

November 1, 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 October 4, 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 as they stand. Motion carried: three ayes.

Correspondence:

---Happy Thanksgiving card from Mark Corey and Associates.

---Letter from the Election and Voter Services. They are asking if we charge for use of the building.

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.

Rec Board – Trunk or Treat was well attended. Scott thanked everyone who came and helped as well as those who came to set up lights. There were around 15 or 16 trunks. Also, the Rec Board has always done an ad for the Lions Club Basketball Tournament which tells of activities for the upcoming year as well as information about rentals.

*** Motion made by James, seconded by Sharpe, to put an \$80 ad in the Lions book representing the Rec Board as they have done in years past. Motion carried: three ayes.

Road Superintendent's Report – The month of October has been a busy month. We finished the project on Carpenter Rd. We had Doug Gordon come and mulch and seed it. There is some grading left to do when the weather permits. We also had tornado damage on Beider and Oregon roads. We finally got that cleaned up with the use of the backhoe. We also have been trying to finish up the fall grading to get ready for the winter months. Thanks.

Tax Collection Committee – No report. Kathleen was not able to attend because she was at the convention.

Web Site Report – 326 visitors for October.

Old Business -

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

Castile Rd. bridge repair – WIP.

Healthcare for employees – WIP. The only group that has given James any quotes is PSATS. James will be talking with some other municipalities to see what their experience has been with PSATS.

Employee Personnel Policy – A copy of this needs to be viewed and signed by Bret.

Bret's start date and signing of paperwork – Bret started on October 22nd and will be given a copy of the employee personnel policy to read. The supervisors will set up a meeting to go over it with him.

Notice to hunters re: parking on roads – This was put in the fall newsletter and also online.

New Business:

2019 Preliminary Budget - Budget 2018 – The 2019 preliminary budget is now ready for approval. The general township budget is \$259,765 for income and \$186,559 for expenses. The liquid fuel budget is \$156,130 for income and \$156,974 for expenses.

**Motion made by James, seconded by Sharpe, to accept the 2019 preliminary budget. Motion carried; three ayes.

**Motion made by James, seconded by Sharpe, to advertise the preliminary 2019 budget for citizens' review. The final budget will be approved at the December regular meeting to be held on Thursday, December 6, 2018. Motion carried; three ayes.

Potential interest from loggers re: tornado damage – There will be some extra traffic due to the tornado damage.

Plow for truck – Everything is done.

Trunk or Treat results – There were around a couple hundred children present.

Updated lighting – The township had Derrick Metzler install some new lights around the township building and garage as well as do some electrical work on the doors.

Amendment to Resolution #09-002 – Tax Collector Kathleen Wheelock asked the supervisors to make an amendment to Resolution #09-002 to raise the real estate duplication service fee from \$5 to \$10.

**Motion made by Sharpe, seconded by James to make an amendment to Resolution #09-002 to change the real estate duplication service fee to \$10. Motion carried; three ayes.

General ad in paper – Don James asked for a general ad to be placed in the Meadville Tribune stating that due to the successful preliminary budget meetings for 2019, the township supervisors have determined no tax increase for 2019.

Citizens' Comments and Concerns

No citizens' comments were given.

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

Meeting adjourned at 6:47 P.M.

Respectfully submitted,

Rhonda Phillips
Township Secretary