

**Records of Proceedings**  
**Minutes of Leesburg Township Meeting**  
**Held Monday, January 4, 2016**

The Trustees of Leesburg Township met in regular session at the Leesburg Township Fire/Road Maintenance and Storage Facility at 7:30 PM.

The following members were present: Jeff Robinson, Gary Cunningham and Fiscal Officer, Annette Chapman.

Others in attendance were: Corey Schalip, Matt Flowers, Alan Fitzpatrick, Jason Rish, Tim German, Steve Jolliff, Fire Chief Jim Hall, Union County Sheriff Deputy and Ben Laird.

The meeting was called to order by Chairman, Jeff Robinson.

Minutes of the meeting held December 21, 2015, were read and approved. Gary Cunningham made the motion to accept the minutes as read. Seconded by Jeff Robinson. Vote: Robinson (yes), and Cunningham (yes)

Election of new officers for the year 2016 is as follows: Nomination of Gary Cunningham as Chairman and Jeff Robinson as Vice-Chairman. Motion by Jeff Robinson to accept the officers as nominated. Seconded by Gary Cunningham. Vote: Robinson (yes), Cunningham (yes). (Resolution # 2016-1)

**Old Business:**

Bill Lowe delivered the signs for the Ball Park - "Leesburg Township not responsible for accidents". Ben Laird will provide hardware for the mounting of the signs at the park.

Bill Lowe also reported having spoken with the Union County Engineers office about the replacement culver on Pine Lane. Lowe is still waiting for the quote on the project from the Engineer's office.

**New Business:**

Zoning Inspector, Ben Laird, reported having worked on a possible property split of the George Weaver property on Route 347. Laird said the problem worked itself out - the buyer ended up purchasing the entire property.

Chief Hall reported another busy month.

**New Business: Cont'd**

Several firemen attended the meeting to discuss the needs of the department. The priority list for those needs was again discussed at length. A replacement fire truck was also discussed at this meeting, with 2 potential trucks available for review. Several members of the department will travel to see the 2 trucks and report back to the Trustees on their findings.

With the new estimates for the spreaders, cutters and ram presented to the Trustees, Jeff Robinson made a motion to purchase from Genesis, new rescue tools, including: Genesis M-3 "Outlaw" Mini Simo Pump OSC coupling kit, Genesis S49XL Spreader with One Step Coaxial coupling system, a Genesis C365 Heavy Duty Cutter, a Genesis C-50 Mini Cutter, a Genesis 31 inch Push/Pull Ram and accessory kit with 30 foot color coded extension hoses. The total amount for this purchase will be \$25,965. In addition, it was decided to purchase 4 used upgraded radios for the department at the approximate price of \$4000.00. Motion seconded by Gary Cunningham. Vote: Robinson (yes), Cunningham (yes). (Resolution # 2016-2)

Steve Jolliff presented his resignation for his position on the Board of Zoning Appeals, effective March 31, 2016. Resignation letter attached.

Jeff Robinson moved we continue using Jean Smith as clerk for the Zoning Boards and again pay Jean \$100 per Zoning meeting. Jeff also moved we continue paying both Zoning Boards members \$10 per meeting. In addition Zoning Inspector pay will continue at \$150 per month. Gary Cunningham seconded this motion. Vote: Robinson (yes), Cunningham (yes). (Resolution # 2016-3)

Jeff Robinson moved Leesburg Township continue paying Fire Chief, Jim Hall, \$150 per month along with \$10 per run and per meeting and pay both Assistant Fire Chief/Mechanics, Kevin Dotson and Malcolm Manville, Assistant Fire Chief/Station, \$600 per year and \$10 per run and per meeting. In addition each fireman will continue to be reimbursed \$10 per run and \$5 per meeting at the end of 2014.

Mike Carl, Medical Director for the Fire Department. will be paid \$600 per year along with \$10 per run and per meeting. Motion seconded by Gary Cunningham.  
Vote: Robinson (yes), Cunningham (yes). (Resolution # 2016-4)

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Gary Cunningham moved that Malcolm Manville stay at \$12 per hour again this year for his work on maintenance and care for the Township facility. Motion seconded by Jeff Robinson. Vote: Robinson (yes), Cunningham (yes). (Resolution # 2016-5)

The price of lots at all cemeteries is \$250 for in township and \$500 for out of township. This will not change for 2016.

Gary Cunningham moved that again this year the Township cover the cost of Annual Township membership fees for all Trustees, Fiscal Officer, Fire Chief Hall, along with Zoning Inspector Laird. This will allow them to attend the Annual Conference if they so choose. Jeff Robinson seconded this motion. Vote: Robinson (yes), Cunningham (yes). (Resolution # 2016-6)

Gary Cunningham moved we accept the IRS maximum allowance for mileage for 2016 of \$.54. Jeff Robinson seconded this motion. Vote: Robinson (yes). (Resolution # 2016-7)

Jeff Robinson made a motion to hire a Court Reporter for ALL Zoning Appeals meeting for 2016. Gary Cunningham seconded this motion. (Resolution # 2016-8) Vote - Robinson (yes) Cunningham (yes).

Gary Cunningham made the motion to continue paying Jim Hall for janitorial duties at the Township Hall at the rate of \$140 per month for 1 year for general cleaning. Jeff Robinson seconded this motion. (Resolution # 2016-9) Vote - Robinson (yes) Cunningham (yes).

Fiscal Officer provided Payroll Certification sheets (time sheets) for 2016 which will need to be completed monthly by each Trustee as well as the Fiscal Officer. Gary Cunningham made the motion to pay Trustees 85% out of Gas Tax and 15% out of General Fund. Motion seconded by Jeff Robinson. (Resolution # 2016-10) Vote - Robinson (yes) and Cunningham (yes).

Jeff Robinson made a motion to pay Danny Devers \$250 in December for mowing the Scott Cemetery on State Route 4. Gary Cunningham seconded this motion. (Resolution # 2016-11) Vote - Robinson (yes) Cunningham (yes).

Review of the 2016 Appropriations ensued as presented by Fiscal Officer Chapman. The Trustees also reviewed the 2016 Certificate of the Total Amount from All Sources Available for Expenditures, and Balances. Fiscal

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## Meeting Minutes

Officer Chapman will finalize numbers and have them ready for final approval at the January 18<sup>th</sup> meeting.

Jeff Robinson made a motion the Township renew their membership in the Cooperative Purchasing program through the State of Ohio for the fee of \$100. Motion seconded by Gary Cunningham. (Resolution # 2016-12) Vote - Robinson (yes) Cunningham (yes).

At the conclusion of these discussions and with no further business, Gary Cunningham moved we adjourn the meeting. Motion seconded by Jeff Robinson. Vote: Robinson (yes), and Cunningham (yes)

Meeting adjourned.

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Fiscal Officer

**Minutes of Leesburg Township Meeting  
Held Monday, January 18, 2016**

The Trustees of Leesburg Township met in regular session at the Leesburg Township Fire/Road Maintenance and Storage Facility at 7:30 PM.

The following members were present: Gary Cunningham, and Jeff Robinson.

Other's in attendance: Bill Lowe, Fire Chief, Jim Hall, Malcolm Manville, Kevin Dotson, Matt Flowers, Jason Rish, Corey Schalip, Mike Carl and Steve Jolliff.

The meeting was called to order by Chairman, Gary Cunningham.

Minutes of the meeting held January 4, 2016 were read. Jeff Robinson approved the minutes. Seconded by Gary Cunningham. VOTE: Robinson (yes), Cunningham (yes).

**Old Business**

No update was available on the Pine Lane culvert project.

Jason Rish, assisted by other fire personnel, reported on the condition of the used fire truck from the Pittsburg area being considered to replace LTFD 303. All concurred as to the very good condition of the truck. There is no visible damage or excessive wear and tear. A 1200' length of 5" hose will be included with the truck. Fire Chief Hall expressed his opinion that the unit is in fully acceptable condition and will serve the needs of the department.

Firefighters presented an extensive list of upcoming equipment needs of the department. The list is prioritized with a timetable and estimated expenditure required. A hardcopy is attached to these minutes. The potential resale value and the repairs needed to 303 were also discussed.

Jeff Robinson moved that the township purchase the Pittsburg truck at a price not to exceed \$145,000. A list of touch up and punch-out items will be part of the purchase and best efforts at delivery before March 1 will also be negotiated. Cunningham seconded this motion. (Resolution # 2016-13) Vote - Robinson (yes) Cunningham (yes).



Robinson then moved that the township borrow \$90,000 of the purchase price from The Richwood Banking Company with a term of 5 years to repay the funds, this note will be sign off by Trustees, Jeff Robinson and Gary Cunningham and the balance of \$55,000 be paid from cash. Cunningham seconded this motion. . (Resolution # 2016-14) Vote - Robinson (yes) Cunningham (yes). The Trustees anticipate the Richwood Banking Company will provide the financing at the estimated rate of 3.5% interest.

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Fireman Rish was in communication with the sellers, both parties agreed to the terms. The seller will prepare a sales contract outlining the agreement for follow up signatures.

It was noted that the equipment purchases approved at the prior meeting have been ordered.

#### **New Business:**

The 2016 Certificate of the Total Amount from All Sources Available for Expenditures, and Balances was presented to the Trustees for approval. After review Trustee Gary Cunningham moved Trustees accept the Certificate of the Total Amount from All Sources Available for Expenditures and Balances and said Certificate should be filed with the Union County Auditor's Office. Motion seconded by Jeff Robinson. (Resolution # 2016-15) Vote - Cunningham (yes), Robinson (yes).

Also presented were the year 2016 Appropriations. After review, Trustee Jeff Robinson moved Trustees accept the 2016 Appropriation and they be filed with the Union County Auditor's Office. Motion seconded by Gary Cunningham. (Resolution # 2016-16) Vote - Cunningham (yes), Robinson (yes).

A Trout Road resident sent a letter describing the road damage being regularly caused by Kalmbach Feed trucks accessing the sow farm, contrary to the previously agreed to route. This causes problems with the trucks meeting vehicles and is causing damage to the roadway. During original discussions with Kalmbach, when Union Pork was to be constructed, the matter was agreed upon.

Robinsin moved that the township communicate directly with Kalmbach, in writing, reminding them of the earlier agreement and the problems caused by non-compliance. Cunningham seconded. Motion seconded by Gary Cunningham. (Resolution # 2016-17) Vote - Cunningham (yes), Robinson (yes).

Trustees have been advised that a new 4-H Club is being formed in the Township. The club will be primarily a horse club. Leader is Lori Gallitin. They would like to meet on Sunday afternoons. That time does not conflict with other township facility events.

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With no further business, motion to adjourn was made by Gary Cunningham, seconded by Jeff Robinson. Vote - Cunningham (yes), Robinson (yes).

Meeting adjourned.

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Fiscal Officer

**Records of Proceedings  
Minutes of Leesburg Township Meeting  
Held Monday, February 1, 2016**

The Trustees of Leesburg Township met in regular session at the Leesburg Township Fire/Road Maintenance and Storage Facility at 7:30 PM.

The following members were present: Jeff Robinson, Gary Cunningham and Fiscal Officer, Annette Chapman.

Others in attendance were: Bill Lowe, Steve Jolliff, Fire Chief, Jim Hall, Ben Laird, Malcolm Manville, Mike Carl, Alan Fitzpatrick, Tim German, Matt Flowers and Corey Schalip.

The meeting was called to order by Chairman, Gary Cunningham.

Minutes of the meeting held January 18, 2016, were read, and approved. Gary Cunningham made the motion to accept the minutes. Seconded by Jeff Robinson. Vote - Cunningham (yes), and Robinson (yes)

**Old Business:**

Jeff Robinson reported both speed indicator signs are now working properly.

Robinson also reported the used fire truck has been secured and the purchase will be finalized mid-February. The financing of the truck will be completed through the Richwood Banking Company on February 17<sup>th</sup> at 11:00 am. A copy of the title will be forwarded to the insurance company to insure the vehicle before delivery.

Ben Laird reported the Zoning Appeals board met and approved Duane Stinemetz variance application for a new home site.

Fire Chief Hall reported being very busy again this month and happy to have the new rescue tools to use for the department. He also reported planning for new training sessions to make sure the department knows how to properly use this new equipment.

Mike Carl reported working on a new EMS Grant for supplies. Matt Flowers reported all current training is going very well, and also was excited about the new rescue equipment.

**New Business:**

Gary Cunningham made a motion to renew the Union County Sheriff Department Code Red system for Leesburg Township for 2016 in the amount of \$500.00. Jeff Robinson Seconded this motion. (Resolution # 2016-18) Vote - Cunningham (yes), Robinson (yes).

The resignation of Steve Jolliff from the Board of Zoning Appeals was discussed and Damon Crabtree will move up from the position of alternate to fill the spot. Ty Thomas has also decided to resign his position, so the Trustees are working to fill that open position as well.

Jeff Robinson reported the new mower is ready for delivery but Parrott's is willing to hold the mower until Spring if the Trustees would like them to.

The following bills were presented and examined by the Trustees of Leesburg Township.

Motion to pay all bills presented made by Jeff Robinson, seconded by Gary Cunningham. Vote - Cunningham (yes), Robinson (yes).

<b>Warrant Number</b>	<b>Bill</b>	<b>Purpose</b>	<b>Amount</b>
8219	VOID	VOID	0.00
8220	VOID	VOID	0.00
8221	VOID	VOID	0.00
8222	VOID	VOID	0.00
8223	Annette Chapman	Payroll -Fiscal Officer	1010.24
8224	Gary Cunningham	Payroll - Trustee	653.18
8225	Jeffery L. Robinson	Payroll - Trustee	649.72
8226	OPERS	Monthly Payment	643.10
8227	James Hall	Fire Chief/Janitor	290.00
8228	Ben Laird	Zoning Inspector	150.00

8229	Jean Smith	Zoning Secretary	100.00
8230	Calvin Gibson	Burial Hopewell	175.00
8231	Ohio Edison	Street Lights	63.88
8232	CenturyLink	Fire Phone	154.02
8233	Annette Chapman	UAN Line and Postage	94.98
8234	Jenco Wireless	Internet	49.95

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Warrant Number	Bill	Purpose	Amount
8235	Columbia Gas	Natural Gas	104.73
8236	Ohio Edison	Ball Park Electric	69.91
8237	Ohio Edison	Facility Electric	217.43
8238	Trea., State of Ohio	Pharmacy License	150.00
8239	Trea. Of Ohio	Coop Purchase License	100.00
8240	John Deere Co.	Spark Plugs	24.36
8241	McAuliffe's Ace	Fire Dept Supplies	38.69
8242	Pit Stop	Fire Dept. Fuel	503.20
8243	Marysville JT	Advertising	63.00
8244	URE	Hopewell Cemetery	44.75
8245	Fire Safety Service	Dept. Supplies	205.00
8246	Bur. Of WC	Worker's Comp Premium	1877.00
8247	Bound Tree	Fire Dept Supplies	275.33
8248	Rumpke	Trash Service	66.34
8249	Howell Rescue Sys.	EMS Rescue Equip.	28690.00
8250	CenturyLink	Fire Phone	154.56
	TOTAL		36618.37

Clerk certified funds are sufficient to meet the above amounts. Clerk also certified that check number 8218 was the last check written for the month of December 2015 and 8219 was the first written in January 2016.

At the conclusion of these discussions and with no further business, Gary Cunningham moved we adjourn the meeting. Motion seconded by Jeff Robinson. Vote - Cunningham (yes), Robinson (yes).

Meeting adjourned.

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Fiscal Officer

**Records of Proceedings  
Minutes of Leesburg Township Meeting  
Held Monday, March 2, 2016**

The Trustees of Leesburg Township met in regular session at the Leesburg Township Fire/Road Maintenance and Storage Facility at 7:30 PM.

The following members were present: Jeff Robinson, Gary Cunningham and Fiscal Officer, Annette Chapman.

Others in attendance were: Fire Chief, Jim Hall, Zoning Inspector, Ben Laird, Malcolm Manville, Corey Schalip, Kevin Dotson, Steve Jolliff and John Hower.

The meeting was called to order by Chairman, Gary Cunningham.

Minutes of the meeting held February 1, 2016, were read and approved. Jeff Robinson made the motion to accept the minutes. Motion was seconded by Gary Cunningham. Vote - Cunningham (yes), Robinson (yes).

**Old Business:**

Jeff Robinson spoke with Damon Crabtree and confirmed he would be available to move from alternate to a permanent position on the board of Zoning Appeals to replace Steve Jolliff. Jeff made a motion to replace Steve Jolliff on the board of Zoning Appeals with Damon Crabtree. Motion seconded by Gary Cunningham. (Resolution # 2016-19) Vote - Cunningham (yes), Robinson (yes).

The open alternate position was also discussed and tabled until the April meeting.

Robinson also reported the new lawn mower is still at Parrott's awaiting delivery once the weather breaks.

The new fire truck has been purchased and should be in working order within a 2 week time frame. The lettering was ordered and has been put on the truck, all are pleased with how it turned out.

**New Business:**



John Hower attended the meeting to review the Township insurance policy for 2016. Jeff Robinson made a motion to pay the Ohio Plan 2016 insurance premium. Gary Cunningham seconded this motion. (Resolution # 2016-20) Vote - Cunningham (yes), and Robinson (yes).

**New Business: Cont'd**

Robinson also made a motion that the Township will cover any deductibles required from the Ohio Plan in the year 2016. Gary Cunningham seconded this motion. (Resolution # 2016-21) Vote - Cunningham (yes), and Robinson (yes).

Coverage on the new fire truck and the new lawn mower were also discussed. Hower will get back to the Trustees this week with premium information.

Jeff Robinson made a motion to accept the request by the Union County Engineer's office for the 2016 Township Highway System Mileage Certification. (Certification attached) Motion seconded by Jeff Robinson. (Resolution # 2016-22) Vote - Cunningham (yes), Robinson (yes).

Zoning Inspector Laird reported receiving a complaint on a property located at 25075 Kinney Pike. This included trash on the property and blowing trash. The Union County Health Department was also alerted of this problem and both the Township and the County sent correspondence to the owner. Ben will follow-up with the Health Department on this matter.

Fire Chief Hall provide invoices for lettering for the new truck, LED light installation at the fire station, batteries, etc. Hall also reported on the status of the new fire truck.

Gary Cunningham made a motion to reinstate Bill Lowe as Township Trustee. Jeff Robinson seconded. (Resolution # 2016-23) Vote - Cunningham (yes), Robinson (yes).

Jeff Robinson made a motion to increase the Appropriation Budget by \$27,000 on line 2111-760-720-0000 to correct a typo made by Fiscal Officer Chapman who entered \$3,000 instead of \$30,000 before filing with the Union County Auditor. Motion seconded by Gary Cunningham. (Resolution # 2016-24) Vote - Cunningham (yes), Robinson (yes).

The following bills were presented and examined by the Trustees of Leesburg Township.

Motion to pay all bills presented made by Jeff Robinson, seconded by Gary Cunningham. Vote - Cunningham (yes), and Robinson (yes).

<b>Warrant Number</b>	<b>Bill</b>	<b>Purpose</b>	<b>Amount</b>
8251	Annette Chapman	Payroll -Fiscal Officer	1010.24
8252	Gary Cunningham	Payroll - Trustee	653.18
8253	Jeffery L. Robinson	Payroll - Trustee	649.72
8254	OPERS	Monthly Payment	643.10
8255	Jean Smith	Zoning Postage	22.81
8256	URE	Cemetery Electric	44.75
8257	Annette Chapman	UAN Phone Line	37.28
8258	Marysville JT	Advertising	57.82
8259	Columbia Gas	Natural Gas	171.64
8260	Ohio Edison	Facility Electric	230.01
8261	Ohio Edison	Ball Park Electric	67.74
8262	Richwood Bank	Fire Truck Down Payment	55000.00
8263	Jim Hall	Fire Chief/Janitor	290.00
8264	Ben Laird	Zoning Inspector	150.00
8265	UC Sheriff	Code Red	500.00
8266	Calvin Gibson	Spaw Burial	175.00
8267	Jenco Wireless	Internet	49.95
8268	Rinehart Insurance	Premium for 2016	5362.00
8269	Plotner Hardware	Fire Dept Supplies	140.66
8270	URE	Cemetery Elec	44.75
8271	Annette Chapman	UAN Phone Line	44.28
8272	Rinehart Insurance	Ben Laird Bond	50.00
8273	CenturyLink	Fire Phone	143.46
8274	Ohio Edison	Street Lights	64.11
8275	UC Engineer	Signs	61.16
8276	Richwood Bank	Loan Fees	140.00
8277	Tri Twp Firefighters	Vehicle Tests	211.30

8278	Columbia Gas	Natural Gas	134.41
8279	McAuliffe's Ace	Fire Dept Supplies	60.43
	TOTAL		66209.80

Clerk certified funds are sufficient to meet the above amounts. Clerk also certified that check number 8250 was the last check written for the month of February 2016 and 8251 was the first written in March 2016.

At the conclusion of these discussions and with no further business, Jeff Robinson moved to adjourn the meeting. Motion seconded by Gary Cunningham. Vote - Cunningham (yes) and Robinson (yes).

Meeting adjourned.

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Fiscal Officer

**Records of Proceedings  
Minutes of Leesburg Township Meeting  
Held Monday, April 4, 2016**

The Trustees of Leesburg Township met in regular session at the Leesburg Township Fire and Office Facility at 7:30 PM.

The following members were present: Trustees; Jeff Robinson, Gary Cunningham and Bill Lowe and Fiscal Officer, Steve Jolliff.

Others in attendance were: Fire Chief, Jim Hall, Zoning Inspector, Ben Laird, Malcolm Manville, Corey Schalip, Kevin Dotson, Matt Flowers, Deputy McKinnon of UCSD, Eric Krebehenne, and Taylor Township Trustee, Bob Kroshefsky.

The meeting was called to order by Chairman, Gary Cunningham.

Minutes of the March 2, 2016 meeting were read. Jeff Robinson moved to accept the minutes. Motion was seconded by Bill Lowe. Vote - Cunningham (yes), Robinson (yes), Lowe (yes). Minutes Approved.

In old Business, Jeff reviewed the insurance changes enacted at the March meeting.

Richwood Bank still needs the title to the new fire truck to complete loan docs. Chief Hall will make sure the transfer is complete before the title is delivered to the bank.

Certified letters sent to the trash nuisance property owners on Kenney Pike were returned unclaimed. It is assumed that they received the regular mailings but there has been no response. Taxes on the property are paid current. Clean up options were discussed but no action was taken at this time.

Malcolm Manville has moved the older mower to the park. The newly acquired mower has been delivered to the fire house.

Kevin Dotson asked about bids or sale of the 1972 Ford F-250 grass fire truck. Kevin indicated that there have been inquiries about the sale. Chief Jim Hall concurred that there was adequate local interest to make a competitive sale a possible. Jeff Robinson moved that the truck be advertised one time in the Journal Tribune for sealed bids. Bids will be opened on June 6, 2016 at 7:30 PM at the township house. Bidders who are present will have the right to raise their bid after the opening of all bids. Bill Lowe seconded the motion. (Resolution 2016-25) Cunningham asked for a vote; Robinson-yes, Lowe- yes, Cunningham-yes.

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Robinson reported that he had done some research into paving the township fire-office facility lot via a chip and seal method instead of asphalt or poured concrete. Robinson had some preliminary numbers from Keystone Tar & Chip Paving LLC. It looks like a much more affordable option and will be worth further consideration.

Eric Krebehenn was given some blank waiver of liability forms to be used, as appropriate, for ball tournaments at the township fields. He noted that the storage trailer at the park is in need of some repair. Malcolm reported that he had taken a different lock over to the trailer and had place extra keys in a retrievable location.

Chief Jim Hall reported that March had been a busy month for the department, between runs and getting the new truck fully outfitted. He reported that the department is well satisfied with the truck and it is fully ready for service.

Kevin Dotson reported that the squad vehicle is back in service. It had developed a leak in the lift pump. That has been repaired and some other minor maintenance items have been addressed.

Matt Flowers reported that he has finished one firefighter class and has signed up another.



Corey Schalip has been looking at the cost of a custom tarp to cover and protect the hose area of the new truck. Corey believes that the cost will come in at \$125. Jeff Robinson moved that the township authorize purchase of a hose cover at a cost up to \$125. Lowe seconded the motion and Robinson, Cunningham, and Lowe voted in favor.

Jim Hall reported that the Firefighter's Association has purchased and installed a siren in truck 303. The truck had not been previously equipped with a siren.

Zoning Inspector Ben Laird reported that he will have shoulder surgery under workman's comp from an injury sustained as a Union County Engineer's Office employee. Under those circumstances, he will no be able to perform his contract employee duties mowing and maintaining cemeteries. His wife and father are able to perform the duties but the contract will need to be assigned to April Laird. Ben also requested a Leave of Absence from his duties as Township Zoning Inspector. Without a zoning inspector, one of the trustees will need to sign zoning permits. It was also suggested that perhaps April could be named assistant zoning inspector. Trustees will discuss the situation with the prosecutor's office to clarify the situation.

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Bill Lowe moved that the cemetery maintenance contract be assigned to April Laird for one year. (Resolution 2016-26) Gary Cunningham seconded the motion. Lowe, Robinson, and Cunningham all voted in favor. Motion Carried

Laird requested a leave of absence as Township Zoning Inspector until December 1, 2016. Lowe moved that the Leave of Absence be approved. Robinson seconded the motion. (Resolution 2016-27), Lowe, Robinson, and Cunningham voted in favor. Motion Carried.

Ben reported that zoning activity is quiet at present. He reported that a tree in Maple Dell Cemetery needs removed and that Hopewell Cemetery needs a new flag.

Bob Kroshefsky, a Trustee of Taylor Township was in attendance and explained that he was visiting a number of townships to ask about how they handled some of their duties. He specifically asked about how Leesburg handled township inventory requirements.

Jeff moved that Duane Stinemetz be appointed as an alternate to the Zoning Commission and that Mellisa Weigand be appointed to the Board of Zoning Appeals. Bill seconded the motion. (Resolution 2016-28) Bill, Jeff, and Gary all voted in favor. Motion Carried.

Bill moved that Ty Thomas, a member of the Board of Zoning Appeals, be appointed as an alternate member, going forward. (Resolution 2016-29) This action to be taken at Ty's request. Jeff seconded the motion and Bill, Jeff, and Gary voted in favor. Motion Carried.

Damon Crabtree's appointment to be a regular member, and no longer an alternate, at the March Meeting, and the above actions, make both Zoning Commission and Board of Appeals fully staffed.

Jeff told the meeting that Pastor Judy Kramer had asked whether the Township would be able to provide insurance for inflatable amusements which will be set up on township property in Magnetic Springs as part of a "Day of Celebration" to be held June 11, 2016. Initial analysis is that existing township insurance will cover this.

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The following bills were presented and examined by the Trustees of Leesburg Township.

Motion to pay all bills presented made by Jeff Robinson, seconded by Bill Lowe. Vote - Gary, Bill, and Jeff voted in favor. Motion Carried.

Warrant Number	Bill	Purpose	Amount
8280	Annette Chapman	Payroll -Fiscal Officer	1010.24
8281	Gary Cunningham	Payroll - Trustee	653.18
8282	William R Lowe	Payroll - Trustee	653.18

8283	Jeffery L Robinson	Payroll - Trustee	649.72
8284	OPERS	Monthly Contribution	823.18
8285	Internal Revenue SVC	FIT and Medicare	285.40
8286	Ohio Dept Taxation	Ohio Income Tax Q-1	77.66
8287	School Dist IncTax	SDIT Q1	81.93
8288	James Hall	Truck Lettering Reimb	297.15
8289	John Harvey Electric	LED Fixture Install	697.31
8290	Jenco Wireless	Internet Service	49.95
8291	Ohio Edison Co	Ball Field Electric	65.84
8292	Ohio Edison Co	Firehouse Electric	226.23
8293	Hardin C Firefighters	Minitor V Battery	67.50
8294	Howell Rescue Syst	Mini Cutter	2350.00
8295	James Hall	Fire Chief/Janitor	290.00
8296	Ben Laird	Zoning Inspector	150.00
8297	William R Lowe	Reimburse Printing	18.00
8298	Annette Chapman	Toner Cartridge Reimburse	113.41
8299	Kevin Dotson	Fuel See Fire Truck Reimb	42.00
8300	Bound Tree Medical	Fire Equipment	61.17
8301	John Preuer Assoc	FF Skills Workbook	62.16
8302	Finley Fire Equipment	12 volt pump	472.82
8303	Fire Safety Svcs Inc	Fire Equipment	287.00
8304	Rinehart Walters	Insurance Balance	570.00
8305	Century Link	Fire Phone	143.45
8306	Treasurer Ohio	Volunteer FF Fund	150.00
8307	Richwood Banking Co	Interest Building Loan	1095.63
8308	Bound Tree Medical	Medical Supplies	114.35
	TOTAL		11558.46

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Fiscal Officer further certified that funds were available to cover all Warrants presented.

Trustees signed Purchase Orders and warrants and reviewed correspondence.

Jeff moved that the meeting be adjourned. Bill seconded the motion, Jeff, Bill, and Gary voted in favor and Chairman Cunningham declared the meeting adjourned.

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Fiscal Officer

**Record of Proceedings  
Minutes of Leesburg Township Meeting  
Held Monday, May 2, 2016**

The Trustees of Leesburg Township met in regular session at the Leesburg Township Firehouse and Office Facility at 7:30 PM.

The following members were present: Trustees; Jeff Robinson, Gary Cunningham and Bill Lowe and Fiscal Officer, Steve Jolliff.

Others in attendance were: Fire Chief, Jim Hall, Zoning Inspector, Ben Laird, Malcolm Manville, Corey Schalip, Kevin Dotson, Matt Flowers, Deputy Chad Lee of UCSD, Mellisa Weigand, Alan Fitzpatrick, Matt Flowers, and Thayne Gray with the Union County Prosecutors Office.

Representatives of the Union County Health Department were also present to discuss the county septic system operation and maintenance program. Holly Rast, Adam Schultz, Allison Zandarski, Melissa Henry, Paul Ithenya, and Marcia Dreiseidel represented the UCHD.

The meeting was called to order by Chairman, Gary Cunningham.

Minutes of the April 4, 2016 meeting were read. Bill Lowe moved to accept the minutes as read, clarifying that the truck advertisement will specify the right is retained to refuse any and all bids. Motion was seconded by Jeff Robinson. Vote - Cunningham (yes), Robinson (yes), Lowe (yes). Minutes Approved.

In old business, Chief Jim Hall advised that the title to the new fire truck is transferred and is in the hands of the Richwood Banking Company. And the squad is fully repaired and back in service.

Corey Schalip advised that the custom tarp to cover hose on the new engine is in the fire house.

It has been determined that the township is permitted to hire an assistant zoning inspector to handle those duties while Ben Laird is on leave of absence, and that that assistant may serve without a bond.

The Sheriff's Activity Report was circulated.

Jeff Robinson moved that April Laird be appointed Assistant Zoning Inspector and that the \$150 monthly stipend will be paid to her until further notice. Bill Lowe seconded the motion, Cunningham called for a vote. Robinson, Lowe, and Cunningham voted in favor and the motion passed. (Resolution 2016-30)

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Lowe then moved that the township terminate the remainder of the existing cemetery maintenance contract with Ben Laird. Robinson seconded the motion. Lowe, Robinson, and Cunningham voted in favor. Motion carried. (Resolution 2016-31)

Lowe next moved that the township execute a new contract for cemetery maintenance with April Laird. Said contract to match terms of the previous maintenance contract and apply to the 2016 and 2017 mowing seasons. Gary Cunningham seconded the motion. Cunningham, Lowe, and Robinson voted in favor. (Resolution 2016-32)

It was noted that the down tree in the Maple Dell Cemetery has been removed by trustees.

John Hower, township insurance agent, was contacted about the cost and advisability of the township obtaining liability coverage for inflatable amusements to be used at the Magnetic Springs Festival coming up in June. The township was advised that liability for a slide will not be available and insurance for amusements should cost \$350-500 for a day. Trustees will contact Bob Nauman to inform him that we will not be able to provide specific insurance, though we are insured for any general township liability. It was also suggested that the amusement vendor should be providing insurance coverage for the amusements in use. That will need to be confirmed by the Festival Committee.

The Union County Health Department, lead by Holly Rast, presented an informational program about ORC 3701-29-19 and the county's septic operation and maintenance laws and requirements. The primary aim of the program is prevention of disease in the County.

2016-2019 is the "phase in" with Leesburg, Claibourne, and Taylor Townships starting the UCHD's cycle. Income based grant money is available for needed improvements. More complete information is available on the web site at uchd.net .

Jeff Robinson asked the health department about the township's problem property on Kinney Pike. The health department has also sent letters to the owners with no better response.

Ben Laird asked them about another property on Rt 37 south of the ball park. The Health Department was aware of this one as well.

Minutes - May 2, 2016 Page 3

Thayne Gray explained the difference between going after nuisance properties using ORC 505.87 versus Injunctive Action. 505.87 is typically faster but time may be stretched out if it requires suit by publication if the offenders cannot be served.

Gray discussed the Kinney Pike situation. The county has sent another letter encouraging clean up. He will attempt the least cost system to recover clean up through taxes. The trustees' consensus was to pursue the issue.

Jeff moved that the trustees take all necessary actions to pursue clean up, including authorizing the prosecutor's actions and advertising costs to pursue. (Resolution 2016-33) Bill seconded the motion. A vote was called for and all voted in favor.

Thayne recommended that the township needs to decide whether to sell the 1973 grass firefighter truck by sealed bid OR to allow bidders to raise and not both.;

Ben Laird reported that the flag pole at Hopewell needs reworked. A bucket truck may be needed for that repair.

UCSD Deputy Lee asked if there were any questions or concerns about receiving the sheriff's statistical reports. There were none.

Jim Hall noted that the fire department has been busy. He said the department is very happy with the new truck and that the lighting system is particularly impressive.

Malcolm Manville informed the trustees that the storage building doors need some repair. He said that Jack Kirby has some doors and that there may be something there that would fit. He also spoke of a circuit breaker trip at the park shelter house that caused some problem due to the breaker box being locked and no key available. It was noted that Eric Krebehenne has access to that breaker.

Matt Flowers noted that his neighbors have a 12' x 16' storage building for sale and that it could be worth considering replacement of the storage shed rather than repairing doors.

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Corey Schalip reported that the hose cover tarp for the new truck has been received and he has the bill. He noted that a company called Fire Tech will appraise and advertise a fire truck for a 10% commission and provide nationwide advertising exposure. Jeff moved that Corey pursue sale of the 1986 Ford Tanker T-304 via this outlet. (Resolution 2016-34) Bill seconded the motion. Gary called for a vote and all voted in favor.

Following Thayne Gray's recommendation about sale of the 1973 truck, it was decided to remove any mention of right to raise the sealed bids submitted from advertising, just to reserve the right to reject any and all bids. Steve will advertise the truck twice in the Journal Tribune during the second half of May.

Corey indicated that the truck will be mentioned in the Fire Department's facebook site. Search "Leesburg Township" to locate that information.

Bill had met with a representative of Care Works Comp in Dublin, Ohio. The company had previously solicited to be our third party administrator for Workman's Comp insurance. Bill was able to negotiate a reduced rate and moved



that the township contract for their services for \$450 per year. Bill moved that the township secure their services. (Resolution 2016-35) Jeff seconded the motion. Gary called for a vote and all voted in favor..

Bill then discussed the repairs needed to Pine Lane. A high quality repair will require the road to be closed for as long as two days and the township does not have enough right-of-way to construct a temporary by-pass lane. A patch is an alternative that will require less time. The Trustees will need to look at the damage on a dry day to determine the appropriate repair.

Bill reported on the financial outcome from the Township Clean Up day. The recyclable steel was sold for \$166.21. The aluminum and copper were sold for \$86.35. Tips were received in the amount of \$25. That \$277.56 total will be deposited through the township general account and donated to the LTFD Firefighters Association. He also noted that the tire recycler took in \$536 to haul and recycle tires.

Bill suggested that the current zoning fees should be posted in the township hall for general information purposes. He also noted that there may need to be wording changes on the ag permit writing description.

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The Fiscal Officer informed the trustees that there were statutory pay increases in 2016 for trustees who have been re-elected or appointed since the change. That increase will be applied, effective May 1, and beginning with the May salaries, Gary and Bill will have 5% increases. Those salaries have not changed since 2008.

The following bills were presented and examined by the Trustees of Leesburg Township. A motion to pay all bills presented was made by Jeff Robinson, seconded by Bill Lowe. Vote - Gary, Bill, and Jeff voted in favor. Motion Carried.

Warrant Number	Bill	Purpose	Amount
8309	Voided		0

8310	Voided		0
8311	Union Rural Electric	Hopewell Electric	104.75
8312	Dotson's Garage	Squad repair and service	1592.74
8313	Gary Cunningham	Payroll	653.18
8314	Steven Jolliff	Payroll	1071.27
8315	William Lowe	Payroll	653.18
8316	Jeffery Robinson	Payroll	649.72
8317	Ben Laird	Zoning Inspector	150.00
8318	James Hall	Fire Chief/Janitor	290.00
8319	McAuliffe's Ace	Decals-Hardware	119.50
8320	Union Co Engineer	Salt and Snow Removal	251.65
8321	Plotner Hardware	Maintenance Supplies	67.41
8322	Bound Tree Medical	Med Supplies	175.52
8323	Fire Safety Services	Boots Goggles Gloves	665.00
8324	Warren Fire Equip	Inv 0633265	1567.00
8325	Century Link	Fire Phones	154.37
8326	Howell Rescue Sys	Pump, Hose, Mounting Sys	4017.00
8327	Jenco Wireless	Internet Service	49.95
8328	Calvin Gibson	grave work P Jenkins	175.00
8329	Rumpke	May June July Refuse	66.02
8330	Fire Safety Svcs Inc	Fire Boots Inv 92959	183.00
8331	Auditor of State	UAN Accounting Services	534.00
8332	Union Rural	Electric at Hopewell	44.75
8333	Ohio Edison	Ball Field Electric	70.05
8334	Ohio Edison	Firehouse Electric	294.13
8335	Columbis Gas	Gas Service Firehouse	89.74
8336	Ohio Edison	Street Lights	127.65
8337	Clark State Com Col	FF Education-Hall	341.83
8338	Clark State Com Col	FF Education-Gould	316.83

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8339	James Hall	Reimb Trk Title & Lettering	111.87
8340	Fire Safety Svcs Inc	Boots and Towlettes	317.00
8341	Malcolm Manville	2 gallon 10wt oil	21.39
8342	William Lowe	Reimb receipt books-trash	6.36
8343	CareWorksComp	Annual Charge TPP Wk Comp	450.00

8344	April Laird	Cemetery Maintenance	1214.29
8345	Steve Jolliff	Reimburse Postage 2 rolls	94.00
	TOTAL		16,690.15

Fiscal Officer further certified that funds were available to cover all Warrants presented.

Trustees signed Purchase Orders and warrants and reviewed correspondence.

Jeff moved that the meeting be adjourned. Bill seconded the motion, Jeff, Bill, and Gary voted in favor and Chairman Cunningham declared the meeting adjourned.

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Fiscal Officer

**Record of Proceedings  
Minutes of Leesburg Township Meeting  
Held Monday, June 6, 2016**

The Trustees of Leesburg Township met in regular session at the Leesburg Township Firehouse and Office Facility at 7:30 PM.

The following members were present: Trustees; Jeff Robinson, Gary Cunningham and Bill Lowe and Fiscal Officer, Steve Jolliff.

Others in attendance were: Fire Chief, Jim Hall, Ben Laird, Malcolm Manville, Corey Schalip, Mike Carl, Kevin Dotson, Matt Flowers, Tim German, Deputy Chad Lee of UCSD, Terry Stewart, and Gerald Foreman.

Jeff Robinson moved that the minutes of the May 2, 2016 meeting be accepted as presented. Bill Lowe seconded the motion. Chairman Gary Cunningham called for a vote. All voted in favor.

Jeff Robinson mentioned that he had spoken, earlier in the day, with a Mr. Spaw, who wanted to discuss a problem at the Hopewell Cemetery. That resident had been at the firehouse before this meeting began and had left. His complaint was that his wife's headstone is at the wrong end of the grave. Jeff indicated that Spaw's argument made sense and his issue should be addressed. It was discussed that there may be other stones that are equally wrong. The stone may have been placed there due to spacing and maintenance room. At some time the cemetery may need to be expanded by six feet to create appropriate spacing. The trustees agreed to move the stone.

Ben Laird informed the trustees that there is also some tree removal needed as Ralph Teets' grave has a walnut tree to be removed and there is a Hoskins grave from 1922 that has a wild cherry tree that need to be removed. Bill Lowe moved that the township pay a commercial service to remove the two trees to prevent possible damage to other headstones. (Resolution 2016-36) Jeff Robinson seconded the motion. Gary Cunningham called for a vote and all voted in favor.

Jeff Robinson informed the trustees that registered letters had been sent to the owners of the Morrison Property on Kinney Pike, giving them 21 days to clean it up. That time is now up. Jeff knows a contractor who would perform the clean-up, put any personal property inside a building and mow it to our specs. The township should be able to attach the expenses to the property tax bill and eventually collect. Contractor is Royal Inspections, LLC of 14000 Harmon-Patrick Road. Future notices may be posted on the property and the time loss can be avoided. Jeff moved that the township hire the property picked up and mowed, not to exceed \$1,200. (Resolution 2016-37). Bill Lowe seconded the motion. Chairman Cunningham called for a vote. All voted in favor. Note also that Jeff paid the postage and has a bill for \$25.88.

Deputy Chad Lee of the Union County Sheriff's Office asked if anyone present has concerns that concern the UCSO. Bill asked about whether the excess vegetation at Kaiser Road and Route 4 should be reported to the Sheriff, county engineer or the state highway department. Deputy Lee said he would inform his dispatcher and that could lead to some results.

Corey Schalip reported that Firetec has appraised the 1988 Ford Tanker truck at \$10,000 and has listed at that price on their web site, (note Resolution 2016-34 from May Minutes) There has been some interest and Trustees noted that that seemed appropriate for the truck.

The trustees met at the site of repairs needed at Pine Lane, with representatives of the county engineer's office. The Engineer's office recommended that the tile could be repaired and they would be able to close one half of the road, make repairs, then close the other half and fix that. That would allow repairs to be made and avoid the right of way issue. Bill Lowe moved that the engineer's bid of \$3,682.59 be accepted. (Resolution 2016-38) Jeff Robinson seconded the motion. Gary Cunningham called for a vote and all voted in favor. The trustees completed acceptance of the engineer's bid form. The form was passed to the Fiscal Officer to mail to the engineer.

Bill reported that the engineer had also submitted a bid of \$30,317.73 to chip and seal the firehouse parking lot. This bid will be considered at a later date. No action at this time.

Fiscal Officer noted that four written bids were received on the 1973 grass fire fighter truck. The high bid was from Rory Brown of Marion, Ohio, who offered \$3,500. Bill Lowe moved that the township accept the bid of \$3,500. (Resolution 2016-40) Jeff Robinson seconded the motion. Chairman Cunningham called for a vote and all voted in favor.

In new business, Terry Stewart and Gerald Foreman addressed the meeting. Both are 25 year+ residents of the north west corner of the intersection of State Route 347 and State Route 4. They indicated that compression braking and the increased 24 hour truck traffic is creating serious noise problems for residents. They noted that Rt 347 traffic is 55mph right up to Rt 4 causing trucks to apply additional braking to stop at the intersection.

They requested that prohibiting engine braking would reduce noise and help them, and neighbors in all directions from the intersection, get more sleep. Bill Lowe moved that the township create an ordinance prohibiting engine braking from all four directions at the State Route 347 and State Route 4 intersection. (Resolution 2016-41). Bill will talk to the county prosecutor's office to draw up the ordinance paperwork. Jeff Robinson seconded the motion. Chairman Cunningham asked for a vote and all three voted in favor. ODOT will have to coordinate the sign placement and that will add to the time line.

Jim Hall informed the meeting that the last three sets of turnout gear purchased were finished with incorrect lettering or colors. The Fiscal Officer said the check to pay Phoenix Safety Outfitters was in the bills to pay today and that the check will be held until the department reports that the gear is returned as ordered.

Malcolm Manville reported that the park storage building door is still a problem. Jeff indicated that he will get a bid from Plotner Hardware buildings for a size adequate to store the mower and some other maintenance equipment. Another alternative is to build a building on the slab north of the concession building. Malcolm indicated that he has been asked by Larry Krebehenne about the well and making some water available on the site. The trustees are still leery of the liability if someone drank from the well water and had gastric difficulties. This to be discussed further at a later date. Malcolm also has confirmed that Mike Knaul does have the lock combination for access to the breaker box.

The trustees have been informed by Alan Seymour that a portion of the funds that the trustees promised to the Marysville Memorial in 2006 had not been paid. A quick bit of research showed that this goes back to March 2006 and that the trustees may also have committed a donation to the Richwood Veterans Memorial. Jeff will follow up to determine what was promised to Marysville and if there are unfulfilled commitments to the Richwood Memorial.

In other discussion, the trustees want to formally thank Tom Price, of Price Farms Organics, for the contribution of mulch to beautify the firehouse and Hopewell Cemetery. A thank you should also be sent to Don Jolliff for providing flowers and to Ann McElfresh for the work her 4-H club performed, planting the flowers and mulching the flower beds. The Fiscal Officer agreed to follow up on the thank you letters.

It was also discussed that the speed warning sign south of Pharisburg was malfunctioning and needs attention.

Also noted that the flag pole at Hopewell Cemetery has been fixed.

Fiscal Officer asked the trustees to confirm the accuracy of a bill received from the Richwood Banking Company for a payment on the Pierce fire engine. Trustees confirmed the payment. The payment is due in a few days and the Fiscal officer will create a warrant and circulate for signatures to pay it on time.

It was also discussed that a bill will be coming for Medical Training for EMT Mike Carl at Clark State for \$1,835.33

The following bills were presented and examined by the Trustees. A motion to pay all bills presented was made by Jeff Robinson, seconded by Bill Lowe. Vote - Gary, Bill, and Jeff voted in favor. Motion Carried.

<b>Warrant Number</b>	<b>Bill</b>	<b>Purpose</b>	<b>Amount</b>
8346	OPERS	Pay Withholdings	837.320
8347	Gary Cunningham	Payroll	685.60
8348	Steve Jolliff	Payroll	1071.270
8349	William Lowe	Payroll	685.60
8350	Jeffery Robinson	Payroll	649.72
8351	Voided	Printing Error	0
8352	Voided	Printing Error	0
8353	Voided	Printing Error	0
8354	Voided	Printing Error	0
8355	Voided	Printing Error	0
8356	L'brg Twp Fire Dep't	Donations from Trash Day	277.56
8357	L'brg Twp Fire Dep't	Reimburse for hose tarp	125.00
8358	April Laird	Reimburse Flag Hardware	48.11
8359	April Laird	Cemetery Maintenance	1214.29
8360	April Laird	Zoning Inspector	150.00
8361	Fire Safety Services	Fire Gloves	95.00
8362	Hayner Plumbing	Pressure Tank & Install	251.00
8363	Union Co Engineer	Snow Maintenance	313.40
8364	Mistras Services	Ladder Inspection-2015	206.80
8365	Phoenix Safety Outf	3 sets turnout gear	4650.00
8366	Malcolm Manville	Township Maintenance	468.00
8367	Union Rural Electric	Hopewell Electric	23.03
8368	Howell Rescue Sys	OSC Tools	440.00
8369	M'ville Journal Trib	Advertise F250 truck	74.00
8370	McAuliffe's Ace	Janitorial Supplies	31.84
8371	James Hall	Fire Chief and Janitorial	290.00
8372	Parrotts John Deere	Fire Extinguisher	256.48
8373	Century Link	Firehouse phone	144.68
8374	Jenco Wireless	Firehouse Wi-Fi	49.95
8375	Columbia Gas	Service at Firehouse	162.77
8376	Dotson's Garage	Service Pierce-Dash truck	59.90
8377	Republic Services	Trash Day Dumpsters	1395.25
8378	Ohio Edison	Electric at 3 locations	353.24
	Total		15,009.81



Fiscal Officer further certified that funds were available to cover all Warrants presented.

Trustees signed Purchase Orders and warrants and reviewed correspondence.

It was discussed that the plumbing bill presented by Hayner is for a replacement pressure tank at the firehouse.

Jolliff noted that the county township association will be billing for state and county dues. Lowe informed the FO that memberships would be provided to the Trustees, the FO, and to Fire Chief Hall and Zoning Inspector Laird.

Bill Lowe moved that the meeting be adjourned. Jeff Robinson seconded the motion. Chairman Cunningham called for a vote and all voted in favor. Meeting was adjourned.

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Fiscal Officer

**Record of Proceedings**  
**Minutes of Leesburg Township Meeting**  
**Held Tuesday, July 5, 2016**

The Trustees of Leesburg Township met in regular session at the Leesburg Township Firehouse and Office Facility at 7:30 PM.

The following members were present: Trustees; Jeff Robinson, Gary Cunningham and Bill Lowe and Fiscal Officer, Steve Jolliff.

Others in attendance were: Fire Chief, Jim Hall, Zoning Inspector, Ben Laird, Malcolm Manville, Fire Captain Corey Schalip, township resident Nanette Blue, and Union County Auditor Andrea Weaver.

Meeting was called to order and the first item discussed was some neighborhood problems and complaints concerning abandoned properties, indoor furniture in lawns and similar issues.

With Auditor Andrea Weaver in attendance, she was given the floor to discuss county financial business. She noted that the current Leesburg Township levy will expire in 2017. August is the cutoff for placement of new levy requests so the renewal discussions should begin in early 2017 so to be completed by August 2017.

She reported that real property values will increase with the 2016 triennial update. Residential values continue to rise and this will show up with the update and with the 2019 for 2020 taxes. Any renewals, at same millage, will generate additional income. Areas of the county where new construction is occurring show that new residential properties are in a price range well above existing county residence values, causing value increases above the general increase in existing properties. More details will be available soon for forecasting revenues and determination of levy renewal plans.

The renewal of the "911 Levy" will have to increase as some districts have been paying the tax into two 911 territories and that has been reversed, creating an income shortfall at the .75 mil rate. The replacement levy will be 1 mil.

She reported that CAUV values will be increasing for some soil types and declining for some. Andrew Bishop is the county's lead for CAUV issues. He is a township resident.

Returning to the normal agenda, Bill Lowe moved that the June 6 minutes be approved as submitted. Jeff Robinson seconded the motion. Chairman Gary Cunningham called the question and all three voted yes.

In old business, Bill Lowe has obtained bids for the removal of some trees in the area of Pine Lane and Route 4. Bid for the first three trees, with wood left behind is \$525 and bid for 3 more trees at Route 4 is \$800.

Bid would be \$100 less if the wood is left behind, a total of \$1,225. Jeff moved that the township accept the bid of \$1,225 for both jobs. (Resolution 2016-42) Gary seconded the motion. All three trustees voted in favor.

Bill reported that, for information only, it would cost \$950-1,250 to remove some maple trees and \$1,200-1,500 to remove 1 dead ash tree on Hopewell.

Ben Laird reported that he has a plan on changes to be made with the Spaw headstone.

Jeff reported that the Morrison property has been cleaned up at a cost of \$1,090 but the bill has not been received yet. Additional mowings will be necessary this growing season, and those notices will only need to be posted on the property. Intent is to attach these costs to the tax duplicate.

The FO noted that the insurance has been cancelled on the 1988 Ford Tanker that has been sold.

There was some brief discussion of the probable chip&seal of the township property parking lot. No action was taken.

FO noted that he was still looking for adequate documentation to prove ownership of the 1973 Ford grass fire fighter. That documentation would allow a duplicate title to be created so the truck sale can proceed. It was suggested that perhaps Dotson's garage would have documented history that would tie the correct VIN with the truck ownership. Several individuals offered to work on the project including Malcolm Manville and Chief Jim Hall.

There was additional discussion about the need for repair or replacement of storage at the ball park on Rt 37. There has been discussion of replacing the old truck box and possibly the old concession stand with a prefab barn or a spot built building that can be located on the existing 25' x 15' slab. Additional review of the electric system will be needed to determine whether the electric access can be routed to or through any building replacement. Trustees will continue to research building improvement options.

Bill updated the township on the memorials contributions from earlier meetings. The township did make the agreed contributions to the Northern Union County, Richwood, memorial. There is no remaining obligation there. On 12/4/2006, the township agreed to make a second \$500 contribution to the Union County memorial (Resolution 2006-30) and that check was never sent. The Leesburg brick is blank. Consensus of the trustees is that the old resolution will be honored. Bill moved that the additional \$500 donation to the Union County memorial be paid. (Resolution 2016-43) Jeff seconded the motion. Gary called for a voice vote and all voted yes.

The FO reported that formal thank you cards were sent to Tom Price, Don Jolliff, and to the Hoof and Hide 4-H club for landscape supplies and work on township property. Alos noted that checks had gone out to make the Richwood Bank fire truck payment, on time, and for the ongoing EMT education of Mike Carl.

In new business, it was noted that a bill for \$175 from Bound Tree Medical Supply was paid twice, once by the outgoing FO and once by the new FO. The overpayment will be refunded to the township.

Fire Chief Hall reported that there were mechanical problems with the Sutphen fire truck. It was en route to have the pumps tested and certified when it began smoking or steaming. The truck was towed back to the firehouse and additional mechanical investigation is necessary. Speculation was a head gasket leak, exhaust gasket leak, or turbo issue. It will need to be repaired before it can be marketed. The recently purchased Pierce-Dash engine is adequate for all department needs. Chief Hall also reported that the township has the opportunity to purchase a 1999 International emergency squad for \$7,000. The squad is in excellent shape, is

fully functional and has less than 70,000 miles. It is considered a superior unit to the current 1997 Ford squad and will be easier to work on and maintain. Jerome Township of Union County is the current owner and they are replacing it with a new squad vehicle. Bill Lowe moved that the township purchase the unit for \$7,000. (Resolution 2016-44) Jeff Robinson seconded the motion, Chairman Gary Cunningham called the question and all three voted yes. The deal will need to be executed soon and FO Jolliff was instructed to create the warrant and provide it to the trustees for signature ASAP. Chief Hall will find out how the warrant is to be made out and instruct Jolliff by tomorrow morning.

Jim Hall and Ben Laird informed the trustees about an issue that was discussed at a recent LUC regional planning meeting. LUC discussion suggested that a township could file a claim with an insurance company that had coverage on a building fire to assure repair or demolition of the property.

Jim Hall also introduced a topic for discussion and thought regarding the fire department. That thought was that the Leesburg Township Fire Department could be asked to provide contract coverage for another district. Would the township be interested? How would such a contract be priced? Or would we be willing to add personnel, perhaps full-time personnel, to attract a contract? The situation is strictly speculative at the present time.

Hall also informed the trustees that the fire department did have equipment at the DeLynne Kale tractor pull in Richwood on July 2 and was represented in the Ostrander 4<sup>th</sup> of July parade.

Malcolm Manville reported that the tractor at the ball park is due for servicing and he will deliver it to Dotson's Garage for that maintenance.

Fire Captain Corey Schalip reported that the vendor from which we purchased refurbished fire radios had never invoiced us. An invoice will be forthcoming. Corey also has an invoice for labelling for the truck.

Jeff Robinson commended the fire department on their recent shrewd deals to improve fire equipment with a bare minimum of funds. That started with the Pierce fire truck purchased at the first of the year, purchase of refurbished

radios, sale of the old Ford Tanker at a good price, purchase of the 1999 International squad at a very good price and the anticipated completion of the sale of the 1973 grass fire fighter.

Ben Laird reported that the most recent LUC meeting was held at the Leesburg Township facility. In addition to the burned out building information there was also discussion of actions that could be taken regarding abandoned vehicles.

Laird mentioned the open storage of abandoned and presumed nonfunctional equipment on the Pit Stop property. He will give the owners written warning of the need to clean this up.

He also mentioned the possibility of a problem when Ron Bayes is ready to split a lot off his property on Rt 4 at the south end of the township. In order to meet frontage requirements for the remaining parcel, frontage might not be contiguous. Further legal interpretation may be needed.

The following bills were presented and examined by the Trustees. A motion to pay all bills presented was made by Bill Lowe, seconded by Jeff Robinson. Gary Cunningham called for a vote and all three voted yes

Warrant Number	Bill	Purpose	Amount
8379	Richwood Banking Co	fire truck payment	19475.66
8380	Un Co Township Assn	Dues	230.00
8381	Auditor of State	UAN Fees	534.00
8382	Firetec	commission-truck sale	1000.00
8383	PERS	Withholding-Contribution	855.32
8384	Clark State Comm Co	Mike Carl Tuition	1835.33
8385	Internal Revenue	FIT, Medicare	102.35
8386	Gary L Cunningham	Payroll	685.60
8387	Steven M Jolliff	Payroll	1071.27
8388	William R Lowe	Payroll	685.60
8389	Jeffery L Robinson	Payroll	649.72
8390	Auditor of State	UAN Fees	534.00
8391	Jeffery Robinson	Reimburse Postage	25.88

8392	24-7 Towing Recovery	Tow Sutphen Engine	450.00
8393	Century Link	Firehouse phone service	155.68
8394	Un Co Sheriff	Background Check-Van Duzen	114.00
8395	Fire Safety Services	Fire Equipment	1551.00
8396	Mistras Fire Division	Ladder Inspection	105.60
8397	Treasurer of State	Contractor Fee \$25 check withheld per Trustees	25.00
8398	PERS	Penalty	14.77
8399	Union Co Engineer	Pine Lane culvert repair	1897.71
8400	Columbia Gas	Firehouse heat	36.46
8401	Copy Source Inc	Printing - Fire Materials	71.00
8402	Jenco Wireless	Firehouse Internet	49.95
8403	April Laird	Cemetery Maintenance	1214.29
8404	April Laird	Zoning Inspector	150.00
8405	James Hall	Fire Chief/Janitor Service	290.00
8406	Ohio Edison Co	Electric-3 accounts	338.36
8407	Ohio Dep't Taxation	Ohio Income Tax	29.21
8408	Ohio School District	SD Income Tax	31.63
8409	Internal Revenue SVC	FIT-Medicare	104.51
8410	Ohio Dep't Taxation	Ohio Income Tax	30.05
8411	Ohio School District	School Income Tax	32.37
8412	OPERS	Contribution	855.32
8413	Union Rural Electric	Hopewell Electric	44.83
	Total		35276.47

Fiscal Officer further certified that funds were available to cover all Warrants presented.

Trustees signed Purchase Orders and warrants and reviewed correspondence. Trustees noted that the Township may not be required to pay the \$25 fee requested by the state for being a "One Call" developer. The FO was asked to withhold that PO and Warrant until trustees could follow up on that invoice.

Bill Lowe moved that the meeting be adjourned. Jeff Robinson seconded the motion. Chairman Cunningham called for a vote and all voted in favor. Meeting was adjourned.

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Fiscal Officer



## Minutes of Special Meeting Leesburg Township July 18, 2016

A special meeting of the Leesburg Township Trustees was held on July 18, 2016 to discuss the Fish Cemetery on State Route 4 at the south end of the township. The meeting was advertised in the Marysville Journal Tribune published on July 15, 2016. Meeting notices were also posted on the doors of the Township Hall.

Members present were Bill Lowe and Jeff Robinson and the Fiscal Officer. Others present were Jim Hall, Ben Laird, Tom Baldwin, and Melissa Chase.

The meeting was to discuss the situation and the legal description/ survey of the cemetery. Neighboring property owner, Ron Bayes, is anticipating a property split and needs to know his exact frontage locations. The Township also needs to determine ownership to maintain boundaries. The cemetery is not active, there are no new burials occurring there.

The county plats specify "2 acres, more or less". It is the consensus of all that 2 acres overstates the size. Tom Baldwin has done some research in old county records and finds no metes and bounds description for the parcel. The Bayes deed description, from 1991, is no more specific than "excepting land used for cemetery purposes".

According to Melissa Chase, adverse possession does not apply to government owned property.

Baldwin would like to do more research into the property history and search for a better description. H offered to perform the work for the trustees for a fee of \$100 per hour, but not to exceed \$800 for the total project.

Jeff Robinson moved that the township hire Baldwin at those terms, \$100 per hour with the total project not to exceed \$800. (Resolution 2016-45) Bill Lowe seconded the motion. Both voted in favor.

Lowe moved to adjourn the special meeting. Robinson seconded and both voted yes.

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Fiscal Officer

**Record of Proceedings  
Minutes of Leesburg Township Meeting  
Held Tuesday, August 1, 2016**

The Trustees of Leesburg Township met in regular session at the Leesburg Township Firehouse and Office Facility at 7:30 PM.

The following members were present: Trustees; Jeff Robinson, Gary Cunningham and Bill Lowe and Fiscal Officer, Steve Jolliff.

Others in attendance were: Fire Chief, Jim Hall, Zoning Inspector, Ben Laird, Malcolm Manville, Fire Captain Corey Schalip, Matt Flowers, Resident Ron Bayes, Tom Baldwin, and UC Deputy Sheriff Thorpe.

Bill Lowe moved that the minutes of the July 5, 2016 regular meeting and the July 18 Special Meeting be approved. Jeff Robinson seconded the motion. Chairman Gary Cunningham called the question and all three voted Yes.

Deputy Thorpe addressed the meeting. He was asked about how the Engine Brake Ordinance would be enforced. The Deputy told the group that catching an offender would almost be an accident in that a deputy would have to witness the infraction. He was asked about trees at the corner of Kaiser Road and Route 4. Improving visibility at that corner has not been done yet in spite of the engineer's statement to a trustee that it was done. The Deputy made a note of the issue for follow up.

In old business, Tom Baldwin reported that there is no existing legal description for the Fish Cemetery property. Current surrounding land owner, Ron Bayes, purchased the property from a party named Hunter. The label of "two acres" first appeared in 1870. Baldwin recommends a survey based on present occupancy and an exchange of deeds between the trustees and Bayes to establish title. State law requires that a cemetery must have public access and available parking.

Mr. Bayes would prefer to obtain a variance so his plans can go forward while title action is in process. That would take a meeting of the Board of Zoning Appeals and more than 30 days.

Another alternative was discussed. If Bayes' road frontage north and south of the cemetery could be combined into a single tax parcel, there would be adequate frontage for a standard building permit. That option will receive further consideration.

Fiscal officer reported that insurance on the Horton-International Emergency unit is confirmed and proof of insurance was provided for the truck.

The company whose bid was accepted to perform tree removal at the July meeting will inform Bill Lowe when they can start the work.

Clean up work on the Morrison Property is done, will be paid, subject to receipt of a bill.

Laird reported that the changes to the Spaw headstone will be completed the end of August.

Bill has a set of plans for a 16' x 16' building with a garage door. The material cost would be \$2,840. The township would pay for the garage door and half of the other materials cost. This would build a permanent pole building at the ball park. No action was taken at this time.

The old Sutphen fire truck is still disabled. Fire Chief Jim Hall asked to have John Cunningham look at the truck to determine the damages. Trustees agreed that another opinion of repairs would be beneficial.

Malcolm Manville reported that the mower has been serviced and that Larry Krebehenne will mow the ball park tomorrow. There are ball tournaments scheduled for the next two weekends.

Bill has spoken with county engineer Jeff Stauch about making the lot around the township house into a township road. This would make the paving project eligible for gas tax funding. The engineer asserted that it can not qualify.

In new business, fire chief Jim Hall reported that the fire department has been busy. They will be providing emergency coverage at the Richwood Fair Tractor Pull and some other fair venues. Hall added that the Horton-International squad is a very nice unit and is very much appreciated.

Corey Schalip reported that the New Bloomington Fire Department might have an interest in the 1997 Ford Ambulance. The trustees and fire department members will consider the need to retain a backup unit versus getting rid of the extra maintenance and upkeep. Consensus was to wait a while and make sure the bugs are worked out of the Horton before making a decision.

Ben Laird reported that a zoning permit was written for Bill and Heidi Delong to build a storage building in the township.

Laird also reported that a letter was written to the Pitstop requiring that action is needed by 8/15 to remediate the accumulation of junk at that business location.

Apparently, at this point in the meeting, Melissa Chase of the prosecutor's office texted her apology for not attending the meeting to assist with the Fish Cemetery issue.

The following bills were presented and examined by the Trustees. A motion to pay all bills presented was made by Jeff Robinson, seconded by Bill Lowe. Gary Cunningham called for a vote and all three voted yes

Note that the first listed warrant, #8414, was approved at the July 5, 2016 meeting by resolution 2016-44

Warrant Number	Bill	Purpose	Amount
8414	Jerome Twp Div of Fire	Purchase Horton-IH squad	7000.00
8415	Gary L Cunningham	Payroll	685.60
8416	Steven M. Jolliff	Payroll	1071.27
8417	William R Lowe	Payroll	685.60
8418	Jeffery L Robinson	Payroll	649.72
8419	Public Emp Ret Sys	OPERS With and Contrib	855.32

8420	April Laird	Zoning Inspector	150.00
8421	April Laird	Cemetery Maintenance	1214.39
8422	James Hall	Fire Chief/Janitor Service	290.00
8423	Corey Schalip	Reimb Label materials etc.	45.65
8424	Sunny Communicat'ns	Fire Radios, etc	5857.00
8425	Royal Inspections LLC	Clean-Mow Morrison Property	1090.00
8426	Steve Jolliff	Reimb squad & 73 Ford titles	32.00
8427	Fire Safety Svs Inc	Three Supply Invoices	1231.20
8428	Vets Remem Fund	Contribution to Memorial	500.00
8429	Ohio Edison	3 electric bills	324.99
8430	Jenco Wireless	ISP for firehouse	49.95
8431	Office City Express	Fire Printer Supplies	100.37
	Total		10885.65

Fiscal Officer further certified that funds were available to cover all Warrants presented.

Trustees signed Purchase Orders and warrants and reviewed correspondence.

Bill Lowe moved that the meeting be adjourned. Jeff Robinson seconded the motion. Chairman Cunningham called for a vote and all voted in favor. Meeting was adjourned.

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Fiscal Officer

**Record of Proceedings  
Minutes of Leesburg Township Meeting  
Held Tuesday, September 6, 2016**

The Trustees of Leesburg Township met in regular session at the Leesburg Township Firehouse and Office Facility at 7:30 PM.

The following members were present: Trustees; Jeff Robinson, Gary Cunningham and Bill Lowe and Fiscal Officer, Steve Jolliff.

Others in attendance were: Fire Chief Jim Hall, Fire Captain Corey Schalip, Zoning Inspector Ben Laird, Residents Joe Pence, Nigel Pence, Tom Baldwin, and County Prosecutor's staff attorneys Melissa Chase and Thane Gray.

Jeff Robinson moved that the minutes be approved as submitted. Bill Lowe seconded the motion. Chairman Cunningham called the question and all voted in favor.

Tom Baldwin and Melissa Chase reported that they had met with County Auditor Andrea Weaver. The auditor is willing to accept that a quit claim deed from Ron Bayes would establish the trustee's ownership interests and consequently, Ron Bayes' interest. Melissa wants the trustees' ownership interests to be established and the reduced cemetery plat to be the official legal description. She proposed recording an affidavit covering the recent research. She indicated that the prosecutor would prepare the quit claim deed and affidavit. This action would eliminate the Ron Bayes issue with frontage and any encroachment problem. Ron Bayes was not in attendance at this meeting.

Jeff moved that the township adopt a resolution that the Township Trustees will agree to the Bayes' building permit, will pay for and record the quit claim deed if Ron Bayes will provide an acceptable metes and bounds survey and plat of the cemetery parcel. (Resolution 2016-46) Gary Cunningham called for a vote and all three voted in favor of the resolution.

Jeff asked Melissa Chase about the about engine braking ordinance as approved by the trustees at an earlier meeting. Melissa said she has examples of such an ordinance and can provide them. Jeff will follow up with Melissa.

Next meeting item was the Pitstop zoning action. Thane Gray represented the prosecutor's office on enforcement options. Joe and Nigel Pence live directly across Route 4 from the Pitstop and have numerous complaints about the dust from the lot. Ben Laird said that some efforts have been made to fix holes in the fence and some junk has been moved but most of the required improvements have not been made. The written deadline was August 15 and that date is well past.

Pence complained that the property values are suffering and the quality of life has suffered more between the parking lot dust and the round-the-clock activity at the business. Thane Gray told the group that pursuing them over and over for small fines through zoning enforcement would be less effective than pursuing an "injunction to comply" action through the common pleas court. Common Pleas court has stiffer remedies including jail time for ignoring an injunction. Timeline is in the range of 3-6 months as such an injunction has relatively low priority in the court.

Bill Lowe moved that the township initiate 1) an injunction to comply and 2) authorize the Fiscal Officer to pay any and all necessary court costs with timing to be at Thane Gray's discretion. (Resolution 2016-47) Jeff Robinson seconded the motion. Gary Cunningham called for a vote and all three voted in favor.

Gray pointed out that evidence to support the violations would be needed prior to bringing the injunction action. A copy of these minutes and resolution will be sent to Gray.

Ben Laird reported that he will issue a permit for a home on Route 4 at Hopewell Road. Joe Pence asked Laird to look at a house in Pharisburg concerning possible zoning violations.

Trustees noted that there will be a burial at 11:00 AM on September 7. Calvin Gibson will handle the cemetery work for the Floyd Waterson burial. Laird requested that he can use any available fill dirt at the cemetery.

Jim Hall reported that the new squad unit is performing excellently. He noted that retaining the 1997 Ford squad is not necessary. The fire department is preparing a grant request for cost share on a replacement truck. If approved, the department would purchase a tanker/pumper estimated to cost \$315-320,000.



Hall explained that a start-up department at New Bloomington, New Vision Fire and Rescue, would like to have the 1997 Ford unit. They have minimal financial ability to purchase a squad. As Leesburg benefitted from the below market acquisition of the IH/Horton Unit, the township would like to pay the benefits forward by making our older Ford unit available to New Vision.

Jeff Robinson moved that the township transfer the Ford to New Vision for the sum of \$1, AS-IS, No Warranty. (Resolution 2016-48). Bill Lowe seconded the motion. Cunningham, Robinson, and Lowe all voted in favor.

Jolliff reminded the trustees that there will be a county Township Association meeting at Raymond on September 8.

The trustees reviewed the NCO Solid Waste District's financial assistance plan. Lowe moved that the township vote in favor of that plan. (Resolution 2016-49) Robinson seconded the motion. Cunningham called for a vote and all three voted in favor.

Robinson moved that the township review reports and pay bills. Lowe seconded the motion, Cunningham called for a vote and all three voted yes. Jolliff requested trustee concurrence to pay five regular expenses electronically, going forward. Those are OPERS, Federal Income Tax withholdings, Federal Medicare Withholdings, State Income Tax withholdings, and School District Income Tax withholdings. Trustees concurred that this would be an acceptable method of payment.

Jolliff reported that four drafts, 8432-8435, had to be voided as they were inadvertently skipped in the UAN rotation. Drafts #8407 and 8410, previously written to the Ohio Department of Taxation, were voided as they were replaced by electronic payments. Drafts #8408 and 8411, previously written to Ohio School District Income Tax, were voided as they were replaced by electronic payments. Draft #8411 was voided as it was written to Royal Inspections for too much as the lienholder took over mowing the Morrison property and the amount owing was reduced. See draft #8452, below. All voided checks were present for inspection and are in the check stub file.

8436	Gary Cunningham	Payroll	685.60
8437	Steven Jolliff	Payroll	1071.27
8438	William Lowe	Payroll	685.60
8439	Jeffery Robinson	Payroll	649.72
8440	April Laird	Cemetery Maintenance	1214.19
8441	April Laird	Zoning Inspector	150.00
8442	James Hall	Fire Chief/ Maintenance	290.00
8443	Malcolm Manville	Mowing	636.00
8444	Marysville Journal	Legal Notice	9.25
8445	Union Rural Electric	Hopewell Electric	91.74
8446	Medical Repair-Emsar	Squad Repair	127.73
8447	Dotson's Garage	JD Mower Service	43.40
8448	McAuliffe's Ace	Supplies	125.32
8449	Memorial Hospital	Medical Director Service	500.00
8450	Oh Bur Wkmns Comp	Half year	506.05
8451	Ohio Edison	Electric Service 3 locations	351.27
8452	Royal Inspections	Morrison Clean-up	990.00
8453	Internal Revenue Svc	FIT and Medicare	104.51
8454	Internal Revenue Svc	FIT and Medicare	104.51
			8336.16

Fiscal Officer further certified that funds were available to cover all Warrants presented.

Trustees signed Purchase Orders and warrants and reviewed correspondence.

Bill Lowe moved that the meeting be adjourned. Jeff Robinson seconded the motion. Chairman Cunningham called for a vote and all voted in favor. Meeting was adjourned.

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Fiscal Officer

**Record of Proceedings**  
**Minutes of Leesburg Township Meeting**  
**Held Tuesday, October 3, 2016**

The Trustees of Leesburg Township met in regular session at the Leesburg Township Firehouse and Office Facility at 7:30 PM.

The following trustees were present: Trustees; Jeff Robinson, Gary Cunningham and Bill Lowe and Fiscal Officer, Steve Jolliff.

Others in attendance were: Fire Chief Jim Hall, Malcolm Manville, Board of Zoning Appeals member Mellisa Weigant, and fireman Matt Flowers. Other guests were North Union School Superintendent Richard Baird, and Union County Health Department official Marsha Dreiseidel

Bill Lowe moved that the September minutes be approved as submitted. Jeff Robinson seconded the motion. Chairman Cunningham called the question and all voted in favor.

Chairman Cunningham turned the floor over to Superintendent Baird. Baird talked about the "State of North Union" meetings. He also discussed the gifted student program which is significantly reduced in the 2016-17 school year. He talked about the difficulty of securing quality staff for intervention specialist positions and for higher math and science programs.

UCHD official Dreiseidel reported that the first round of septic operations and maintenance billings will go out in November. Operating permits will cost \$30 and aeration inspection inspections are \$50. She reported that assessments are 75% complete in the first three townships and one third of the systems are judged to be defective. Comments about the inspections included reports of multiple cases of Health Department personnel leaving covers off of septic tanks when they left. Comments included the lack of any progress made by the department on known defective systems in the township.

Fire Chief Jim Hall reported that the department has been busy. They attended to a carbon monoxide poisoning event caused by people using a gasoline powered pump to pump out a flooded basement and transported those patients. There were

13 runs during the month and that is on schedule with the anticipated 150 to 160 runs per year. He also reported that John Cunningham has not had a chance to investigate the mechanical problems with the Sutphen Engine.

Hall reported that Mike Carl passed his medical exam last week and Riley Hall takes his exam next week. Corey Schalip has had some temporary medical issues for a couple of weeks.

Malcolm Manville reported that he had mowed the ballpark today.

Bill Lowe informed the meeting that Frank White is willing to work toward building improvements at the park. A solution has been sought to improve storage at the park due to deteriorating truck box storage and aging facilities. The trustees will meet at the site this week to discuss options. Bill moved that the township spend up to \$2,500 for materials to get started on a storage building solution before weather gets worse. Jeff Robinson seconded the motion. Chairman Cunningham called the question and all voted in favor.

Fireman and trainer Matt Flowers reported that a new fire class will start on Sunday October 23 and run for 6 consecutive Sundays. The class includes 36 class hours and Leesburg Township FD will have 3 in attendance.

Mellisa Weigant had no new business for the meeting from the BZA.

Fiscal Officer Jolliff presented a resolution that the township accept rates of levies for 2017. Robinson moved that the Resolution be adopted. (resolution 2016-50) Lowe seconded the motion. All three trustees voted in favor of the resolution (copy attached)

Robinson moved that the township review reports and pay bills. Lowe seconded the motion, Cunningham called for a vote and all three voted yes

Trustees signed Purchase Orders and warrants and reviewed correspondence.

8455	Century Link	Firehouse phone svc-2 mos	302.40
8456	Gary L Cunningham	payroll	685.60
8457	Steven M Jolliff	payroll	1071.27
8458	William R Lowe	payroll	685.60
8459	Jeffery L Robinson	payroll	649.72
8460	Richwood Banking Co	Interest on real estate loan	906.58
8461	Bound Tree Medical	Boxes of sterile gloves	292.25
8462	Union Co Sheriff	Background check-Gould	57.00
8463	Gatchell Grant Resources	Fire engine grant application preparation	675.00
8464	Jenco Wireless	Internet Service 2 months	99.90
8465	Dotson's Garage	Small maintenance parts	13.48
8466	Phoenix Safety	Boots	170.00
8467	Office City Exp	Fire Dep't Printer Cartridges	88.82
8468	Union Rural Electric	Electric-Hopewell Cemetery	44.83
8469	Calvin Gibson	Open and Close Grave	175.00
8470	Del-Mar Tree Svc	Trees Rt 4 and Pine Lane	1225.00
8471	Pit Stop	Fire Dept Diesel Fuel	1376.28
8472	Ohio Edison Co	Electric Svc - 3 locations	378.90
8473	James Hall	Fire Chief and Jan Svc	290.00
8474	April Laird	Zoning Inspector	150.00
8475	April Laird	Cemetery Mtc Contract	1214.29
8476	Century Link	Firehouse phone service	156.49
8477	Rumpke	Trash Service-firehouse	67.23
		Total	10,775.64

Fiscal Officer further certified that funds were available to cover all Warrants presented.

Trustees signed purchase orders and warrants and reviewed reports and correspondence.

Bill Lowe moved that the meeting be adjourned. Jeff Robinson seconded the motion. Chairman Cunningham called for a vote and all voted in favor. Meeting was adjourned.

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Fiscal Officer

**Record of Proceedings  
Minutes of Leesburg Township Meeting  
Held Monday, November 7, 2016**

The Trustees of Leesburg Township met in regular session at the Leesburg Township Firehouse and Office Facility at 7:30 PM. Meeting was called to order by Chairman Cunningham.

The following members were present: Trustees; Jeff Robinson, Gary Cunningham and Bill Lowe and Fiscal Officer, Steve Jolliff.

Others in attendance were: Fire Chief, Jim Hall, Zoning Inspector, Ben Laird, Malcolm Manville, Fire Captain Corey Schalip, and Fireman Alan Fitzpatrick.

Bill Lowe moved that the minutes of the October 3, 2016 regular meeting be approved. Jeff Robinson seconded the motion. Chairman Gary Cunningham called the question and all three voted Yes.

In old business, Bill Lowe reported that progress is being made on the ball field construction project. He believes that the \$2,500 appropriated should be sufficient to complete IT. The building will have 2 walk-in doors and 1 overhead door. Frank White is working on steps, odds and ends, and clean up. There was discussion of how to partially compensate Frank White. No decision was made.

Trustees were also unsure of what to do with the old storage trailers. They will research options. Contacting Jack Kirby was suggested.

Jim Hall reported that the firehouse was set up and ready for the election on November 8. The election workers, again, entered the building and set up the election equipment without contacting the fire department. There is an apparent need to reset the door lock combinations. It was noted that Sheriff Deputies will need to be informed of the new combination when this happens. The possibility of a video monitoring system was discussed, instead of, or in addition to, lock changes.

Hall also informed the trustees that there were 19 runs in October and that the Leesburg Fire Department has two firemen in the ongoing 36 hour class.



Malcolm Manville informed the trustees that he believes one more mowing of the premises is in order. He added that Larry Krebehenné will mow the ball fields one more time, if we request it, even though the ball season is over.

Malcolm asked for suggestions of how to handle the goose problem at the firehouse. There were no suggestions.

It was noted that the LTFD hog roast was a success although financial numbers were not yet available.

Corey Schalip was asked about timing of any news on the fire department's recent grant application. Corey indicated that there would not likely be any decisions available for 8-10 months.

Ben Laird reported that a permit for a new home was granted to Bruce Bayes. He added that Mary Kirk, in the map room, would like a letter approving the lot split. Melissa Chase will be asked to provide such a letter. There was some discussion of access to the Fish Cemetery. For the present time, Ron Bayes will continue to allow use of his drive for cemetery maintenance.

Ben briefly discussed the problem of abandoned vehicles in the township. He plans to make a concentrated effort in 2017, probably in April.

Ben has recovered from his shoulder surgery and returns to work this week. The 2016 cemetery maintenance season is complete. April Laird was the cemetery contractor during Ben's disability. That contract will continue through 2017 and will remain with April. April has also been the Assistant, and Interim Township Zoning Officer for the past several Months. The zoning officer duties will return to Ben.

Trustees discussed that the county maintenance people have cleaned up their Whitestone Road ditch damages as needed. They also discussed the pavement problems on State Route 347 near Don Parrott's home. The state needs to make those repairs.

Mike Knaul was one of the individuals responsible for the creation of the ball park and he has been doing some of the maintenance work there. It was noted that Mike would be interested in doing some more of the maintenance work in the future.

Jeff discussed the Jake Brake Ordinance. He has received some clarification from Melissa Chase in the prosecutor's office. The Township does have authority to create the ordinance, and will be responsible for paying for the signage. It is believed that the state will want to place the signs at their preferred locations. FO Jolliff will forward the information provided by Melissa to the other two trustees. Potential fines were discussed. The most frequently cited fine was \$100. Generally the county sheriff's department will enforce the ordinance.

The fiscal officer distributed recently received correspondence for review. Robinson moved that the township review reports and pay bills. Lowe seconded the motion, Cunningham called for a vote and all three voted yes

Voucher	OPERS	October Withholding	855.32
8478	April Laird	Cemetery Maintenance	1,214.26
8479	April Laird	Zoning Inspector	150.00
8480	James Hall	Fire Chief/Janitorial	290.00
8481	James Hall	Reimburse DC Converter	284.11
8482	Un Co Sheriff	Reese Background Check	57.00
8483	Jenco Wireless	Internet-2 months	99.90
8484	Dotson's Garage	Repairs/Service	34.39
8485	Plotner Hardware	Lightbulb	9.49
8486	Steve Jolliff	Reimburse paper, envelops,	46.97
8487	McAuliffe's Ace	Mtc Supplies	141.13
8488	Union Rural Electric	Hopewell Electric Svc	44.75

8489	William R Lowe	Reimburse Building Supplies for Park Project	1,866.09
8490	Ohio Edison Co	Electric-lights-firehouse-park	336.87
8491	Gary Cunningham	Payroll	685.60
8492	Steven Jolliff	Payroll	1,071.27
8493	William Lowe	Payroll	685.60
8494	Jeffery Robinson	Payroll	649.72
Total			8,522.47

Fiscal Officer further certified that funds were available to cover all Warrants presented.

Trustees signed purchase orders and warrants and reviewed reports and correspondence.

Bill Lowe moved that the meeting be adjourned. Jeff Robinson seconded the motion. Chairman Cunningham called for a vote and all voted in favor. Meeting was adjourned.

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Fiscal Officer

**Record of Proceedings  
Minutes of Leesburg Township Meeting  
Held Monday, December 5, 2016**

The Trustees of Leesburg Township met in regular session at the Leesburg Township Firehouse and Office Facility at 7:30 PM. Meeting was called to order by Chairman Gary Cunningham.

The following members were present: Trustees; Jeff Robinson, Gary Cunningham and Bill Lowe and Fiscal Officer, Steve Jolliff.

Others in attendance were: Fire Chief-Jim Hall, Zoning Inspector-Ben Laird, Assistant Chief-Malcolm Manville, Fire Captain Corey Schalip, and Firemen Matt Flowers, Alan Fitzpatrick and Jason Rish.

Bill Lowe moved that the minutes of the November 7, 2016 regular meeting be approved. Jeff Robinson seconded the motion. Chairman Gary Cunningham called the question and all three voted Yes.

In old business: Bill Lowe reported that Frank White continues to make progress on the building at the ball park. Progress would be better if Frank had more consistent help. It was discussed that removal of old trailer storage might better be deferred until the ground dries up in the spring or wait until the ground is frozen.

Jeff reported that he has been working on one of the Rt 4 speed lights. Trustees will look for the error code so it can be reported to the repair people.

Corey Schalip and Jim Hall reported that Mike Carl will give up the Medical Director/EMS Coordinator role at year end. He will be replaced by Riley Hall. Trustees were also informed that our squad is now classified an "Intermediate Squad" truck. It was upgraded based on the quality of equipment and personnel. The primary restriction for an "Intermediate" is that it is not qualified for known/suspected heart attacks.

Corey presented data about the 2016 fire run and training session attendance. Corey further provided some suggestions about how to better incent fire personnel to attend training sessions and fire and EMS runs. Matt Flowers, as a trainer, and Jason Rish also offered opinions of what tactics might be effective and offered information about the practices of other local departments.

All shared concern for meeting the department members' training requirements for continued certification and for assuring that all are familiar with all department equipment. There is some concern by established firemen that the team aspect is diminished by less participation in regular training. Several suggestions were made for hourly rate changes, minimums per run or training meeting, or other compensation. The trustees will consider changes for 2017. Additional discussion will be required.

Matt Flowers requested that a budget be created for training materials such as CPR dummies. Training materials could also be made available for training in the community as well as in the department.

Flowers also advised the trustees that the department has made an application for a "Firehouse Subs" grant for the air tank refill equipment that has been discussed in the past. Flowers believes there is a chance that the entire expense of \$47,100 could be covered by a grant.

The Fiscal Officer was reminded that it is time to make annual payments to board members and firemen per the approved schedule. The numbers were provided for fire personnel. The FO will contact Jean Smith for zoning committee activities.

It was noted that the bond for the zoning inspector will be up for renewal early in 2017. The Township insurance policy is under review by the FO and firechief to assure adequacy of coverages. The insurance company has requested updates by mid-December for policy review.

Zoning Inspector Laird wrote one building permit for a barn on Kaiser Road for Chris Davis. Ben noted that the county mowing crews continue to do significant damage to culverts in the township. They also continue to be in denial of such damage.

Bill Lowe proposed that the township consider trading one mower tractor each year. The hours accumulated over two years would typically allow the tractors to retain good trade value and minimize any significant off-warranty repairs. The trade-in tractor could be delivered to the dealership at season end, allowing the dealer maximum opportunity to resell and eliminating the need for winter storage for one unit. Trustees will give that idea consideration.

The fiscal officer distributed recently received correspondence for review. Robinson moved that the township review reports and pay bills. Lowe seconded the motion, Cunningham called for a vote and all three voted yes

Voucher	OPERS	November Withholding	855.32
8495	Gary Cunningham	Payroll	685.60
8496	Steven Jolliff	Payroll	1071.27
8497	William Lowe	Payroll	685.60
8498	Jeffery Robinson	Payroll	649.72
8499	Malcolm Manville	Mow/Mtc	384.00
8500	Auditor of State	UAN Service	534.00
8501	Century Link	Fire Dep't Phone	145.30
8502	Union Rural Electric	Hopewell Electric	44.75
8503	Dotson's Garage	Service 730 mower	34.39
8504	Sutphen Corp	Fire Engine Mtc/Parts	83.52
8505	Richwood Auto&Farm	Invoice 363159	114.49
8506	William Lowe	Reimburse screws/bolts	55.18
8507	Ohio Edison	Electricity-3 locations	337.43
8508	Office City Express	LTFD printing supplies	177.64
8509	Jenco Wireless	LTFD Internet Service	49.95
8510	LUC Regional Planning	Annual Assessment	772.85
Total			6,681.01

Fiscal Officer further certified that funds were available to cover all Warrants presented.

Trustees signed purchase orders and warrants and reviewed reports and correspondence.

Bill Lowe moved that the meeting be adjourned. Jeff Robinson seconded the motion. Chairman Cunningham called for a vote and all voted in favor. Meeting was adjourned.

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Fiscal Officer

**Record of Proceedings  
Minutes of Leesburg Township Meeting  
Held Monday, December 19, 2016**

The Trustees of Leesburg Township met in regular session at the Leesburg Township Firehouse and Office Facility at 7:30 PM. Meeting was called to order by Chairman Gary Cunningham.

The following members were present: Trustees; Jeff Robinson, Gary Cunningham and Bill Lowe and Fiscal Officer, Steve Jolliff.

Others in attendance were: Fire Chief-Jim Hall, Assistant Chief-Malcolm Manville, Zoning Inspector-Ben Laird, Fire Captain-Corey Schalip, and Firemen Matt Flowers, Riley Hall, Mike Carl, and Ashley Marstiller.

Jeff Robinson moved that the minutes of the December 5, 2016 regular meeting be approved. Bill Lowe seconded the motion. Chairman Gary Cunningham called the question and all three voted Yes.

Ashley Marstiller was introduced to the meeting. This was her first time in attendance at a Trustees meeting.

Ben Laird asked for some discussion about a horse barn on Springdale Road where, it appears, there are fulltime occupants living in an apartment. The trustees were not able to absolutely confirm those suspicions. It was suggested that Ben start by asking the county health department about the presence of a septic permit, and follow that up with a visit.

Chief Hall reported that there were no current significant issues. The radio upgrade project was completed and the system is working well.

Fireman Matt Flowers showed slides of the building fire simulator/trainer at Clark State that is constructed of large steel shipping containers. Matt had introduced the idea of a training materials budget at an earlier meeting. The steel training simulator is capable of supporting live fire and extensive reuse. Flowers estimated the total cost at less than \$10,000 with the larger containers available for \$1,300-2,000 each. Some interior work would be required and firemen would provide labor



for that. Annual live fire training could be held at Leesburg for our department and, potentially, surrounding fire departments. The township liability question would need to be addressed. There was some discussion of where to locate a training simulator with no decision at this time.

Mike Carl is being replaced by Riley Hall as the department medical director. Firemen Nathan McIntire and Brad Reese are receiving additional training at Clark State. The question of how to incent firemen to attend training meetings is still under discussion. If there is to be an award after 18 hours, it could either be awarded when achieved or deferred until year end. The need to make training fun or competitive is obvious.

Other training budget needs were discussed in the form of sets of CPR mannequins for CPR training of firemen and possible others. Mannequins would cost approximately \$533 per set. Fire department equipment priority remains a Cascade air system. The department is still in the running for a Firehouse Subs grant. Cost of that system is \$49,000, installed. Mike Carl will look for quotes for a refurbished system and report.

Trustees will continue to review firefighter compensation and incentives for training and for runs in 2017. Copies of a preliminary appropriation schedule and 2017 budget were distributed to the trustees for further review at the January 3, 2017 meeting.

Jeff Robinson moved that the township make a special principal payment on the township firehouse facility loan at The Richwood Banking Company. Bill Lowe seconded the motion. Cunningham called for a vote and all three voted yes.

Lowe moved that the schedule of 2017 meeting dates be approved (see attached). Robinson seconded and all three voted in favor.

The fiscal officer distributed recently received correspondence for review. Robinson moved that the township review reports and pay bills. Lowe seconded the motion. Cunningham called for a vote and all three voted yes. Payments include the annual payments to firemen and members of zoning boards.

8511	Ben Laird	Zoning Inspector	150.00
8512	James Hall	Fire Chief/ Maintenance	290.00
85136	Calvin Gibson	McCarty Grave Preparation	175.00
8514	Bender Communications	Radio Installation and maintenance	875.75
8515	Un Co Health Dep't	Septic Permit	30.00
8516	McAuliffe's Ace	Janitorial Supplies	155.08
8517	O B Workmans Comp	Coverage	134.54
8518	Ohio Edison Co	Electric Lights and Firehouse	300.33
8519	James Hall	Fire Training/Runs	1490.00
5920	Malcolm Manville	Fire Training/Runs	820.00
8521	Mike Carl	Fire Training/Runs	1400.00
8522	Kevin Dotson	Fire Training/Runs	850.0
8523	Corey Schalip	Fire Training/Runs	1460.00
8524	Matt Flowers	Fire Training/Runs	970.00
8525	Jason Rish	Fire Training/Runs	515.00
8526	Riley Hall	Fire Training/Runs	550.00
8527	Rocky LeMaster	Fire Training/Runs	45.00
8528	Larry Gibson	Fire Training/Runs	95.00
8529	Spencer Roush	Fire Training/Runs	270.00
8530	Alan Fitzpatrick	Fire Training/Runs	10.00
8531	Mark Hall	Fire Training/Runs	20.00
8532	Allison Marstiller	Fire Training/Runs	190.00
8533	Collin Dotson	Fire Training/Runs	60.00
8534	Dan Fannin	Fire Training/Runs	50.00
8535	Skylar Foos	Fire Training/Runs	280.00
8536	Tim German	Fire Training/Runs	260.00
8537	Dan Karcher	Fire Training/Runs	105.00
8538	Chad Coutts	Fire Training/Runs	130.00
8539	Adam VanDuzen	Fire Training/Runs	120.00
8540	Haley VanDuzen	Fire Training/Runs	35.00
8541	Sammi Gould	Fire Training/Runs	10.00
8542	Bradley Reese	Fire Training/Runs	10.00
8543	Nate McIntire	Fire Training/Runs	10.00

8544	Dan Devers	Scott Cemetery Mtc	250.00
8545	Jean Smith	Zoning Coordinator	100.00
8546	Joe Pence	Zoning Appeals	10.00
8547	Steve Robinson	Zoning Appeals	10.00
8548	Mary Thomas	Zoning Appeals	10.00
8549	Richwood Bank	Loan Principal	25,000.00
8550	Columbia Gas	Gas for Fire Dep't	130.51
8551	William R. Lowe	Reimburse Building Mat'ls	17.12
8552	Void	Void	0
8553	IRS	Fed Withholding	104.51
8554	Ohio Edison	Street Light Electric	60.96
	Total		37,558.80

Fiscal Officer further certified that funds were available to cover all Warrants presented.

Trustees signed purchase orders and warrants and reviewed reports and correspondence.

Bill Lowe moved that the meeting be adjourned. Jeff Robinson seconded the motion. Chairman Cunningham called for a vote and all voted in favor. Meeting was adjourned.

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Trustee

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Leesburg Township Fiscal Officer