Call the Meeting to Order

Pledge of Allegiance

Fiscal Officer Roll Call:

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<tr>
<th>Elected/Appointed Officials</th>
<th>Title</th>
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<tr>
<td>Mindi Wynne</td>
<td>Trustee President</td>
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<td>Jason Hartshorn</td>
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<td>Melissa Mears</td>
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<td>Charity Grill</td>
<td>Interim Fiscal Officer</td>
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<td>Township Staff</td>
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<td>Chief Timothy Littleton</td>
<td>Chief of Perry Twp. Police</td>
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<td>Caleb Hoops</td>
<td>Cemetery &amp; Roads Supervisor</td>
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<td>Karen Kayler</td>
<td>Zoning &amp; Township Administrator</td>
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Consent Agenda:
- Acceptance of the following Minutes:
  - September 14, 2021 – Regular Trustee Meeting Minutes
- Approval of Bills being paid for the time period of September 1, 2021 to September 30, 2021.
  - Electronic Warrants 193-2021 through 234-2021
  - Check numbers 36511 through 36567

MOTION TO APPROVE the Consent Agenda was made by President Trustee Wynne and seconded by Trustee Hartshorn.

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Guest: Chief Fletcher, Brk FD and Chief Keyser, N.L FD:

Chief Fletcher discuss the allowable use of any potential new levied funds under the Capital Improvement levy that will be on the November 2, 2021 ballot. And how the increase of pricing is impacting the Departments bottom line and where the funds are currently having to come from.

Chief Keyser add that post 9-11 people were willing to volunteer their time to aid the communities, however in the current economy everyone wants to be paid for their time and this impacts the funds the departments receive.

Fiscal Officer Reports:

See attachment

MOTION TO APPROVE 10% of the ARPA funds appropriated to IT Infrastructure was made by Trustee Hartshorn by and seconded by Trustee Mears.

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MOTION TO APPROVE 25% of the ARPA funds appropriated to allowable salaries was made by Trustee Hartshorn and seconded by President Trustee Wynne.

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Road and Cemetery:

See Attachment

Discussion was had to set a top dollar for the purchase of new dump truck. After discussion it was determined that the purchase about is not to exceed $50,000.00.

MOTION TO APPROVE a limit of $50,000.00 for the purchase of a new dump truck was made by Trustee Hartshorn and seconded by President Trustee Wynne.

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MOTION TO Proceed into Executive Session per O.R.C. 121.22 (g)(1) : To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or Official was made by President Trustee Wynne and seconded by Trustee Hartshorn.

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MOTION TO Exit Executive Session and return to general session was made by President Trustee Wynne and seconded by Trustee Mears.

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Police Department Report:

- September Stats are posted to police department website
- Hired Ashley Cress for property room clerk/administrative position with an effective date of 10/11/2021 at $15.00 per hour

MOTION TO APPROVE the hiring of Ashley Cress, Property Room Clerk at a pay rate of $15.00 per hour effective 10/11/2021 was made by Trustee Mears and seconded by President Trustee Wynne.

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- Applied for body worn camera grant Will be applying for fire house sub grant on 10/13/2021
- Shop with cop on Saturday December 11, donation letters mailed.

Zoning Department Report:

See Attachment
Trustee Reports:

Trustee Wynne:
- COMMENDED Police Department on a fabulous job during a situation on Diamond Mill Rd and the use of our evidence van.
- Excited about the work taking place with Susan Crabill and the Land Bank regarding the zoning issues in Pyrmont.
- Attended the Tornado Disaster Relief closing celebration sponsored by the Dayton Foundation.
- Attended the Law Enforcement Memorial at Riverscape
- Reinforced the importance of passing the Fire/EMS Levy
- Attended lots of webinars
- Address clean-up of the cemeteries and calls receive regarding what happen to items at the cemetery.

Trustee Hartshorn:
See Attachment

- Stressed the importance of the Fire/Ems Levy
- Zoom comment by Ron Wynne – Much better audio then what has been used in the past.

Trustee Mears:
- Attended the Law Enforcement Memorial at Riverscape
- Attended Dayton Engineer Club Meeting
- Meet with Susan Crabill with Land Bank and Karen Kayler regarding the properties in Pyrmont. Susan has been out again since the meeting.
  - There may be an anonymous donor to help cover the demolish cost.
  - State Fire Marshall – regarding underground tanks
- Cemetery Issues – Missing items after clean-up
- Still waiting to hear back from Public Health Department
- Fire/EMS Levy – waiting to get information that the departments said they would provide us.

Old Business:
- Land Bank involvement regarding Pyrmont Properties – Covered by Trustee Mears
- Status of Record Retention – still in process, time just has not available
- Marketing of the Fire Levy – signs available to help promote
- Status of Wolf Creek Watershed project – No update
- Status of Cemetery Grant and repairs – We didn’t get a grant this year
- Status of Risk Assessment completion
- Any more info about Wetlands project – Moving forward with the project, will be bringing in some equipment. Estimated time likely to continue through 1st half of 2022.

New Business:

N/A

Visitor:
See Visitor Log
Dale Seim:
- Discussed CAUV and his understanding, and that the information Trustee Hartshorn being inaccurate.
- He brought up the previously discussed investigation of past Trustees and past Fiscal Officer has been closed and that he has received an email from the state of Ohio.

Brad Warvel:
- Ask about the CAUV percentage of 8%
  - Trustee Hartshorn answered yes, what was provided to him is that the current rate is about 8.10% of the actual tax value of each acre.
  - Mr. Warvel also add, plus they receive subsidies.
  - Trustee Hartshorn further clarified that the subsidies are completely separate, this information only relates the impacts of the CAUV.

**Motion to Adjourn:**
**MOVED BY:** Trustee Hartshorn
**SECOND:** Trustee Mears

**Roll Call:**

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Motion so moved.
Time: 8:30

Charity F Grill, Fiscal Officer

Mindi Wynne, President Trustee
• American Rescue Plan Act (ARPA) – Coronavirus Local Fiscal Recovery Funds for Ohio Non-Entitlement Units of Local Government
  o 9/16: We received funding in the amount of $176,348.41
  o I have requested an Amended Certificate from the Montgomery County Auditors Office. This receipt will allow us to receipt the funds into UAN and allow the Trustees to Appropriate the funds usage. I have been advised that the certificate has been amended and we will receive the certificate by mail.
  o Legal Counsel has advised that these funds can be used for the following items as IT upgrades would fall under infrastructure improvements:
    ▪ We need a resolution to receipt the fund into our General Fund
    ▪ Cost of Technology Upgrade to the Conferencing abilities of the Township.
    • Known expenses we could include:
      o intrustIT – estimated cost of $6,015
      o PC to run the systems – approximate cost of $815
      o Oasis – Estimated cost $1,495
        ▪ Estimate total : $8,325
    • We need a resolution as to how much of the funds the Trustees would like to Appropriate towards Technology Upgrades.

  ▪ Short-term payroll cost for assistance with the administration and record keeping needs to properly adhere to the requirements set forth regarding the usage of the ARPA funds
    • We need a resolution as to how much of the funds the Trustees would like to Appropriate salary expenses.

• Resolution 21-58 accepting the Amounts and Rates as determined by the Budget Commission and Authorizing the necessary tax levies and certify them to the County Auditor has been submitted.

• LCNB Certificate of deposit in the amount of $32,930.74 was redeemed due to maturity and transferred into the LCNB checking account. Since we are anticipating the purchase of a new dump truck and the need to use the funds.

• Attended 2 Webinars hosted by Ohio Township Association:
  o 10/5 : Auditing of the American Rescue Plan Funding
  o 10/8 : Fiscal Officer Training – Building a Relationship with Your County Auditor.

• 10/18 @ 3pm I will be attended a meeting with Kelly Austin to review the Townships OTARMA Risk Conrol
Township Website, Social Media and General Information Technology

- Continuing to update the website, township social media, and digitizing documentation
- Have been working with Oasis on web site design reviews
- Worked the purchase and setup of Microsoft Office 365 on lobby PC
- Meeting room AV update
  - Hardware is on backorder, once hardware is received Intrust will be onsite to install
  - After ARP training and asking some legal questions, we can use ARP funds to fully pay for meeting room updates.
    - approximately $6100 for the room system
    - $850 for the pc to run the system

Maintenance Garage

- Since firehouse grant for maintenance garage PC’s and printer is not moving forward, looking into how we can purchase.

Roads and Cemeteries

- Continued weekly driving inspections of township roads, cemeteries, and nuisance properties.

Meetings Attended

- OTA webinar on “Trustee Training - Bringing Broadband into Your Community”
- OTA webinar on "Auditing of American Rescue Plan Funding"
- Met with Oasis for initial web development review discussion

Old business

Township Website Hosting

- We need to make sure that Trustees, F.O. and department heads review and the new web site as its being developed and provide thoughts and ideas on layout, content and development.
Trustee Meeting Oct 12 2021

Cemetery

We have had 3 Burials this past month. 1 at Pleasant Hill, and 2 at Eversole.

We’ve had a total of 19 burials this year.

I had lawn plus spray all three of our active cemeteries for broad leaves.

Got all three cemeteries cleaned of flowers. Anything not on the head stones where removed. If flowers and bushes are not kept up on we will remove them. We are still working on pulling bushes.

The public has until October 22 to get all concrete figurines, benches, dogs, bowling balls. They will be removed.

October 1st and March 1st are our reset, cleanup days. Those signs are posted in all three cemeteries.

We are currently working on our fall foundation orders.

Looking for Volunteers to help with updating our cemetery books this winter? How can we put this out to the public?

We’ve been going thru replacing missing section markers, and working to get new section signs made.

I met with Greg from Abbottsville Monument to show me how to reset headstones. I haven’t got that far yet.

Roads

First I would like to Thank Clay township for allowing us to use there 1 ton dump last week for our burials.

We are working on purchasing a used oil tank from Clay Township for 100 dollars.

Our 1 Ton Dump is still in the shop, Transmission is in, Steve replaced tie rod end on the passenger side, fuel straps are getting replaced they were completely rusted apart, the water pump just started leaking so I had him replace that. He is replacing the u joints. We also got the seat redone and rebuilt its been tore and had boards and gloves shoved in it as our seat. Hopefully we get that back this week.

We are going to get the yellow truck to him to go thru it and brought up to dot standards and ready for winter.

Once we get the foundations done we are going to get everything out for winter and start going thru our spreaders and augers and plows.

We took our old v plow up to the Brookville FFA to have them paint it and we will be setting that out to display it at the maintenance garage.
We put in a farm entrance drive on amity road

We have 15" double wall pipe to put in on amity road.

We have got the landscape trailer all complete and its in service. We will be getting the old red trailer on Gov deals soon to sell.

I have two resumes for the full time position. It closed Friday. I will be setting up interviews for the coming week. Should hopefully have a fulltime guy soon!
ZONING ADMINISTRATOR MONTHLY REPORT

10/12/2021

OFFICE ASSISTANT/TRASH/ZONING ADMINISTRATOR

OFFICE ASSISTANT

I have been working with Caleb on Cemetery Deeds and Cemetery Logs updates.

TRASH

The Trash Bills were mailed out September 30, 2021.

ZONING

There are two Nuisance Abatement hearings scheduled for October. 1 is Thursday, October 14, 2021, at 3:00 pm and the other is Thursday, October 21, 2021, at 3:00pm. There are more nuisance abatements being scheduled.

I am working on the Ohio Department of Agriculture 2021 Easement Inspection and report due by December 31, 2021. I have sent a letter to the owner to set up a time for the inspection.

I am working with Trustee Mears and Susan Grabill from Montgomery County Land Bank regarding some properties in Pyrmont. I will let Trustee Mears give the report.

I have scheduled a BZA Hearing on a Farm Split for Thursday, November 4, 2021, at 7:00 pm.

Since the last Trustees Meeting there have been 3 permits issued: 1 Above Ground Pool, 2 Pole Barns.

There are 6 pending permits right now.


Respectfully Submitted by Karen Kayler

Zoning Administrator
If you are going to speak you have 5 minutes.

State your **Name and Address** before you ask your questions or make a comment.

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<td>Bonnie Bertelson</td>
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