

Minutes of Leesburg Township Regular Meeting
Monday, January 7, 2019

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

Members present were: Chairman Bill Lowe, Jeff Robinson, Gary Cunningham and Fiscal Officer Steve Jolliff.

Others in attendance were: Chief John Cook, Malcolm Manville, Ben Laird, Corey Schalip, Jim Hall, Kevin Dotson, Deputy Sheriff Kristin Cowell, Annette Chapman, Kip Milhoan and Jeremy Miller.

The meeting was called to order by Chairman Bill Lowe. Minutes of the meeting held December 17, 2018 were reviewed. Gary Cunningham moved that the minutes be approved as presented. Jeff Robinson seconded the motion. Chairman Lowe called the question and all three voted yes.

The next order of business was the election of a 2019 Chairman. Jeff Robinson nominated Gary Cunningham to be Chairman. Bill Lowe seconded the nomination. There being no other nominations, Chairman Lowe called for a vote. Mr. Cunningham was elected chairman and assumed control of the meeting. Bill Lowe nominated Jeff Robinson to be Vice-Chairman. There being no other nominations, Chairman Cunningham called for a vote and Mr. Robinson was elected Vice-Chairman.

Deputy Cowell was invited to address the meeting. There was a brief discussion including the monthly Sheriff's Department activity report. Deputy Cowell then returned to her patrol duties.

Annette Chapman was invited to address the meeting. Annette was in attendance to respond for husband Tom Chapman, who was requested to respond to faulty and shallow headstone footers in the cemeteries during his tenure as cemetery sexton. There have been several complaints about leaning headstones and crumbling footers. Since the last meeting, Bill has probed several footers and found them to be 8-10 inches deep and headstones have been tipping and moving. Annette requested a list of the

defective footers. Bill and Ben will work on a list. Annette said that complainants may call Tom at 937-309-5587. Annette left the meeting at this point. It was noted that standard footers were to have been 30 inches deep with the footer perimeter to extend 3 inches beyond the edge of the stone. The top of the footer should be 3.5 inches above ground level for easy trimming of grass.

Gary asked for new business. Chief Cook reported 25 fire and EMS runs in December, an unusually high number. He informed the trustees that he purchased a lockable drug box for the squad vehicle for less than anticipated.

The chief also reported that Memorial Hospital will continue to perform medical director duties for the EMS squad. There have been just 2 runs in the first week of January. The chief reported that LTFD is unlikely to receive grants for truck replacement due to the age of our fleet being less than 25 years. The probable grant writer can better evaluate our needs if he performs an inspection of LTFD's equipment and facility. The trip would cost \$250 plus \$.55 per mile.

Jeff noted that LTFD's tanker is typically redundant at many fire sites. Our tanker is designed to be used for filling a free standing tank which is not commonly done locally due to an abundance of more modern equipment from assisting fire departments.

Chief Cook appointed fire department officers as follows:

John Cook	Fire Chief
Kevin Dotson	Assistant Chief
Corey Schalip	Captain
Riley Hall	Captain
Jeremy Miller	Captain and EMS Coordinator

The Chief and Corey have been looking for better prices on turnout gear and noted that the 8 replacement sets needed in 2019 can be bought over the

The fire department reported that there were 79 medic runs and 25 fire runs in 2018. Medic runs could be a significant revenue generator and the department will pursue that revenue. It was further noted that the squad needs a new siren. It is currently running with one 200 watt siren and should have two, less powerful sirens to control the excessive volume inside the unit. This will be pursued.

Zoning Officer Ben Laird reported that he has sent a violation notice to Jim Slone about abandoned nuisance vehicles at the property on Route 4. The final date to avoid further action was January 4, 2019. The meeting discussed that vehicles over 3 years old with expired license tags and inoperable are considered junk. Bill Lowe proposed a resolution that the Slone property is a nuisance and that clean up by the township may proceed. Jeff seconded the motion for resolution. Gary called the question and all voted yes. The resolution was adopted. Our county prosecutor's office has been very reluctant to enforce zoning violations. Ben was asked to give Slone a second notice stating that a nuisance does exist and the county prosecutor will be asked to take action to assist the township with vehicle removal in 14 days. Trustees will consult with Sheriff Patton about how the UCSO can assist.

Mac discussed how the "Nelson Sproul Memorial Plaque" may be reinstalled on a bench at the village office in Magnetic Springs. He informed the meeting that the squatter in Magnetic Springs has been removed. Trustees authorized Chief Cook to invite the grant writer to inspect the fire house and equipment and we will pay his travel expense.

The next fire district meeting at Liberty Township will be January 23.

The FO related recent discussions with a Risk Mitigator with Ohio Plan insurance. He also informed the trustees that he was in receipt of the final SRO contract from the sheriff's office and that he had signed a Memorandum of Agreement with the contract auditors who will perform the township's 2017-2018 audit.

Inspector, and Fire Chief to UCTOA.

Burials will be priced at \$400 each, subject to change if our cost of earthwork changes. The charge for burial of urns will be \$100 per burial and Ben, or whoever digs for the urn will receive \$50. Jeff moved the approval of each of the above items, including the Zoning Inspector raise. Bill seconded the motion. Gary called the question and all three voted YES.

Trustee discussion moved on to the Township Annual Appropriation Resolution. Jeff Robinson moved that the Appropriation be approved as presented, (copy attached) Bill seconded the Approval of the Resolution. Gary called for a vote. All three voted yes and signed the resolution. The F.O. presented the Certificate of the Total Amount Available for Expenditures (copy attached) and indicated that he will sign this version and send both to the county auditor for review.

Bill Lowe informed the trustees that he and Ben Laird have toured the Hopewell Cemetery and believe that there may be 14 footers that they have quality concerns about. The Lamb footer was notably poor quality. Bill will work up a list with names and lot numbers. Bill moved to adjourn the meeting. Jeff seconded. Gary called for a vote and all voted yes. With this meeting being mid-month and the budget just approved, there were no warrants or management reports to be signed.

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Fiscal Officer

**Minutes of Leesburg Township Regular Meeting
Monday, February 4, 2019**

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

Members present were: Chairman Gary Cunningham, Jeff Robinson, Bill Lowe and Fiscal Officer Steve Jolliff. Others in attendance were Chief John Cook, Mac Manville, Terry Stewart, Ben Laird, Kevin Dotson, Corey Schalip, Riley Hall, John Howar of Rinehart, Walters, Danner - Ohio Plan Insurance, Deputy Sheriff Crabtree, and Jim Slone

The meeting was called to order by Chairman Cunningham. Minutes of the meeting held January 21, 2019 were reviewed. Jeff Robinson moved that the minutes be approved as presented. Bill Lowe seconded the motion. Chairman Cunningham called the question and all three voted yes.

Deputy Sheriff Crabtree asked for feedback from anyone in attendance. No significant issues were discussed.

John Howar presented the renewal information for the Township insurance. It was noted that the renewal proposal did not include the new 12 lead EKG and that one truck was not listed. There was a question about liability malpractice type coverage. John informed us that such issues are covered in our general liability. John indicated that their recent risk review indicated that we were paying their best rate.. John will requote the insurance with coverage for the EKG and add back the truck.

Chief Cook reported that the ODOT investigator was in the department to look at the truck that was damaged on 2/2/19. John Howar informed the township that the deductible will be \$250 if we need to file a claim with Ohio Plan.

The F.O. will receive the new insurance quote in a few days and write a warrant for premium at the 3/4/19 meeting.

Ben Laird began the discussion about the violation notice sent to Jim Slone on 12/15/18. Ben had asked Jim Slone to attend a meeting to discuss the

vehicle accumulation at his St Rt 4 property. Jim has removed the semi trailer. He says there are still 9 vehicles. His plan is to sell those excess vehicles. Jim reported that the vehicles are all titled to him and are currently licensed. He showed the trustees his titles and receipts for the registrations. Ben will meet with Jim on Saturday to check out the vehicles for proper title.

Chief Cook reported that there were 19 runs in January, primarily for fire. The department is working to get all trucks up to 100%.

The grant writer hired to look at our situation reported that our trucks were too new to support a truck replacement grant. He does believe that we can qualify for turnout gear, hoses, and other rescue equipment. They have been assembling quotes for hoses, etc. If successful, the grant writer would receive a percentage or a flat fee based on the grant amount. Bill Lowe moved that the township apply for grants from three sources and agree to compensate the grant writer. Jeff Robinson seconded the motion. The chairman called for a vote and all three voted yes.

The chief is still interested in replacing the tanker with a tanker/pumper that would provide more utility in fire situations. He would also like to sell several unusable pieces of gear and equipment to a company that recycles them. Bill moved that the fire department recycle outdated items. Jeff seconded the motion. Gary called the question and all three voted yes.

Cook is obtaining a refrigerator for meds. The chief and trustees discussed the potential income of ALS and BLS services. That could be as much as \$14-15 per mile. The consensus is that we will continue to "soft bill" township residents and to "hard bill" outside the township. He would like us to create an income account for this revenue to fund resupply of the EMS meds and supplies.

There is a need for a Verizon account to allow EMS personnel to connect the I-Pad with run reporting software while on the road. It will cost \$38-40 per month. The chief was told to proceed with this expense necessary to update

our reporting function. The chief also mentioned that the day room could be improved with a couple of nice chairs.

It was reported that other people are taking care of the janitorial duties that have been being performed by Jim Hall. It was also noted that the turnout for runs has been improving. It was also noted that we have an excess generator and a trash pump that could be eliminated.

Terry Stewart reported that the flooding problem at SR 4 and 347 continues. It is flooded now. Jeff will follow up at obtaining bids and check back with Lewis.

Bill followed up with a survey of headstone footer problems and presented a list of 12 problems. Ben indicated that the cost of a footer should be \$.50 per square inch with a minimum of \$300.

The speed signs are not functional at this time. Bill will price some options to replace the signs.

It was noted that clean-up day will be Saturday, April 21. Posters have been printed and are available for distribution. The F.O. circulated warrants, purchase orders, vouchers and receipts for trustee approval. Jeff moved to adjourn the meeting. Bill seconded. Gary called for a vote and all voted yes.

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Fiscal Officer
Supplement to minutes of 2/4/19

List of Cemetery Footers showing defects

Jack and Sheila Kitchen-Lot 32-Darryl Ingraham registered complaint on behalf of the Kitchen Family. Michel Kitchen also registered a complaint

Overfield - Lot 9 Jan 16, 2004

George - 12/25/06 Old Section West of Driveway Complaint registered by Dick George

Diedre Alexander- May 2, 1996- Old Section West of Driveway

Jim Slone - 2002 - Lot 5

Russell Slone - April 2-1998 - lot 6

Buck Slone - 2004 - Lot 6?

Carl Miller - 1997 - lot 11

Ted and Joanne Cox - 2006

Cox - 2009

Clevenger - 2002 - lot 27

Barry Drumm - 2003

Lamb - lot 52 - Trustees will remove headstone and base

Also concerned about Bob and Linda Bayes Lot 57 and 58

Vicki Hillman - 2001 - family has already had footer replaced

Minutes of Leesburg Township Regular Meeting
Monday, March 4, 2019

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

Members present were: Chairman Gary Cunningham, Jeff Robinson, Bill Lowe and Fiscal Officer Steve Jolliff. Others in attendance were Assistant Chief Kevin Dotson, Mac Manville, Corey Schalip, Riley Hall, Jim Slone Chad Coutts, Deputy Sheriff Kristin Crowell, and Ben Laird.

The meeting was called to order by Chairman Gary Cunningham. Minutes of the meeting held February 4, 2019 were reviewed. Bill Lowe moved that the minutes be approved as presented. Jeff Robinson seconded the motion. Chairman Cunningham called the question and all three voted yes.

There was no update to the damaged fire truck or insurance.

Jim Slone was in attendance to discuss liquor linenses within the township. It was noted that the previous zoning violation complaints about Jim's automobiles has been resolved. All are now registered and licensed. Jim had questions about the validity of the Pit Stop's license and presented his documentation from the Board of Elections which he interprets to support his points.

The LTFD grant writer reports that our chances of receiving a grant for truck investment is not likely this year. There are some other opportunities. Bill and Jeff signed an agreement to be represented by them.

Chief Cook passed on information about our agreement with LifeForce to collect for EMS runs. Our Life Force contract automatically renewed February 1, 2019. This precludes us from signing on with any alternative billing firm until next February 1. We need to cancel Life Force next January.

The Verizon agreement for wifi in the squad has not been implemented.

Janitor Jim Hall has resigned his part time janitor work. He texted that information to Jeff Robinson, earlier today. For the time being, LTFD will pick up the maintenance duties at the firehouse.

F. O. was requested to send the list of inadequate tombstone footers to Tom Chapman.

Bill has been looking into repairs/replacements for the Route 4 speed signs. New speed signs are priced at \$5,243 plus shipping of \$250, each for an approximate total of \$11,000. Another supplier advertises a similar model with a slightly smaller screen at \$3,200 each. Another option is to have another supplier build new boxes to hold the existing electronics. Bill will look at other options..

Township Clean-Up Day is Saturday, April 20, 2019. Laidlaw has agreed to provide their services, as in prior years. The tire recycler has been advised of the date. Bill will remind him when the date gets closer, Firefighters are requested to assist.

It was noted that Gary Liggett is deceased and will need a grave opened at Hopewell this week.

Trustees opened a discussion of the proposed budgets for possible Fire District formation. Several proposals were reviewed. After looking at the costs and benefits to Leesburg Township, Bill moved that the township inform the fire district committee that Leesburg Township will not become a member of such a fire district. They should proceed without us. Jeff Robinson seconded the motion. Gary Cunningham called for a vote. All voted in favor.

Gary plans to attend the Union County Board of Health meeting on March 14 and represent the township.

Assistant Fire Chief Kevin Dotson reported 14 runs in February. Ten were EMS, four were fire. We have acquired two more volunteer firefighters.

They will require training. The township will need to pay for that training, but will be reimbursed by state funds.

Corey has been looking at options to replace or upgrade the LTFD tanker truck. It should have a four man cab and be able to generate high water pressure. Depending on water capacity, it may be a single axle or a tandem.

The department has been pricing a fibre optic laryngoscope for the squad. The device will make intubation of patients easier for both the medics and patients. Chief Cook has recommended a model from Bound Tree Medical, priced at \$1,469.95. Jeff Robinson moved that the Chief proceed with that purchase. Bill Lowe seconded the motion. Gary Cunningham called for a vote and all three trustees voted yes.

The township squad will soon be equal or better equipped than any in the county.

The fire department's Pancake Breakfast will be Saturday, 3/9/19.

Gary informed the trustees that Sean Kiess has taken a different job that will require relocation. Kiess is the president of the UC Tigers Baseball Club, which has been maintaining and scheduling the ball parks on Route 37. The club is a 501-C3 organization with a board and elected officers. It is not yet known how this will affect the ball fields for 2019 season.

Ben Laird updated the township about zoning problems at the Warner's Locker winery location. The winery is legal as there is production of grapes. They are brewing and selling beer, as well, which we believe requires a license. They have, essentially, told Ben that they just take their chances and operate in violation of legal requirements for zoning and alcohol licensing. Ben is seeking additional guidance on the matter.

Ben also noted that we still need to remove the broken flagpole at Hopewell and have it replaced.

The F.O. presented the trustees with the new Resolution to the Union County Engineer for Maintenance and Repair of Roads. Bill moved that the resolution be adopted. Jeff seconded and all trustees agreed. (see attached)

The F.O. explained changes made to the township's checking. Purchase orders, receipts, warrants and bank rec were circulated for signatures. Bill Lowe moved for adjournment. Jeff Robinson seconded the motion. Chairman Cunningham called for a vote. All three voted yes.

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Fiscal Officer

Minutes of Leesburg Township Regular Meeting
Monday, April 1, 2019

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

Members present were: Chairman Gary Cunningham, Trustee Jeff Robinson and Fiscal Officer Steve Jolliff. Trustee Bill Lowe was absent. Others in attendance were Chief John Cook, Assistant Chief Kevin Dotson, Mac Manville, Ben Laird, Deputy Sheriff Kristin Cowell, and Terry Stewart.

The meeting was called to order by Chairman Gary Cunningham. Minutes of the meeting held March 4, 2019 were reviewed. Jeff Robinson moved that the minutes be approved as presented. Gary Cunningham seconded the motion. Chairman Cunningham then called the question and both voted yes.

In old business, Ben Laird was asked to issue a citation to the Warners about their alcohol serving business on Claibourne Road. Ben says his research results in a conclusion that the business requires a Conditional Use Permit no matter whether they need a liquor license.

Ben also told the trustees that we were granted use of a county roller. He has rolled Hopewell and is half done rolling the ball fields.

Mac Manville reported that he has moved a mower to the park. The U C Tigers ball club is making regular use of the fields and has taken over maintenance. It appears that the agreed operations will resume in 2019 even though Sean Kiess may not be continuing in his role.

Kevin reports that some brake work is needed on the Freightliner truck.

Terry Stewart reports that some unlicensed dirt bikes have been riding in the after-school hours. Deputy Cowell indicated that her office can watch the SR 4 area and that the department will respond to calls about the dirt bikes. There was also discussion about the "Beightler" pine tree that blocks vision at the SR 4 & SR 347 corner.

Chief Cook reports that the Verizon communications link is now working, giving the squad internet access. He also reports that LTFD's contract with Life Force is no longer valid and we can establish billing service with Med Account. We can expect to bill \$700 for a basic squad run, \$900 for an ALS run, and \$1,100 for an ALS2 run. We can bill for squad runs back to 1/1/19 with the new provider. Funds should start to flow in the next few months.

March runs were 19 with 15 EMS and 3 fire. The King Vision system is now on the squad and functional. Ladder testing is scheduled. There continues to be frequent squad runs to 420 May Street in Magnetic Springs

F.O reported on the paperwork status on the new Deere mower, which is now in service. The F. O. has signed a contract with Republic, establishing pricing for Trash Day disposal. First half property taxes have been established and will be paid soon per Auditor Andrea Weaver. The Bayer Grant funds have been received and a formal delivery service will be scheduled. There was discussion that the UCSO Nixle system is now working.

The F. O. announced that he does not plan to run for re-election in 2019. Trustees will consider options.

Corey has been looking at tanker replacement truck options. Brad Reese has been tracking used trucks available for sale.

The Chief noted that Medical Director Riley Hall has received additional medical training and he has a bill for \$917.50 for that training. Jeff moved that the LTFD will pay for that training. Gary seconded the motion and called the question and both trustees voted yes. Riley will get us an account statement to that effect.

Ben noted that we still need to fix the flag pole at Hopewewll and replace that flag. We also need to replace the mailbox at the firehouse. Gary indicated that he may have a suitable mail box post. Trustees noted that the fire department made a very good impression at the funeral for Chief

Jim Hall. The department had purchased shirts for that occasion. Jeff moved that the township reimburse one half of the cost of those shirts, up to \$450. Gary seconded the motion. Both trustees voted yes.

Kevin noted that Chief Cook and the department have been highly complimented on their detailed effort to publicly pay their respects for Chief Jim Hall at the funeral services. Trustees Cunningham and Robinson reinforced that recognition.

LTFD reported that the public pancake breakfast was well attended and successful. It is a good way to build community support for the department. The firefighters organization is seeking to obtain IRS 501(c)3 designation and formally create a bank account under that status.

Jeff will ask Fisher Excavating look at the continuing drainage problem at SR 4 and SR 347. An estimate of the cost of cure will be obtained.

Purchase orders, receipts, warrants and bank rec were circulated for signatures. Jeff moved for adjournment. Gary seconded the motion and called for a vote. Both voted yes. Meeting was adjourned.

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Fiscal Officer

**Minutes of Leesburg Township Regular Meeting
Monday, May 6, 2019**

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

Preceding the meeting, Assistant Chiefs Kevin Dotson and Mike Schnell and Judy Gray posed for some photos to commemorate the Bayer/Monsanto \$2,500 grant that was sponsored and directed to fire department squad improvements by Judy Gray

Members present were: Chairman Gary Cunningham, Jeff Robinson, Bill Lowe, and Fiscal Officer Steve Jolliff.

Others in attendance were: Chief John Cook, Thayne Grey, Mike Schnell, Kevin Dotson, Tom Baldwin. Eric and Susan Warner, Mike Beery, Bruce Beery, Chief Cook was called away early in the meeting and returned soon thereafter.

The County Engineers Office had planned to attend the meeting to discuss projects and some residents were there to discuss engineer issues, however the Engineer decided, at the last minute, not to attend, disappointing several.

The meeting was called to order by Chairman Gary Cunningham.. Minutes of the meeting held April 1, 2019 were reviewed. Bill Lowe moved that the minutes be approved as submitted. Jeff Robinson seconded the motion. Chairman Cunningham called the question and all three voted yes.

Eric and Susan Warner were in attendance to respond to questions from township zoning, but the Zoning Inspector was unable to attend for medical reasons. The Warners did explain their business within the township and answered questions. They explained that the winery is licensed by the State of Ohio. They produce some grapes on the farm and use grape concentrate from other growers for their wine production. At some point they would like to brew beer, as well from local hops and malted barley. But are not in beer production, yet, but they do produce hard ciders. Most of the discussion was on the need or not to have a conditional use permit for the business.

Per Thayne Gray, The sale of agricultural production, on premises, also covers the right to sell that production. The trustees concurrence was that a conditional use may still be required and that it would be required and that it would be easier to explain the business to residents if the conditional use were applied for and approved.

The Warners stated that their premises have been inspected by the Ohio Department of Liquor Control and the FDA. They are currently open Fridays 4-9:00 and Saturdays 1-9:00.

Tom Baldwin expressed his concerns that Jim Slone continues to operate as a used car dealer at his Route 4 property after being denied zoning permit to operate as such. The property remains covered with autos for sale and there is no noticeable car turnover. Thayne Grey will do some additional research at the prosecutor's office, though he stated that operable, licensed vehicles are difficult to regulate. He will get back to the trustees with the results of his additional research.

Mike and Bruce Beery had intended to discuss a drainage problem being created by new construction at Kenney Pike and Langstaff Road. Private construction that requires access across existing drainage is having the flow restricted to a fraction of the previous and necessary water flow. Thayne will do additional research on this but does not believe that the township can control this by not issuing a zoning permit.

Jeff had additional questions about how the township could prevent the creation of a new septic system in the flood plain. Property in question is the Speakman property adjacent to Bokes Creek on Kenney Pike. Trustees hope, but are not confident that the County Health Department will make a proper assessment.

Chief Cook informed trustees that the LTFD needed to make arrangement to refill oxygen from a third party vendor. They agreed to purchase needed equipment from Geer Gas at a cost of \$225.55. There is also an invoice from Memorial Health for Medical Director services.

He also informed trustees that the fire department officers would like to schedule a planning meeting with trustees. Trustees requested that such a meeting should be incorporated into a regular meeting so a special meeting would not need to be declared and advertised.

Jeff moved that proceeds from recycled scrap sales from clean-up day be donated to the L T firefighters association. The scrap sales were \$551.33. Bill seconded the motion, a vote was called by Chairmen Cunningham and all three voted in favor.

Mike Schnell reported that some more small items from around the firehouse will be sold through GovDeals auction. They have indicated that they would also like to sell the 8' Sitrex mower. There will be a minimum, Jeff will research a value for the reserve.

The department is still working on opportunities to liquidate the tanker unit which is incompatible with neighboring departments. The department will look at alternatives to obtain a compatible tanker with a larger cab and perhaps more water volume. Our old tanker will be likely offered at auction. Bill moved that the old tanker be offered at auction with a minimum acceptable bid of \$17,999 (less commission). Jeff seconded the motion. Chairman Cunningham called the question and all three voted yes.

The department has a plan to build a more permanent stairs for the firehouse loft. Bill moved to allocate up to \$1,500 for cost of stairway materials. Jeff seconded the motion, Gary called for a vote, all three voted yes.

Trustees were informed that Alan Geyer's 4-H club will be reworking the flower beds. They will need a loan of mulch and plants to do the job.

It was noted that Tom Chapman has been making repairs to some headstone footers. This progress will be updated later.

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The F.O. reported that the township needs to renew membership with the state D.A.S. to finish the new mower purchase at the negotiated price. Jeff moved that the township renew the DAS membership at a cost of \$100. Bill seconded the motion. The chairman called the question and all three voted yes.

Purchase orders, receipts, warrants and bank rec were circulated for signatures. Bill Lowe moved for adjournment. Jeff Robinson seconded the motion and Gary Cunningham called for a vote. All three voted yes. Meeting was adjourned.

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Fiscal Officer

Minutes of Leesburg Township Regular Meeting
Monday, June 3, 2019

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

Members present were: Chairman Gary Cunningham, Trustee Jeff Robinson, Trustee Bill Lowe, and Fiscal Officer Steve Jolliff.

Others in attendance were Chief John Cook, Assistant Chief Kevin Dotson, Mac Manville, Ben Laird, Mellisa Weigand, and Jason Wills, Deputy Sheriff Lee, and UCHD employee Marcia Dreisedel.

The meeting was called to order by Chairman Gary Cunningham. Minutes of the meeting held May 6, 2019 were reviewed. Bill Lowe moved that the minutes be approved as presented, subject to correcting the amount of scrap sales to be forwarded to the Firefighters Association to \$551.33. Jeff Robinson seconded the motion. Chairman Cunningham then called the question and all voted yes.

Ben Laird informed the trustees that UCHD has approved a septic system for the Speakman property on Kenney Pike. In previous discussion, the trustees had expressed the opinion that any septic system on the property would be below the level of frequent flooding and would not pass any review. Ben then introduced Jason Wills, the contractor for the home to be built there. Jason reported that it would be a "closed" system and could not contaminate downstream. There will be an aerator first and the tank will be above grade. Ben has no option but to approve the zoning permit.

Deputy Lee addressed the meeting. He asked for general concerns. Highway closures and problems with vehicles running the detour and causing problems turning around and overloading county roads were the main discussion. He reported extra staffing by the UCSO had been assigned and a large number of citations had been issued. He also discussed deferred roadside mowing due to weeks of heavy rainfall was affecting visibility.

Ben reported that he has had additional discussion with Eric Warner about his business on Claibourne Road and Eric will apply for a conditional use

permit. Ben was also asked about a camper that appears to be parked, long term, on the Beery property. Ben believes it to be temporary but he will continue to monitor.

Marcia Dreisedel of the UCHD was given the floor and she discussed changes within the health department. She also reported that septic inspections were running behind schedule and the original timeline would not be met.

The fire department has located a used tanker that will meet our needs. The truck is in Texas and will be delivered with the agreement that any needed repairs will be covered by the seller.

Bill Lowe moved that the township acquire the proposed truck and that the following resolution be drafted and adopted.

Purchase to be a 2008 Smeal Freightliner commercial pumper tanker. To be purchased from Brindlee Mountain Fire Apparatus LLC, in Union Grove Alabama. Purchase price to be \$145,000 plus trade in of our 1996 Freightliner Firovac tanker pumper. Purchase terms as discussed in the sales agreement dated 5/16/19. The township will make a \$20,000 payment when the agreement is approved and pay transaction costs. Township will place a \$125,000, five year, CD with Richwood Bank, which will collateralize the debt. CD will bear interest at 2.70%. Loan will require 5 annual payments beginning 5/30/20 of principal plus interest at 4.70%. Jeff Robinson seconded the motion to adopt the resolution. A roll call vote was called and each trustee voted yes. A copy of the resolution to be attached to these minutes. The fiscal officer will provide documentation to the bank as requested.

Bill moved that the township accept a maintenance contract with Matt Todhunter. We will create a truck rotation to distribute the work through the year. Todhunter's hourly rate will be \$75 per hour. Two hours per visit is anticipated. Motion to include allowing Todhunter to purchase miscellaneous parts from Dotson's Garage. Jeff seconded the motion. Chairman Cunningham called the question and all three trustees voted yes.

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Purchase orders, receipts, warrants and bank rec were circulated for signatures. Jeff Robinson moved for adjournment. Bill Lowe seconded the motion and Gary Cunningham called for a vote. All three voted yes. Meeting was adjourned.

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Fiscal Officer

Minutes of Leesburg Township Regular Meeting
Monday, July 1, 2019

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

Members present were: Chairman Gary Cunningham, Jeff Robinson, Bill Lowe and Fiscal Officer Steve Jolliff.

Others in attendance were Assistant Chief Kevin Dotson, Mac Manville, Corey Schalip, Jeremy Miller, Ben Laird. UCSO Deputy Smith, Mike Schnell entered during the meeting.

The meeting was called to order by Chairman Gary Cunningham. Minutes of the meeting held June 3, 2019 were reviewed. Bill Lowe moved that the minutes be approved as presented. Jeff Robinson seconded the motion. Chairman Cunningham called the question and all three voted yes.

Deputy Smith was given the floor first. He discussed two more closings to the recently reopened State Route 4. One closing will be for the Blues Creek Bridge. Another will be north of Pharisburg. Whitestone Road will also undergo some resurfacing soon.

Ben Laird reported that there will be a zoning Board of Appeals hearing on July 22 to hear a variance request for a side setback issue with a planned barn on Langstaff Road. The BZA will also hear a Conditional Use Permit for a business at the Warner property on Claibourne Road.

Kevin Dotson reported for the Fire Department. Kevin told the meeting that the new tanker will be getting 8 new rear tires. The tires will be paid for by Brindlee Mountain Fire Apparatus, but the township may need to pay for them pending reimbursement. The low bidder was Parrott Implement with a bid of \$3,976. Our preference would be to trade useable tires for disposal of the others. Jeff Robinson moved that the township authorize payment of \$3,976 to Parrott Implement, as needed. Bill Lowe seconded the motion. Chairman Cunningham called the question and all three trustees voted yes.

Jeff then moved that the township purchase a used communications radio from Sunny Communications for \$600. Bill seconded the motion. Gary called for a vote and all three voted yes.

The Fiscal Officer had prepared a payment to FSS to buy handle brackets to attach tools to a fire truck. Kevin reported that the firefighter's association had volunteered to pay that \$599 cost. The FO will void that payment.

The department has obtained bids for insignia and lettering for the tanker. The best bid was from U. C. Signs at Unionville Center and was \$1,450. Old decals will be removed. Jeff moved that the township accept the bid and proceed with the proposed lettering and insignias. Bill seconded the motion. Gary called the question and the trustees voted in favor.

The grant writers have assisted in obtaining a Firefighters Grant which will purchase fire hose, nozzles, and turnout gear. Bill moved that the township authorize payment of \$3,000 to grant writer Ohio First Responder. Jeff seconded the motion. Gary called for a vote and the three trustees voted yes.

Jeff then moved that the township pay for Tyler Ellerbrook's current firefighter class at Clark State in the amount of \$1,389.16. Bill seconded the motion. All three voted yes. Trustees also agreed that the township better define policy for township paying education costs, going forward.

Ben Laird discussed the need for stone, 4-5 ton, to improve driveways at Hopewell Cemetery. There was additional discussion regarding dirt and stone needed at both Hopewell and Maple Dell cemeteries. Ben will look further into the costs of this maintenance.

There is also a need for an oil caddy to be used for truck maintenance performed at the firehouse. Cost will be approximately \$350.

The Fiscal Officer reported that there was an audit exit interview with Ken Phillips of Wilson, Phillips & Agin. General consensus was that audit results were generally positive.

Our insurance company has re-issued Gary's Bond. This was necessary due to a dating mistake on the original document.

The township received a notice that they were entitled to participate in a hearing regarding partial transfer of ownership of the Pitstop's liquor license. The township had no intention to challenge the change and will not participate in the hearing.

Purchase orders, receipts, warrants and bank rec were circulated for signatures. Jeff Robinson moved for adjournment. Bill Lowe seconded the motion and Gary Cunningham called for a vote. All three voted yes. Meeting was adjourned.

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Fiscal Officer

Minutes of Leesburg Township Regular Meeting
Monday, August 5, 2019

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

Members present were: Chairman Gary Cunningham, Trustee Jeff Robinson, Trustee Bill Lowe' and Fiscal Officer Steve Jolliff.

Others in attendance were resident Rick Ackison, Assistant Chief Kevin Dotson, Chief John Cook, Mike Schnell, Matt Flowers, Ben Laird and a UCSO Deputy.

The meeting was called to order by Chairman Gary Cunningham. Minutes of the meeting held July 1, 2019 were reviewed. Jeff Robinson moved that the minutes be approved as presented. Bill Lowe seconded the motion. Chairman Cunningham called the question and all three voted yes.

The first item of old business was Chief Cook on the township's intent to seek the SCBA grant. It will require the township to contribute 10%, about \$6,000, toward the gear for tanks and facepieces.

Nate McIntire is going to build the new stairs in the firehouse. The drinking fountain will need to be moved and some other plumbing changes may be made.

John asked the trustees' opinion about establishing an 8 mile firefighter location radius and establishing training meeting requirements. Trustees encouraged establishing policies to that effect but were inclined to let the chief write policies to his preference.

The new tires are on the new tanker and Parrott's Implement will bill Brindlee Mountain for them

Our EMS billing contractor is now functioning and we are caught up submitting claims. There have been 74 EMS runs from 1/1/19 through 8/1/19.

John informed the trustees that Allen Township has an emergency squad vehicle that may be for sale, soon. It is a 2006 Chevy medium duty C&C with a Horton ambulance box. Other organizations may also have an interest.

Mike Schnell informed us that the Smeal/Ford truck is still offered at \$34,000 on GovDeals.com. The truck is not likely to bring that amount, perhaps much less.

The Trustees expressed their appreciation to Bob Barry, manager of Comunale Company at Marion, for fire equipment donations the company made to the LTFD in exchange for use of our old tanker at Honda. The tanker filled in for some Honda fire equipment while equipment was being repaired over the July 4 shutdown. The fiscal officer will express the trustee's appreciation for the donations.

The oil caddy that was purchased for Tod Bridgehunter's use at the firehouse is in service. The squad required repair to an air bag suspension valve, last month. It was out of service for about one day.

John Cook informed trustees that a Union County Fire Chief's meeting will be held at Leesburg on September 10.

Kevin Dotson described progress being made on firefighter memorials for Edsel Dotson and Jim Hall. We have a masonry wall and a fire bell under construction. Allan Fitzpatrick will help with excavation. Memorial wall placement and final details are in planning. The proposed memorial bench for the pond area will soon be completed.

The UCSO Deputy discussed the challenges presented by State Route 4 construction. It was noted that detours are not well marked, creating more confusion than necessary.

Rick Ackison attended the meeting as a recent township resident with an interest in local government.

The County Board of Elections has announced that there will not be a polling place anywhere in Leesburg Township in the fall of 2019. Ben Laird expressed his concern about the severing of county political connections with the townships. It also is the only time most residents get to observe their township facilities and services. There is reason for concern about lack of voter participation after the polls are removed from the township.

Bill Lowe informed the meeting that he was contacted by resident Bob Beightler about using his ag-zoned barn for an occasional rental venue. Bill assured Beightler that he would need to obtain a conditional use permit in that event.

Jeff Robinson brought up the continuing violation status at the Pit Stop business. The parking lot remains largely a field of rubble and debris and is a danger to trucks and autos. Jeff moved that the township issue one more 30-day warning and then proceed with a legal injunction. Bill Lowe seconded the motion. There was general discussion about the action and whether the township may need to proceed independent of the prosecutor's office. A vote was taken with each trustee voting yes. Ben Laird will communicate this action to Pit Stop.

The township will address violations at Jim Slone property and another one in Magnetic Springs after this Pit Stop action.

Lowe met with a Mr. Jerew on Kinney Pike about dumping and we have another incident about a resident impeding drainage by dumping stone and paving materials in a waterway.

Firefighter Matt Flowers requested township consideration of purchasing recliner chairs for the day room. He believes there is a need for 4. Trustees expressed their desire to complete the stairway and finish the carpet first.

Firefighters expressed their need to acquire a string trimmer, a shovel, a leaf rake, and a dirt rake for firehouse maintenance. Jeff moved that the trustees proceed with those purchases at once, along with a couple of cans of premixed fuel from McAuliffe's Ace. Bill seconded the motion. After a brief discussion, a vote was called. All three trustees voted yes.

Purchase orders, receipts, warrants and bank rec were circulated for signatures. Bill Lowe moved for adjournment. Jeff Robinson seconded the motion and Gary Cunningham called for a vote. All three voted yes. Meeting was adjourned.

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Fiscal Officer

Minutes of Leesburg Township Regular Meeting
Monday, September 3, 2019

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

Members present were: Chairman Gary Cunningham, Trustee Jeff Robinson, Trustee Bill Lowe' and Fiscal Officer Steve Jolliff.

Others in attendance were resident, Assistant Chief Kevin Dotson, Zoning Inspector Ben Laird and resident Mellisa Weigand

The meeting was called to order by Chairman Gary Cunningham. Minutes of the meeting held August 5, 2019 were reviewed. Bill Lowe moved that the minutes be approved as presented. Jeff Robinson seconded the motion. Chairman Cunningham called the question and all three voted yes.

In old business, Bill Lowe revisited the day room recliner issue raised by Matt Flowers at the August meeting. Bill would like to tell the chief to look out for a deal on higher quality chairs and to shop for quality and durability. Bill moved that the trustees authorize up to \$2,000 to be spent for 4 recliners. Jeff Robinson seconded the motion. Chairman Cunningham called for a vote and all three voted yes.

Kevin Dotson reported that the County Chief's Meeting will be held at Leesburg on 9/4/19, rescheduled from 9/10/19.

Trustees acknowledged receipt of a letter from resident Joe Pence, a neighbor of the Pit Stop, regarding debris being piled on that lot and dusty conditions created.

Bill Lowe requested a resolution to declare the Pit Stop location a public nuisance by public hearing. Jeff Robinson seconded the motion. After some discussion, The Chairman called for a vote and all voted in favor. The hearing resolution (see attached to these minutes) calls for a hearing on 10/7/19 at 7:30 PM. The Fiscal Officer will send letters of notice to SS Petroleum, S. Abraham & Sons, and C F Bank and notify all adjoining property owners under guidance from the Union County Prosecutor's guidance.

Being advised of a potential fire department grant and the possible need for a 10% match, Bill Lowe moved that funding be approved for a grant match, if needed. Jeff Robinson seconded the motion, a vote was called for and all trustees voted in favor.

The fiscal officer informed the trustees that a replacement truck title was obtained for a 1988 Ford truck and forwarded to the Lake of Egypt Fire Department in Illinois.

Fiscal Officer also requested that lines of communication from the company collecting squad run bills to allow for better accounting.

The Edsel Dotson Memorial work continues to progress.

Bill Lowe informed the trustees that the Marian Arbogast 10.885 acre real estate Parcel has just been offered for sale. Acquisition of this property is quite suitable for a future road maintenance facility and would allow the fire department to use the residence for training. It was discussed that an opportunity to purchase adjoining land might not occur again for several years. Trustees will attempt to negotiate the purchase. Bill believes that a purchase price can be negotiated at or below \$69,900. Jeff Robinson moved that township proceed to purchase the property. Bill Lowe seconded the motion. Chairmen Cunningham called for a vote and all three trustees voted in favor. A copy of the resolution is attached to these minutes.

Kevin Dotson said that the firefighter's memorial will soon be ready to pour the foundation. A significant saving on concrete can be obtained if the proposed road side township sign's foundation is poured at the same time as the memorial. Bill Lowe moved that the concrete for both projects be purchased and that the township would pay for foundations for both projects if the firefighters would provide the labor for the township's sign concrete work. Jeff Robinson seconded the motion. Gary Cunningham called for a vote and all three trustees voted yes.

Leesburg Township Meeting Minutes 9/3/19 Page 3

Purchase orders, receipts, warrants and bank rec were circulated for signatures. Jeff Robinson moved for adjournment. Bill Lowe seconded the motion and Gary Cunningham called for a vote. All three voted yes. Meeting was adjourned.

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Fiscal Officer

**Minutes of Leesburg Township Regular Meeting
Monday, October 7, 2019**

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

Members present were: Chairman Gary Cunningham, Trustee Jeff Robinson, Trustee Bill Lowe and Fiscal Officer Steve Jolliff. Others in attendance were Chief John Cook, Mac Manville, Terry Stewart, Ben Laird, Kevin Dotson, Joe Pence, Barbara Pence, Nigel Pence, Mike Schnell, Mellisa Weigand, Mark Adkins, Deputy Sheriff Crabtree. Also present were AJ and Luckey, owners of SS Petroleum.

Due to scheduling of a Nuisance Hearing regarding SS Petroleum, LLC. The group's attention was turned to that matter, first. Hearing was called to order to determine whether current conditions at the Pitstop convenience store constitute a "Nuisance" as defined by Ohio Revised Code Section 505.87. The full law, ORC 505.87, was read. There was description of the piles of broken concrete and asphalt and of the dust and mud conditions created as the general nuisance conditions.

AJ informed the attendees that the piles were to be cleaned up by the firm that performed pavement improvements was to have cleaned up the piles of debris.

Resident Jpe Pence read a statement of numerous issues of dust control; semi trucks parked for extensive periods and at odd hours; trash created by the truck traffic; and long term neglect of fencing and dust control. Emphasis was made regarding health conditions, toxins, and detrimental effects of the dust accumulation at neighboring residents. Barbara Pence and Nigel Pence supported those statements. The zoning issues of what are acceptable dust control practices were read and discussed.

AJ said that he receives very little income from the truck and trailer use of the lot. His diesel fuel sales are also minimal and not sufficient to support maintenance of the lot. He supported blocking off the south portion of the lot and perhaps returning the lot to grass or a hard surface going forward.

Options discussed included Shelly Materials, Damon Phelps, and other sources of renovation were discussed along with use of concrete traffic dividers to protect against future damage. The trustees voted on the nuisance question and unanimously voted that the nuisance does exist.

Bill Lowe moved that SS Petroleum be allowed 14 days, until 10/21/19, to make significant progress toward the debris issue, and that a written plan and an enforceable contract for remediation be in place by 11/4/19 for dust free surface and debris abatement. Lacking such proof, the township will pursue these issues with all costs attaching to the real property tax obligation against the property. Jeff Robinson seconded that motion. Chairman Cunningham called for a vote and all three trustees voted YES.

With the hearing completed, the regular meeting was called to order by Chairman Cunningham. Minutes of the meeting held September 3, 2019 were reviewed. Jeff Robinson moved that the minutes be approved as presented. Bill Lowe seconded the motion. Chairman Cunningham called the question and all three voted yes.

Deputy Sheriff Crabtree asked for feedback from anyone in attendance. Issues discussed were the completion of decking on the SR 347 bridge which will open soon, the speed of detoured SR 4 traffic through Magnetic Springs and introduction of new deputy sheriff Tyler Stoops.

Bill Lowe moved that the township appropriate another \$200 toward the sign concrete work to cover additional expenses. Jeff seconded the motion. A vote was called for with all three voting yes.

Fiscal Officer reported that the Arbogast property purchase is complete. The seller requested that the utilities be converted to the township and the fiscal officer did this. Trustees requested that the utilities be shut off as the fire department training in the house would be safer with no live utilities. F. O. will do this. The dwelling was insured for \$30,000. Trustees also requested that insurance be dropped to liability-only. F. O. will also make the insurance change.

The firefighter day room recliners have been received and are set up. Firefighters are pleased with the results. Gary had a question with the Kenney Pike zoning variance. It was answered satisfactorily. Ben has obtained a load of top soil at Hopewell Cemetery. That top soil is available for use wherever it is needed.

Chief Cook reported that the tanker body work is complete and the truck is back in service. It will be billed to Brindlee Mountain, per that agreement

The tanker recently had an EGR cooler malfunction that required towing. Hogan's did the tow and we will owe for that. That malfunction was repaired with parts purchased through Dotson's Garage and labor by our mechanic, Matt Todhunter. The lack of a department credit card made obtaining the tow potentially difficult. The chief requested that the trustees consider obtaining access to a credit card for such purposes.

The Firefighter's Association had the opportunity to purchase 9 used radios from Scioto Township for \$100. The radio license cost should be paid through the 911 Levy so no Township expense should result.

The new tanker pump capacity will require upgrade to 6 inch hard suction line. The department priced the line from 2 sources. 3-4 pieces are needed. The best deal was for 2 2-packs of 6' x 6" hard hose for a total of \$1,570. Versus \$500 each through another supplier. Jeff moved that the township purchase 4 sections for \$1,570. Bill seconded that motion. A vote was called with all three trustees voting in favor.

The F. O. questioned a credit background request by Kirk National Lease that was placed in his mailbox with no explanation. Chief Cook reported that the request is actually to set up an account for anticipated truck repair and not for an actual lease. The credit application will be completed and returned to Kirk.

Receipts of reimbursement for squad runs are picking up and exceeded \$3,000 in September. The FD requested that the funds be allocated for training of 4-6 EMTs through Clark State Tech.

The F. O. requested trustee approval of the County Schedule A and Schedule B estimates of 2020 levy receipts. The resolution was accepted and will be forwarded to the County Auditor's Office. (see attachment)

Jeff suggested that the township obtain a credit card with a \$2,500 limit for use by the Chief or Assistant Chief, only, for emergencies such as stranded emergency vehicle towing or repairs. The F.O. will follow up on the suggestion and research policies used by other townships for credit card use.

Chief Cook reported that if Kevin Dotson is elected to a trustee position, a replacement Assistant Chief will be needed and if one of the current captains is chosen for that position, that will open up a Captain position. He plans to perform interviews with assistance from other local fire chiefs. This would be required by yearend. Trustees would want to review salaries, minimum monthly hours and other requirements before the 2020 budget is final. The Chief shared that salaries and hours might limit interest in the open positions.

Malcolm Manville reported that mowing is caught up on township property. He also noted that water lines need to be drained at the park. Refrigeration equipment is still running at the concession facilities and there is a need for some dirt to level park low spots.

Purchase orders, receipts, warrants and bank rec were circulated for signatures. Bill Lowe moved for adjournment. Jeff Robinson seconded the motion and Gary Cunningham called for a vote. All three voted yes. Meeting was adjourned.

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Fiscal Officer

Leesburg Township Trustees Hearing on the possible Nuisance Situation at 23255 State Route 4. Reference Ohio Revised Code section 505.87

The Hearing was held at 7:30 PM at the Township Facility on Monday, October 7, 2019.

At the September regular township meeting, a resolution was passed calling for a hearing to determine whether a nuisance situation under ORC 505.87A. The Fiscal Officer notified owner **SS Petroleum, LLC** and possible lienholders; **S. Abraham & Sons, Inc.** and **CF Bank N.A.** by certified return receipt mail of the hearing on September 5, 2019. Receipts were received from all three parties.

Letters were sent to 12 adjoining landowners by regular mail on September 19, 2019 with notice of the hearing.

The hearing was convened on October 7, 2019 at 7:30 PM.

As a result of that hearing, the property "WAS" or "~~WAS NOT~~" declared to be a nuisance under ORC 505.87A.

Vote of the Trustees was as follows:

Chairman Gary Cunningham	YES	NO	ABSTAIN
Trustee Jeff Robinson	YES	NO	ABSTAIN
Trustee Bill Lowe	YES	NO	ABSTAIN

I, the undersigned Fiscal Officer of Leesburg Township, Union County, Ohio, certify that this is a true record of action taken at the aforementioned hearing.

Steve Jolliff
Fiscal Officer

10/7/2019
Date

Minutes of Leesburg Township Regular Meeting
Monday, November 4, 2019

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

Members present were: Chairman Gary Cunningham, Trustee Jeff Robinson, Trustee Bill Lowe and Fiscal Officer Steve Jolliff. Others in attendance were Chief John Cook, Ben Laird, Kevin Dotson, Mellisa Weigand, Alan Fitzpatrick, and Deputy Sheriff Crabtree. Attorney Thayne Gray of the County Prosecutor's Office was in attendance, by phone, for a portion of the meeting.

Meeting was called to order by Chairman Cunningham. Bill Lowe moved that the minutes of the October 7 meeting be approved as read. Jeff Robinson seconded the motion. Chairman Cunningham called the question and three yes votes were recorded.

There was discussion of the improvements made at the S&S Petroleum site. The piles of broken concrete and construction materials have been leveled and the worst potholes have been filled in. The owner remains deficient in providing a plan for long term dust control. Thayne Gray joined the meeting by phone and indicated that he will write a letter about the need for a long term contract and plan for dust control at the Pit Stop.

Deputy Crabtree discussed the recent chase event at Marysville. He reported that it primarily involved Marysville PD and the state patrol. The frequency of deer accidents was also discussed.

It was noted that the park water supply and plumbing have been drained to prevent freezing. Jason Asher has replaced Sean Kiess as the primary contact with the U C Tigers baseball group as primary users of the baseball fields.

Marysville FD has the LTFD tanker re-added to active duty for mutual assistance use. Jeff reported that the speed signs are still behaving erratically. Jeff will follow up on needed adjustments. These devices remain a concern.

Chief Cook reported that Medicount has billed \$29,932, this year, for medic runs. About 60% of runs are being collected.

The Chief reported that the firefighters will hold a family Christmas and recognition party on 12/15/19 at 6:00PM. He has ordered 5/10/15/20 year service plaques for firefighters. Trustees are invited to attend and the meal will be catered. Four individuals are scheduled for interviews, on 11/11/19, to replace Kevin Dotson as Assistant Chief. Jay Riley, Tom Morgan, and others will assist the interview process to add independence to the process.

Changes are requested for the firefighter compensation program and officers will be required to spend time at the firehouse each month. Compensation may be in the range of Assistant Chief-\$550/month plus runs, Captains may be paid around \$250/month plus runs. All firefighters are proposed to receive a \$100/year uniform allowance. Firefighters request being paid quarterly during the 2020 run year.

Jeff moved that the township pay Crago Catering for the basic meal components at the 12/15/19 recognition event. Best estimate is that 50 people will attend.

It was noted that the air compressor has been relocated at the firehouse. Firefighters have requested a better way to control trash pick-up at the firehouse. A dumpster from Rumke would be \$70/month. Bill asked them to try a larger wheeled receptical, first

It was noted that the life preserver float-rings at the pond have blown away during windstorms and will need replaced.

Fittings to improve efficiency of the new tanker are needed. These fittings will also make our truck more compatible with adjacent departments. The fittings total near \$2,600. Jeff moved that the township approve \$2,600 to make these improvements. Bill seconded the motion. Gary called for a vote and all three voted YES.

The LTFD took a truck to Magnetic Springs for Halloween Trick or Treaters to view. It was very well received. Ben reported that a district 13 zoning conference/training on agricultural exemptions will be held at Leesburg Township on November 13. All townships are expected to send 1 trustee to attend.

The Fiscal Officer presented a sample Credit Card Policy for trustees to review. The policy was determined to be an adequate starting point and may be changed if changes are needed. Jeff moved that the township obtain a credit card with a \$1,500 limit for use in LTFD emergencies. A single card bearing Chief Cook's name will be obtained. Bill Lowe seconded the motion. A vote was called for by the chairman. All three trustees voted YES. The Fiscal Officer will follow up with this.

F. O. will contact Ohio Edison about a burnt out street light in Pharisburg, on SR 347 just west of SR4.

Jeff moved that the trustees sell some unneeded acres off the back of the recently purchased land behind 13047 SR 347. The proposed sale will be for \$6,500 per deeded acre. Survey costs will be paid by the township. Exact acres will be determined in negotiation with a buyer. Bill seconded the motion. Gary called for a vote and all voted YES.

Purchase orders, receipts, warrants and bank rec were circulated for signatures. Jeff Robinson moved for adjournment. Bill Lowe seconded the motion and Gary Cunningham called for a vote. All three voted yes. Meeting was adjourned.

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Fiscal Officer

Minutes of Leesburg Township Regular Meeting
Monday, December 2, 2019

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

Members present were: Chairman Gary Cunningham, Jeff Robinson, Bill Lowe and Fiscal Officer Steve Jolliff. Others in attendance were new Assistant Fire Chief Riley Hall, Ben Laird and Kevin Dotson. Also in attendance was Deputy Sheriff Mitchell.

The meeting was called to order by Chairman Cunningham. Minutes of the meeting held November 4, 2019 were reviewed. Bill Lowe moved that the minutes be approved as presented subject to a phrasing change on the second paragraph of page 2. Jeff Robinson seconded the motion. Chairman Cunningham called the question and all three voted yes. The change was to clarify that the fire chief's suggestion for fire officer's compensation was a suggestion, not yet decided. (those minutes have been amended)

Bill Lowe and Thayne Gray have consulted on options for selling the excess acreage from the Arbogast property purchase. Thayne described conditions that would allow the property to be sold by "unanimous decision" using RC 05.10a(6). Other possibilities could be acceptable. Trustees prefer the "unanimous vote" method. Bill will ask Thayne to prepare the appropriate resolution. Sale is anticipated in early 2020. The survey field work is complete and a final version is expected soon.

Jeff reintroduced the existing speed sign malfunctions. Consensus is that the signs will likely need replaced in 2020.

Deputy Mitchell did not have any specific issues. He did participate in discussion about trash and recycling materials in the Route 4 right-of-way. There was also discussion of a possible stand-by assistance for zoning activity in the near future.

Bill discussed progress made on building door locks since the last meeting. G&H Lock and Key quoted a price of \$650 per lock set plus about \$50 per installation. Existing locks will be examined for use in other locations.

Jeff moved that the township approve up to \$3,000 for replacement of four exterior lock sets at the township hall. Bill Lowe seconded the motion. Gary Cunningham called for a vote. All three trustees voted YES.

Riley Hall was in attendance as the newly selected LTFD Assistant Fire Chief. Riley. Riley informed the township that other newly selected FD Officers are Corey Schalip as Administrative Officer and Matt Flowers as Captain.

Ben reported that there is a new home under construction on Claibourne Road by Chuck and Jean Warner and another is anticipated on Pine Lane. He reported that a dead tree is down in the Maple Dell Cemetery.

Kevin Dotson that he has discussed a newspaper story on the Firefighter Memorial with Sherryl Sheets of the Richwood Gazette. Trustees encourage such a story.

Trustees and Mike Schnell are getting bids for replacement of light fixtures from John Harvey Electric and from Fred the Handyman. Light replacement will solve problems with current lighting and vastly improve light efficiency.

Progress is being made on the Department Christmas Party on 12/15/19. Mr. Rod Goddard entered the meeting. He is running in the 2020 Republican Primary for County Commissioner candidate. Goddard was given opportunity to address the assembly. Two commissioners will be elected in 2020.

Bill Lowe asked that trustees set a date for the annual spring clean up day. Trustees selected Saturday, April 18, 2020, 8-2:00 and decided to again use Republic Services for transportation,

The F.O. circulated a formal resolution for the township credit card application per the November meeting. It was reported that the 1997 Ford tanker has been removed from our insurance. It was noted that Union County is looking to buy substantial additional office space with no agreed upon purpose and that the Commissioners have recently approved two permissive taxes on vehicle registration. It was also noted that both electric and gas utilities have been turned off on the Arbogast Property.

Purchase orders, receipts, warrants and bank rec were circulated for signatures. Bill Lowe moved for adjournment. Jeff Robinson seconded the motion and Gary Cunningham called for a vote. All three voted yes. Meeting was adjourned.

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Fiscal Officer

**Minutes of Leesburg Township Regular Meeting
Monday, December 16, 2019**

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

Members present were: Chairman Gary Cunningham, Jeff Robinson, Bill Lowe and Fiscal Officer Steve Jolliff. Others in attendance were Fire Chief John Cook, Assistant Chief Riley Hall, trustee-elect Kevin Dotson, F.O.-elect Mellisa Weigand, and resident Rich Ackison.

The meeting was called to order by Chairman Cunningham. Minutes of the meeting held December 2, 2019 were reviewed. Bill Lowe moved that the minutes be approved as presented. Jeff Robinson seconded the motion. Chairman Cunningham called the question. All three trustees voted yes.

In old business, Rich Ackison has surveyed the split of the Arbogast property toward selling off 8.70 acres to Duane Stinemetz. The acreage, which includes no road frontage, is to be sold for \$6,500 per acre. Actual transfer will take place in 2020, with the township retaining the frontage and building site on 1.78 acres. Rich will get us more copies.

The F.O. presented a list of proposed regular meeting dates for 2020. (a copy is attached to these minutes) Bill moved that the list be approved. Jeff seconded the motion. The trustees voted yes, unanimously.

Bill reported that G&H Lock did look at options for replacing some of the firehouse door locks and keypads. He also reported that MPH can provide new speed reporting boxes for the SR4 and 347 intersection for \$5,800 each. This includes replacement of both electronic components and boxes. MPH does not sell or install electronic message signs as planned for the township house.

Chief Cook has received a bid from John Harvey Electric for electric lighting upgrades in the firehouse for \$3,310.85. This would cover only the east interior lights. We anticipate receiving an additional quote that would include options that would include high efficiency lighting for the truck bays. Mike Schnell anticipates receiving that bid, soon.

Chief Cook reported that the LTFD Christmas party, held 12/15/19 was well received. His count was that 53 were in attendance. Plans are to repeat this event in 2020.

Chief Cook asked the trustees for their intentions regarding a 2006 emergency squad that Allen Township will be selling when their new unit is delivered around February 2020. He anticipates that unit will cost \$15-20,000. His proposal would be to keep our 1999 unit as a back up if the upgrade occurs. Trustee consensus was that we remain interested and will make a decision at a later date.

The Chief reported that 10 sets of turnout gear will reach their expiration date by December 2020. A grant will be applied for that may cover much of this expense. He also reported that axle re-alignment is needed on the Pierce engine. This could take the engine out of service for five days. This estimate includes receipt of parts after the work is started.

He reported 8 $\frac{1}{2}$ runs in November. There was discussion on whether to extend the regular firefighter run pay to the chief or to look at other means to adjust 2020 pay.

Bill Lowe moved that the trustees and the fire chief go into Executive Session to discuss personnel issues. Jeff Robinson seconded the motion. The three trustees voted yes. The trustees retired to executive session at 9:10 PM. They returned at 9:25PM, Jeff moved that they return to the regular meeting session, Bill Lowe seconded the motion. All three voted in favor.

The chief reported that he has appointed Riley Hall to Assistant Chief and Medical Director for the department. He has appointed Corey Schalip as Assistant Chief of Operations. He appointed Matt Flowers as Captain and training officer. Each assistant chief will be expected to contribute 30+ hours per month to department duties. Captain will be expected to contribute 15+ hours. They will receive monthly compensation of \$400 per month for Assistant Chiefs and \$250 per month for Captain. They will be W-2 monthly employees for withholding purposes in 2020 and will continue to receive the annual run pay. Bill moved that this compensation program be approved for the year of 12/1/2019 - 11/30/2020. Jeff seconded the motion. Gary called for a vote and all three voted Yes.

The chief reported that a training event is being scheduled for LTFD and other firefighters on "The First Five Minutes". Trainer will be Dave Hawkins. Hawkins will be paid \$75 for his services.

The F.O. informed the meeting that the county commissioners have passed two permissive taxes on auto registrations. The township used the proceeds from sale of the old pumper/tanker to pay the last payment on the Pierce fire engine. It was further discussed that Ben Laird's cemetery maintenance contract runs through the 2020 maintenance season. Per our audit team's recommendation, we will start paying Ben's monthly salary as Zoning Inspector on a tax withholding basis in 2020. The application to Richwood bank for a Visa card has been approved but we have not received the actual card, yet.

Trustees agreed that paying Dan Devers \$250 per year for maintaining the small cemetery on Kinney Pike will continue. Firefighter's run pay will be the same in 2020 as it was in 2019. Cemetery lot prices will be unchanged at \$500 out of Township and \$250, in Township. Malcolm Manville's pay for various maintenance duties will remain at \$12 per hour. The discussion of making a uniform allowance for firefighters will be determined and better defined at a later meeting. Trustee pay will be increased to the new pay scale per the budget scale. The Fire Chief's salary will be advanced to the same level as trustees' new 2020 rate.

The trustees presented a plaque to outgoing trustee Gary Cunningham in appreciation of his 30 years of loyal service and leadership to the township.

The F.O. presented a draft of proposed revenue and appropriations to the trustees. There were several suggestions for appropriations that will be incorporated into the final recommendation at the next meeting.

Purchase orders, receipts, warrants and bank rec were circulated for signatures. Jeff moved for adjournment. Jeff Robinson seconded the motion and Gary Cunningham called for a vote. All three voted yes. Meeting was adjourned.

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Trustee

Leesburg Township Fiscal Officer