

RECORD OF PROCEEDINGS

Minutes of Bowling Green Township Board of Trustees Special Session

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Saturday, December 12, 2020 at 8:30 a.m.

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PUBLIC NOTIFICATION: BOWLING GREEN TOWNSHIP BOARD OF TRUSTEES SPECIAL SESSION SIGN POSTED FRIDAY, NOVEMBER 20, 2020 AT TOWNSHIP BUILDING PUBLIC ENTRANCE: SPECIAL MEETING SET SATURDAY DECEMBER 12, 2020 TIME 8:30 A.M. AGENDA: CARES ACT - CORONAVIRUS RELIEF FUND - LOCAL GOVERNMENT ASSISTANCE PROGRAM UPDATES BY ORDER OF BOWLING GREEN TOWNSHIP BOARD OF TRUSTEES

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

VISITORS: None.

CORRESPONDENCE: Trustee Wolf 12/6/2020 email Re: Reallocated money...how much money do we have left to spend with the new money and the left over plumbing money and others...come up with ideas... Fiscal officer 12/7/2020 email Reply with 2020 CRF report attachments: appropriation, fund, purchase order.

Trustee Wolf absent from regular meeting Thursday, November 19th, 2020 6:00 p.m. meeting, receives agenda information.

Trustee Wolf 12/11/2020 email Re: Verizon WHEREAS, Duane Wolf <wolf2265@gmail.com> To: Robin Anderson <bowlinggreen_twp_0740@yahoo.com> Dec 11 at 2:47 PM Just got it, Duane Wolf Begin forwarded message: From: "Campbell, Lisa L" <lisa.campbell2@verizonwireless.com> Date: December 11, 2020 at 2:44:02 PM EST To: Duane Wolf <wolf2265@gmail.com> Subject: URGENT - Information Needed for Verizon Duane, Per our conversation, please provide a letter written on signed Township letterhead explaining that your email address and any other email addresses for each point of contact are used for Township business purposes. Please be sure the letter includes: Full name and address (no PO boxes) of the Township Each Point of Contact's name, title, email address and phone number Dated Current Signed by all Point of Contacts you are listing in it. Please let me know if you have any questions. Thank you, Lisa Campbell verizon/~ Lisa Campbell/Government Account Manager - Public Sector/Non-Profit 614.403.2818 I VRT (Verizon Response Team) 1-800-981-9558 lisa.campbell2@verizonwireless.com 5000 Britton Rd. I Hilliard OH I 43026 Government Customer Service: 800-922-0204 NOW THEREFORE, be it resolved the Township of Bowling Green uses email addresses for township business: The township point of contact is: Bowling Green Township Trustee Duane J. Wolf Email: wolf2265@gmail.com Phone 740-361-5008 - The township billing / mailing address is: Bowling Green Township, 3005 Richwood LaRue Road, La Rue, Ohio 43332 Email: bowlinggreen_twp_0740@yahoo.com Phone 740-499-3986 Township Fiscal Officer Robin Anderson THE AFORESAID matter came before the Bowling Green Township Board of Trustees at a special meeting time 8:30 a.m. Saturday, December 12, 2020 Trustee Trihaft made a motion to approve the resolution second by Trustee Holcomb vote roll call: Trustee Richard L. Holcomb, aye Trustee Duane J. Wolf, aye Trustee David K. Trihaft, aye. Attest: Robin Anderson, Township Fiscal Officer Saturday, December 12, 2020 Date"

CARES ACT CORONAVIRUS RELIEF FUND LOCAL GOVERNMENT ASSISTANCE PROGRAM:

BUDGETARY: Resolution 2020 Budgetary Revisions: additional revenue from the Marion County Coronavirus Relief Fund Cares Act distribution update S.B. 357 Allocation to Subdivisions Redistributed \$1,488.76 by November 25, 2020; plus \$7.42 accrued interest as of November 30, 2020 posted into the township Coronavirus Relief Fund. The Board of Trustees reviewed county auditor redistribution revenue plus accrued interest amounts; and Whereas the Board of Trustees reviewed additional revenue receipted, county auditor redistribution direct deposit plus accrued interest amounts posted to the township Coronavirus Relief Fund 2272. Furthermore, The Board of Trustees approve additional revenue and appropriation total; 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 budget amounts. Resolve Trustee Wolf Motion Trustee Trihaft second vote roll calls three ayes. Trustee Wolf Motion to accept Amended Appropriations within Coronavirus Relief Fund reallocated account code amounts and purposes Trustee Holcomb second two ayes.

FINANCIAL: 2020 Coronavirus Relief Fund (CRF) financial reports review by board members: cash flow detail, fund summary, appropriation payment register, purchase order status, void check:

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
9374	12/12/2020	12/08/2020	AW	J & S Isler, Inc. DBA	\$145.00	V
Purpose: Fogging disinfectant and general cleaning all high touch areas and bathrooms - Facilities in accordance with 2020 CRF - Meeting Room - General Sanitize & Fog - sanitize would figure \$145@quarter - Bd Mtg Approval Trustee Wolf Motion Trustee Trihaft second three ayes.						
9374	12/12/2020	12/08/2020	AW	J & S Isler, Inc. DBA	-\$145.00	V
9375	12/12/2020	12/08/2020	AW	J & S Isler, Inc. DBA	\$145.00	O
Purpose: Fogging disinfectant and general cleaning all high touch areas and bathrooms - Facilities in accordance with 2020 CRF - Meeting Room - General Sanitize & Fog - sanitize would figure \$145@quarter - Bd Mtg Approval Trustee Wolf Motion Trustee Trihaft second three ayes.						
9376	12/12/2020	12/08/2020	AW	QUILL CORPORATION	\$99.98	O
Purpose: Facilities - Qty 2 Sanidate santzgwipes 125Pk 6Ct - Public Meeting Room, cleaning&sanitation supplies - Board approval in accordance with 2020 Coronavirus Relief Fund Encumbrance Trustee Wolf dialog Quill.com purchase up to \$500 Trustee Trihaft Motion Trustee Holcomb second vote roll calls three ayes.						
9377	12/12/2020	12/08/2020	AW	MRA Hewlett Packard (HP)	\$2,348.00	O
Purpose: 20201130 Invoice #24418: Technology in accordance with 2020 CRF - HP ENVY x360 Convertible Laptop - 15t-ed000 touch - HP ADP - for virtual meetings Bd Mtg approved Trustee Trihaft Motion Trustee Holcomb second vote three ayes.						

Total Payments: \$2,592.98

Trustee Wolf Motion to pay, payment advice #s 9375-9377 Trustee Trihaft second vote roll calls three ayes.

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2020 CRF Excel worksheet review by board members the following:

\$ 279.96	Board approved 10/15/20 meeting - \$279.96 payment #9338 Mcauliff's - Meeting Room Tables 6ft L- social distance measures in accordance with 2020 CRF
\$ 182.13	Board approved 10/31/20 meeting - \$182.13 payment #9352 Quill.com purchase up to \$500 cleaning & sanitation supplies in accordance with 2020 CRF
\$ 750.00	Board approved 10/31/20 meeting - \$750.00 payment #9353 Richwood Marketing \$1500+\$10.99x2 mos. website design - citizen update during COVID-19
\$ 15,000.00	Board approved 10/31/20 meeting - \$15000 payment #9354 Scioto Valley Fire District pending Certification: SVFD Clerk & Marion County Prosecutor
\$ 51.61	Board approved 11/07/20 meeting - \$51.61 payment #9355 Quill.com purchase up to \$500 cleaning & sanitation supplies in accordance with 2020 CRF
\$ 1,169.99	Board approved 11/07/20 meeting - \$1,169.99 payment #9356 Quill.com AeraMax Professional AM Air Purifier (\$1199.99) current Quill price re pandemic
\$ 4,710.50	Board approved 11/19/20 meeting - \$4710.50 payment #9373 Mid Ohio Plumbing & Gas - touchless fixtures in accordance with 2020 CRF
	Subsequent Amounts necessitate Board Approval: Special Meeting 12/12/2020 8:30 a.m. agenda CARES Act Coronavirus Relief Fund (CRF)
\$ 145.00	Board approval 12/12/20 - \$145 payment #9375 - J & S Isler, Inc. - Facilities general Sanitize & Fog in accordance with 2020 CRF
\$ 99.98	Board approval 12/12/20 - \$99.98 payment #9376 - Quill.com purchase up to \$500 cleaning & sanitation supplies in accordance with 2020 CRF
\$ 2,348.00	Board approval 12/12/20 - \$2348 payment #9377 - MRA Hewlett Packard HP 2 Laptop - township internet, virtual meetings in accordance with 2020 CRF
\$ 24,737.17	Spending total
	Subsequent Amounts Pending Supporting Documentation: 11/07/20 Board approved Super Blanket Certificate 9-2020 Apple/Verizon totals \$2,920.48
\$ 2,362.48	\$2,362.48 - Board approved 10/31/20 pending new purchase order amounts - two Apple i-Pads in accordance with 2020 CRF - virtual meetings, internet
\$ 198.00	\$198 - Board approved 10/31/20 pending new purchase order amounts - Apple warranty two i-Pad
\$ 360.00	\$320 - Board approved 10/31/20 pending new purchase order amounts - Verizon internet hot spots \$160@monthx2(11/3/2020 DW+\$20@month)
	Subsequent Amounts Pending balance(s) - Board Authority
\$ 1,289.50	PO31-2020 - Board approval pending balance adjustment - Mid Ohio Plumbing & Gas LLC purchase order available balance adjust when closed
\$ 771.98	PO32-2020 - Board approval pending balance due billing - Richwood Marketing \$1500+10.99x2 mos. Website design - citizen update during COVID-19
\$ 166.28	PO33-2020 - Board approval pending balance spending - Quill.com purchase up to \$500 cleaning & sanitation supplies in accordance with 2020 CRF
\$ 1,617.48	PO38-2020 - Board approval pending balance spending - Quill.com purchase order bulk supplies after talking to Jason (Hix-Elgin) Kim (Stutler-Green Camp)
\$ 6,765.72	Pending total
\$ 31,502.89	Report subtotal(s) pending and spending
\$ 32,986.54	2020 CRF Marion County Coronavirus Revenue 9/17/20 \$6,079.72 + \$3,039.86 + 22,378.20 + \$1,488.76
\$ 7.42	2020 CRF Accrued Interest 9/30/2020 \$2.06 10/31/2020 \$3.05 11/30/2020 \$2.31
\$ 32,993.96	Total revenue
\$ 1,491.07	Report total revenue \$32,993.96 minus Report total pending and spending (\$31,502.89)

FACILITIES: Trustee Wolf Motion in accordance with 2020 Coronavirus Relief Fund available balance proposes purchase from Quill.com two Fellowes AeraMax PRO AM3S PC Air Purifier amount \$1,259.99 x 2, two Fellowes AeraMax Pro Replacement HEPA Filter 2" 2/Pack amount \$289.99 x 2, two Fellowes AeraMax Pro Replacement Carbon Filter w/Pre Filter 3/8", 4/Pack amount \$172.99 x 2 for donation to Elgin school athletic department or Elgin FFA or Scioto Valley Fire District, to have fiscal officer purchase order from Quill.com Trustee Trihaft second three ayes. Board dialog donation. Furthermore, 2020 Coronavirus Relief Fund projected spending deficit shall come out of the township General Fund Resolve Trustee Wolf Motion Trustee Trihaft second vote roll calls three ayes.

ANNOUNCEMENT: Board dialog special meeting to be held Monday 6:00 p.m. December 28, 2020 agenda: CARES Act Coronavirus Relief Fund Local Government Assistance Program updates finalization fiscal year end process.

ADJOURNMENT: Trustee Trihaft Motion to adjourn Trustee Wolf second, three ayes. Time 9:15 p.m.

Richard D. Helwood *Robin Anderson* *David E. Trihaft*
Township of Bowling Green 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. Attest: Robin Anderson, Fiscal Officer.