

BOARD OF TRUSTEES OF BIG ISLAND TOWNSHIP
MARION COUNTY OHIO
MINUTES OF MEETING – September 18, 2018

The board held a regular meeting on September 18, 2018 at the Township Hall.

The meeting was called to order at 6:58pm by the chairman, Phil Schaber. The Fiscal Officer, Penny Fogle called the roll, and the following members and guests were present:

Chairman	Phil Schaber	Guest	Loretta Ryan
Trustee	Robert Handley	Guest	Jeff Beck
Trustee	Robert (Ryan) Eisele	Guest	Jeff & Danette Taylor
Fiscal Officer	Penny Fogle	Guest	Jim Gattshall
Zoning Insp.	Tim Ryan		

The minutes of the last meeting were read and approved by Phil Schaber, the Chairman and the Board.

The Zoning Inspector Tim Ryan submitted three applications for Zoning Certificates - #238/Jeff Taylor, #239/Dan Staley and #240/Jason Kirkman along with \$60 in fees collected.

Guest Jeff Beck reported he was no longer able to update the Townships Website (Retiring). The Board Thanked Jeff for his years of service. Trustee Ryan Eisele volunteered to take over the Website and updates moving forward.

Jeff Taylor reported all was going well with mowing the Cemetery's. The Board thanked him for a job well done. The Board also asked if he would be interested in Mowing the Ditch's for Big Island Township. He requested information concerning how long it took to complete all the roads – it was reported an average of around 16-20 hours per mowing. Phil to show Jeff the Tractor and Mower used to complete the township, at a base hourly rate of \$10.00 per hour. **To be updated to Cemetery Mowing Contract.

Bob Handley reported that Anne was in need of information for the Fall Newsletter. The Fiscal Officer reported she had information concerning the Additional Fire Levy that could be used, along with Heating/Propane Safety information.

Bob Handley reported he had seeded four additional Graves this past month at Pleasant Hill Cemetery.

Phil Schaber reported that the New Cemetery Sign for Pleasant Hill Cemetery had been installed/constructed. All reported it looked great!

Phil Schaber reported that the Nuisance Lot in Espyville was being cleaned-up.

The Fiscal Officer reported all but Ryan attended the Fall Quarterly Dinner Meeting, which was held Thursday, September 13th - 6pm, at "All Occasions", and was hosted by the Marion County Engineer's Department.

The Fiscal Officer reported information on the behalf of Larry Williams due to his absence:

"The township is covered and in good shape! 1st Advance Ambulance Service has left Marion County – MedCare will continue to complete 911 services and New Vision will transport if needed. The Trustees are not required to sign a contract for Ambulance Services in our area. The Fire Department is responsible for setting Mutual Aide and Ambulance response within their Run area. MedCare will continue services with No Changes. No addition with Portsmouth Ambulance required. MedCare will respond 1st – New Vision 2nd - Marion Twp. 3rd. with Pleasant and Marion City 4th."

Bob Handley delivered the completed paperwork for the Annual Leak Test on the furnace.

The Fiscal Officer reminded the Board concerning the Fall Clean-up approved for October 2018 – Phil reported the "Prime Ribbon's" 4-H group was interested. The Fiscal Officer to clarify the roads to be completed. On completion, they will receive \$200.

The Fiscal Officer reminded the trustees of the POET Grand Opening, dated Wednesday, September 19th at 11am, which they were invited to attend.

The Fiscal Officer reviewed the information received regarding the Marion Public Health Board having received their 5-year accreditation from the Public Health Accreditation Board.

The Fiscal Officer reported the Township completed its KLA Risk Consulting Audit on 9/4/18, which is completed every 3 years. Items reviewed were:

- Public Records Policy
- Road Checklists
- Vehicle Inspections
- Liability Waivers (Contract help)
- Sexual Harassment Policy
- Marijuana Policy
- Driving Rules & Regulations Policy

Requested Hold Harmless Agreements for all Third Party Contracts.

The Fiscal Officer reported she would be in need of purchasing Stamps, Paper and an Ink Cartridge before year-end.

The Fiscal Officer reviewed all other mailings with the Board. *See attachments for further information.

The Fiscal Officer presented the Budget Proposal that was reviewed and signed by the Budget Commission August 2018. With no further discussion, Mr. Phil Schaber moved for the adoption of Resolution 2018-3, "Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor". The motion was seconded by Robert Handley. The roll was called with the following vote: Phil, Robert and Ryan, Aye. Resolution was passed. The Fiscal Officer will file a copy of the Resolution to the Marion County Auditor's office prior to October 1, 2018, as required.

Phil Schaber presented the updated Medical Insurance Reimbursement Policy changes for his wife, Kathy for 2019 effective October 1, 2018.

Phil Schaber brought up discussion regarding possibly selling the two Mowers and Utility Trailer used in the past for the cemetery mowing next spring, due to the Contract now being used with Taylor Enterprises, LLC.

Phil Schaber and Bob Handley reported they had moved two Dead End Signs on Hoch Rd. and replaced a Stop Sign at the end of the Hickory Grove Campground Driveway.

The Fiscal Officer read her report of township accounts and transactions since the previous meeting. Receipts and disbursements reviewed and signed off by the trustees. Philip Schaber moved to accept the disbursements for the current month. Motion seconded by Bob Handley. Roll was called after no further discussion: Phil, Bob and Ryan, Aye. Motion was passed. The report was accepted and is attached to the minutes.

The Fiscal Officer reminded the Board that the next Meeting would be Tuesday October 16, at that Township Hall at 7pm.

There being no further business, Phil Schaber moved to adjourn. The motion was seconded by Bob Handley and meeting was adjourned at 8:13pm.

Date: September 18, 2018

Chairman_____ Fiscal Officer_____
Trustee_____ Trustee_____