

RECORD OF PROCEEDINGS

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Thursday September 17, at 6:00 p.m.

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: D & B Excavation LLC Ben Schwaderer son Ashton Schwaderer received payment #9326 invoice #489 amount \$450 mowing \$62.09 fuel \$11.12 mileage amount total \$523.21. Ashton Schwaderer work dialog. Trustee Wolf Motion we pay bill Trustee Holcomb second vote roll calls three ayes.

RECORD OF PROCEEDING: Minutes 8/20/2020 read by board members. Trustee Wolf Motion minutes be approved Trustee Trihaft second vote roll calls three ayes.

SCIOTO VALLEY FIRE DISTRICT (SVFD):

Scioto Valley Fire District Board Meeting. No Update.

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: No Updates.

COMMUNICATIONS: Marion County Engineer 8/26/20 letterhead communication – "Dear Trustee, Fiscal Officer...cancelling the Fall Township Association Meeting...personnel changes...Roberta Ruth hired as Administrative Deputy...Shannon Massey Administrative Assistant...transportation funding down as much as 50-60%...gas tax shows 15% reduction...asphalt was down in price...salt bid down...costs for 2021 to townships will be \$59 salt (\$80 last year)...\$44 mix (\$65 last year)...County will be hosting a webinar from Ohio Historical Connection regarding records training 9/15/2020 Certificate of Attendance awarded to Fiscal Officer Robin Anderson for attendance at the Concepts in Records Management". No Motion.

John Deere/Parrott 9/16/20 email communication - Passive acknowledgment: Deal 203853, Bowling Green Township, PO 21-20B... "After a complete audit of your recent order, it has been determined that the contract price is \$3,102 lower than your purchase order amount \$9,385.50. The reason for the lower price is the non-contract item. Light package premium was removed. This is a passive acknowledgement and you will be invoiced the lower contract amount of \$6,283.50. A response is not required." Board dialog Parrott update, township strobe light inventory. No Motion.

NEW BUSINESS: Township Equipment – Salt Spreader Stand - Trustees Wolf dialog salt spreader stand, Rush Truck Center, Charlie Field. No Motion.

Township Roads – Inspection – Trustee Wolf dialog documented RR sign missing on the north side of Winnemac, "No Outlet" sign needs replaced, north bound sign toward Bonner. Trustees Trihaft and Wolf dialog signs. Board dialog Jon Appelfeller railroad affiliation, Township Road 2-G Winnemac railroad crossing signage, township history on Ohio Department of Transportation and Ohio Rail Development Commission. No Motion.

OLD BUSINESS AND / OR UNFINISHED BUSINESS:

CARES Act – COVID-19 - Coronavirus Relief Fund Local Government Assistance Program – County Coronavirus Relief Distribution Fund - Update – Trustees Trihaft and Wolf dialog LaRue SVFD monitoring, backup squad. Tom Ford Montgomery township donates all money to SVFD. Bill McElroy New Bloomington had not applied. Dave McKinnis in for Paul Kerr at LaRue board meeting village money to businesses. No Motion. Trustee Wolf dialog grant money "Guide to Sharing Coronavirus Relief Funds (CRF)-APPENDIX Sample Basic Sub Grant Agreement" forward to Marion County Prosecutor Office contacts Bailey Higgins and Nate (Nathan Heiser) work on contract, SVFD, school, distribution rounds one-two-three", returning funds, undistributed amounts, deadline extensions, encumbering funds, township bathrooms, four calls to Bender, call-in to another company, Meauliffe's Ace Hardware prices on hands free fixtures \$645 toilet, \$399.99 faucet x 2, labor, paper \$100x2, soap \$100x2, \$6000 in bathroom material, continue COVID terms, looking at tables. Trustee Wolf dialog social distance public officials board meeting, proposal qty.4-four @ 8399693-6' White Plastic Rectangular Folding Table, in accordance with 2020 Coronavirus Relief Fund, purchase from Meauliff's Ace description Four Tables - 6ft. L. Rectangular \$69.99@ Total \$279.96 Board approval in accordance with 2020 Coronavirus Relief Fund Account Code 2272-110-599 encumbered amount \$279.96 Trustee Trihaft Motion Trustee Holcomb second vote roll calls three ayes. Trustee Wolf continue COVID terms, \$5,000-\$6000 communication, video meetings, internet service, iPad \$1200-\$1500 plus monthly service, Chromebook, website host, Richwood Bank, dehumidifier. No Motion.

Marion County Sheriff – Speed Sign – Update - Trustee Wolf dialog county road 2B-Winnemac location details speed sign loaned out by Marion County Sheriff. No Motion.

Township Building - Concrete Parking Lot Apron Sealing – Trustee Wolf documented dialog with Ben...asked him for the quote on the sealing of the concrete. No Update. No Motion.

Township Building - Floors Redone - J & S Isler, Inc. DBA ServiceMaster by Isler...amount \$250 description floor cleaning strip and wax floors in 2 bathrooms 6 x 7'7" meeting room 19 x 24 – Update - Trustee Wolf dialog documented floors scheduled 10/10/2020, wait on floor, push back doors too long, on hold until doors are done by Butch, Isler pushed back, no paperwork yet, will call and reschedule.

Township Building - Inspection – Trustee Wolf dialog documented floor surfaces need cleaned, need smoke detectors, need to get the inspection from the fire district. No Motion.

Township Building - West Walk-In-Doors – Trustee Wolf undersigned revised documentation Dry Lane Construction Co. 8/25/2020 Proposal Two new doors 1) labor and material to install two 3' x 6'8" steel door, steel frame, closers, threshold and lock sets 2) demo existing doors 3) painting by township 4) no taxes in this quote labor & material \$3,690. Trustees Trihaft and Wolf dialog documented doors are here, prime and paint cream color outside and inside, buy paint and supplies for \$80 at

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Plotner Hardware Trustee Wolf Motion spend up \$100 on painting supplies Trustee Holcomb second vote roll calls three ayes.

Township Cemetery – Fairview - Updates - Trustee Trihaft dialog Jeff Mallett on unknown soldier. Houpt Monument placed granite headstone on 5th grave N-end lot 168 "Unknown Soldier G.A.R. 1861-1865". Mike Decker paid \$225.22, half the cost on monument, follow-up communication. Understanding township board approved 8/20/2020 payments #9312 amount \$345 to C & S Restorations and Foundations, cemetery foundation and #9313 amount \$210 to Houpt Monument Company, Inc. Bryan Napper dialog military plate on stone (July 2020 Herman A Napper grave 2 lot 135). Documented Foundation order Richard Columer lot 125 grave 1 from north up (end). Board dialog cemetery history. No Motion.

Township Equipment – 2019 John Deere 310L Backhoe – Trustee Holcomb documented changed oil 218 hours. No Motion.

Township Equipment - 2018 International Series 4300 Red Dump Truck – Trustee Wolf dialog documented inspection, pressure washed vehicle, need to set staff to wash the vehicles with 6064, get vehicle wash supplies from Plotner Hardware Trustee Trihaft Motion authorize Trustee Wolf Trustee Holcomb second vote roll calls three ayes. Trustees Holcomb and Wolf dialog CB, \$130 Upper Sandusky truck stop. No Motion. Trustees Trihaft and Wolf dialog reflective striping, took over, picked up done up over welds on tail gate, Vizual Express amount \$440 payment advice #9325

Township Equipment – 2012 JD 225GP CX15 Flex-Wing Rotary Cutter - Trustee Trihaft dialog documented taking one chopper tire to get fixed to Parrotts 9/9/2020, dropped off, no paperwork, no amount. No Motion.

Township Equipment – New Mowers – Trustee Wolf dialog quote documentation from Hilltop Lawn & Sports Center - Ferris; Parrott Implement Co. - John Deere; Ag-Pro Companies - Hustler; Miller Lawn & Power - eXmark; Evolution Ag, LLC - Kubota. Trustees dialog mowing, Ben, diesel, gas, shaft, belts, deck, axle, mulch kit, prices, 2-two mower trade-in info resolve Trustee Trihaft Motion go ahead and get 2-two Kabota 60-inch deck mowers Trustee Holcomb second vote roll calls three ayes whereas board rejected all other quotes Trustee Wolf dialog indicating 2-two Kabota 60-inch deck, 1-one mulch kit, will get Evolution Ag, LLC to write-up new sales quote undersigning acceptance on the following:

-1.00	Trade Info	John Deere Z920M	\$4,900.000	-\$4,900.00
-1.00	Trade Info	John Deere Z930M	\$6,900.000	-\$6,900.00
1.00	Labor	to install both kits	\$100.000	\$100.00
1.00	ZD3166	Mulch kit	\$279.000	\$279.00
1.00	ZD5960	Hand operated discharge chute	\$250.000	\$250.00
2.00	ZD1211-3-60	Kubota 1200 series - diesel engine - Bd Authorized Trustee Wolf on quote #1726089	\$13,173.220	\$26,346.44
			\$16,175.44	

Township Road 7-Windfall – Trustee Wolf dialog documented “dairy farm is chopping (SR) 37 is a mess probably better keep an eye on Windfall if anyone is that way”. Trustee Trihaft documented “I think they might have a broom they sweep with”. No Motion.

Township Road 13-Clark - Trustee Trihaft dialog high water sign. No Motion.

Township Road 51-Fairview - Trustees dialog dairy farm traffic, Jim Baughman, county road traffic count strips. No Motion.

Township Roads – Trustee Holcomb dialog mowing and stone. No Motion.

PRESENTATION OF ADMINISTRATIVE and FINANCIAL REPORTING ACKNOWLEDGEMENT:

Time Sheets documented by trustees pursuant ORC 505.24 section (C): Trustee Holcomb documented drive roads daily 9-8 work on Broadwell road 9-9 haul stone on Broadwell 9-10 work on Bell School 9-11 work on Bell School 9-15 work on Carter road, change oil in backhoe 218 hours 9-16 remove anchor on Winnemac and LaRue Mt Victory, mowed south.

Trustee Wolf documented Twp Time Card: 9-2020 Attended August meeting Did a lot of follow up on the projects: Ordered doors from Butch. Scheduled the floor cleaning. Scheduled the striping on the dump truck. Forwarded all the paperwork that the clerk needed for the projects. Pressure washed Dump Truck. David and I took the dump Truck to Marion and brought it back from Vizual Express. Talked with Ben about the mowers and the Moles at the Cemetery also asked him for the quote on the sealing of the concrete. Also reminded him to tell Scott that we all are coming up on the busy time of the year to get us to do anything, so if we need to help it needs to be soon. Still testing mowers. Did JD this month will have the proposal to the Board for this month's meeting. Talked and emailed with Robin several times about the projects, grant status and if she needed any help. She asked me to follow up with Bailey on the subgrant and a contract. I emailed Bailey and she forwarded it to Nat Heiser and I talked with him about it and he will look into the template and get back with us. Made several calls about the bathrooms for the Covid Grant Talked and Met with McAuliffe's about some of the COVID Items. Started to try and track down some info on a laptop, Chrome Book, iPad option on the grant items. Talked with Ryan at the Sheriff's office about the traffic sign and he had Lt Dutton call me and we talked and decided after he talked with Dailey's that he would put it in their front yard pointed south on the Winnemac just north of Linwood. Did some more research on the Covid grant. Drove the roads. RR sign missing on the north side of Winnemac.

Trustee Trihaft documented Aug 20 clean meeting room floor, level graves cemetery, township meeting 22 drive south roads, dump water dehumidifier 24 budget meeting, drive north roads 25 drop off Def receipt to Robin, Dick called 26 used my chopper to chop along some of Codding road

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Minutes of Bowling Green Township Board of Trustees Regular Session

Meeting

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31 rotill to cemetery to seed graves, cut Mulberry trees Fairview cemetery, scrub paint off Allen road sign, drive some roads Sep 1 cut Mulberry trees Bonner, Duane stop, Dick called 3 drive north roads 4 drive south roads 5 check Fairview cemetery, talk Brian Napper about one hour, to building try diesel JD mower, drive some roads due to storm 8 drive roads look for high water 9 flip high water signs backup, take chopper tire off take to Parrotts leave, to fire board 10 to Parrotts tire home, Duane stop 11 tire back on 12 drive north roads 14 drive south roads 15 Duane and I take dump truck to Vizual Express, get late afternoon, put away, bill to Robin 16 met Stacey Plaster for foundation Columer, went to hardware to look at door paint.

UAN Backup 9/9/2020 exchanging offsite CD 8/13/2020.

August Receipt Detail / cleared receipts / cash journal / bank reconciliation balances / cleared and outstanding payments dialog Ben Schwaderer \$450 payment #9314 "cashed last week".

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.

Purchase Order Total \$4,190 amount encumbered for selected purchase orders 27-2020 \$3690 Dry Lane Construction Co. and 28-2020 \$500 Vizual Express certified by fiscal officer amounts required to meet contract, agreement, obligation, or expenditure total for selected purchase orders, has been lawfully appropriated, authorized or directed for such purpose is in the treasury or in the process of collection each fund Trustee Trihaft Motion Trustee Holcomb second vote roll calls three ayes.

Payment Listing advice #s9320-9334 total \$59,982.54 and #9335 estimation:

9320	09/17/2020	09/16/2020	AW	MARION COUNTY ENGINEER	\$53,637.06	○
Purpose: County Engineer 8/26/20 invoice#108 2020 Chip/Seal Program 422 seal coat est 4 55.1 miles TR s: 5B-Marion-Hardin (two sections) 7C&D-Windfall 13A-Clark 38-LaRue Green Camp(south section) 44C-Bell School (section) 46A-Broadwell (section)						
9321	09/17/2020	09/16/2020	AW	DAVID K. TRIHAFT	\$15.00	○
Purpose: 8/6/20 Rural King receipt submitted for reimbursement item #1940017-100@BO-Flag Red Rural King 5"X"8-36 - Trustee Trihaft undersigned discretionary expense "flags to carry in vehicles to mark tile or other objects"						
9322	09/17/2020	09/16/2020	AW	PARROTT IMPLEMENT COMPANY	\$9.99	○
Purpose: 8/20/2020 Trustees approved 8/20/20-invoice#P45713-095 Line Stihl - Ashton Schwaderer undersigned picked up parts invoice description 20.4 miles both ways						
9323	09/17/2020	09/16/2020	AW	Central Ohio Farmers Co-op, Inc.	\$34.00	○
Purpose: COFC 10 Gal DEF 2 x 2.5 Gal Case picked up by William Trihaft - Trustee Trihaft undersigned discretionary expense 8/24/20-inovice#00264490						
9324	09/17/2020	09/16/2020	AW	TREASURER OF STATE	\$447.00	○
Purpose: UAN Fees - 4th QTR 2020						
9325	09/17/2020	09/16/2020	AW	Vizual Express	\$440.00	○
Purpose: Board of trustees approved/authorized up to \$500 for reflective striping on township truck per Trustee Wolf proposal info - undersigned discretionary expense \$440-9/14/2020-invoice#32547						
9326	09/17/2020	09/16/2020	AW	Benjamin A. Schwaderer	\$523.21	○
Purpose: Mar-Dec Property Services Contract - \$450@mo mowing & maintenance 3 cemeteries 1 lot - reimburse \$62.09 fuel receipt 9/5/2020-FremCA#01-21.4 17G-Self@2.899/G - 8/20/20 Trustees approved 8/20/20-invoice#P45713-095 Line Stihl/mileage request \$11.12 Ashton Schwaderer undersigned picked up parts invoice description 20.4 miles both ways						
9327	09/17/2020	09/16/2020	PR	Robin L. Anderson	\$1,165.38	○
Purpose: 4993986						
9328	09/17/2020	09/16/2020	PR	Richard L. Holcomb	\$721.55	○
Purpose: 4992868						
9329	09/17/2020	09/16/2020	PR	David K. Trihaft	\$722.67	○
Purpose: 4993920						
9330	09/17/2020	09/16/2020	PR	Duane J. Wolf	\$704.95	○
Purpose: 4993501						
9331	09/17/2020	09/16/2020	WH	Ohio Public Employees Retirement System	\$925.52	○
Purpose: September withholding						
9332	09/17/2020	09/16/2020	WH	Ohio Treasurer of State	\$154.02	○
Purpose: Third quarter withholding						
9333	09/17/2020	09/16/2020	WH	School District Income Tax	\$86.73	○
Purpose: Third quarter withholding						
9334	09/17/2020	09/16/2020	WH	United States Treasury	\$395.46	○
Purpose: Third quarter withholding						
Total Payments:					\$59,982.54	

Board dialog pending payment advice #9335 - 136-20Batch - 09/17/2020 - Trustee Holcomb undersigned discretionary expenses on Shelly Materials Inc. estimated amount due \$1,198.32 Purpose: Aggregate 95.96 ton total 12 tickets TRs: 40-Carter 44-Bell School 46-Broadwell. Board dialog \$10 credit statement Mid-Ohio Electric meter 55271-55496 kWh 225 days 31 August charges \$67, prior balance \$77. Trustee Trihaft Motion to approve payments Trustee Wolf second vote roll calls three ayes.

September 2020 Summary(s) Fund / Revenue / Appropriation / Fund Activity

CARES Act – Coronavirus Relief Fund Local Government Assistance

Program – COVID-19 - County Coronavirus Relief Fund Distribution \$9,119.58 – Receipt Number 55-2020

Budgetary 2020 Reports Resolution: Additional revenue request for amended certificate and revised

appropriation - The Bowling Green Township Board of Trustees met in regular session today, Thursday,

September 17, 2020. Today's agenda included additional revenue information from the Marion County

Coronavirus Relief Distribution Fund Cares Round 1-\$6,079.72 and 2-\$3039.86. The Board of Trustees

reviewed the aforementioned revenue allocation of funds received direct deposit; and Whereas the Board of

Trustees receipted additional revenue amount direct deposit total \$9,119.58; and Furthermore, The Board of

Trustees approve revenue and appropriation of additional amount \$9,119.58; and The Board of Trustees

request the Marion County Budget Commission / Marion County Auditor's Office amend official certificate

of estimated resources; and accept Bowling Green Township revised appropriation amount. Resolution by

order of the Bowling Green Township Board of Trustees: The Aforesaid came before Bowling Green

Township Board of Trustees on Thursday, September 17, 2020 at a regular scheduled Board of Trustee

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Minutes of

Bowling Green Township Board of Trustees Regular Session

Meeting

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Meeting. Trustee Trihaft Motion to approve Coronavirus Relief Funds Motion seconded Trustee Wolf vote roll call as follows: Trustee Holcomb, aye Trustee Trihaft, aye Trustee Wolf, aye.

Budgetary - 2021 Tax Budget – Bowling Green Township agriculture and residential property values 25,879,370 tax rates 3.30 Resolution Accepting the Amounts and Rates as Determined by Budget Commission for Fiscal Year 2021 Amended 8/24/20 Official Certificate of Estimated Resources \$196,519.81 January 1st, 2021 as revised shall govern total of appropriations made at any time during such fiscal year resolve by Board of Trustees Trustee Trihaft Motion to accept Trustee Wolf second vote roll calls three ayes.

ANNOUNCEMENTS:

2020 Meetings held 6 p.m. third Thursday, next meeting 10/15/2020.

ADJOURNMENT:

Trustee Wolf Motion Trustee Holcomb second three ayes, time 8:20 p.m.

Robin Anderson *Trustee Trihaft*