



**ROSS TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING MINUTES
JANUARY 21, 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 16-015 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 January 7, 2016. The vote of the Board shows as follows: All present voted yes, which motion carried.

Motion 16-016 Upon motion by Trustee Wurzelbacher and seconded by Trustee Yordy, the Board voted to approve the minutes of the Regular Meeting held on January 7, 2016. The vote of the Board shows as follows: All present voted yes, which motion carried.

Motion 15-017 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 January 13, 2016. The vote of the Board shows as follows: All present voted yes, which motion carried.

Motion 15-018 Upon motion by Trustee Wurzelbacher and seconded by Trustee Yordy, the Board voted to approve the minutes of the Regular Meeting held on January 13, 2016. The vote of the Board shows as follows: All present voted yes, which motion carried.

DEPARTMENT REPORTS

Administration - Bob Bass provided an explanation for three resolutions to be considered as follows: Appropriations Budget approval; Adopt Staffing Level and Pay Rates for 2016; Rescinding a portion of Board of Trustee Resolution Number 2015-047 to eliminate an

advance of \$3,500 from the General Fund to Fund Number 2901-EMS Training & Equipment Grant.

Fire Department - Chief Steve Miller presented the annual report for 2015.

Road Department - Road Superintendent Paul Bulach had no report.

Police Department - Chief Darryl Haussler requested that the Board consider hiring Nick Lutterbie to a newly created position of Part-time Mechanic in the Police Department as a cost saving measure for vehicle maintenance and repair.

PUBLIC PARTICIPATION

Wagon Wheel Drive resident, Steve Bosse, asked the Board how minutes are posted to the website. The Administrator advised that typically the day after minutes are approved at a meeting, he posts them on the site along with any resolutions associated with the meeting. Due to low staffing, sometimes the time between a meeting and minute posting may be longer than the next day. He then asked if the house at 4330 Hamilton Cleves would be demolished by the Township and who would raise the property out of the floodplain. Trustee Wurzelbacher advised that those details have not been finalized yet.

OLD BUSINESS

None

NEW BUSINESS

Announcements

Trustee Wurzelbacher announced that Deputy Auditor Davis Brown would attend the February 4th meeting of the Board to provide an update of events happening within the Auditor's office.

He also announced that the design firm of McGill, Smith, Punshon, Inc. will be in attendance at the February 4th meeting of the Board of Trustees to present its final version of the Downtown Venice Redevelopment Study. The study was commissioned by the Board in 2015 to look into efforts to control the type of preferred growth and redevelopment in that area in the future. The study is a culmination of efforts by the Township, the firm,

local and county governmental agencies and various community members.

Correspondence

None

Resolutions

Purpose- The 2016 Appropriations Budget was the sole topic of conversation at a Special Meeting of the Board on January 13, 2016. The following resolution approves and establishes the 2016 Appropriations Budget which includes a 3% pay raise for all full and part time employees hired prior to October, 2015.

Resolution 2016-006 Upon motion by Trustee Wurzelbacher and seconded by Trustee Willsey, the Board voted on the adoption of a resolution making permanent appropriation of funds for expenditures during the fiscal year ending December 31, 2016; authorizing transfer of \$137,250.01 from the General Fund of Ross Township to its OTA Lease Fund pursuant to R.C. 5705.40(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-At the 2016 Appropriations Budget meeting Police Chief Darryl Haussler requested and the Board has agreed to establish a new part-time Mechanic position in his department. This resolution creates a job description for the new position.

Resolution 2016-007 Upon motion by Trustee Wurzelbacher and seconded by Trustee Yordy, the Board voted on the adoption of a resolution adopting Section A.03.07 of the Ross Township Personnel Policy pertaining to a Part-time Mechanic job description within the Police Department. The vote of the Board shows as follows: All present voted yes, which motion carried.

Purpose- In order to pay its employees and control department hiring, the Board must establish both a level of staffing and a rate of pay for each position. This resolution adopts those levels and rates for 2016.

Resolution 2016-008 Upon motion by Trustee Wurzelbacher and seconded by Trustee Willsey, the Board voted on the adoption of a resolution adopting staffing levels and pay rates for fiscal year ending December 31, 2016. The vote of the Board shows as follows: All present voted yes, which motion carried.

Purpose-At Resolution Number 2015-047, the Board of Trustees ordered an advance of \$3,500.00 from the General Fund into fund number 2901-EMS Training and Equipment Grant. Due to a clerical error, that advance was not executed. To correct the error, the Board must file this resolution to rescind the advance order portion of that resolution to balance the 2015 year end revenue.

Resolution 2016-009 Upon motion by Trustee Wurzelbacher and seconded by Trustee Yordy, the Board voted on the adoption of a resolution rescinding a limited portion of Ross Township Board of Trustees Resolution Number 2015-047. The vote of the Board shows as follows: All present voted yes, which motion carried.

Motion 16-019 Upon motion by Trustee Wurzelbacher and seconded by Trustee Willsey, the Board voted to approve the following voucher/warrants totaling \$236,938.85 and authorize payment:

NUMBER	PAYEE	AMOUNT
42616	CHIEF STEVE MILLER	\$77.50
42624	AIRGAS GREAT LAKES	\$62.14
42625	ALVIS MATERIALS	\$124.00
42626	APPARELMASTER	\$178.00
42627	BEST GENERAL CONTRACTING TIRES	\$1,504.29
42628	BILL SPADE ELECTRIC INC	\$438.46
42629	BUTLER RURAL ELECTRIC COOP., INC.	\$170.50
42630	DUKE ENERGY	\$3,452.56
42631	FIRST FINANCIAL BANK	\$759.49
42632	GREAT MIAMI AUTOMOTIVE PARTS INC	\$294.01
42633	JUDY HUFFMAN	\$174.67
42634	MATHESON TRI-GAS INC	\$100.98
42635	MOLLIE JOHNSON	\$31.18
42636	MWG ADMINISTRATORS	\$11,458.75
42637	NORTHGATE FORD LINCOLN MERCURY INC	\$45.78
42638	ROSS HARDWARE	\$458.71
42639	ROSS OCCUPATIONAL HEALTH	\$1,038.00
42640	SOUTHWEST OHIO FIRE CHIEF'S ASSN	\$25.00
42641	SOUTHWEST REGIONAL WATER DISTRICT	\$170.74
42642	SURDYKE, DOWD & TURNER CO., LPA	\$490.00
42643	THE VENICE CORNERSTONE	\$65.00
42644	TREASURER STATE OF OHIO	\$600.00
42645	VERIZON WIRELESS	\$15.12
42646	WAYNE'S GARAGE LLC	\$501.64
42647	ZACKARY MORRIS	\$250.00
42648	3Z VC, LLC	\$290.00

42649	OBMV	\$10.00
42650	ADAM DAVIS	\$27.00
42651	AIRGAS GREAT LAKES	\$561.07
42652	BUTLER COUNTY SHERIFF'S OFFICE	\$1,750.00
42653	BUTLER COUNTY SHERIFF'S OFFICE	\$1,025.00
42654	D&R TARPING	\$117.79
42655	DOROTHY NIEMAN	\$50.00
42656	EMERGENCY MEDICAL PRODUCTS INC	\$24.54
42657	HAMILTON COUNTY SHERIFF'S OFFICE	\$200.00
42658	HAMILTON RENTAL CENTER	\$100.00
42659	KAUFFMAN TIRE	\$1,362.92
42660	LIND ELECTRONIC DESIGN CO INC	\$128.95
42661	LOWES BUSINESS ACCOUNT	\$37.81
42662	MAJOR SUPPLY CORP.	\$59.93
42663	MEDICAL MUTUAL OF OHIO	\$12,761.58
42664	ODOT	\$150,000.00
42665	OFESF	\$1,900.00
42666	PRO CHEM, INC	\$771.96
42667	QUALITY PUBLISHING CO	\$72.02
42668	RUMPKE	\$346.50
42669	SIRCHIE	\$80.92
42670	TIME WARNER CABLE	\$279.99
42671	VOGELPOHL FIRE EQUIPMENT	\$789.00
42672	WATSON GRAVEL, INC.	\$220.70
42673	WAYNE'S GARAGE LLC	\$82.93
42674	WOODHULL LLC	\$537.09
42675	ZIP GRAPHICS	\$81.00
42676	ZIP'S AUTO REPAIR	\$641.09

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

Motion 16-020 Upon motion by Trustee Wurzelbacher and seconded by Trustee Yordy, the Board voted to hire Nick Lutterbie to the position of Part-time Mechanic in the Police Department at the rate of \$13.00 per hour as discussed during the 2016 Appropriations Budget special meeting. The hiring 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.

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


Motion 16-021 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

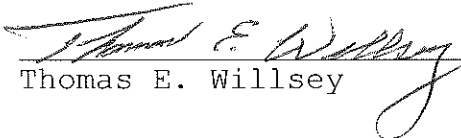
voted to adjourn the meeting. The vote of the Board shows as follows: All present voted yes, which motion carried.

The next regular meeting of the Ross Township Board of Trustees will be held on February 4, 2016 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