

October 4, 2018

The monthly meeting of the Richmond Township Supervisors was held at the Township Building at 30348 State Highway 408. The meeting was called to order with a salute to the flag and a moment of silence at 6:00 P.M. In attendance were Supervisors Morton, James, and Sharpe, Rhonda Phillips, Scott Wheelock, Kathleen Wheelock, and Sandy James.

**Minutes of the September 6, 2018:** Copies were distributed to those in attendance. Morton asked if there were any additions and/or corrections.

\*\*Motion made by James, seconded by Sharpe, to approve the minutes with the correction of Adam Zinz's name. Motion carried: three ayes.

**Correspondence:**

---Stephenson Equipment is having an Open House on October 11<sup>th</sup> in Saegertown.

---East Mead Firehall is having a 70<sup>th</sup> Anniversary celebration on October 20<sup>th</sup>.

**Bills and Receipts:** See Treasurer's report.

\*\* Motion made by James, seconded by Sharpe, to approve all bills and receipts. Motion carried: three ayes.

**Reports:**

**Planning Commission** – No report. Scott Wheelock mentioned that he and John Lawrence went to the grant meeting. He said that John did a great job filling out the grant application and put a lot of work into it. James received a call regarding this; it looks like we may get money for the parking area.

**Rec Board** – Trunk or Treat will be on October 25<sup>th</sup> from 5:30 to 8:00 pm. It is on the website and the Rec Complex sign. It needs to put in the paper. Scott was wondering about borrowing the dump trucks to string lights. Electric was taken care of. The lock box for the key has been put on the building. Scott asked if the supervisors had thought any more on the quote that John submitted for getting the pole building painted.

**Road Superintendent's Report** - September has been a busy month. We put some 2RC on Smith Rd. to fix some big potholes. We have taken down some problem trees. Dan has finished his fall mowing and has prepped the tractor for next year. We installed a new mower head and blades. Dan also helped with hauling 2RC for the Carpenter Rd project. I have hauled many loads of ditch dirt to build up edges of road. We have installed 18" cross pipes in the road in four different spots. We hauled head walls to the building and built them on rainy days. Thanks to Ace Excavating for their help. We also got the main pipe installed on Saturday. Don James came and gave us a hand. A few more days and it should be done. I also did some ditching and grading on Sheets Rd. We also had to have a new clutch put in the Mack. I hope to get out and grade a few roads in October and start to get ready for winter.

**Tax Collection Committee** – No report.

**Web Site Report** – No report.

**Old Business -**

**Assessment permit, Driveway pipe installation fee, Ordinance updates** – WIP.

**Castile Rd. bridge repair** – WIP.

**Healthcare for employees** – WIP.

**Help/Support of upcoming months** – Bret Keister has been hired from November 1<sup>st</sup> to April 1<sup>st</sup>.

**LTAP classes for John and Bret** – They will be attending a class in Vernon Township on road drainage.

**Rental contracts and lock box** – Contracts have been drawn up and will take effect beginning January 1, 2019.

**Barrier to keep people from parking behind township building/parking signs for hunters** – The supervisors will first make phone calls and talk to people to see if that works.

**Issues re: one-ton truck** – The township has been having to put a lot of money into the one ton for repairs. The supervisors are considering the option of acquiring a newer truck with trading in the old one.

#### **New Business:**

**September budget meeting** – At this time everything looks good with no tax increase needed. Next meeting is October 26<sup>th</sup> at 3 pm.

**Trick or Treat date/time** – The date is October 25<sup>th</sup> from 6-7:30 pm.

**Tire swap on front of truck** – The tires on the truck are not great but still have life and not good for winter. The supervisors are talking about offering them to Mr. Keister.

**Advertise old spreader box** – The supervisors are looking into options for getting rid of the box.

**Steuben Township letter re: tar and chip** – The supervisors are not interested at this time in joining with other municipalities to purchase tar and chip for people that want it. The salt water that we used this year seems to be working.

**Fall newsletter** – Sandy James offered to put together the fall newsletter to be put on the website. Newsletter talking points will include: summer dust issues, why we had this problem, what you can do to help in 2019; our first web only newsletter, tell your friends, web only because of financial expense; Carpenter Rd project; budget for 2019, no tax increase; calendar of events, trunk or treat, voting; part-time employee Bret Keister for winter snow removal; parking problems in hunting season and winter; renovations to Rec Complex this past summer; new for 2019 rentals – contract, security deposit as a separate check.

**CDL course** – Don James attended the state-required CDL course for supervisors of employees with CDL responsibilities.

**Employee Personnel Policy** – There needs to be a statement in the policy stating that there will be a mandatory zero tolerance for drugs and alcohol. Also, the computer is to be used for work purposes only.

**Fall Convention** -Held at 8 am on October 24<sup>th</sup>.

**Dumpsters** – We will wait to put the Rec Complex dumpster away until the November rentals are over.

**Thank you for help with tornado debris** – Send the French Creek Mennonite Church a thank you for helping with the removal of debris from the road and for helping area residents.

**State projects in the township** – They are looking at the intersection of Lyona Rd and St. Hwy 408 for 2021. The Teepleville green bridge is projected to be worked on in 2023.

**Future township projects** – lighting around the township building; set up lights, garage door and furnace on a generator in case the power goes out.

#### **Citizens' Comments and Concerns**

No citizens' comments were given.

\*\*\*Motion made by James, seconded by Sharpe, to adjourn. Motion carried; three ayes.

Meeting adjourned at 6:44 P.M.

Respectfully submitted,

Rhonda Phillips  
Township Secretary