

**TWIN TOWNSHIP TRUSTEES  
2026 REGULAR MEETING  
FEBRUARY 9, 2026  
MINUTES**

The Twin Township Trustees' regular meeting was called to order at 6 p.m. at the office of the Twin Township Trustees, 11474 Keran Street, Bourneville, Ohio by President Bryan Bethel.

Roll call: present were Township Trustees William Jones, Dylan Estep, Bryan Bethel and Fiscal Officer Kimberly Litter. Also present were Fire Chief Shaun Allen and Asst. Fire Chief Chris Benson; Volunteers Tony England, Keifer Moody, and Duane Johnson and Resident Ricky Cutright.

**Public Participation**

Ricky Cutright discussed the issue of closing the alleys in the Bourneville area. This was on the agenda last year but was not completed. Mr. Bethel said he would need to contact County Engineer to determine the actual process. Question was asked if residents would have to sign for those alleys to be closed.

**Minutes**

Mr. Jones moved to accept the minutes from previous meetings. Mr. Estep 2<sup>nd</sup>. All voted in favor. Motion passed.

**Financial**

Mr. Jones moved to pass the financials of Payment listing, Receipt listing, Fund Summary, Purchase Orders and Blanket Certificates, and Bank Reconciliation. Mr. Bethel 2<sup>nd</sup>. All voted in favor. Motion passed.

***Resolution 2026-02-09-01***

Mr. Jones moved to accept the proposed permanent appropriations for 2026. Mr. Estep 2<sup>nd</sup>. All voted in favor. Motion passed.

**Correspondence/Communication**

Mr. Jones talked to Mrs. Frasure who had been billed for EMS services from Huntington Township. Shaun will follow-up with her and handle the situation.

Post Office Lot—Mr. Jones spoke to Post Master and said they were only clearing snow by door. Mr. Jones talked to owner of the property and lease states Post Office is responsible in clearing the parking lot. Mr. Jones said he will remind Post Master it is the Post Office's responsibility to keep clear for our residents. Township did plow it this year due to concern of safety of our residents.

**New Business**

A. Dump Truck

***Resolution 2026-02-09-02***

Mr. Bethel moved to purchase new dump truck that was viewed at Trade Show. This truck will be purchased for \$253,471. The township will pay payment of \$53, 471 and

finance \$200,000 through Republic First National. Mr. Estep 2<sup>nd</sup>. All voted in favor. Motion passed.

- B. Items for Auction—Ryan Elliott will be posting items on gov.deals. Trustees will work with Chad and Fire Department on items.
- C. Paving Storms “Y”— Mr. Bethel moved to pave Storms “Y” for \$9,772. Mr. Estep 2<sup>nd</sup>. All voted in favor. Motion passed.
- D. Mileage Confirmation—Mr. Jones moved to accept the 36.605 road mileage estimate from the County Engineer. Mr. Estep 2<sup>nd</sup>. All voted in favor. Motion passed. Mr. Jones will talk to Engineer to get actual roads and mileage breakdown.

**Old Business**

- A. Spreader for 550—Mr. Jones moved to buy a new Stainless Steel Spreader for 550 from ARM Truck Corp. The old spreader will be removed and put on old white truck. Mr. Estep 2<sup>nd</sup>. All voted in favor. Motion passed.
- B. Paving Scott Road—The slate hill on Scott Road will not be paved.

**Fire Department Report-Chief’s written report will be attached to minutes**

- A. Forestry Grant—Mr. Bethel moved to accept the Forestry Grant for \$10,000. This grant will go to purchasing a new skid unit for brush truck 1603. The Fire Department will be responsible for payment of \$11,796.65 to cover extra expense. Mr. Estep 2<sup>nd</sup>. All voted in favor. Motion passed.
- B. Meade Massie Grant—Mr. Jones moved the Fire Department to apply for \$10,000 Meade Massie Grant. Mr. Estep 2<sup>nd</sup>. All voted in favor. Motion passed.

Mr. Bethel moved to enter into Executive Session at 7:05 for purpose of discussing personnel. Mr. Jones 2<sup>nd</sup>. All voted in favor. Motion passed. Entered back to regular meeting at 7:20 pm.

Mr. Bethel moved to approve the Fire Department budget. Mr. Estep 2<sup>nd</sup>. All voted in favor. Motion passed.

Mr. Bethel moved to accept and sign the EMS contracts for Huntington, Scioto, and Bainbridge for February 1, 2026 to January 31, 2029. Mr. Estep 2<sup>nd</sup>. All voted in favor. Motion passed.

Mr. Bethel voted to accept and sign the VA Fire/Mutual Aid Agreement. Mr. Estep 2<sup>nd</sup>. All voted in favor. Motion passed.

Motion made by Mr. Jones and seconded by Mr. Estep to adjourn at 7:30 p.m. All vote in favor. Meeting adjourned.

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Bryan Bethel, President

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William Jones, Vice-President

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Dylan Estep, Trustee-at-Large

# January 2026 Fire Department Summary/Update

## **Fire Run Update -**

- Number of Calls Received – 6
- Number of Calls Taken – 6
- Mutual Aid Calls – Provided mutual aid to a total of 4 calls.

## **January Update –**

- Invited Fire Safety Services to come to the firehouse and provide a presentation for new MSA SCBA packs. A quote has been provided to fit out all fire trucks and provide new masks for each active member of the department. Financing is available if we choose to purchase.
- The Volunteer Firefighter Disability Fund committee has been created, and information has been submitted to the state. This is a requirement annually.
- Chief Allen finalized the purchase order of the new radios that are to be purchased with Marc's grant. Those have been ordered and are expected to be available sometime in February.
- The State of Ohio Forestry Grant was completed and submitted on January 11<sup>th</sup>.
- The Ohio Fire Marshall grant for fire training reimbursement was completed and submitted on January 11<sup>th</sup>.
- Rafe Britton from Greene Township came to the firehouse and conducted fire training. The training was focused on fire behavior and chimney fire and carried a total of 3 training hours for the members that participated.
- Chief Allen and Assistant Chief Benson met with the fire chiefs from Scioto and Huntington Townships, as well as Bainbridge Fire Dep. to discuss EMS contracts.

## **New Business –**

- We have notification that we have selected to receive the Forestry Grant. The item that had been quoted to purchase was a new skid unit for brush truck 1603. The value of the proposed purchase is \$21,796.65. The value of the grant is \$10,000. The difference will need to be provided by the township.
- Chief Allen has received quotes for items to be purchased through the Mead Massie Grant. That grant needs to be completed and submitted by February 28<sup>th</sup>. Chief Allen

has worked with Fiscal Officer Kim Litter to provide any financial information that needs to be provided. That grant has a \$10,000 payout if awarded.

- Chief Allen would like to discuss the status of 2026 Fire Department Budget. He would also like to discuss the probability of purchasing new SCBA equipment.
- Engine 1601 and 1602 will be going to Penwell's for service.