

# RECORD OF PROCEEDINGS

## THORN TOWNSHIP TRUSTEES

### REGULAR SESSION

Held: November 9, 2011

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The Board of Trustees of Thorn Township convened in regular session from 7:00 P.M. to 7:47P.M. in the Township Hall. Charles Boring called the meeting to order with the following members and visitors present:

Billie Dearlove	Present	Charles Boring	Present
Richard Wilson	Present	Dale Factor	Present

**VISITORS:** Julian Dornon, Todd Brune, Jeremiah Weekly, Mark Holdcroft, Jason Emmert and Dave Lyle.

#### Approval of Minutes

A motion to approve the minutes of the October 12, 2011 regular meeting was made by Dale Factor and seconded by Richard Wilson. Votes were: Dale Factor, Aye; Richard Wilson, Aye; Charles Boring, Aye.

A motion to approve the minutes of the September 26, 2011 special meeting was made by Richard Wilson and seconded by Dale Factor. Votes were: Richard Wilson, Aye; Dale Factor, Aye; Charles Boring, Aye.

#### Reports

**Fiscal Officer Billie Dearlove** provided copies of the October 2011 bank reconciliation. She also provided a fund status report, an appropriation status report, a receipt register and a payment register for October 2011. Additionally, an EMS payroll register was provided showing the first month of payroll for the part-time paid EMS employees. Billie reported that we had appropriated \$100,000.00 to pay on the loan for the new fire station during 2011 and would prepare the check to Peoples National Bank. She will also request a new amortization schedule for the balance of the loan based on a 15 year term. Fiscal Officer Dearlove requested clarification from Trustee Factor of several proposed changes to the township employee handbook. She suggested that Dale make his changes and forward the handbook to Atty. Riley Crandell for review. Billie reported that she still has not received an invoice from Duane Moore for the radios that he purchased and paid for from AstroComm. Trustee Boring indicated that a bill would be forthcoming.

#### Motion to Pay \$100,000.00 on Fire Station Loan

A motion to pay \$100,000.00 in the fire station loan with Peoples National Bank was made by Dale Factor and seconded by Richard Wilson. Votes were: Dale Factor, Aye; Richard Wilson, Aye; Charles Boring, Aye.

**Trustee Charles Boring** requested that a date be set to do annual reviews. It was decided that they will be done on November 21, 2011 beginning at 6:00pm. Dick reported that Steve Dornon has been working on a sample of the sign design for the township building complex. He requested that everyone stop at Lake's End to see which lettering they preferred.

**Trustee Richard Wilson** reported that the bridge on Twp Rd 79 in Thornport was in need of cold mix repairs on the edges.

**Trustee Dale Factor** reported that he will make changes to the employee handbook and take to Riley Crandell for his review. Dale also reported that he had gotten an estimate from Shelly to repair the road that was damaged by the logger. The bill will be forwarded to the logger once we receive it from Shelly. Dale suggested that the proposed fire department by-law changes be reviewed at the next regular meeting.

**Zoning Inspector Todd Brune:** Todd provided a zoning update and submitted fees collected for October along with his report. Todd reported that he had made several attempts to contact Butch Brown regarding signage, etc but had not heard back. Todd indicated that he would contact Joe Flautt for further action if Mr. Brown does not respond.

**Fire/EMS:** Mark Holdcroft was in attendance to represent Fire and EMS. He submitted a run activity report for October and reported that they had complete the fire prevention program at the elementary school. Mark also indicated that the part-time paid employee program is going well.

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Warrants were signed.

### Meeting Adjourned

There being no further business, a motion to adjourn at 7:47 pm was made by Dale Factor and seconded by Richard Wilson. Votes were: Dale Factor, Aye; Richard Wilson, Aye; Charles Boring, Aye.

The meeting was adjourned till December 14, 2011 at 7:00 P.M. at the Township Hall.

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Billie Dearlove

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Dale Factor

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Richard Wilson

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Charles Boring

All formal actions of the of Thorn Township concerning and relating to the adoption of resolutions and/or motions passed at this meeting were adopted in a meeting open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.