

RECORD OF PROCEEDINGS
Bowling Green Township Board of Trustees Regular Session

HEARING GRAPHICS 800 325 4894 FORM NO. 1014R

Thursday August 20, 2020 at 6:00 p.m.

Held

20

TRUSTEE ROLL CALLS: Township officials present Chairman Trustee Richard L. Holcomb calls meeting to order with Trustee Duane J. Wolf and Trustee David K. Trihaft.

VISITORS: Scioto Valley Fire District Chief Paul Kerr speaking on state and county COVID (CARES Act – Coronavirus Relief Fund Local Government Assistance Program) money distributions to Village of LaRue, Montgomery Township, New Bloomington and Bowling Green Township, divide up, keep in the community, laptops, Zoom meetings, ambulance, UV lights use in squad, chemicals, already bought gowns, mask, gloves, hand sanitizer, future, what we can get in future, air conditioning unit, building updated, hands-free facility, purchase receipts lists split with everybody.

Marion County Clerk of Courts Jessica Wallace introducing herself, career history, began office November 2018, detailing responsibilities of clerk of courts, handing out business cards “Legal Division” and “Title Division”, promoting passport service.

D & B Excavation LLC Ben Schwaderer son Ashton Schwaderer received payment #9314 invoice #484 amount \$450 mowing. Ashton Schwaderer dialog cemetery trimmed, moles, mowing, weed spray. Trustee Wolf Motion we pay bill Trustee Trihaft second vote roll calls three ayes.

RECORD OF PROCEEDING: Minutes 7/16/2020 read by board members. Trustee Wolf dialog old business Motion minutes be approved as read Trustee Trihaft second vote roll calls three ayes.

SCIOTO VALLEY JOINT FIRE DISTRICT:

Scioto Valley Joint Fire District Board Meeting 8/12 documented by Trustee Trihaft, dialog daughter Bethany on training, bookwork.

CITIZEN SERVICE REQUEST – Ohio Township Association Risk Management Authority - KLA Risk Consulting recommended the township use “Citizen Service Request” (CSR) forms - Documented by all public officials elected to serve the residents of Bowling Green Township of Marion County:

Trustee Trihaft dialog documented 8/20 Shane Sager called seen a strange car at building door. He turned around went back car was gone. I investigate it was Ashton Schwaderer.

Trustee Wolf dialog documented Don Martin my neighbor called about AEP Project study segment, easements. Board dialog AEP Ohio Subject DeCliff-LaRue Transmission Line Project.

COMMUNICATIONS: Marathon Pipe Line LLC phone numbers 911 / 811 survey completed online by township fiscal officer. Trustee Holcomb dialog Vaugh Kearns location in Bowling Green Township.

Marion City/County Regional Planning Commission OPWC Issue 1 Infrastructure Projects (FY2022) - Board dialog township gravel road improvement. No motion.

Marion County Auditor 2021 Budget Commission Hearing Monday 8/24/20 at 11:15 - Board dialog attendance, hearings will be in Marion County Commissioners’ chambers, social distancing protocol. Trustee Trihaft dialog past meeting in commissioners’ chambers, Clark tile petition.

Marion County Sheriff – Speed Signs – Trustee Wolf dialog Ryan Zempter complaints on Winnemac, speed signs loaned out when available offer two weeks take around if we want put on Winnemac, mapping two locations on CR2B-Winnemac south of Windfall, dialog township road 42 Ground Hog Trustee Trihaft Motion talk to Zempter bring one out Trustee Holcomb second vote roll calls three ayes.

OTARMA 2019 Annual Report – Board dialog.
NEW BUSINESS: Township Roads – Trustee Holcomb dialog top dressing stone roads use 411 aggregate re Sager “big rocks” on Carter, Broadwell, Bell School Trustee Trihaft Motion to top dress reasoning roads will stay good and keep from plowing off Trustee Wolf second vote roll calls three ayes.

TR44 Bell School - Trustee Holcomb dialog someone drove thru dairy’s field.
TR49-D Linwood JCT S.R.37 Billboard – Trustee Holcomb dialog contact

Derek DeVries before removing from township road right of way - Trustee Wolf Motion Trustee Holcomb will contact Derek de Vries before the township takes down Trustee Trihaft second vote roll calls three ayes.

OLD BUSINESS AND / OR UNFINISHED BUSINESS:

CARES Act – Coronavirus Relief Fund Local Government Assistance Program – COVID-19 Updates – Ohio Grants Partnership and other relevant information – Trustee Wolf dialog COVID Aid money, meetings, Scioto Valley Fire District, Village of LaRue, Montgomery Township Tom Ford said amount \$9,000, Village of New Bloomington, Bowling Green Township, audit, administrative fee, sub grant papers, Paul Kerr, Tom Ford, list of expenditures, help, Bailey Higgins, Ohio Township Association, floor, touchless faucets, toilets, water fountain, air purifier furnace air system, plumber vendors, Mike Jenner. Trustee Trihaft dialog Wenig’s (Heating & Cooling), reasoning family affiliation requesting Trustee Trihaft abstain dialog. Trustee Wolf dialog calling. No motion. Fiscal Officer dialog COVID-19 Aid money pending FSD (Federal Service Desk) SAM (System for Award Management) DUN Number process, high volume delays, Marion County Auditor on disbursement, Ohio Auditor Local Government Services on Coronavirus Relief fund line item authority, Ohio Office of Budget and Management on reporting, understanding Bowling Green Township 20200716:01 Board Meeting Resolution Coronavirus Aid...FURTHERMORE, in compliance with HB 481, be it resolved by the Board of Trustees of Bowling Green Township that the Bowling Green Township Fiscal Officer take all necessary action to: (1) On or before October 15, 2020, pay any unencumbered balance of money in the Bowling Green Township’s local coronavirus relief fund to the Marion County Treasurer; (2) On or before December 28, 2020, pay the balance of any money in the Bowling Green Township’s local coronavirus relief fund to the state treasury in the manner prescribed by the Director of the Ohio Office of Budget and Management; and (3) Provide any information related to any payments received under HB 481 to the Director of the Ohio Office of Budget and Management as requested. Adopted 7/16/2020.

Township Building - Concrete Parking Lot Apron Sealing – Trustee Wolf

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Minutes of

Bowling Green Township Board of Trustees Regular Session

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Thursday August 20, 2020 at 6:00 p.m.

Held

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dialog Ben, rest of quote verbal. No motion. Understanding April 2020 Payment Listing: Forman Masonry and Concrete check #9261 date 04/16/2020 paid to Scott Forman, DBA: Forman Masonry and Concrete \$8,836.00 Purpose: Contractor Invoice: prepare, pour, finish, and waterproof pad using 6 1/2 bag concrete with fiber added wire rebar to pin to existing pad Chem-stop waterproofer.

Township Building - Floors Redone - Trustee Wolf dialog documented J & S Isler, Inc. DBA ServiceMaster by Isler 7/24/2020 estimate amount \$250 description floor cleaning strip and wax floors in 2 bathrooms 6 x 7'7" meeting room 19 x 24, tax is additional unless tax exempt Trustee Trihaft Motion ServiceMaster by Isler do floors Trustee Holcomb second vote roll calls three ayes.

Township Building - Inspection - Trustee Wolf dialog documented monthly inspection comments smoke detectors, gas pump posts, exits. Trustee Trihaft dialog ask Zach Murdock again.

Township Building - West Walk-In-Doors - Trustee Wolf dialog documented Dry Lane Construction Co. 8/19/2020 proposal amount \$1,845 job name: new door on west side 1) labor and material to install a 3' x 6'8" steel door, steel frame, closer, threshold and lock set 2) demo existing door 3) painting by township 4) no taxes in this quote. Trustees dialog proposing to do both building west walk-in-doors, reasoning get done at the same time, double or negotiate amount Trustee Trihaft Motion we go ahead and replace both doors Trustee Holcomb second vote roll calls three ayes.

Township Cemetery - Fairview - Trustee Wolf dialog moles, mowers. Trustee Trihaft dialog documented foundation done on Unknown Soldier 5th grave N-end 168 "G.A.R. 1861-1865". Board dialog update on terms Mike Decker paid \$1/2+tax. C & S Restorations and Foundations invoice#3555 Fairview cemetery lot 168 grave 5 from north new foundation amount \$345 payment advice #9312. Houpt Monument Company Inc. \$420 costs of Granite Headstone for "Unknown Soldier G.A.R. 1861-1865" Mike Decker paid half as agreed upon township amount \$210 payment advice #9313.

Township Equipment - 2018 International Series 4300 Red Dump Truck - CB - Reflective Striping - Trustee Wolf documented dialog Vizual Express reflective graphics, stripes, install pricing, proposal info Trustee Trihaft Motion to approve costs up to \$500 Trustee Holcomb second vote roll calls three ayes. Trustees Holcomb and Wolf dialog CB, magnet mount, price, next meeting. No motion.

Township Equipment - Fuel - Diesel - DEF - Trustee Wolf dialog diesel. Trustee Trihaft dialog tax. Trustee Holcomb dialog DEF get Trustee Trihaft Motion get 2x2.5 gal case 10 gal Trustee Wolf second vote roll calls three ayes.

Township Equipment - Inspection - Trustee Wolf dialog documented did truck. Trustee Holcomb dialog washed windows. Trustee Trihaft dialog blew out shop.

Township Equipment - Inventory - Bolts - Hardware - Trustees Wolf and Trihaft dialog bolt estimates, Plotner, cabinet sizes.

Township Equipment - New Mowers - Trustee Wolf dialog documented new mowers, Kabota, Parrott, diesel, electric, gas, trade-in difference, deck dimension, jack. No motion.

Township Road Program - Marion County Engineer 422 Seal Coat Program Chip and Seal - Board dialog roads look good, no bill, Jim Baughman marked county line road (Marion-Hardin), Dudley (Township Hardin County) stop and start, mow and plow, Clark road.

Township Road Tile - Trustee Holcomb dialog Billenstine billing, breathers, more orders, bill for Clark tile, more pieces and fittings Trustee Wolf Motion Trustee Trihaft second vote roll calls three ayes. Trustee Holcomb dialog all getting together evenings to install tile, mapping tile location on TR13-A Clark TR1-A Coddling, mapping tile location on CR49-B Linwood at Sagers.

Township Roads - Mowing Ditches - Signs - Sign Posts - Trustee Wolf dialog Stacy, Marion County Engineer Garage, called today on sign post price quotes. Trustee Wolf record request on township sign posts purchase history, payment to Marion County Engineer #7388 dated 8/11/2008 description 40 6' U channel \$466, 12 6' square \$192 12 8' square \$213 total amount \$871. Trustees dialog other ideas for marking stuff in ditches, other prices, mowing, spraying, put on hold. Trustee Trihaft dialog drill holes in top before install, Big Island sign, county garage, signs to fix, spray paint, flags in trucks and tractors, carry flags in vehicles to mark breathers telephone boxes tile other objects, use flags in cemetery to mark graves, submits 8/6/2020 Rural King receipt highlights Flag Red Rural King 5'X'8-36" \$15 "owe to David Trihaft" 100 marking flags undersigned and received today will be next month's payment process Trustee Wolf motion reimburse Trustee Trihaft for flags Trustee Holcomb second vote roll calls three ayes.

PRESENTATION OF ADMINISTRATIVE and FINANCIAL REPORTING ACKNOWLEDGEMENT:

Time Sheets documented by trustees pursuant ORC 505.24 section (C): Trustee Holcomb documented drive road daily. 8/6 mow ditches 5 hours 8/7 mow ditches 5 hours 8/10 pick up rocks after mowing on Linwood & Arbella. 8/15 remove tree on Ground Hog South.

Trustee Wolf documented Twp time card 8/2020: Attended Township meeting July 2020. Called Vizual Express for estimate on the reflective strips. Took Dump Truck to Marion to get Measured and picture taken for the striping. Called and received estimate for striping and waxing the floor of the meeting room. Took the trim apart on the dump truck to look for the cables we are going to have to use a magnet mount antenna for the CB. Funeral. Tried out Kubota Mowers and returned them. Talked with several of the dealers about their quotes. Talked with Bailey about maybe needing her help with the COVID grant. Talked with Montgomery Twp about the COVID grant. Ordered concrete for the Clark road project. Drove and looked over the roads. Checked out the roads that had chip and seal done. Checked out previous signpost purchases compared to the fiber glass ones. Talked with the county engineer's office about cost. Blew off the mowers while moving them around and loading them back on the trailer. Did vehicle and

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Meeting

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building inspection paper. Hooked tractor back up to the mower. Put the plywood back in the trailer and sweep that part of the bay out.

Trustee Trihaft Twp hours mid July mid-August July 16 burial at cemetery, check to Robin, Twp meeting 17 to Parrotts order parts paperwork to Robin 18 tell Daniel Gingrich about having Clark road closed next week 19 twp roads south 20 Duane text can't help 21 Dick & I pour cement Clark, chop some roads along our crops, check road closed signs because of wind 22 do workers comp test for fireboard, pick up Dick take home, to Parrotts pick up parts, pick up barricades Clark put away, put part on tractor 23 drive north roads 25 to cemetery find lot & grave for unknown soldier, drive south roads 28 C & S got back about footer 29 Jim Baughman called about chip & seal 31 drive south roads Aug3 talk Dick, met Stacey Plaster at cemetery 7 drove north roads, check cemetery 10 talk chief today, to cemetery check on footer 11 Duane stop, Dick called, text picture of footer 12 to fireboard 14 drive north roads am, talk chief 18 drive south roads 20 twp building blow out office, Shane seen strange car at building went over check out it was Ashton.

UAN Backup 7/13/2020 exchanging offsite CD 08/13/2020.

July 2020 Receipt detail \$35,151.60 / \$35,151.60 cleared receipts / cash journal \$469,576.05 / \$469,576.05 bank reconciliation - balances / outstanding payments #9287 and #9301.

Township Trustee Expenditure authority, best practice, purchase order(s) approved by board of trustees at township meetings. Township Trustee Transparency Accountability Responsibility undersign name and write expense reason on document, what cemetery? what equipment? what road? purpose of purchase, deliver to township "drop box" 3005 Richwood LaRue Road.

August 2020 Payment listing advice #9308 processed 8/6/2020 plus #s 9309-9319 total \$6,145.86 Trustee Trihaft Motion we pay bills Trustee Wolf second vote roll calls three ayes:

9308	08/06/2020	08/06/2020	AW	PARROTT IMPLEMENT COMPANY	\$275.59	○
Purpose: Equipment Parts Invoice(s) P41978 7/6 backhoe - P42160 7/8 chopper - P43362 7/22 tractor - Trustee Trihaft discretion						
9309	08/20/2020	08/17/2020	AW	Hensel Ready Mix	\$340.25	○
Purpose: TR13 Clark 5/21/2020 Ticket#030278 1.5 CU Y Concrete Del. between LaRue Kenton - LaRue Mt. Victory via Trustee Trihaft						
9310	08/20/2020	08/17/2020	AW	Central Ohio Farmers Co-op, Inc.	\$253.58	○
Purpose: 154.8 GAL ULS AGRIDSL Supreme - Trustee Trihaft						
9311	08/20/2020	08/17/2020	AW	Plotner Hardware	\$31.37	○
Purpose: Inv#41833 Building \$24.99 Trustee Wolf - Inv#41900 Equipment \$6.38 Trustee Trihaft						
9312	08/20/2020	08/17/2020	AW	C & S RESTORATIONS AND FOUNDATIONS	\$345.00	○
Purpose: Invoice#3555 - Fairview cemetery lot 168 grave 5 from north - New Foundation - Unknown Soldier 1861-1865 Trustee Trihaft						
9313	08/20/2020	08/17/2020	AW	Haupt Monument Company, Inc.	\$210.00	○
Purpose: Bowling Green Township - Fairview Cemetery Grave 168 Lot 5 from north end - Half \$420 costs of Granite Headstone for "Unknown Soldier G.A.R. 1861-1865" - Mike Decker paid half as agreed upon board approved						
9314	08/20/2020	08/20/2020	AW	Benjamin A. Schwaderer	\$450.00	○
Purpose: Mar-Dec Property Services Contract - mowing & maintenance 3 cemeteries 1 lot						
9315	08/20/2020	08/20/2020	PR	Robin L. Anderson	\$1,165.38	○
Purpose: 4993986						
9316	08/20/2020	08/20/2020	PR	Richard L. Holcomb	\$721.55	○
Purpose: 4992868						
9317	08/20/2020	08/20/2020	PR	David K. Trihaft	\$722.67	○
Purpose: 4993920						
9318	08/20/2020	08/20/2020	PR	Duane J. Wolf	\$704.95	○
Purpose: 4993501						
9319	08/20/2020	08/20/2020	WH	Ohio Public Employees Retirement System	\$925.52	○
Purpose: August withholding						

Total Payments: \$6,145.86

August 2020 Summary(s) Fund / Appropriation / Revenue dialog.
Asset Listing 2020 acquisitions to date dialog, 2019 spare wheel. No motion.
2020 Meetings held 6 p.m. third Thursday, next meeting 9/17/2020.
Trustee Wolf Motion Trustee Holcomb second three ayes, time 9:11 p.m.

ANNOUNCEMENTS:

ADJOURNMENT:

Richard L. Holcomb *Duane J. Wolf* *David K. Trihaft*