



**ROSS TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING MINUTES
JANUARY 7, 2016**

The Ross Township Board of Trustees met in regular session to transact business for Ross Township.

ROLL CALL

Present - Thomas E. Willsey, Raymond J. Wurzelbacher and Ellen Yordy.

PROCEDURAL ACTION

Motion 16-001 Upon motion by Trustee Willsey and seconded by Trustee Yordy, the Board nominated and appointed Trustee Wurzelbacher to serve as President of the Board of Township Trustees for the fiscal year ending December 31, 2016. The vote of the Board shows as follows: Trustee Yordy and Trustee Willsey voted yes; Trustee Wurzelbacher abstained; which motion carried.

Motion 16-002 Upon motion by Trustee Willsey and seconded by Trustee Wurzelbacher, the Board nominated and appointed Trustee Yordy to serve as Vice President of the Board of Township Trustees for the fiscal year ending December 31, 2016. The vote of the Board shows as follows: Trustee Willsey and Trustee Wurzelbacher voted yes; Trustee Yordy abstained; which motion carried.

Newly appointed President Wurzelbacher assumed the duty of conducting the meeting.

Motion 15-003 Upon motion by Trustee Wurzelbacher and seconded by Trustee Willsey, the Board voted to dispense with the reading of the minutes of the Regular Meeting held on December 17, 2015. The vote of the Board shows as follows: All present voted yes, which motion carried.

Motion 15-004 Upon motion by Trustee Wurzelbacher and seconded by Trustee Yordy, the Board voted to approve the minutes of the Regular Meeting held on December 17, 2015. The vote of the Board shows as follows: All present voted yes, which motion carried.

Fiscal Officer Judy Huffman reported as of this date the township has on deposit \$2,880,144.86. She provided the Board with copies of the Bank Reconciliation Statement.

DEPARTMENT REPORTS

Administration - Bob Bass provided an explanation for five resolutions and two motions to be considered as follows: *Financial*-sets amount of \$1000 for purchases requiring purchase orders and grants the Fiscal Officer authority to transfer money within funds and transfers General Fund money to the Police District Fund; *Housekeeping*-sets Trustee meeting dates, confirms Board appointments (Volunteer FF fund, EMA), establishes holidays and adopts a travel reimbursement policy for 2016; *Auctions*-requires sales for obsolete equipment in 2016 via the internet; *Housekeeping*-declares a nuisance at 2541 Smith Road; *Financial*-amends revenue in a fund; and motions to set a Records Commission Meeting for January 21st and to set a Special Budget Hearing for January 13th.

Fire Department - Chief Steve Miller presented the monthly report for December, 2015 and advised the Board of an upcoming motion to hire 5 additional employees to bring hi staff to full strength.

Road Department - Road Superintendent Paul Bulach filled the Board in on recent activity to assist in flood abatement throughout the Township and announced that the State now has its loader and salt on site for winter use.

Police Department - Chief Darryl Haussler presented the monthly report for December, 2015 and announced the resignation of Officer Nick Lutterbie who has obtained full time employment with the City of Harrison.

PUBLIC PARTICIPATION

Wagon Wheel Drive resident, Steve Bosse, asked the Board if they had a appraisal done on the property at 4330 Hamilton Cleves before purchasing it. Trustee Wurzelbacher stated they did not but purchased it on the advice of the realtor the Township is working with who assured the Board the property was worth more than what was paid for it on the basis of the overall resale value of that property and the old Castle property in combination. Upon raising the issue, Mr. Bosse was advised that the Ohio Ethics Commission was not

consulted as to whether any members of the Board should have abstained from the vote.

Mr. Bosse also questioned why the Board approved the construction of new streets in the Venice Crossing subdivision without curbs. Trustee Wurzelbacher instructed that the streets in question are private roads which will not be maintained by the Township. Trustee Willsey added that the Township does not approve the development, the Butler County Commissioners do by law.

Finally, at his request, the Administrator explained that the Township does not operate a property maintenance code, only a nuisance code under the Ohio Revised Code.

Jennifer Drive resident, Connie Glover asked the Board if they could check into creating a community calendar of events for the website. Trustee Yordy stated that she would look into the matter.

OLD BUSINESS

None

NEW BUSINESS

Announcements

None

Correspondence

The Butler County Recorder, Danny Crank sent a notice outlining the procedure and the fee schedule for filing for amendments to the Rural Zoning Resolution.

The Butler County Planning Commission sent notice of a public hearing to discuss the developer's request to reduce the width of the bridge over the Dry Run Creek to require sidewalk only on its' north side. The hearing is at 3:00pm in the 1st floor conference room at the Butler County Government Services Center (315 High Street) on Tuesday, January 12, 2016.

Legislation

Purpose-The Auditor of the State of Ohio requires certain policy be established annually to allow the Fiscal Officer to maneuver funds and create purchase orders. Additionally, the Revised Code allows for the

Transfer of General Fund monies to its Police District funds. This resolution sets that policy and approves the transfer.

Resolution 2016-001 Upon motion by Trustee Wurzelbacher and seconded by Trustee Willsey, the Board voted on the adoption of a resolution setting the amount for purchases requiring a purchase orders; granting authority to the Fiscal Officer to move funding from one line item to another within the same fund; authorizing transfer of \$14,652.00 from the General Fund of Ross Township to its Police District Fund pursuant to R.C. 5705.14(e) and requesting an Amended Certificate of Estimated Resources from the Butler County Auditor. The vote of the Board shows as follows: All present voted yes, which motion carried.

Purpose-The Board of Trustees must establish policy annually to allow for travel expense reimbursement, set meeting and holiday dates, and to appoint its members to various boards and committees for the current year. This resolution adopts those housekeeping measures.

Resolution 2016-002 Upon motion by Trustee Wurzelbacher and seconded by Trustee Yordy, the Board voted on the adoption of a resolution establishing the schedule for meetings of the Board of Trustees, confirming appointments to various Boards or Committees, establishing holidays and adopting an Elected Official's Travel Expense Policy for fiscal year 2016 The vote of the Board shows as follows: All present voted yes, which motion carried.

Purpose-The Ohio Revised Code requires that the Board establish an annual policy for selling unneeded, obsolete or unfit township property. This resolution adopts policy to utilize an internet auction site for these sales.

Resolution 2016-003 Upon motion by Trustee Wurzelbacher and seconded by Trustee Willsey, the Board voted on the adoption of a resolution declaring intent to conduct an internet auction for the sale of unneeded, obsolete or unfit Township personal property effective until December 31, 2016. The vote of the Board shows as follows: All present voted yes, which motion carried.

Purpose-Upon receipt of a complaint, the Administrator gathered and presented evidence of accumulated debris and excessive vegetation and/or junked automobile at 2541 Smith Road. Through this resolution, the Board

declares this property to be a nuisance.

Resolution 2016-004 Upon motion by Trustee Wurzelbacher and seconded by Trustee Yordy, the Board voted on the adoption of a resolution declaring a nuisance for accumulated debris, excessive vegetation and/or junk motor vehicle at 2541 Smith Road. The vote of the Board shows as follows: All present voted yes, which motion carried.

Purpose - In order to close out the 2015 financial budget, a grant funds revenue must be reduced because grant money was not received in 2015 as anticipated.

Resolution 2016-005 Upon motion by Trustee Wurzelbacher and seconded by Trustee Willsey, the Board voted on the adoption of a resolution amending revenue in a fund, and requesting an Amended Certificate of Estimated Resources from the Butler County Auditor. The vote of the Board shows as follows: All present voted yes, which motion carried.

Motion 16-005 Upon motion by Trustee Wurzelbacher and seconded by Trustee Yordy, the Board voted to approve the following voucher/warrants totaling \$205,014.11 and authorize payment:

NUMBER	PAYEE	AMOUNT
42567	AIRGAS GREAT LAKES	\$527.96
42568	BILL SPADE ELECTRIC INC	\$3,727.30
42569	BROWN'S TREE SERVICE	\$1,675.00
42570	COLERAIN POLICE DEPARTMENT	\$165.00
42571	DUKE ENERGY	\$303.68
42572	ELLEN W. YORDY	\$2,696.88
42573	TRAFFIC SAFETY LLC	\$84.00
42574	PRO CHEM, INC	\$113.96
42575	RUMPKE	\$347.22
42576	SURDYKE, DOWD & TURNER CO., LPA	\$70.00
42577	TIME WARNER CABLE	\$99.99
42578	TIME WARNER CABLE	\$85.15
42579	TSI INCORPORATED	\$953.44
42580	WATSON GRAVEL, INC.	\$54.60
42581	ZACKARY MORRIS	\$250.00
42582	ACS TITLE & CLOSING SERVICES	\$94,601.61
42583	3Z VC, LLC	\$1,701.00
42584	A. E. DAVID COMPANY	\$109.65
42585	BUTLER COUNTY SHERIFF'S OFFICE	\$112.00
42586	CDW GOVERNMENT	\$165.34
42587	AW DELTA DENTAL	\$663.04
42588	FIRST FINANCIAL BANK	\$1,013.61

42589	McSWAIN CARPET & FLOORS	\$4,287.45
42590	CHIEF STEVE MILLER	\$80.00
42591	ZACKARY MORRIS	\$250.00
42592	ZACKARY MORRIS	\$250.00
42593	AIRGAS GREAT LAKES	\$128.25
42594	ARSLAN UNIFORMS - PUBLIC SAFETY	\$1,155.00
42595	AT&T MOBILITY	\$935.62
42596	BILL SPADE ELECTRIC INC	\$298.00
42597	BUCKEYE POWER SALES CO., INC	\$207.00
42599	FIREHOUSE SOFTWARE	\$3,299.00
42600	J E THIEN INC	\$1,727.50
42601	KRISTEN L. GILLUM	\$120.00
42602	McGILL SMITH PUNSHON, INC	\$3,701.75
42603	NORTHCOAST PRODUCTS	\$235.20
42604	OVERHEAD DOOR	\$1,222.00
42605	ROCK SOLID CONSTRUCTION	\$4,200.00
42606	STAPLES ADVANTAGE	\$117.82
42607	TEACHERS PROT. MUTUAL LIFE INS. CO.	\$646.35
42608	TRACTOR SUPPLY STORE	\$79.98
42609	VISION SERVICE PLAN - (OH)	\$226.43
42610	VOGELPOHL FIRE EQUIPMENT	\$108.64
42611	WARREN FIRE EQUIPMENT, INC.	\$246.88
42612	WATSON GRAVEL, INC.	\$14,753.68
42613	WINELCO INC	\$440.00
42614	POSTMASTER	\$28.00
42615	BUTLER COUNTY SHERIFF'S OFFICE	\$112.00

The vote of the Board shows as follows: All present voted yes, which motion carried.

Motion 16-006 Upon motion by Trustee Wurzelbacher and seconded by Trustee Yordy, the Board voted to set a meeting of the Ross Township Records Commission to be held on Thursday, January 21, 2016 at 5:30PM at the Ross Township Fire Station #1. The vote of the Board shows as follows: All present voted yes, which motion carried.

Trustee Yordy then swore in Haussler under the Police Chief's Oath of Office.

Motion 16-007 Upon motion by Trustee Wurzelbacher and seconded by Trustee Willsey, the Board voted to set a special meeting of the Board of Trustees to discuss the 2016 Appropriations Budget at 5:00PM on January 13, 2016 at the Ross Township Fire Station #1. The vote of the Board shows as follows: All present voted yes, which motion carried.

Motion 16-008 Upon motion by Trustee Wurzelbacher and seconded by Trustee Yordy, the Board voted to rehire Bret Fogel to the position of Firefighter/Paramedic at the rate of 16.00 per hour; to hire Michael Brooks, Scott Hueston and Robert Emery to the position of Firefighter/Paramedic at the rate of 15.50 per hour; and to hire Stephen Fawns to the position of Firefighter/EMT at the rate of 13.50 per hour. Each hiring is subject to the completion of all pre-employment testing and is in accordance with the current Staffing Summary and Pay Rate resolution. The vote of the Board shows as follows: All present voted yes, which motion carried.

Motion 16-009 Upon motion by Trustee Wurzelbacher and seconded by Trustee Willsey, the Board voted to retire to executive session to consider the purchase of property for public purposes, or the sale of property at competitive bidding in accordance with Ohio Revised Code Section 121.22(G)(2) at 6:32p.m. The vote of the Board shows as follows: All present voted yes, which motion carried.

Motion 16-010 Upon motion by Trustee Wurzelbacher and seconded by Trustee Yordy, the Board voted to return from executive session to the regularly scheduled meeting at 7:20p.m. The vote of the Board shows as follows: All present voted yes, which motion carried.

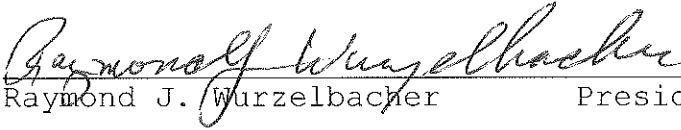
Motion 16-011 There being no further business to come before the Board at the time; upon motion by Trustee Wurzelbacher and seconded by Trustee Willsey, the Board voted to adjourn the meeting. The vote of the Board shows as follows: All present voted yes, which motion carried.

A special meeting of the Ross Township Board of Trustees will be held on January 13, 2016 at 5:00 pm at the Ross Fire Station #1 to discuss the 2016 Appropriations Budget.

The next meeting of the Ross Township Records Commission will be held on January 21, 2016 at 5:30 pm at the Ross Fire Station #1.

The next regular meeting of the Ross Township Board of Trustees will be held on January 21, 2015 at 6:00 pm at the Ross Fire Station #1.

ROSS TOWNSHIP BOARD OF TRUSTEES


Raymond J. Wurzelbacher President


Ellen Yordy Vice President


Thomas E. Willsey Trustee

ATTEST:


Judy Huffman Fiscal Officer