

March 4, 2021

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, and Sharpe (via phone), Rhonda Phillips, John Lawrence (via phone), Patti Capron, Laura Morton, Juliet Hilburn (Northwestern Regional College), and Garrett Dvorko (Titusville Herald). Supervisor James was vacation but joined for part of the meeting.

**Presentation by Juliet Hilburn:** Talked about what Northwestern Regional College has to offer for the community. Classes are live and in-person. All classes are in the afternoon and evening. Two- and four-year degrees offered.

**Minutes of the February 4, 2021:** 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 accept the minutes as they stand. Motion carried; three ayes.

**Correspondence:**

---Landlord Certificate for voting machines – contact person is Scott Wheelock

---Nation Fuel – does the township have any fuel lines?

---Leslie Rhoads – offering a free 2-day workshop on NFIP's CRS for FEMA Region 3

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

\*\* Motion made by Sharpe, seconded by Morton, to approve all bills and receipts. Motion carried; two ayes.

**Reports:**

**Planning Commission** – There is a need for two people to work on voting day.

**Rec Board** – No report.

**Road Master's Report** – The month of February we have been either plowing or putting skid down for a total of sixteen days. We also had to have the rear spring rebuilt on the F550, as well as have the rear brakes serviced and installed. L & D Tree Service has started trimming trees on Johnson Rd. Now it's just waiting for spring to come to start repairing roads.

**Tax Collection Committee** – No report.

**Web Site Report** – There were 67 visitors.

**Old Business -**

**Assessment permit/Driveway pipe installation fee/Ordinances** - WIP

**Possible selling of old brine tanks, spreader, disc** - WIP

**New table/chairs for meeting room** – WIP

**Daylighting report** – given in the road master's report

**Generator** – The generator is wired in. If power is lost, it will run heat and electric.

**Conference calling for public** – A conference phone has been ordered and will be here for the next meeting.

**New Business:**

**Aggregate bids** –

\*\*\*Motion made by Sharpe, seconded by Morton, to get bids for the following quantities:

- To get quotes for 3000 tons of #8 to be delivered.
- To get quotes for 2000 tons of #3 to be delivered.

- To get quotes for 2000 tons of #57/2B to be delivered.
- To get quotes for 8000 tons of 2RC to be delivered.

Motion carried for all quotes; two ayes.

***Fuel bids –***

\*\*\*Motion made by Sharpe, seconded by Morton, to get Fuel bid quotes. Motion carried; two ayes.

***Spring newsletter*** – Information needed to put the newsletter for next week.

***Rec Complex bathroom cleaning*** – There is the possibility of needing to hire an additional person to take care of the bathrooms.

***Resuming activities at the Rec Complex*** – Someone is renting the building this coming weekend.

***Softball tournaments*** – There are two tournaments this summer scheduled for June 25<sup>th</sup>-27<sup>th</sup> and July 16<sup>th</sup>-18<sup>th</sup>.

***Memorial Day Service*** – The township will plan to have this in May.

***Auditors' Recommendations –***

-Try to make an audit adjustment so that fixed assets equal what is on the books.

-Come up with a better system of figuring out how much diesel is used for the township.

***PSATS Conference*** – This has been cancelled for this year. All seminars will be offered virtually.

***Township Clean-up Day*** – There will be a need for more volunteers. The Boy Scouts are planning to help.

**Citizens' Comments and Concerns**

Nothing else was brought before the board.

\*\*\*Motion made by Morton, seconded by Sharpe, to adjourn. Motion carried; two ayes.

Meeting adjourned at 6:40 P.M.

Respectfully submitted,

Rhonda Phillips  
Township Secretary