders Road was hydro jetted, but may need to have a sewer company come in and jet a line through the tile to twist up any tree roots. Mr. Dilts said we may need to notify Chad Reese for additional help. It is our job to keep the water off the road and right now the water is off.

Mr. Mott will start mowing and Noah Mitchell will be returning to mow the ditches.

ITEM # 9 A Motion by Greg D. Dilts, Seconded by William D. Sutherly to move into Executive Session with Connor Haren, Sam O'Neal, Randy Mott and the board to discuss the Children's Home Road property, at 7:42 p.m. VOTE: Mr. Ryman-yes, Mr. Dilts-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 7:55 p.m. VOTE: Mr. Ryman-yes, Mr. Dilts-yes, Mr. Sutherly-yes. William D. Sutherly, President, declared the Motion carried. After returning from Executive Session a Motion by John R. Ryman, Seconded by William D. Sutherly to accept Connor Haren's proposal to pay \$15,000.00 per acre for 12 acres (\$180,000.00) as presented/mapped out to allow Mr. Haren to build a home on the 12 acres, allowing the \$180,000.00 payment come off the final balloon payment at the end of the term of his loan. All monthly payments will remain at the same dollar amount per month. VOTE: Mr. Ryman-yes, Mr. Dilts-yes, Mr. Sutherly-yes. William D. Sutherly, President, declared the Motion carried. Mr. Haren will keep the board updated as things move forward.

Mr. Ryman said he would like to hire Nic Rice as a full time employee due to Frank's absence. Mr. Ryman said Mr. Mott cannot do it all and when he asked Dale Puchalski about coming back Dale said it didn't matter to him. Mr. Ryman said Nic is already working part time at the ETCC and he can pick up Frank's hours. Mr. Dilts said Mr. Mott was hired to pick up Frank's hours. Mr. Ryman

ELIZABETH TOWNSHIP MEETING MINUTES OF APRIL 7, 2021, CONTINUED:

said Nic could pick up Mr. Mott's extra work load and work part time on the maintenance/mowing side of the township, completing a full time position. Mr. Ryman said Nic already knows maintenance and mowing. Mr. Dilts said he could not support the idea of hiring Nic as full time. Mr. Dilts pointed out several reasons for his opinion: There is less activity at the center, very few if any classes, no ETCC newsletter to prep and mail out, there is less hours needed at the ETCC. Mr. Dilts also noted that while Nic is a nice guy and friendly, he does not have a work ethic that supports full time. We have had a complaint about him not having the center open on time, Mr. Dilts said he has asked on several occasions to have the soap dispenser filled, and it is still not done, Mr. Dilts has written up maintenance requests at the ETCC, bulbs to be replaced, bolts to be tightened on the fitness equipment that has not been done. Mr. Dilts said the hours between the ETCC and mowing don't require a full time position. Mr. Ryman said Mr. Dilts is under valuing what Nic does. Mr. Dilts said we would not have complaints and the jobs that have been requested would have been completed by now, if the work initiative were there. Mr. Dilts mentioned one reason Nic was hired at the ETCC was because he knew maintenance and would help with Frank's workload, but the maintenance is not being done at the ETCC. Mr. Ryman said Randy can do the mowing and maintenance but would like extra help and Dale is ready to leave.

Mr. Dilts said he could not justify what Mr. Ryman is proposing. Mr. Dilts said the prosecutor said we just got our self out of a full time position, why do we want to put ourselves back in one. Mr. Sutherly said Mr. Dilts has made some interesting points that need to be addressed with Nic. We need to let him know we need improvement. Mr. Dilts said his motivation for the job is just not there. Mr. Ryman said Nic will walk if he is not hired full time. Mr. Dilts said who threatens to quit if you're not hired full time, who does that. Mr. Dilts said Mr. Ryman is taking the easy way out to hire someone who doesn't have the work ethic for the job, rather than taking the time to look for someone who does. Mr. Ryman through explicit language told Mr. Dilts he is not seeing what Nic is doing. Mr. Dilts asked Mr. Ryman what is he doing. Mr. Dilts said when a work order is placed, a manager would see to it that it is taken care of and would ensure the business is being taken care of. Mr. Dilts said we should not have to tell him every little thing to do, and he should show the initiative to do the job he has been hired to do. Mr. Dilts said he is at the center almost every day and sees what is not being done at the ETCC, even though he has asked several times. Mr. Dilts said he would not support hiring Nic full time when he lacks self-motivation and initiative. Mr. Sutherly said if things are not being done, we need to keep an eye on it. The board discussed employees having a review before receiving a raise. Mary Ann asked when would Nic get a raise, Mr. Ryman said he wouldn't because he just got one. Mr. Ryman asked Mr. Mott what he thought. Mr. Mott said to be perfectly honest, if you are looking at a guy who is a part time manager not putting 100 percent into it, you have to ask yourself will he do this job at 100 percent. Mr. Ryman said we need more time to recover from COVID to get classes started and we need to replace instructors who have quit at the ETCC. Mr. Ryman said the employee handbook will be revised and updated. Mary Ann asked if the board would want to table the matter until after the handbook is revised and approved and tensions could settle. A Motion by John R. Ryman, Seconded by William D. Sutherly to hire Nic Rice for full time with half time at ETCC and the additional half time being spent in mowing and maintenance, effective after the Employee Handbook is revised and voted on. VOTE: Mr. Ryman-yes, Mr. Dilts-no-Mr. Sutherly-yes. William D. Sutherly, President, declared the Motion carried.

ITEM # 10 A Motion by Greg D. Dilts, Seconded by William D. Sutherly, to adjourn at 8:47 p.m.

APPROVED APRIL 21, 2021

William D. Sutherly, President

John R. Ryman, Vice President

Greg D. Dilts, Trustee

Mary Ann Mumford, Fiscal Officer

