

RECORD OF PROCEEDINGS

THORN TOWNSHIP TRUSTEES

REGULAR SESSION

Held: January 11, 2012

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The Board of Trustees of Thorn Township convened in regular session from 6:00 P.M. to 8:17P.M. in the Township Hall. Dale Factor called the meeting to order with the following members and visitors present:

Billie Dearlove	Present	Robert Coleman	Present
Richard Wilson	Present	Dale Factor	Present

VISITORS: Julian Dornon, Todd Brune, Corlyn Altier, Mike Kennedy, Jason Foltz, Jeff Zemolong, Dennis Lavender, Paul Brown, Mark Holdcroft and Elaine Moore.

Approval of Minutes

A motion to approve the minutes of the December 14, 2011 regular meeting was made by Richard Wilson and seconded by Dale Factor. Votes were: Richard Wilson, Aye; Dale Factor, Aye; Robert Coleman, Aye.

A motion to approve the minutes of the January 2, 2012 Re-Organizational meeting was made by Robert Coleman and seconded by Dale Factor. Votes were: Robert Coleman, Aye; Dale Factor, Aye; Richard Wilson, Aye.

Corlyn Altier was in attendance to provide an update of EMS billing for 2011. She provided a billing recap showing revenue received as well as run sheets received. There was also a comparison chart showing numbers for 2010 and 2011.

Mike Kennedy was in attendance regarding the offer of \$25,000 that was made by Jason Foltz for the building located at 25 E. Columbus Street, Thornville. There was discussion regarding same. The trustees requested a 60 day extension of the offer in order to make a counter-offer. Jason Foltz granted the extension of his offer.

A motion to reject the offer of \$25,000 that was made by Jason Foltz for the building located at 25 E. Columbus Street, Thornville was made by Robert Coleman and seconded by Richard Wilson. Votes were: Robert Coleman, Aye; Richard Wilson, Aye; Dale Factor, Aye.

Reports

Fiscal Officer Billie Dearlove provided copies of the December 2011 bank reconciliation. She also provided a fund status report, an appropriation status report, a receipt register and a payment register for December 2011. Additionally, an EMS payroll register was provided for December 2011. Billie also had the PO's and Blanket Certificates that were opened for 2012. Copies were provided to the trustees as well as copies for Fire and EMS to Mark Holdcroft. Fiscal Officer Dearlove also presented a letter that was being sent to all vendors indicating that all orders requested on behalf of Thorn Township and/or Thorn Township Fire/EMS must have a PO or Blanket Certificate number. The letter also advised vendors that all invoices for payment should be sent to P.O. Box 419, Thornville, OH. Billie gave Todd Brune the document received from the County Recorder's office regarding requirements for filing the township zoning resolution. The current contract with Waste Management will expire in March 2012 and we will be switching to Big O for refuse service. The cost of their services are less than those of Waste Management and we do not have to enter into a 4 year contract with Big O. Trustee Coleman requested that we take the current employee handbook to Prosecutor Joe Flautt for review. Trustee Factor reported that he had already taken it to Asst. Prosecutor Stephen Herendeen for review. Dale will report back on this.

Fiscal Officer Dearlove received a sealed letter addressed to the Thorn Township Trustees which she gave to Chairman Factor. Dale read the letter, which was from resident Ed Corns and questioned the legality of the checking account that the Fire Department has as well as allegations of meetings between Trustee Factor, former Trustee Charles Boring and Fire Chief Duane Moore regarding the checking account. Mr. Corns encouraged the Board of Trustees to initiate an investigation into the matter. A copy of the letter is attached. The checking account in question is currently under the tax identification number of Thorn Township and it was determined that this is not compliant as the fire department represents itself as a 501C3 organization. There was discussion regarding the account. Mark Holdcroft

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indicated that there were 2 checking accounts and he believed that there was \$5,000-\$6,000 in the combined accounts. Elaine Moore indicated that the fire department is aware that there is a problem and they are currently working with an outside party to obtain their own tax identification number. Questions were raised about the accounting and/or auditing procedures of these accounts. It was determined that the fire department has never provided information to anyone regarding these checking accounts. Resident Jeff Zemolong suggested that the Trustees request an outside audit of these 2 accounts for the past 7 years. Fiscal Officer Dearlove will contact the accounting firm who performs her State audits to see if they can do this or if they can recommend someone who can.

Trustee Robert Coleman made a motion to freeze the 2 accounts currently held by the Thorn Township Fire Department indefinitely. All records for the accounts are to be turned over to Trustee Coleman for auditing purposes. Any checks written from either account after January 11, 2012 will be questioned and will be the responsibility of any person signing the checks. The motion was seconded by Dale Factor. Votes were: Robert Coleman, Aye; Dale Factor, Aye; Richard Wilson, Aye.

Trustee Dale Factor reported that the sign reflectivity policy has to be in place by January 22, 2012. He also inquired about the entrance sign and landscaping at the township offices. Steve Dornon is working on a sign. It was decided that everyone will work on this project together. Dale had been contacted by Dan Tenor who requested permission to use the meeting room. It was decided that that is fine as long as Dan signs the release of liability form.

Trustee Richard Wilson reported that we need to install load limit reduction signs on various township roads which will indicate a 50% reduction on weight limits. He indicated that the County Engineer is coming up with a plan and he will report back on this. Rick found a used chipper that he thought we might want to consider looking at to purchase. Dale and Bob will go take a look at it and the matter will be discussed at a later date.

Trustee Robert Coleman reported that he has been researching calculations and estimates using a sliding scale for part-time and/or full-time employees. There was also discussion regarding cost of living increases for employees. Bob also questioned whether we should add EMS employees as part-time and provide them copies of the township employee handbook. Discussion to be continued on this.

Zoning Inspector Todd Brune provided a zoning update. He submitted his report for December as well as fees collected. Todd reported that he has several residents who are interested in serving on the zoning committees and requested that Steve Dearlove be removed as an alternate on the BZA due to his inability to make the meetings.

A motion to remove Steve Dearlove from the BZA Board was made by Robert Coleman and seconded by Richard Wilson. Votes were: Robert Coleman, Aye; Richard Wilson, Aye; Dale Factor, Aye.

Fire/EMS: Mark Holdcroft was in attendance to represent Fire and EMS. He submitted a run activity report and provided an update on training and new volunteers. Mark also provided a copy of the document concerning training reimbursement guidelines which will be signed by anyone who receives training that is paid for from EMS funds. Mark reported that the annual appreciation dinner will be held on January 28th, 2012 at 6:30pm at the station.

Resident Paul Brown was in attendance to request that an unmaintained portion of Thorn Twp Rd 1061 located at 14559 Twp Rd 1061 be closed. He was advised that the Trustees would come to look at the road and meet with him regarding same.

Motion to Pay 100% of Health Insurance Premiums

A motion that the township pay 100% of health care coverage for officers and employees was made by Richard Wilson and seconded by Robert Coleman. Votes were Richard Wilson, Aye; Robert Coleman, Aye; Dale Factor, Nay.

Warrants were signed.

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Meeting Adjourned

There being no further business, a motion to adjourn at 8:17 pm was made by Richard Wilson and seconded by Robert Coleman. Votes were: Richard Wilson, Aye; Robert Coleman, Aye; Dale Factor, Aye.

The meeting was adjourned.

Billie Dearlove

Dale Factor

Richard Wilson

Robert Coleman

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.