

**TWIN TOWNSHIP TRUSTEES, ROSS
COUNTY, OHIO MINUTES OF MEETING
OF DECEMBER 12, 2022
MEETING LOCATION: 11474 KERAN ST., BOURNEVILLE, OHIO**

President Michael Whitt called the meeting to order at 6:00 p.m.

ROLL CALL

Officials present at roll call were: President Michael Whitt, Vice-President Michael Darbyshire, Trustee Bryan Bethel and Fiscal Officer William Jones. Also present were Fire Chief Marty Johnson, Melissa Ball, Adam Ball and Mike Norman.

MINUTES OF PREVIOUS MEETING

Reading of the minutes of the previous meeting was waived.

RESOLUTION 2022-12-12-01: Motion was made by Mr. Whitt and seconded by Mr. Darbyshire to approve the minutes as presented and also the agenda as presented. All voted yes. Motion passed.

RESOLUTION 2022-12-12-02: Motion was made by Mr. Whitt and seconded by Mr. Darbyshire to enter into Executive Session for the purpose of discussion of personnel issues. Remaining in Executive Session with the Trustees was the Fiscal Officer. Executive Session began at 6:03 p.m. Mike Norman entered at 6:20 p.m. and left at 6:45 p.m. Fire Chief Johnson entered at 6:46 p.m. Executive Session ended at 7:35 p.m.

CORRESPONDENCE/COMMUNICATION

Mr. Darbyshire reported:

1. Engine brake signs for Bourneville are to be ordered by the township, and will be erected by the Ohio Department of Transportation.
2. The camper that was on township property on South Alley has been removed.
3. The street light at North Alley and Cropp Street is out. AEP will be contacted.
4. Heavy duty trucks traveling on Queen Drive as a short-cut cannot be stopped unless caution signs are posted along Route 20 and Maple Grove Road, according to information from the Ross County Engineers office.

FINANCIAL

RESOLUTION 2022-12-12-04:

Motion by Mr. Whitt and second by Mr. Darbyshire to approve:

- a) payment of bills as presented
- b) Purchase Orders and blanket certificates as presented
- c) supplemental appropriations as presented
- d) Adopt temporary appropriations for 2023 (see last page)
- e) Approve 2023 fringe benefits (see last page)
- f) Approve 2023 holiday schedule for full-time employees (see last page)

All voted yes. Motion passed.

OLD BUSINESS

An invoice from the American Safety and Health Institute was reviewed. This bill was received 11/22/22, but it was for fire department training that occurred in 2020. After determining that the bill had not been paid, motion by Mr. Darbyshire and seconded by Mr. Whitt to add it to the bills approved for payment at this meeting. All voted yes. Motion passed.

FIRE CHIEF REPORT

Fire Chief Marty Johnson gave the report.

The invoice from Bainbridge for mutual aid response for October, 2022 was reviewed. The Trustees agreed that the invoice should not be paid until a mutual aid contract was in effect with Bainbridge. Also, there were 2 charges that were for fire mutual aid, which was not included in the original contract with Paxton Township.

Trustees were asked to approve a contract with a grant writer to apply for a SAFER grant. This grant, if approved, would provide funds to hire full-time fire fighters for the period of the grant. The Trustees decided to review the details of the grant contract further before making a decision. **Motion** by Mr. Whitt and seconded by Mr. Darbyshire to call a special meeting of the Trustees for Decmeber 28, 2022, beginning at 6 p.m. to be held at the township garage. Purpose of the meeting will be to discuss details of the grant contract and decide to apply or not at this time. All voted yes. Motion passed.

Permission to apply for the following grants was discussed: “Assistance to Firefighters”, Forestry, and Air pac grant. **Motion** to approve applying by Mr. Darbyshire and seconded by Mr. Whitt. All voted yes. Motion passed.

New Business

A sealed bid for the purchase of the fire department’s used tires was opened by the Fiscal Officer. The bid was from Ed Lightle, and was for a total of \$1,200.12 for the twelve tires. **Motion** by Mr. Bethel and seconded by Mr. Whitt to accept. All voted yes. Motion passed.

Motion by Mr. Darbyshire and seconded by Mr. Whitt to adjourn the current meeting. All voted yes. Motion passed. Meeting adjourned at 8:25 p.m.

Michael Whitt

J. Michael Darbyshire

Bryan Bethel

A. TEMPORARY APPROPRIATIONS FOR 2023:	
FUND 1000 GENERAL:	\$120,000.00
FUND 2011 MOTOR VEH.	\$17,000.00
FUND 2022 GAS TAX	\$140,000.00
FUND 2031 RD & BRIDGE	\$105,000.00
FUND 2041 CEMT	\$46,000.00
FUND 2191 FIRE	\$120,000.00
FUND 2281 EMS	\$10,000.00
FUND 2401 SPEC ASSESS. (STR LITES)	\$10,000.00
FUND 2273 AMERICAN RESCUE PLAN	\$71,050.00

A. FRINGE BENEFITS FOR FULL-TIME EMPLOYEES AND PUBLIC OFFICIALS FOR 2023

- 1) Pay premiums of Term life insurance policy of \$30,000 to full-time employees and public officials
- 2) reimbursement of \$25.00 per month for cost of personal cell phone for township business use (for the following: Township Trustees, Fiscal Officer, full-time Road & Cemetery Employee(s), Fire Chief)
- 3) Reimbursement of \$38.00 per month to Fiscal Officer for partial cost of high speed internet for home office
- 4) Reimbursement of health insurance premiums as per resolutions 2017-05-08-03 & 2017-08-14-03 to those public officials and full-time employees who qualify
- 5) Pay premiums of Vision and dental insurance policy to full-time employees and public officials
- 6) Permit full-time employees to carry-over up to 40 hours vacation leave annually

PAID HOLIDAY SCHEDULE FOR FULL-TIME EMPLOYEES FOR 2023:

	2023 (13)
1) NEW YEAR'S	Jan. 2 (Mon)
2) MARTIN LUTHER KING DAY	Jan. 16 (Mon)
3) PRESIDENT'S DAY	Feb. 20 (Mon)
4) MEMORIAL DAY	May 29 (Mon)
5) INDEPENDENCE DAY	July 4 (Tue)
6) LABOR DAY	Sep 4 (Mon)
7) VETERAN'S HOLIDAY	Nov 13 (Mon)
8) THANKSGIVING HOLIDAY	Nov 23&24 (Th&Fri)
9) CHRISTMAS HOLIDAY	Dec 21&22&25 (Thr., Fri. & Mon)
10) NEW YEAR'S EVE HOLIDAY	Dec 29 (Fri)