

MINUTES OF BOARD OF TRUSTEES, JACKSON TOWNSHIP, FRANKLIN COUNTY

May 13, 2008

OPENING

The Board of Trustees of Jackson Township, Franklin County, Ohio, met in regular session on Tuesday, May 13, 2008, at 1:30 p.m. at the Jackson Township Administration Building, 3756 Hoover Road, Grove City, Ohio. Mr. Burris, Chairman, called the meeting to order and invited those present to recite the Pledge of Allegiance. Mr. Burris gave the opening prayer.

ROLL CALL

David Burris	Present
William Lotz	Absent
Stephen Bowshier	Present
Bill Forrester	Present

Mr. Lotz was absent due to surgery.

The following reports prepared by Mr. Forrester were presented to the Board: Fund Status, Expenditure Account Status, Warrant Register, and Memos of Expenditure, and Bank Reconciliation.

RESOLUTION 2008-37

Mr. Burris moved to delete the reading and to approve the minutes for the April 15, 2008 regular meeting. Mr. Bowshier seconded the motion. VOTE: all yes.

RESOLUTION 2008-38

Mr. Burris moved to pay payroll, pay all bills and approve purchase orders for the May 13, 2008 and May 27, 2008 regular meetings. Mr. Bowshier seconded the motion. VOTE: all yes.

OLD BUSINESS

RESOLUTION 2008-30

Mr. Burris moved to remove Resolution 2008-30 from the table. Mr. Bowshier seconded the motion. VOTE: all yes.

Mr. Burris read Resolution 2008-30 and moved to approve the nomination of William F. Lotz, Sr., to serve as the representative of Franklin County townships on the SWACO Board of Trustees. Mr. Bowshier seconded the motion. Mr. Burris stated that Mr. Lotz has done a great job in this position. VOTE: all yes.

NEW BUSINESS**RESOLUTION 2008-39**

Mr. Burris read Resolution 2008-39 and moved to approve a line item transfer of funds of the Supplemental Appropriation of funds. Mr. Bowshier seconded the motion. VOTE: all yes.

RESOLUTION 2008-40

Mr. Burris read Resolution 2008-40 and moved to establish a FEMA reimbursement process and designate an authorized agent. Mr. Bowshier seconded the motion. VOTE: all yes.

RESOLUTION 2008-41

Mr. Burris read Resolution 2008-41 and moved to update the personnel handbook to establish a per diem rate for travel reimbursement. Mr. Bowshier seconded the motion. Mr. Lilly stated that previously we had a limit on meal reimbursements, but not on hotel reimbursement. This Resolution establishes travel reimbursement based on federal GSA Per Diem schedules. VOTE: all yes.

RESOLUTION 2008-42

Mr. Burris moved to table Resolution 2008-42, a resolution to authorize a cooperative agreement for White/McDowell intersection improvements. Mr. Bowshier seconded the motion. VOTE: all yes.

DEPARTMENT REPORTS**FIRE DEPARTMENT**

Chief Sheets presented a written report and gave the following oral report during the meeting:

- There were 47 fire and 242 EMS runs in the past two weeks. Four days ago the Department had 30 EMS runs and 20 Engine runs in one day.
- Part-Time Firefighter Aaron Jones resigned April 14, 2008.
- The department would like to bring five new candidates for vacant part-time positions to the next meeting and start them.
- Picked up new engine on April 18.
- Today worked with some of the nozzles that we need to buy. Will have a proposal for those in a couple weeks.
- We took delivery of the new medic on April 25, and it is in service at Station 203.
- The new roof was completed on April 22 at Station 201.
- We conducted a training fire on Edwards Road.
- Two more training fires are upcoming on Route 665; there are also two scheduled on Young Road. We split those with Pleasant Township. Should be conducted in the next 30 days.
- Have conducted some interviews, received some letters from people who are interested in the position vacated by Dan Swords, investigator for one unit. The Department recommends Troy Coffey to fill the position. Training is not provided in Ohio any more for that position. The Ohio Fire Academy here did not have enough interest so it will be done in Ennisburg,

Maryland. All the travel, the class and lodging is free. All we need to buy is a meal ticket for around \$120 or \$130 for the cafeteria on site.

- Station 202 speakers for the PA system have a problem with feedback. There is a proposal from B & C. They will come in to start fixing the wiring. Some of the wiring is too small. That is a PO proposal that will be presented for signature at the next meeting and will come out of the fire radio budget.
- Chief has been working with Mr. Lotz on Station 201 to try to get some of the work done. The roof is done. We have had a proposal in last year's budget to do the kitchen. We postponed that because the roof was leaking. One of the problems at 201 is that the building on the outside had not been sealed. He has received an estimate. They will re-seal all the windows, all the doors, cover all the windows, power wash it and then seal all the split face block. The Chief was pleased with the bid of \$4,946. The Trustees asked that the Chief get a price from W.F. Bolin as well.
- There is an updated estimate on the kitchen work. To completely gut it and do all the work, the bid from Wood Knot (Don Cook) is \$20,385. It has gone up \$3,000 with price of materials. They can get other bids, but he was at least 30 per cent lower when we bid Station 202. It is quality work. Chief Sheets stated that Mr. Cook would like to have 50% up-front at the time he starts the job in December to cover materials, and he would complete the job early next year. He has another job he is working on right now.

Deputy Chief Dawson reported:

- Preliminary information on a manning request was given and will be fully presented when Mr. Lotz is back. The chiefs will work with Mr. Bowshier as Fire Department liaison before presenting anything to the Board.
- He expressed the need for a full-time engine at Station 202. He also presented the proposal for the process we plan to follow to hire from part-time to full-time which is essentially the same process we have used the last two times we hired.
- He also met with Mr. Forrester about some issues with the Oak Hill Bank's merger with West Banco which has created some challenges for Med 3000, our billing agent and the Township.
- He met with Dr. Lowe, our medical director, together with other townships he serves, and the President of Doctor's West Hospital, their cardiologist. The Cardiologist just returned from the largest cardiology conference in the country, and he talked about the importance of getting that EKG from the field to the hospital. It cuts as much as ten minutes off the time it would take to mobilize people to the "cath" lab. We are doing that, are in the forefront of doing that, and are delivering excellent customer service.

In reviewing a report furnished by Mr. Lilly, there was a discussion between Mr. Burris, Chief Sheets, and Mr. Lilly regarding "call-in" sick time from the firefighters.

The Trustees asked that attention be paid to the appearance of the grounds at the fire stations.

ZONING & ADMINISTRATION

Mr. Lilly gave a report in caucus and furnished the Board with a written report.

ANNOUNCEMENTS

Mr. Burris congratulated Mr. Bowshier on an 18-2 record with the Grove City Christian High School baseball team and on his contributions toward developing character in the young people he coaches.

Mr. Burris announced the next regular meeting of the Jackson Township Board of Trustees will be on Wednesday, May 28, 2008, at 12:30 p.m. The meeting will be held in the Jackson Township Administration Building at 3756 Hoover Road. Caucus will begin at 12:00 p.m.

RESOLUTION 2008-43

Mr. Burris moved to adjourn. Mr. Bowshier seconded the motion. VOTE: all yes.

Meeting was adjourned at 2:10 p.m.

ATTEST:

William Forrester, Fiscal Officer

David Burris, Chairman