

RECORD OF PROCEEDINGS

Minutes of Bowling Green Township Board of Trustees Regular Session

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Thursday November 19, at 6:00 p.m. 20

TRUSTEE ROLL CALLS: Township officials present Trustee Richard Holcomb calls meeting to order with Trustee David K. Trihaft present. Trustee Trihaft dialog Vice Chairman Trustee Wolf absence.

VISITORS: D & B Excavation LLC Ben Schwaderer spouse Sharon Schwaderer received payment #9363 invoice #493 amount \$450 mowing approved by Motion Trustee Holcomb second Trustee Trihaft two ayes.

RECORD OF PROCEEDING: Minutes 10/15/2020 Regular Meeting and Saturday, as corrected, 10/31/2020 and 11/07/2020 Special Meetings: CARES Act Coronavirus Relief Fund Local Government Assistance Program Updates Trustee Trihaft Motion approve corrected minutes Trustee Holcomb second two ayes.

SCIOTO VALLEY FIRE DISTRICT (SVFD):
Scioto Valley Fire District Board Meeting. Fire Board President Trihaft dialog spend money and paperwork, Paul planned funeral for David McKinniss, no sheet on runs, Harper not there to print out, suit up and taking precaution, installing doorbells at door, public, people staying there. Trustee Holcomb dialog another round of quarantine, governor.

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 Holcomb dialog Mt. Olive Green Camp property citizen service request from Les Miller request bean stubble debris be removed. Mark Dyer removed debris.

COMMUNICATIONS:
Ohio Township News Nov/Dec publication. No Motion.
OTARMA annual coverage renewal questionnaire. No Motion.
The Shelly Materials / Stoneco 2021 price list effective 1/4/2021. No Motion.
Silversmithdata.com/caresact Public Works software. No Motion.

NEW BUSINESS: None

OLD BUSINESS AND / OR UNFINISHED BUSINESS:
MLS trucks on Marion County Road 2-A-B-C-D-E-F sections - Winnemac - Trustee Trihaft dialog Union County Sheriff Deputy Jamie Patton. No Motion.

Guthery cemetery drive - stone lane - Trustee Trihaft dialog Mike Sager reply yes, flag out. Trustee Holcomb dialog Mike Sager reply no, get Mike Sager go down and get approved Trustee Trihaft Motion go ahead after approval from Mike on stone cemetery drive Trustee Holcomb second two ayes. Board dialog documentation.

Dolce's Tree Service Estimate #8262 date 11/19/2020 - Trustee Trihaft dialog proposed Dolce's Tree Service Estimate #8262 dated 11/19/2020 work to be done by end of year:

- \$250.00 **JOB SITE ADDRESS: 3522 Codding Rd S** Prune back 3 Pine trees along road
- \$650.00 **JOB SITE ADDRESS: 4011 Codding Rd S** Raise 2 Oak trees over road
- \$600.00 **JOB SITE ADDRESS: Broadwell Rd** Prune 3 Hickory trees and 1 Oak tree over road
- **JOB SITE ADDRESS: 8194 Mt Olive Green Camp Rd**
- \$200.00 Option 1: Prune back large Spruce tree back to the right of way
- \$750.00 Option 2: Cut down large Spruce tree back to the right of way
- **JOB SITE ADDRESS: 4054 Groundhog Rd S**
- \$500.00 Prune back 2 Maple trees over road
- \$200.00 **JOB SITE ADDRESS: Windfall Rd** Remove 2 bottom limbs from large Oak tree

Board discussion and approval Trustee Trihaft Motion Trustee Holcomb second two ayes dialog with Bruce Fleming prune large Spruce Option 1 - \$200 or cut large Spruce Option 2 - \$750. US Mail forms.

OTARMA Building Inspection for Bowling Green Township Marion County - Trustee Trihaft text Mon, Nov 16, 9:10 AM Appraisal done on building...dialog today 11/19/20 no paperwork, appraiser measured building came inside and was going to Claridon, Big Island, Montgomery Township office at cemetery.

PRESENTATION OF ADMINISTRATIVE and FINANCIAL REPORTING ACKNOWLEDGEMENT

Time Sheets documented by trustees pursuant ORC 505.24 section (C):
Trustee Holcomb documented drive road daily, Oct 24 dig grave Berry, Oct 26 funeral, Oct 28 dig ditch on Codding, Oct 29 dig culverts out on Ground Hog and Arbella, Oct 31 COVID meeting, Nov 10 dig grave Dave McKinniss, Nov 13 funeral Dave McKinniss, Nov 7 COVID Meeting.
Trustee Wolf absent.

Trustee Trihaft documented Twp Hours Mid Oct Mid Nov Oct 5 twp meeting, 16 to Parrotts with light for tractor 17 answer texts - drive south roads 18 drive north roads 21 to twp building - drive cemetery - special FB meeting 22 to cemetery find grave - text everyone 23 call Kyle Stofcheck double check on burial 24 dig grave 26 to twp building get plywood trailer - burial - check to Robin - equipment away 27 talk Tom Ford + I work today 28 call fuel new tractor come 29 flip down high water sign Clark & Codding roads 30 Tom Ford stop sign FB - paper 31 special twp meeting Nov 2 talk to county guys working Winnemac + Linwood on corner 3 sign twp check take to Robin 4 drive south roads 6 to twp building for pictures - take lady around to cemeteries 7 totally forgot twp meeting - was 1/2 hour away shelling corn 10 to twp building sign check - answer texts today 11 to cemetery dig grave - to fireboard meeting 12 met with insurance guy - make sign for calling hours for Dave McKinniss put on both ends of Windfall to slow traffic 13 put up road closed signs east end Arbella - burial today 15 drive north roads + south really windy today 16 check on plumbers 2 x twp building - Dwayne + I texted each other since know (no) one else would 18 Dwayne called - called Union County Sheriff for update.

UAN Backup CD 11/17/2020 exchanging offsite CD 10/13/2022.

OTARMA MORE Grant Program Application \$500 - Board dialog the

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township purchased services from Vizual Express amount \$440 detail reflective striping for dump truck sides and back for safety purposes plus Silco Fire & Security services amount \$212.50 detail five (5) fire extinguishers annual inspection - hydrostatic test for safety purposes. Board resolve Trustee Trihaft Motion to submit 2020 MORE Grant Program Application amount \$500, attach proof of payments #9325 amount \$440 plus #9239 amount \$212.50 Motion seconded by Trustee Holcomb vote roll call two ayes.

October 2020 Cleared receipts / outstanding receipt #68 / detail / cleared payments / outstanding payments #9349 #9352 #9353 / bank balances / reconciliation / cash journal

Financial report in accordance with 2020 Coronavirus Relief Fund update:

\$ 279.96	Board approved 10/15/20 meeting - Meeting Room Tables 6ft L - social distance measures
\$ 6,000.00	Board approved 10/15/20 meeting - \$4710.50 up to \$6000 Mid Ohio Plumbing & Gas - touchless fixtures
\$ 500.00	Board approved 10/15/20 meeting - Quill.com purchase up to \$500 cleaning & sanitation supplies
\$ 1,521.98	Board approved 10/15/20 - \$1500+\$10.99x2mos. Richwood Marketing - website design - citizen update during pandemic
\$ 145.00	Bd approved 10/31/20 - J & S Isler, Inc. estimate general sanitize & fog sanitize would figure \$145 each quarter 1 time re pandemic
\$ 1,169.99	Board approved 10/31/20 - AeraMax Professional AM3 PC Air Purifier (\$1199.99) current Quill price re pandemic
\$ 2,348.00	Board approved 10/31/20 - MRA Hewlett Packard HP 2 Laptop - township internet, virtual meetings in accordance with 2020 CRF
\$ 15,000.00	Board approved 10/31/20 pending Certification Signatures: Scioto Valley Fire District Clerk and Marion County Prosecutor
	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)
\$ 29,885.41	Total Encumbered
\$ 31,497.78	2020 CRF Revenue
\$ 5.11	Interest - Board Approved interest appropriation 9/30/2020 \$2.06 10/31/2020 \$3.05
\$ 1,617.48	Board approved 11/07/20 special board meeting Motion in accordance with 2020 CRF to encumber total bal + interest amount total TBD - Quill PO#38-2020
\$1,437.17	County Auditor: CARES funding will be redistributed by November 25, along with any other returned money...
\$0.00	interest TBD for period ending November 30, 2020: Board shall consider special meeting agenda on CARES Act "amend revise resolve 2020 CRF amounts"

Budgetary Resolution Trustee Trihaft Motion Trustee Holcomb second vote roll calls two ayes to Amend Appropriations within Coronavirus Relief Fund reallocate account codes:

Post Date	Transaction Date	Account Code	Amount	Resolution Number	Type	Purpose	Budgetary Correction
11/07/2020	11/13/2020	2272-110-599-0000	55.11	20201107SpecMg	Permanent	2020 CRF-2272-Interest Revenue	No
11/07/2020	11/13/2020	2272-110-599-0000	\$1,612.37	20201107SpecMg	Permanent	2020 CRF-2272-Bd Motion in accordance with 2020 CRF encumber	No
11/07/2020	11/13/2020	2272-930-930-0000	-\$1,612.37	20201107SpecMg	Permanent	2020 CRF-2272-Bd Motion in accordance with 2020 CRF encumber	No

Purchase Order charges & status in accordance with 2020 CRF encumbrance Then 11/07/20 and Now 11/19/2020 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 Purchase Order Quill #38-2020 \$1,617.48 bulk supplies Trustee Trihaft Motion approved Trustee Holcomb second two ayes; and Receipts posted: #67-Stofcheck \$800 Berry, Margaret Louise Burial Lot 267 / 2nd Grave from N-end; #68-Marion County Auditor \$20.29 Mobile Home Homestead (x-ref receipt #52-2020 \$11.01) direct deposit 11/2/20; #71-Ohio Bureau Workers Comp \$641.44 premium refund warrant dividend equals approximately 100% of premium for 2019 policy year - ease financial pressures amid the coronavirus pandemic; #72-Stofcheck \$800 McKinniss, David Lee Lot 245 / 1st Grave from N-end; and Nov 2020 Summary(s) Appropriation / Revenue / Fund / 2272 Coronavirus Relief Fund Ledger; and Nov 2020 Payment Listing advice #9357-9373 all totaled \$14,043.72: Board dialog Payment Advice#(s) 9357-Shelly Materials Inc. invoice 34.15 tons aggregate total amount \$408.99 discount \$.50@ton 'time sensitive' signed & sent; 9358-9361 VOID reasoning error reissued four checks 9362-9366 necessitates board acknowledgement; 9366-John Deere Company Parrott service invoice 6145M Standard Cab amount \$3,209.99 necessitates Trustee Trihaft confirm. Trustee Trihaft Motion pay bills Trustee Holcomb second two ayes:

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
9357	11/10/2020	11/10/2020	AW	Shelly Materials Inc	\$408.99	○
9358	11/19/2020	11/17/2020	AW	QUILL CORPORATION	\$498.41	✓
9358	11/19/2020	11/17/2020	AW	QUILL CORPORATION	-\$498.41	✓
9359	11/19/2020	11/17/2020	AW	Central Ohio Farmers Co-op, Inc	\$391.08	✓
9359	11/19/2020	11/17/2020	AW	Central Ohio Farmers Co-op, Inc	-\$391.08	✓
9360	11/19/2020	11/17/2020	AW	John Deere Company	\$3,209.99	✓
9360	11/19/2020	11/17/2020	AW	John Deere Company	-\$3,209.99	✓
9361	11/19/2020	11/17/2020	AW	Plotner Hardware	\$31.68	✓
9361	11/19/2020	11/17/2020	AW	Plotner Hardware	-\$31.68	✓
9362	11/19/2020	11/17/2020	AW	MID OHIO ENERGY COOPERATIVE INC.	\$103.00	○
9363	11/19/2020	11/17/2020	AW	Benjamin A. Schwaderer	\$450.00	○
9364	11/19/2020	11/17/2020	AW	QUILL CORPORATION	\$498.41	○
9365	11/19/2020	11/17/2020	AW	Central Ohio Farmers Co-op, Inc.	\$391.08	○
9366	11/19/2020	11/17/2020	AW	John Deere Company	\$3,209.99	○
9367	11/19/2020	11/17/2020	AW	Plotner Hardware	\$31.68	○
9368	11/19/2020	11/17/2020	PR	Robin L. Anderson	\$1,165.38	○
9369	11/19/2020	11/17/2020	PR	Richard L. Holcomb	\$721.55	○
9370	11/19/2020	11/17/2020	PR	David K. Trihaft	\$722.67	○
9371	11/19/2020	11/17/2020	PR	Duane J. Wolf	\$704.95	○
9372	11/19/2020	11/17/2020	WH	Ohio Public Employees Retirement System	\$925.52	○
9373	11/19/2020	11/17/2020	AW	Mid Ohio Plumbing & Gas LLC	\$4,710.50	○
				Total Payments	\$14,043.72	

Budgetary - Board dialog "special meeting agenda" CARES Act 2020 CRF amounts, in order to amend revise resolve" Marion County Coronavirus Relief Distribution Fund Cares Redistribution amount \$1,437.17 plus total interest accrued TBD Board Motion to hold special meeting to amend certificate revenue / appropriations 2020 budget revisions Trustee Trihaft Motion Trustee Holcomb second two ayes select 2020 Special Meeting Saturday, December 12th beginning 8:30 a.m.

ANNOUNCEMENTS: 2020 Meetings held 6 p.m. third Thursday, next regular meeting 12/17/2020.
ADJOURNMENT: Trustee Trihaft Motion Trustee Holcomb second two ayes, time 7:44 p.m.

Richard Holcomb *David K. Trihaft*