THE PERRY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

held on October 13, 2020

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Zoom Meeting called to order by Trustee Mears at 7:00 p.m.

Pledge of Allegiance

Roll call:

Present: Trustee Mears, Trustee Harshorn, Trustee Wynne

For the Record: FO Behnken, Zoning Administrator/Office Assistant, Karen Kayer and Chief Littleton present

Absent: Mr. Kraft, Road & Cemetery Supervisor

Condolence to Sonja Keaton, Brookville City Manager, for the loss of her daughter

Resolution 20:124 Approve Minutes from the Board of Trustees Meeting September 8, 2020

Resolution 20:125 Approve Minutes from the Special Meeting September 15, 2020

Resolution 20:126 Approve Minutes from the Work Session Meeting September 22, 2020

Resolution 20:127 Approve Minutes from the Special Meeting September 24, 2020

Resolution 20:128 Approve Minutes from the Work Session Meeting October 1, 2020

Resolution 20:129 Approve Minutes from the Special Meeting October 5, 2020

Resolution 20:130 Approve Payment of Bills from Check #35529 to check #35641

Electronic Payments and Vouchers.

See Attached Accounting and Payroll Payment Listing and Cash Summary by Fund.

Resolution 2020: 124 – 130 Approve Minutes and Payment of Bills

MOTION was made by Trustee Mears

Roll was called: Ayes- Mears, Wynne, Hartshorn

Second: Trustee Hartshorn

Nayes- None

Fiscal Officer Reports

Resolution 2020:131 Approve Tax Year 2020/2021 Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and certifying them to the County Auditor.

MOTION was made by Trustee Mears

Roll was called: Ayes- Mears, Hartshorn

Abstain: Wynne

Second: Trustee Hartshorn

Nayes- None

Resolution 2020:132 Approve Permissive Fund Renewal CD at LCNB Bank at an interest rate of .35% for a 6 months renewal effective October 2, 2020 with a maturity date of April 2, 2020

MOTION was made by Trustee Wynne

Roll was called: Ayes- Mears, Wynne, Hartshorn

Second: Trustee Mears

Nayes- None

Wolf Creek Watershed:

Request for time extension to the national office has been signed by Terry Cosby and has been forward to the national office for approval yesterday. We anticipate that being approved for the time extension any day now. The engineering plans are being revised for final review, and approval. Once they are done, in conjunction with the contracting team the project will be bid, and awarded. We expect this to be around sometime in November, and the construction could start after that or in December. This is where it funnels down to the three contracting officers for the nation in the EWP program, where it could get slowed down.

Barrett Paving Customer Setup complete for Sheep Road

Attended the MCTA Township Fiscal Officers Meeting September 15, 2020
Discussion regarding CARES Funding. Zoom Meetings will be held quarterly

**Reports from Department Heads**

**Road and Cemetery**

Issue II - Installed Sheep Road Culverts and hauling dirt. Barrett will begin widening and resurfacing October 19, 2020
Working on Cemetery Footers

Trustee Mears questioned the 91 Dump Truck was placed on Gov Deals. FO Behnken stated no the truck needs parts stripped off before listing.

**Police Department**

Chief Littleton discussed a resident in the township who has offered to volunteer in the Police Department. Due to Leads Compliance Chief Littleton questioned if the trustees were interested in Mr. Anders for front office help. At this time no discussion regarding the volunteer services.

Reports of vehicles stopping at curbside going through trash. Chief stated to shred documents that could result in identity fraud

2nd Annual Shop with a Cop donation letters sent and also placed on the website. Nomination forms are required to complete if anyone would like to nominate a family.

2020 OVI Contract amount was $5,000.00. Reviewing 2021 OVI Contract to increase up to $8,000.00

Forms on website for residents to complete if they request a police cruiser to park in the resident’s driveway

VIHC’s (Vacation House Check) on website to complete or a resident can call an officer. Allow 72 hour notice to enter into the system

Fund Raisers – Children Books and Holiday Cards. Money will go towards Shop with a Cop

**Zoning Report** (See Attached Report)

**Trustees Reports:**

**Trustee Mears:** (No Report Submitted)

Pulled weeds at Administration Building
Helping with Trash Bills and Zoning
Checked on Issue II Sheep Road
Township residents regarding questions
Spoke with Chief Littleton regarding Mr. Anders
Received information from Vic regarding the Watershed
Spoke with Fire Departments and Schools. Chief Fletcher and Mr. Hopkins stated with COVID no meetings can be held inside. Will need to rethink the Town Hall Meetings at this time due to late in the season.
Don’t forget to Vote

**Trustee Wynne:** (See Report)
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Trustee Hartshorn: (See Report)

**Resolution 2020:133** Approve to purchase a Wi-Fi router for the Administration offices with a four-year extended warranty at a total cost of $122.53

**MOTION was made by Trustee Hartshorn**

Roll was called: Ayes- Mears, Wynne, Hartshorn

**Second: Trustee Mears**

Nayes- None

New Business:

Trustee Wynne questioned if the township has heard additional information regarding the wetlands. Trustee Hartshorn stated residents should contact the Army Core of Engineers and the township has no role in the wetlands.

Trustee Wynne questioned if anything has developed with the new neighborhood on Westbrook and Heckathorn Road. At this time no additional information.

Old Business:

Visitors: None

With no other business, at 7:40 p.m.  
**MOTION was made by Trustee Mears “To Adjourn”**

**Trustee Wynne** Second the motion to adjourn

Rhonda Behnken

President, Trustee
DATE: 10-13-2020

OFFICE ASSISTANT/TRASH/ZONING ADMINISTRATOR REPORT

OFFICE ASSISTANT:
Met with the Board of Trustees on October 1, 2020 at 4:00pm in a work session to define my job responsibilities.

TRASH:
September 14, 2020 the 2021 Trash Tax Assessment was sent to the Auditors Office.

September 25, 2020 the 3rd Quarter Request to be Invoiced to Rumpke was given to the Fiscal Officer. Due September 30, 2020. Found out by an E-mail on 10-8-2020 from the Fiscal Officer that the Request to be Invoiced document was to be sent to Vicki Akins at Rumpke before the Fiscal Officer was given a copy. I called Vicki Akins spoke to her about this and E-mail her a copy 10-9-2020. I told her I am the contact with Rumpke unless it has to do with an invoice that needs to be paid. Then contact the Fiscal Officer.

September 24, 2020 At the Special Meeting it was decided by the Trustees to increase the Quarterly Trash bills from $52.00 at Quarter to $55.00 a Quarter due to Rumpke increasing the fee. This started with the 4th Quarter Trash Billing.

September 30, 2020 The 4th Quarter Trash Bills were mailed out.

ZONING:
Permits Issued: 1 deck & 1 porch

October 9, 2020 I mailed out the Ohio Department of Agriculture 2020 Easement Monitoring Inspection Letter. Once they contact me I will setup a time with them to go out and do the inspection.

October 15, 2020 The tabled BZA meeting from September 3rd has been scheduled for Thursday October 15, 2020 @ 7:00pm.

NEW BUSINESS:
I have four Permits waiting to be issued. 2-Pole Barns, 1- Garage, 1- Shed

I received a Application for a Zoning Appeal requesting a new parcel. This will be set for November 5, 2020 @ 7:00 pm.

Respectfully Submitted
Karen Kayler
Rhonda –

Here is a summation of what I plan to present tonight:

- I met online with representatives from Beckett-Varanese Financial Analysts, Inc., and will be presenting info to the other trustees to see if we want their help to find additional revenue for the township
- I had an opportunity to look over the suggestions from KLA Risk Consulting and plan to look into what changes we can make to reduce our risks and liabilities in the township
- I had a phone call from a citizen regarding a flag pole, I referred them to the zoning officer
- Lacey Aikman is having a fundraiser to support Shop with a Cop
- I will be posting soon the information about the contest to submit artwork for a 200th anniversary t-shirt to be sold through the township. Anyone interested in submitting artwork can contact me at any time beginning tomorrow.
- I want to extend a thank you to all of the people who reached out and offered prayers during my family’s difficult time last month. We have an amazing township and amazing people and that’s why I chose to be where I am and do what I do.

Sorry it’s not all typed up neat and stuff but that’s it in a nutshell.

Mindi
Meetings Attended
- MVRPC TAC
- MVRPC Disaster Recovery
- Hyper-Reach Demo and Review

Hyper-Reach
- Participated in a demonstration and review of their alert and notification services
- Much cheaper than tornado sirens with many more capabilities
- Would like to have the Asher Group provide a demonstration to the police chief and trustees in our October Working Session.

2020 Montgomery County Township Association (MCTA) Awards
- Would like to discuss with the department heads for anyone they believe should be nominated for discussion at the October Working Session.

Ramp Project Update
- Kramer and Kramer have everything completed for the work to be done by Double J.
- Awaiting schedule update from Double J’s on the work being completed as of 10/11/2020

Township Website
The website updates include:
- The main web page now shows meetings for the month at the top of the page
- Township monthly financial statements are available in links by the Board of Trustee agendas, minutes and recording links.
- I look forward to comments and inputs from residents and

USDA Building Grant
- I have completed my part of the pre-application and forwarded to Chief for his information.
- It will then be forwarded to F.O. Behnken for any information she can provide.

TWP Office Network
- After researching suitable devices, I have found one that meets the security and functional needs of our admin offices at a lower cost than previously proposed.

I make a motion to purchase a Wi-Fi router for the Administrative offices with a four-year extended warranty at a total cost of $122.53.

Cemetery Grant
- We have been selected for the grant request we submitted for $1000 to repair the archway for the Pleasant Hill Cemetery
- I submitted acceptance of the grant and set up state accounts necessary to receive the funds.

Office Update
I wanted to let the residents know that the TWP offices have been updated Mon- Wed 11 am – 5 pm, Thurs-Fri 9 am – 3 pm and the township Office Assistant/Zoning Administrator/Rubbish Coordinator Mrs. Karen Kaylor is in the offices at those times Mrs. Kaylor is there to help residents and answer questions.

Trash Bill Delays
Wanted to let residents know that we have been notified of some residents not receiving their trash bills since the Sept 30 mailing. Mrs. Kayler contacted the Brookville post offices and was told that due to illnesses and other absences, there has been a delay in sorting and processing mail.