



**ROSS TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
MARCH 3, 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 15-032** 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 February 18, 2016. The vote of the Board shows as follows: All present voted yes, which motion carried.

**Motion 15-033** Upon motion by Trustee Wurzelbacher and seconded by Trustee Yordy, the Board voted to approve the minutes of the Regular Meeting held on February 18, 2016. The vote of the Board shows as follows: All present voted yes, which motion carried.

Fiscal Officer Judy Huffman provided the Board with copies of the Bank Reconciliation Statement and the Cash Summary by Fund Report from February, 2016. She also presented the annual Liability Insurance Report noting that our costs were lowered for 2016 due to the vehicles and other property sold in 2015 through auction. The departmental breakout of the insurance cost is as follows: Administration - \$13,163; Fire - \$27,715; Police - \$6,988 and Road - \$13,907.

**DEPARTMENT REPORTS**

**Administration** - Bob Bass provided an explanation for a resolution to be considered adopting of the Downtown Venice Redevelopment Plan. He also provided an update on the open and recently closed nuisance violations and reported on the local press misinformation regarding Board meeting location and roundabout costs noting that the location for meetings remains at Fire Station #1 until further notice and that the Township has nothing

to do with the cost of constructing or maintaining the roundabout at Layhigh and SR 748.

**Fire Department** - Chief Steve Miller presented the monthly report for March, 2016 and requested the Board's consideration to create an additional Lieutenant's position. He noted that the current Auxiliary Lieutenant will soon retire and this position will give him the number needed to adequately run his department. He also noted that the process for promoting into that position has ended in a virtual tie so that both candidate could fill the position if the Board choses to create the other position.

**Road Department** - no report

**Police Department** - absent

## **PUBLIC PARTICIPATION**

Resident Steve Bosse, Wagon Wheel Drive, asked if a pre-purchase appraisal was done on the Tragesser property prior to the Township purchasing it. Trustee Willsey advised that the Township used the asking price of \$835,000 and the Auditor's tax value to arrive at the price., He then inquired as to the plans for the property at 4330 Hamilton Cleves and was told that the property is to be cleared and that the Township will maintain it until that occurs.

Lastly, he asked for and information as to how the Police and Fire Departments were staffed. The Fire Chief advised that he staffs the two fire stations with two Firefighter/EMTs or Medics every day. In the absence of the Police Chief, the Administrator advised that the Police Department has an officer on duty for each of the three daily shifts each day. Mr. Bosse stated that he would like to see higher staffing levels per shift. The Administrator agreed that it would be preferable but that the department's budget does not support more officers per shift without getting additional funds through a General Fund transfer. He also offered to go through the budget with Mr. Bosse at his convenience.

## **OLD BUSINESS**

The Administrator advised that a possible lease agreement with Community First at 4055 Hamilton Cleves Road could

result in a \$350.00 monthly rent. Community First intends to conduct almost all of their business for this office in the homes of the people they will be assisting. This means that very few, if any, of their patrons would come to the Government Center for services. The Board instructed the Administrator to have the attorney draft a month to month rental agreement for their approval.

During the last meeting, the Administrator was instructed to gather information regarding the codification of the Downtown Venice Redevelopment Plan and the possible updating of the Land Use Plan. He reported that the County advised that the Board should consider finishing the codification work and consider updating of the Land Use Plan separately. The Board instructed the Administrator to get sever price options for the codification.

## **NEW BUSINESS**

### **Announcements**

Trustee Willsey announced that the Ross Lion's Club will hold its' annual Easter Egg Hunt at Ross High School on March 26<sup>th</sup> at 11:00am.

### **Correspondence**

None

### **Legislation**

**Purpose-**At the regularly scheduled meeting on February 4<sup>th</sup> representatives from McGill Smith Punshon, Inc. presented the results from the Downtown Venice Redevelopment Study. In order to move the study forward the Board of Trustees must adopt the Downtown Venice Redevelopment Plan and ask that it be incorporated into the Ross Township portion of the Butler County Land Use Plan.

**Resolution 2016-012** Upon motion by Trustee Wurzelbacher and seconded by Trustee Willsey, the Board voted on the adoption of a resolution adopting the Downtown Venice Redevelopment Plan and directing the Administrator to submit the adopted plan to the Butler County Commissioners for inclusion into the Ross Township portion of the Butler County Land Use Plan. The vote of the Board shows as follows: All present voted yes, which motion carried.

**Purpose-**Earlier in the meeting, the Fire Chief requested

that the Board consider putting on an additional Lieutenant In his department. This resolution adjusts the number of Lieutenants available to the Fire Department.

**Resolution 2016-013** Upon motion by Trustee Wurzelbacher and seconded by Trustee Yordy, the Board voted on the adoption of a resolution amending 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.

**Motion 16-034** Upon motion by Trustee Wurzelbacher and seconded by Trustee Willsey, the Board voted to approve the following voucher/warrants totaling \$155,172.84 and authorize payment:

<b>NUMBER</b>	<b>PAYEE</b>	<b>AMOUNT</b>
42757	CHIEF STEVE MILLER	\$85.00
42758	OTARMA	\$61,772.00
42759	3Z VC, LLC	\$145.00
42760	ADVANCE AUTO PARTS	\$428.62
42761	AIRGAS GREAT LAKES	\$94.76
42762	ALVIS MATERIALS	\$31.00
42763	BREATHING AIR SYSTEMS	\$479.70
42764	CAMP SAFETY EQUIPMENT, INC.	\$435.00
42765	D&R TARPING	\$66.96
42766	DELTA DENTAL	\$609.86
42767	EXPRESS GRAPHICS	\$99.02
42768	JACK TREMAIN	\$14.22
42769	JUDY HUFFMAN	\$19.17
42770	MOBILCOMM	\$69.10
42771	MOORE INDUSTRIAL HADWARE	\$36.54
42772	OVERHEAD DOOR	\$225.00
42773	STAPLES ADVANTAGE	\$371.46
42774	THE VENICE CORNERSTONE	\$65.00
42775	TIME WARNER CABLE	\$170.30

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

**Motion 16-035** Upon motion by Trustee Wurzelbacher and seconded by Trustee Yordy, the Board voted to promote Ben Alvis and Steve May to the position of Part-time Lieutenant at the rate of 17.25 per hour 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 16-036** 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 6:49p.m.

**Motion 16-037** Upon motion by Trustee Wurzelbacher and seconded by Trustee Yordy, the Board voted to return from executive session to the regularly scheduled meeting at 7:15p.m.

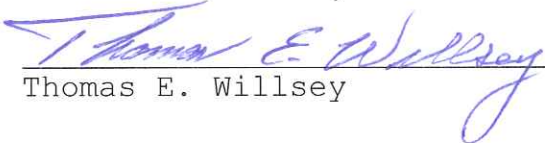
**Motion 16-038** There being no further business to come before the Board at the time; upon motion by Trustee Wurzelbacher and seconded by Trustee Willsey, the Board voted to adjourn the meeting. The vote of the Board shows as follows: All present voted yes, which motion carried.

The next regular meeting of the Ross Township Board of Trustees will be held on March 17, 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

