March 3, 2020

Regular Meeting

Chairman Barbara Culp called the meeting to order. The Pledge of Allegiance was recited by all in attendance.

Roll call of board attendance: Trustee Bob Jackson, Trustee Barb Culp, Trustee Pam Hudson and Fiscal Officer Jennifer Hoover. Also in attendance were several township residents.

Trustee Hudson read the prior meeting’s minutes aloud. One correction was made. Trustee Jackson made a motion to approve the minutes and Trustee Hudson seconded the motion. Motion passed unanimously.

Trustee Hudson made a motion to approve the payment of $11,959.51 in bills. Trustee Jackson seconded the motion. Motion passed unanimously.

Trustee Culp read through the receipts received since the last meeting totaling $17,618.00.

Committee Reports:

**Parks Commission**- Next meeting is April 28th at 7pm.

**Revitalization**- There is a meeting with a member of the Cleveland Museum of Natural History on March 16th.

**Zoning**- Next meeting March 10th at 6pm.

* Trustee Culp advised that Rich informed her that the County Building Dept. does not handle mobile homes – he will contact someone in Columbus to see who does handle mobile home. The Health Dept. will be checking on septic. And there may be an issue that the occupants do not own the property – there may be an unrecorded land contract.

**Road Report**- Trustee Jackson advised that he would like to advertise for bids for 1,000 tons of No. 57 limestone and requested an additional $8,000 purchase order to Nelson Sand and Gravel for 304 (approx. 600 tons), on top of the 600 tons we have already purchased, for a total of 2,200 tons of material thus far.

Trustee Jackson moved to advertise for stone bids for 1,000 ton of 57 limestone in the Star Beacon. Trustee Hudson seconded the motion. Motion passed unanimously.

Trustee Hudson moved to add an additional $8,000 purchase order to Nelson Sand and Gravel for 600 tons of 304 (recycled concrete). Trustee Jackson seconded the motion. Motion passed unanimously.

Trustee Culp asked about Hall Road – Trustee Jackson advised that they added 304 to the road today. Discussion was had about the condition of the road and what can be done to improve. Trustee Jackson advised that he contacted the bus garage and let them know that material had been added to the road.

**Fiscal Report** – Nothing to report.

Unfinished/Old Business

Trustee Culp advised that she joined to the Ohio Cemetery Association for free until December 31st. They have a meeting in April in Dayton and there is a State meeting in August in Columbus.

Trustee Culp advised that a Census open house will be held on Tuesday, March 24 from 3-8PM at the Township Building for anyone who does not have internet access at home or anyone else. The library will be providing a hotspot and you can complete the Census online for the first time. Trustee Hudson advised the Census will send people to your door six (6) times if not completed online or by mail within a certain timeframe.

Trustee Jackson advised that the scrap tire EPA grant is designed more for problem areas or places where tires had been dumped, not for clean-up efforts.

Trustee Jackson further advised that the ODOT safety funding is not for roads, but for rural trails or walking trails.

Trustee Culp advised that she has one more article to insert into the Newsletter and then it will be ready to print. She advised that it will be approx. $750.00 to print this time.

New Business

Trustee Culp advised that the Ashtabula County Commissioners asked the trustees to support their efforts for broadband in the County. Trustee Culp presented a letter to be sent to the Commissioners. Trustee Culp moved to sign the support letter. Motion seconded by Trustee Hudson. Motion passed unanimously.

Trustee Culp presented a records retention schedule based on a template from the State. The Fiscal Officer advised that we will need to send the schedule to the State for their approval before we destroy any records and that we will also need a create a Records Commission in accordance with the Revised Code, which is made up of the Fiscal Officer and the Chairman of the Board, and they will need to meet prior to destruction of documents. Trustee Culp moved to adopt to retention schedule based on the Ohio Township Records Manual. Motion seconded by Trustee Hudson. Motion passed unanimously.

Public comments

Resident Kathy Barnard asked if the township could use crushed concrete. Trustee Jackson advised that the 304 is crushed concrete.

Roger Butler suggested using No. 4 crushed concrete, which is about the size of a walnut and bigger than 57. Trustee Jackson advised that ODOT has a size limit and that he would price the No. 4 recycled concrete material.

A member of the audience asked if the newsletter would be available online and Trustee Culp advised that it would be. She advised that there would also be an option sign up to view the newsletter online rather than receive it via mail.

There being no further business, Trustee Hudson motioned to adjourn the meeting and Trustee Culp seconded the motion. Meeting adjourned at 6:30pm.

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Fiscal Officer Chairman of the Board

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Trustee Trustee