



# ROSS TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES FEBRUARY 2, 2017

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

## **CALL TO ORDER – PLEDGE OF ALLEGIANCE ROLL CALL**

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

## **PROCEDURAL ACTION**

### **Motion 17-024**

Upon motion by Trustee Yordy and seconded by Trustee Wurzelbacher, the Board voted to dispense with the reading of the minutes of the Regular Meeting held on January 19, 2017.

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

### **Motion 17-025**

Upon motion by Trustee Yordy and seconded by Trustee Willsey, the Board voted to approve the minutes of the Regular Meeting held on January 19, 2017.

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

Fiscal Officer Judy Huffman reported as of this date the township has on deposit \$2,827,616.20. She provided the Board with copies of the Bank Reconciliation Statement and the Cash Summary by Fund Report for January, 2017.

David Brown, representing the Butler County Auditor's Office announced the following deadlines for various Auditor related activities: March 3<sup>rd</sup> for filing for a CUV farm designation; March 9<sup>th</sup> for the release of the 2017 first half tax bills; and March 31<sup>st</sup> for filing for a Board of Revision decision on a tax bill.

## **DEPARTMENT REPORTS**

**Administration** – Bob Bass provided an explanation for four resolutions and one motions to be considered as follows: Marijuana moratorium extension- extends the moratorium for an additional six months; 2017 Appropriations Budget adoption-based on the departments presentation at the Special Budget Hearing on January 10<sup>th</sup>; Holiday pay policy change- allows for hourly double time for part-time employees who work on Thanksgiving, Christmas or New Year's Day; Staffing level and Pay Summary amendment- to reflect a 3% pay increase for all full and part time employees hired prior to October, 2016; and

motion to order additional step pay increases for eligible employees. He also provided an update on two open nuisance cases.

**Fire Department** – Chief Steve Miller presented the monthly report for January, 2017 and provided the Board with a copy of the 2016 Annual Fire Department Report.

**Road Department** – Superintendent Paul Bulach announced that the signs being purchased under his existing Sign Safety grant have been ordered.

**Police Department** – Acting Chief Jack Tremain presented the monthly report for January, 2017 and provided the Board with a copy of the 2016 Annual Fire Department Report. He also announced that Officers Liddil, Kabuss and Rogers were nominated for the MADD Award of Excellence for their work on the OVI task Force.

## **PUBLIC PARTICIPATION**

Tom Yeager of the Southwest Regional Water District presented the Board with its' updated 30 year masterplan and discussed working with the Township on the installation of fire hydrants on upcoming projects.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

### **Announcements**

None

### **Correspondence**

Danielle Webb, Vice President of Marketing has sent a message requesting that the Board consider allowing the use of the Ross Township Government Center as a location to hold presentations to families within the community on how to recognize addictions (notably heroin). The Board discussed the idea of using the Government Center and unanimously agreed that it would be acceptable after acquiring additional information from Community First through the Administrator.

### **Legislation**

**Purpose-**At Resolution Number 2016-042, the Ross Township Board of Trustees imposed a six month moratorium on the issuance and processing of any permits allowing cultivators, processors and retail dispensaries within the township. The Board of Trustees desires to extend the initial moratorium for an additional six months in order to continue to undertake a review of the new law and related issues and to have staff recommend resolutions to the Board regarding the cultivation, processing and retail dispensing of medical

marijuana. This resolution declares that moratorium.

**Resolution 2017-006**

Upon motion by Trustee Yordy and seconded by Trustee Willsey, the Board voted on the adoption of a resolution amending Ross Township Board of Trustees Resolution Number 2016-042 which imposes a moratorium of six months on the issuance and processing of any permits allowing cultivators, processors and retail dispensaries within the township.

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

**Purpose-** The 2017 Appropriations Budget was the sole topic of conversation at a Special Meeting of the Board on January 10, 2017. The following resolution approves and establishes projected income and expenses under the 2017 Appropriations Budget which includes a 3% pay increase for all full and part time employees hired prior to October, 2016.

**Resolution 2017-007**

Upon motion by Trustee Yordy and seconded by Trustee Wurzelbacher, the Board voted on the adoption of a resolution making permanent appropriation of funds for expenditures during the fiscal year ending December 31, 2017; authorizing transfer of \$137,476.19 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, motion carried.

**Purpose-**At the 2017 Appropriations Budget meeting Fire Chief Miller requested and the Board agreed to establish a double time pay scale for any part-time employee of the Township who works on Thanksgiving, Christmas or New Year's Day. This resolution approves that double time pay rate and amends the Personnel Policy to reflect the change.

**Resolution 2017-008**

Upon motion by Trustee Yordy and seconded by Trustee Willsey, the Board voted on the adoption of a resolution amending the Ross Township Personnel Policy to add Section 4.03E - Computation of Pay - Holiday amending the pay scale for part-time employees for select holidays.

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

**Purpose-** As a result of the adoption of the 2017 Appropriations Budget, the Board ordered the amendment of the existing level of staffing and a rate of pay for each position in order to pay its employees and control department hiring in 2017. This resolution adopts those levels and rates.

**Resolution 2016-009**

Upon motion by Trustee Yordy and seconded by Trustee Wurzelbacher, the Board voted on the adoption of a resolution amending the Staffing Level and Pay Summary rates for the fiscal year ending December 31, 2017. The vote of the Board shows as follows: All present voted yes, which motion carried.

**Motion 17-027**

Upon motion by Trustee Yordy and seconded by Trustee Willsey, the Board voted to approve the following voucher/warrants totaling \$100,061.50 and authorize payment:

NUMBER	PAYEE	AMOUNT
43649	CHIEF STEVE MILLER	\$92.50
43650	EVAN T SEELEY	\$338.03
43651	LEADSONLINE	\$600.00
43652	A. E. DAVID COMPANY	\$84.95
43653	AIRGAS GREAT LAKES	\$62.12
43654	AMERIGAS	\$1,141.13
43655	AT&T MOBILITY	\$880.52
43656	BUTLER COUNTY SHERIFF'S OFFICE	\$2,025.00
43657	DELTA DENTAL	\$492.48
43658	ELLEN W. YORDY	\$1,601.11
43659	ENGRAVING UNLIMITED	\$117.25
43660	HEALTH & SAFETY INSTITUTE	\$35.00
43661	KRISTEN L. GILLUM	\$200.00
43662	MARK SMITH	\$4,613.64
43663	MEDICAL MUTUAL OF OHIO	\$12,082.50
43664	OFESF	\$400.00
43665	OVERHEAD DOOR	\$858.88
43666	RAYMOND J WURZELBACHER	\$338.40
43667	ROSS OCCUPATIONAL HEALTH	\$346.00
43668	STAPLES ADVANTAGE	\$288.96
43669	TIME WARNER CABLE	\$133.43
43670	VERIZON WIRELESS	\$21.29
43671	VISION SERVICE PLAN - (OH)	\$179.10
43672	VOGELPOHL FIRE EQUIPMENT	\$446.63
43673	WARREN FIRE EQUIPMENT, INC.	\$1,523.25
43674	WINELCO INC	\$200.00
43675	AIRGAS GREAT LAKES	\$588.21
43676	APPARELMASTER	\$169.45
43677	DUKE ENERGY	\$426.86
43678	HUFF'S GNS	\$1,922.16
43679	PRO CHEM, INC	\$392.32
43680	QUILL CORPORATION	\$322.76
43681	THOMAS WILLSEY	\$399.46

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

**Motion 17-028**

Upon motion by Trustee Yordy and seconded by Trustee Willsey, the Board ordered additional step pay increases to the following employees:

Department	Employee	Current Rate/hr.	New Rate/hr.
Fire	Mike Brooks	\$15.50	\$16.48
	Scott Huston	\$15.50	\$16.48

	Robby Smith	\$15.50	\$16.48
Police	Nick Lutterbie	\$13.00	\$14.00
	Dan Horgan	\$10.30	\$13.00
Road	Adam Davis	\$12.50	\$15.00

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

**Motion 17-009** Upon motion by Trustee Yordy and seconded by Trustee Wurzelbacher, the Board voted to retire to executive session to discuss the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual requests a public hearing in accordance with Ohio Revised Code Section 121.22(G)(1) at 6:43p.m.

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

**Motion 16-010** Upon motion by Trustee Yordy and seconded by Trustee Willsey, the Board voted to return from executive session to the regularly scheduled meeting at 7:51p.m.

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

**Motion 17-029** There being no further business to come before the Board at the time; upon motion by Trustee Yordy and seconded by Trustee Wurzelbacher, the Board voted to adjourn the meeting.

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

The next regular meeting of the Ross Township Board of Trustees will be held on February 16, 2017 at 6:00 pm at the Ross Township Government Center.

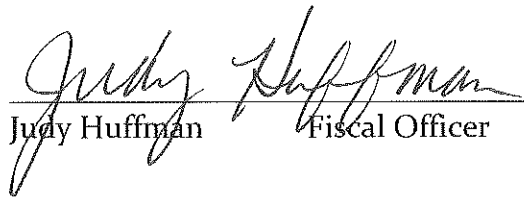
**ROSS TOWNSHIP BOARD OF TRUSTEES**

  
 Ellen Yordy \_\_\_\_\_ President

\_\_\_\_\_  
 Thomas E. Willsey Vice President

  
 Raymond J. Wurzelbacher \_\_\_\_\_ Trustee

**ATTEST:**

  
Judy Huffman Fiscal Officer