

**TWIN TOWNSHIP TRUSTEES  
2025 ORGANIZATIONAL MEETING  
JANUARY 13, 2025  
MINUTES**

The Twin Township Trustees 2025 organizational meeting was called to order at 6 p.m. at the office of the Twin Township Trustees, 11474 Keran Street, Bourneville, Ohio.

Roll call: present were Township Officials Trustees Michael Whitt, Michael Darbyshire, Bryan Bethel and Fiscal Officer Kimberly Litter. Also present was Fire Chief Marty Johnson.

Fiscal Officer Kimberly Litter assumed duties as President Pro-Temp and called for nominations for President. Mr. Bethel nominated Mr. Darbyshire. There were no other nominations. Motion was made by Mr. Bethel and seconded by Mr. Whitt to close nominations. All voted yes. Motion to close nominations passed.

All voted in favor of Mr. Darbyshire as President for 2025. Based on above voting, Mr. Darbyshire was declared Twin Township Trustee President for 2025.

Mr. Darbyshire nominated Mr. Whitt as Twin Township Trustee Vice President. Motion was made by Mr. Bethel and seconded by Mr. Darbyshire to close nominations. All voted yes. Motion to close nominations passed.

All voted for Mr. Whitt. Based on above voting, Mr. Whitt was declared Twin Township Trustee Vice-President for 2025.

Mr. Darbyshire assumed role as President to continue in regular township monthly meeting.

Reading of the minutes of the previous meeting was waived. Motion made by Mr. Darbyshire and seconded by Mr. Whitt to approve minutes and current agenda. All voted yes. Motion passed.

Mr. Darbyshire made motion to move Public Participation to the beginning of each meeting in the year 2025. Mike Whitt 2<sup>nd</sup>. All voted yes. Motion passed.

Motion by Mr. Darbyshire and second by Mr. Bethel to approve resolutions 2025-01-13-01 through 2025-01-13-06. All voted yes. Motion passed.

**RESOLUTION 2025-01-13-01**

**SET DAY AND TIME FOR REGULAR MEETINGS FOR THE YEAR AS SECOND MONDAY OF EACH MONTH BEGINNING AT 6:00 P.M. AT THE TWIN TOWNSHIP TRUSTEE OFFICE AT 11474 KERAN STREET, BOURNEVILLE, OHIO**

**RESOLUTION 2025-01-13-02**

**SET MILEAGE REIMBURSEMENT RATE FOR OUT-OF TOWNSHIP BUSINESS FOR PUBLIC OFFICIALS, EMPLOYEES AND APPROVED VOLUNTEERS AT THE CURRENT I.R.S. RATE (.70 per mile)**

**RESOLUTION 2025-01-13-03**

**SET METHOD USED TO NOTIFY PUBLIC OF CHANGE IN MEETING TIMES AND/OR DATES AND TOWNSHIP BUSINESS BY POST OF PUBLIC NOTICE ON BULLETIN BOARD LOCATED OUTSIDE TOWNSHIP GARAGE**

**RESOLUTION 2025-01-13-04**

**TO JOIN STATE AND LOCAL TOWNSHIP ASSOCIATION AND PAY DUES**

**RESOLUTION 2025-01-13-05**

**TO JOIN ROSS COUNTY ENGINEERS DRUG TESTING AND CDL PROGRAM.**

## **RESOLUTION 2025-01-13-06**

### **FISCAL OFFICER BE GRANTED PERMISSION TO MAKE SUPPLEMENTAL INCREASES/DECREASES TO APPROPRIATIONS AND INTER/INTRA-FUND TRANSFERS AND/OR ADVANCES AS NEEDED TO PAY BILLS, WITH FORMAL APPROVAL TO FOLLOW AT NEXT TRUSTEES' MEETING**

#### **TRUSTEES/FISCAL OFFICER COMMUNICATIONS:**

Fiscal Officer provided trustees with end-of-year financial reports submitted to auditor.

Fiscal Officer brought to attention to trustees that January 2024 motion was passed to give full-time employees a \$300 bonus in December for their hard work throughout the year. Fiscal Officer just became aware of this motion and ask trustees to grant permission to pay bonus in January 2025. Mr. Darbyshire made motion to pay full-time employees \$300 bonus for their hard work throughout 2024 in January 2025. Mr. Bethel 2<sup>nd</sup>. All voted yes. Motion passed.

Fiscal Officer informed trustees that the contract with Bainbridge EMS has terminated due to payoff of the ambulance. The township has 30 days to establish a new contract. Huntington and Scioto will expire at end of February. Mr. Darbyshire volunteered to work with Bainbridge to extend current contract until end of February. Mr. Darbyshire also will work with Huntington and Scioto on developing a new contract to be presented for vote at the township February meeting.

Fiscal Officer informed trustees Spectrum TV services have been discontinued at Firehouse but will continue internet services.

Fiscal Officer informed trustees that Jerry Williamson has received a township credit card since all gas purchases will be done at gas station instead of tanks at road garage.

Fiscal Officer asked trustees to consider preparing a 5-year road equipment plan in order for better budgeting purposes.

Mr. Whitt gave an update on snow removal during this last storm. Dane Knapp requested grit be laid next time.

Mr. Whitt said Gayle Mchaffey called to report the flag in Spargusville Cemetery is in bad shape. Mr. Whitt asked Chad to remove flag for now.

Mr. Darbyshire had call from Debra Evans concerning Scott Road and not being able to get out since snow storm. Mr. Darbyshire went to evaluate but was impossible to get equipment down the hill. He informed Ms. Evans that township will try to double grit before the next storm hits.

#### **FINANCIAL**

Motion by Mr. Bethel and second by Mr. Whitt to approve the items listed below:

- A. Pay bills as presented
- B. Approve supplemental appropriations as presented
- C. Approve purchase orders and blanket certificates as presented

All voted yes. Motion passed.

Fiscal Officer brought attention to trustees that the Rumpke Waste Removal contract needs to be renewed. Mr. Bethel moved to renew the Rumpke Waste Removal contract for the 3-year period. Mr. Whitt 2<sup>nd</sup>. All voted yes. Motion passed.

#### **OLD BUSINESS**

**R.D. Holder** will now be township's supplier of diesel. Mr. Bethel was able to get us 200 gallons to get us through until first delivery from R.D. Holder.

**Plaques for past Firefighters**—Discussion concerning plaques for those who have passed and dedicated time to Twin Township Fire/EMS Department throughout the years. Marty informed trustees he has went through files to determine who still needs a plaque displayed in the

Firehouse. Marty will handle getting the plaques needed. Two plaques will be bought for each—one for Firehouse and one for family.

**Tires on Hurless Road**—This has been taken care of by Chad and Jerry.

**Update on Road Garage Vehicles**—550 not fixed yet, waiting on parts.

## NEW BUSINESS

**Paving Plan for 2025**—Mr. Darbyshire would like to look at Glenn Drive, Fry Drive, Adrian Drive. Mr. Darbyshire will contact Paul Cottrill to measure and prepare an estimate of cost.

Mr. Darbyshire also will ask Chad to get a culvert plan for 2025.

Mr. Darbyshire suggested to get an estimate from a private company to pave entrances of cemeteries.

**Hazard Mitigation Plan**—Mr. Darbyshire will handle working with this committee and attending the meetings.

## PUBLIC PARTICIPATION:

NONE

## FIRE CHIEF REPORT:

Fire Chief Johnson informed trustees a new contract was needed for Fire CAT which tests the township hoses and ladders. This cost will be approximately \$12,000 over the 3-year period. Mr. Bethel made motion to sign a 3-year contract with Fire CAT. Mr. Darbyshire 2<sup>nd</sup>. All voted yes. Motion passed.

Fire Chief gave monthly Fire Department report. The fire department responded to 2/2 fires in December and 1/1 Mutual Aid. There were no meetings, no training, no work detail in December. There are currently 16 active volunteer fire fighters.

Monthly County Association meeting will be held at Ross County Service Center. Twin Township is responsible for meal in January. Marty will handle and charge the expense to the township. County Association dues is \$25 which will be invoiced to township.

Elections for officers will be Sat. Jan. 18. All officer positions are open for election this year.

Fire Chief Johnson informed trustees the State report that was past due was completed.

Mr. Darbyshire asked if Chief Johnson could check how much on-road diesel is left in tank as R.D. Holder should be filling soon.

Motion made by Mr. Bethel and seconded by Mr. Whitt to adjourn at 7:10 p.m. all voted yes. Meeting adjourned.



Michael Darbyshire, President



Michael Whitt, Vice-President



Bryan Bethel, Trustee-at-Large