

**TWIN TOWNSHIP TRUSTEES, ROSS COUNTY, OHIO**  
**MINUTES OF MEETING OF DECEMBER 21, 2020**  
**MEETING LOCATION: VIRTUAL DUE TO COVID-19 RESTRICTIONS (ZOOM)**

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 was Fire Chief Marty Johnson.

**MINUTES OF PREVIOUS MEETING**

Reading of the minutes of the previous meeting was waived.

**RESOLUTION 2020-12-21-01:** *Motion* was made by Mr. Darbyshire and seconded by Mr. Whitt to approve the minutes as presented and also the agenda as presented. All voted yes. Motion passed.

**PUBLIC PARTICIPATION**

none

**FIRE CHIEF REPORT**

Fire Chief Marty Johnson gave the report.

1. Department member Brandi Adams has requested permission to take the 120 hour fire fighter training class offered by Pickaway-Ross JVSD and for the township to pay expenses of such. Motion to approve by Mr. Bethel seconded by Mr. Darbyshire. All voted yes. Motion passed.
2. Jeremy Proehl has applied to be a member of the department. He had been a member in the past. The Trustees told the fire chief to have his application to be reviewed by the department's I&M Board and then make a recommendation to the Trustees.
3. Sealer is needed for the windows in the fire house due to the new HVAC system. Motion to approve by Mr. Bethel and seconded by Mr. Whitt. All voted yes. Motion passed.
4. The Fire Chief requested purchase of a laptop computer for virtual meetings due to COVID -19 restrictions and also to use for department training purposes. The laptop will be purchased with Cares Act funds. Motion to approve by Mr. Bethel seconded by Mr. Darbyshire. All voted yes. Motion passed.
5. Fire turn-out gear is needed for an active member and the Fire Chief is asking permission to make members who have not been active to declare them inactive and have them turn in their gear as per the current Standary Operating Guidelines. As the current inactive members in question were involved in a legal issue with the township back before they went inactive, the Fiscal Officer has been directed by the Trustees to submit a letter to the Ross County Prosecutor to request advice on how to proceed.

**CORRESPONDENCE/COMMUNICATION**

1. Mr. Darbyshire said he is planning to meet with the Ross County Engineer sometime next week to discuss the issue about installation of a culvert on Kerr Hill.
2. Mr. Darbyshire reported he talked to Tom Jarrell, the sales representative from Accurate as to why the new HVAC system in the Fire House was not zoned as requested when he made the walk-through with him prior to the beginning of work? Mr. Jarrell said he did not remember agreeing to that and if it was done now, it would cost at least \$10,000 to \$12,000 additional. That requirement was not in the original quote submitted by Accurate and approved by the Trustees. The funds are not available for this additional change at this time.
3. Mr. Darbyshire reported that he talked to township employee Chad Miller about being more careful in the cemetery when digging graves, to try to not disturb other near-by graves if at all possible.
4. Mr. Darbyshire reported the quote he received from McKinney Fence Company to replace the hedges in front of the cemetery with a fence was over \$16,000. This cost was too high to consider at this time, as the David Meade Massie Grant would only be able to cover \$5,000 of that cost.
5. Mr. Whitt said that the new Ross County Health Commissioner wants to come to a future meeting of the Trustees. He will be invited when the Trustees are able to meet in person again.

**FINANCIAL**

**RESOLUTION 2020-12-21-02:**

*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 the following as temporary appropriations for 2021:

FUND 1000 GENERAL:	\$120,000.00
FUND 2011 MOTOR VEH.	\$14,000.00
FUND 2021 GAS TAX	\$88,000.00
FUND 2031 RD & BRIDGE	\$80,000.00
FUND 2041 CEMT	\$20,000.00

FUND 2191 FIRE	\$120,000.00
FUND 2281 EMS	\$21,000.00
FUND 2401 SPEC ASSESS. (STR LITES)	\$10,000.00

All voted yes. Motion passed.

**OLD BUSINESS**

Mr. Bethel said the township ford truck has cracked heads and would cost approximately \$5,500 to repair. Also, purchase of a trailer to be able to move the skid steer would cost \$4,500. Motion by Mr. Darbyshire and second by Mr. Bethel to approve. All voted yes. Motion approved.

Motion by Mr. Whitt and second by Mr. Bethel to enter into Executive Session for discussion of personnel issues. All voted yes. motion passed. Remaining in Executive Session with the Trustees was the Fiscal Officer. Executive Session began at 6:45 and ended at 7:11 p.m.

**NEW BUSINESS**

APPROVE FRINGE BENEFITS FOR FULL-TIME EMPLOYEES AND PUBLIC OFFICIALS FOR 2021 AS PRESENTED AND APPROVE 2021 HOLIDAY SCHEDULE FOR FULL-TIME EMPLOYEES AS PRESENTED:

- 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), Assistant Fire Chief, 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

Paid holidays for 2021 (13)

- |                            |                                 |
|----------------------------|---------------------------------|
| 1) NEW YEAR'S              | Jan. 1 (Fri)                    |
| 2) MARTIN LUTHER KING DAY  | Jan. 18 (Mon)                   |
| 3) PRESIDENT'S DAY         | Feb. 15 (Mon)                   |
| 4) MEMORIAL DAY            | May 31 (Mon)                    |
| 5) INDEPENDENCE DAY        | July 5 (Mon)                    |
| 6) LABOR DAY               | Sep 6 (Mon)                     |
| 7) VETERAN'S HOLIDAY       | Nov 11 (Thr)                    |
| 8) THANKSGIVING HOLIDAY    | Nov 25&26 (Th&Fri)              |
| 9) CHRISTMAS HOLIDAY       | Dec 23&24&27 (Thr., Fri. & Mon) |
| 10) NEW YEAR'S EVE HOLIDAY | Dec 31 (Fri)                    |

Motion by Mr. Whitt and second by Mr. Darbyshire to direct the Fiscal Officer to prepare a new job description for part-time personnel for road and cemetery department and present it to the Trustees for consideration for approval at the next meeting.

**Motion** by Mr. Darbyshire and seconded by Mr. Whitt to set the 2021 Organizational meeting for 1/11/21 beginning at 6:00 p.m., and to adjourn the current meeting. All voted yes. Motion passed. Meeting adjourned at 7:21 p.m.

APPROVAL OF MINUTES OF 12/21/20 TWIN TOWNSHIP TRUSTEES MEETING:

\_\_\_\_\_  
Michael Whitt, President

\_\_\_\_\_  
Michael Darbyshire, Vice-President

\_\_\_\_\_  
Bryan Bethel, Trustee