

# RECORD OF PROCEEDINGS

## THORN TOWNSHIP TRUSTEES

### REGULAR SESSION

Held: April 8, 2020

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The Board of Trustees of Thorn Township convened in regular session from 5:00 P.M. to 5:48 P.M. via teleconference. Trustee Coleman called the meeting to order with the following members and visitors present:

**Members:**

Billie Dearlove	Present	Robert Coleman	Present
Richard Wilson	Present	David Lyle	Present

**Other Township Officials:** Jeremy Weekly, Ed Corns, Anna Cox

**Visitors:** Dave Cox

**Motion:** A motion to approve the March 11, 2020 regular session minutes was made by Trustee Coleman and seconded by Trustee Wilson. **Votes were:** Robert Coleman, Aye; Richard Wilson, Aye; David Lyle, Aye.

**Motion:** A motion to approve the April 3, 2020 special teleconference session minutes was made by Trustee Wilson and seconded by Trustee Lyle. **Votes were:** Robert Coleman; Aye, Richard Wilson; Aye, David Lyle; Aye.

**Reports:**

**Fiscal Officer Billie Dearlove:** Fiscal Officer Billie Dearlove provided the monthly Fund Status report, Receipt & Payment report and Bank Reconciliation for March 2020.

**Health Insurance Renewal with Anthem Insurance:** She stated that the health insurance renewal needs to be discussed. She stated that they have two options and the effective date of the renewal would be May 1, 2020. One option is an increase of \$878.00 per month or another option of an increase of \$426.00 per month, which she advises the township go with. Brief discussion was held on the renewal of health insurance.

**Motion:** Trustee Coleman made a motion to accept renewal increase of \$426.00 per month for employee medical insurance for the year, which will be effective May 1, 2020 and was seconded by Trustee Lyle. **Votes were:** Robert Coleman; Aye, Richard Wilson; Aye, David Lyle; Aye.

**Josh Lutz Complaint:** Fiscal Officer Dearlove stated that she received an email from Zoning Inspector Ed Corns, and Trustee Coleman asked her to print out the complaint on the Josh Lutz farm, and she put a copy in each trustee's packet. Trustee Coleman stated that he talked with Trustee Wilson a little bit about the complaint and is looking for suggestions on how to handle this. He stated that they had the same complaint last year. Trustee Wilson stated that he checked the road but could not find anything wrong and also stated that they cannot stop farmers from moving their equipment or driving on the township roads. Fiscal Officer Dearlove stated that this is agricultural and you really cannot do anything about it. Trustee Lyle suggested that they should have the resident fill out a Citizen Complaint Form even if they cannot do anything about the issue, they would have the complaint on record. Fiscal Officer Dearlove will send out an email to the resident with an attachment of the complaint form and if they fill it out and return, Rick will take the complaint and discuss with Josh Lutz.

**Credit Card Compliance Review:** The township needs to do the six (6) month credit card review, and Anna has provided each trustee with a copy of the updated Credit Card Compliance form for review. The form was reviewed and Fiscal Officer Dearlove will have each trustee sign the original form along with Compliance Officer Anna Cox.

**Reimbursement from ODNR:** The township received the reimbursement check from ODNR in the amount of \$19,469.07 and the money has been put back into the account.

**Email to Perry County Commissioners regarding the township taking over the road in front of Champs Pizza:** Fiscal Officer Dearlove said that she received a note from Trustee Wilson to email something to the commissioners about the township taking over the road in front of Champs Pizza, but the email address did not make any sense to her. Trustee Wilson stated that he did not know the commissioners email address, but we need to send a letter to them before Carol can run an advertisement in the paper about this. Fiscal Officer Dearlove asked if the passed minutes would be sufficient to send to the commissioners. Trustee Wilson stated that a copy of the signed minutes would be fine to send down to them.

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**EMS Billing:** Fiscal Officer Dearlove stated that she had spoken with Chief Weekly yesterday and she had some concerns because she had been calling and emailing Amy Moore and had not received any response, however Amy did return a call to her this morning. Fiscal Officer Dearlove stated that the township is under contract with CSA LLC through the end of the year. Amy told her that it had been a rough week and that they were making progress, but they are in transition right now. Fiscal Officer Dearlove stated that she asked her what that meant, and Amy stated she was told to say that they are in transition. Fiscal Officer Dearlove stated that she asked her if she should just do as she normally did things, and Amy stated yes. Chief Weekly stated that he thought they were not being very forthcoming as to where the contract is at and not giving a very open line of communication with us as to what is going on with them. Fiscal Officer Dearlove stated that she thought she would try calling Amy back tomorrow and ask her what she means by the company is in transition, and just ask her if the township should contact their attorney about this. Trustee Coleman told Fiscal Officer Dearlove that if she was not satisfied or comfortable with the information she received from Amy, that she should just go ahead and contact the township's attorney.

**Zoning Resolution change:** Fiscal Officer Dearlove stated that this should be put on hold right now until they have open meetings again. Everyone agreed.

**Fire Department wages:** Fiscal Officer Dearlove stated that the wages were up again in March for the fire department. Chief Weekly explained that with the pandemic, flooding in Licking County that they provided some mutual aid to, and a structure fire they had, the hours were up for they month. Trustee Coleman stated that he thinks this number is going to fluctuate month to month, depending on how much mutual aid the department has. Fiscal Officer Dearlove stated she was just saying that they need to keep an eye on this to stay within their budget.

**Fire & EMS:** Chief Weekly told the trustee's and fiscal officer he would put his reports for March 2020 in their boxes, with everything going on with this Covid-19 virus he has not had a chance to get them in there. He reported that right now Perry County has 6 reported confirmed cases of Covid-19, and that the department is taking all the necessary precautions on every run they make. They have created their own Covid-19 task force to try and distribute the workload of the department.

**Vacant Lieutenant position:** Chief Weekly stated that they had three (3) candidates for this position and after going through the written tests and assessments, Rob Sands came out as the number one candidate and he is asking that Rob Sands officially be promoted to the vacant Lieutenant's position.

**Motion:** Trustee Lyle made a motion to approve the promotion of Rob Sands to the position of Lieutenant and was seconded by Trustee Wilson. **Votes were:** Robert Coleman; Aye, Richard Wilson; Aye, David Lyle; Aye.

Trustee Lyle stated that he wanted to say what a great job Chief Weekly did with the informational video on Covid-19 that he placed on the departments Facebook page. Chief Weekly stated that it is now also being shared to Perry County's You Tube channel.

#### **Trustee Robert Coleman:**

Trustee Coleman reported that all meetings he had scheduled for the month of March and April have been canceled due to the virus. He reported that he talked with Hapcap out of Logan, they are the ones that are going to be doing the cleaning out of the channels and creek beds. They are still on clearance to do this project and he asked Trustee Lyle about the creek bed out by his property. He was told that this was called Honey Creek as well and Trustee Lyle stated yes, it has always been called Honey Creek. Trustee Coleman stated that he will add that to the list to be cleaned. Trustee Coleman also stated that the township buildings were closed to non-personnel on March 18, 2020 and the buildings were closed until further notice of non-personnel on March 20, 2020.

#### **Trustee Wilson:**

Trustee Wilson reported that they have been working on drains in the Thornport area and that they believe they have the issue with the drain at the sewer building fixed. He also reported that he had a meeting with the road crew this morning and told them to curtail spending for now. Jason and Dave have received the new mowing signs that they be setting out when they are mowing. Trustee Coleman suggested that the road guys talk with Trustee Wilson before they purchase anything. Trustee Wilson stated that would be fine.

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### Trustee David Lyle:

Trustee Lyle stated that he received a notice from Risk Management, and he must submit a report to them stating that they have complied and put into effect everything they wanted done. He stated that a neighbor stopped him to let him know that a dead tree in the park fell out onto the road, Jason and Dave removed the tree, but we are going to have to keep an eye on these dead trees in the park.

### Zoning:

Zoning Inspector Ed Corns provided his monthly reports and permit updates for the month of March 2020. He stated that he has been extremely busy despite the virus situation and that he is still working remotely and via e-mail. He also reported that he has received seven (7) complaints on various things for Township Road 403 and 493 and he will be working on these complaints in the next several weeks.

Trustee Coleman asked Fiscal Officer Dearlove if the complaint forms and permits and other township forms been put on the township website page yet. She stated that no they are not, she has located the forms, and just needs to put them in a format to allow them to be put on the web page.

### Citizen Comments: None

Fiscal Officer Dearlove said she had one last thing, she talked with Ann Sweeney and she sent her some information pertaining to monthly meetings and if the township has no business to address in May, there is nothing that says they have to have a monthly meeting, she suggests they play it by ear and see if they need to have a meeting next month.

### Meeting Adjourned:

With no further business to discuss, a motion was made to adjourn the meeting at 5:48 P.M. by Trustee Coleman and seconded by Trustee Wilson. **Votes were:** Robert Coleman; Aye, Richard Wilson; Aye, David Lyle; Aye.

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Billie Dearlove

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David Lyle

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Richard Wilson

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Robert Coleman

All of the formal actions 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.