

RECORD OF PROCEEDINGS

BEAR GRAPHICS 800 325 8094 FORM NO 10148

Held Thursday, January 21, 2021 at 6:00 p.m. 20

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

REORGANIZATION: Nomination for Chairman of the Board of Trustees, Trustee Trihaft motion Duane Wolf is chair Trustee Holcomb second vote roll calls three ayes. Trustee Wolf nominates David Trihaft as vice chair Trustee Holcomb second vote roll calls three ayes. Trustee Holcomb is third chair. Trustee Trihaft motion Duane Wolf represent the township at annual meeting of Marion Health District Advisory Council (DAC) Trustee Holcomb second vote roll calls three ayes. Trustee Wolf motion nominates David Trihaft stay on fire board Trustee Holcomb second vote roll calls three ayes.

SCIOTO VALLEY JOINT FIRE DISTRICT (SVJFD): Scioto Valley Joint Fire District Board - Trustee Trihaft documented election of officers. Signed all PO & BC. Talked about COVID stuff that has been installed and stuff on back order. Talked about grants. Try to get a grant on an air compressor to fill tanks \$40,000 – 5% match. Do a grant for a new firetruck – 5% match. Board dialog blueprints for the township building and railing material. No Motion.

VISITORS: No guests.

OLD BUSINESS: Township Road 46A-Broadwell – Trustee Holcomb mentioned Murphy farm field lower side culvert drainage debris ongoing issue from upper side landowner farmer Trustee Trihaft. Ask adjacent upper side landowner farmer to remove stubble. Trihaft dialog has orange snow fence to use for that.

Township Road 2-G Winnemac – Trustee Wolf dialog legal counsel refer “Jon Appelfeller tile bill discussion and decision” issue with prior 12/28/20 township special session meeting. Trustee Wolf put forward today documents 1) bill amount \$210-quantity 40-feet 12” dual wall tile BFD.LTD invoice to Andy Appelfeller (Marion County Commissioner) and 2) bill amount \$769.29-quantity 37.08-ton stone two tickets and Smith Material invoice to Andy & Sherril Appelfeller (both parents of Jon). Trustee Holcomb dialog culverts in at Appelfeller new or ones that are there, ditch to raise up, add more, what’s going on, deal to take care of other, tax exempt if we pay for it, refers to Jim Baughman (county engineer staff member) refer “if we dig out someone’s culvert we have to replace”. Trustee Wolf dialog what’s been done, 2@20 foot, wider, normal field, here is his receipts, we pay for, take old out, got total here, stone from Smith Material (township vendor) culverts from Billenstine (township vendor) pay vendors or pay him we took out his drive and had to put back in Motion we pay bills that are turned in Trustee Trihaft second vote roll calls three ayes. Board dialog on legality. Trustee Wolf dialog in two days have check ready to sign. Board dialog on legal counsel. Trustee Wolf Motion to have payment ready to sign within-a-week Trustee Holcomb second vote roll call three ayes. Whereupon township fiscal officer dialog doubt as to the legality of board approval on invoices for payment shall consult with prosecuting attorney before drawing the warrant (invoice payment) and follow the prosecutor's advice on the matter and to protect fiscal officer further, shall cause to be entered in the minutes of the meeting information documented to the effect that the prosecutor had been consulted on the matter and his advice followed understanding 2/1/19 advised "Because the board of township trustees shall have control of the township roads of its township and shall keep them in good repair"; processing payment on invoices within-a-week; this matter shall be referred to the Marion County Prosecutor for further review. Policy misuse when property owner is paid understanding Bowling Green Township Board of Trustees shall follow county guidelines property owner is responsible for all material and the township will install culvert. Bowling Green Township Record of Proceedings discloses no board of trustee authority for culvert “deal” with Appelfeller prior to board of trustee motion for payment on material invoice(s). Bowling Green Township Record of Proceedings discloses property owner Petersheim was responsible for all culvert material on recent township culvert installation. Uncertainty and doubt as to trustee related party transactions, accountability, responsibility and transparency with regard to Township Road 2-G Winnemac – Appelfeller, Sherril Property Address 833 N Winnemac upper side landowner farm field drainage issue ongoing for lower side landowners,

property	search	county	auditor	information	on	website:
3E+10	MATTIX LAWRENCE R		WINNEMAC PK LARU 3954 OSBL WINNEMAC		110	89.036
3E+10	COOK VALERIE K TRUSTEE		WINNEMAC PK LARU 1116 COLC WINNEMAC		110	5
3E+10	WOLF DUANE J & JENNIFER S SURV		518 N WINNEMAC PI UNAVAIL/ 518 WINN		511	5.014
3E+10	WOLF DUANE J & JENNIFER S SURV		WINNEMAC PIKE LAF 518 WINN WINNEMAC		100	5.014
3E+10	MARTIN DONALD R & KELLI K		WINNEMAC PIKE LAF 480 WINN WINNEMAC		501	6.447
3E+10	MARTIN DONALD R & KELLI K		480 N WINNEMAC PK UNAVAIL/ 480 WINN		511	5.014
3E+10	GARNER TED A & PAMELA A		684 WINNEMAC PK L 684 WINN 684 WINN		511	5.001
3E+10	MILLER SCOTT A & PENNY N SURV		714 WINNEMAC PK L 714 WINN 714 WINN		511	5.001
3E+10	MATTIX LAWRENCE R		WINNEMAC PK LARU 3954 OSBL WINNEMAC		110	5.001
3E+10	MATTIX LAWRENCE R		WINNEMAC PK LARU 3954 OSBL WINNEMAC		110	5.001
3E+10	MATTIX LAWRENCE R		WINNEMAC PK LARU 3954 OSBL WINNEMAC		110	5.111

Relevant facts concerning related party transactions between the two parties creates the potential for conflicts of interest, misuse could result in fraud for all parties involved. Related party transactions not conducted at arms-length may not be indicative of its true value and may mislead the public about the township’s ongoing ability to obtain or provide these goods or services if it must pay (or receive) fair value for them in future transactions. Bowling Green Township Board policy is to follow county engineer guidelines driveway culvert specification property owner responsible for providing all materials. Bowling Green Township Record of Proceedings 5/21/20 Trustee Wolf dialog “Jon Appelfeller questions wants us to go in on culvert, put in field entrance”, documented “talked with Jon Appelfeller about access to the field across from me and the ditch if thru Cooks to see if maybe we were going to petition it or not”. Understanding County Commissioner Andy Appelfeller governance in accordance with Ohio drainage laws on improvements are administered by the boards of county commissioners. Appelfeller higher side landowner field drains into Winnemac road onto lower side landowner property of Duane Wolf (Township Trustee). Bowling Green Township Trustee Holcomb (former township excavating contractor and family affiliation of Appelfeller) conducts excavating work independent and without township board authorization on the record of proceedings for usages of

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township owned backhoe & labor independent and without township board specification on the record of proceedings for tile installed within the township roads, ditches, culvert, driveway for township landowners.

Township Road & Ditch Maintenance Update - Bowling Green Township Trustee Holcomb dialog Township Road 1 Codding "2" hump in roadway told Jim Baughman. Township Road 44-C Bell School need berm aggregate. Township backhoe & labor on Township Road 1-B Codding - Petersheim, Henry & Lydia Property Address 2624 Codding "bought culvert to put in, yank out old 8" tile and he got the tile, no stone, mud". Trustee Holcomb dialog culvert pipe on Township Road 13-A Clark trustees documented dug out and place new tile on road, no tile bill from Billenstine, need four (4) more breathers. Trustee Holcomb dialog dig out ditch on Township Road 42-A - Clay, M Jean Property Address 3600 Ground Hog dug out ditch further south to Miller, Thomas & Cynthia Property Address 4054 Ground Hog dig, keep ditch running, township stone bill. Trustees Holcomb and Trihaft dialog Township Road 49-D Jet State Route 37 broken tile replaced, township stone bill, no tile bill. No update ongoing ditch cleaning, grading, removing brush, digging culverts out, on Township Roads 15-B Arbella and 49-D Linwood - De Vries Dairy LLC Property Address(s) Richwood LaRue Road. No update for ongoing ditch tile project on Township Road 49-C Linwood - Evans, Donna J Property Address 9316 Linwood lower landowner adjacent to field higher side landowner Holcomb, Oscar & Janice. No update for citizen service request Township Road 42-A-1 Ground Hog - Don Ingles farm field tile drainage on Price. No prior board authority on record for above work.

Township Building - Paint Meeting Room Walls and Trim - Trustee Wolf dialog documented H & H Decorating, Inc. proposal#201107-1 estimate for labor, materials and supervision prime and prep walls paint walls paint door and trim amount \$1,550 and wait on proposal#201107-2: paint doors amount \$260 Trustee Trihaft Motion paint inside Trustee Holcomb second vote roll calls three ayes. Board dialog building blueprints for fire chief. Trustee Trihaft dialog has not got railing material. No Motion.

Township Building - Adding New Building Update - Trustee Wolf dialog new building committee, fund building with excess general fund tax revenue, someone in charge of, Butch (Phil Winslow), get going down path, contractor, talk about, inspected, legal, next meeting. Board dialog no committee meetings, building discussions subjected to only regular or special public meeting in accordance with Ohio sunshine laws. Trustee Holcomb dialog Montgomery township building bins for gravel. No Motion.

CARES ACT CORONAVIRUS RELIEF FUND LOCAL GOVERNMENT ASSISTANCE PROGRAM:

BUDGETARY: On December 30, 2020 the Ohio Controlling Board approved OBM's request to extend the deadline for local subdivisions to incur expenses to their Coronavirus Relief Funds to December 31, 2021, with the passage of the federal Consolidated Appropriations Act, 2021 and Ohio Senate Bill 310.

TECHNOLOGY: Richwood Marketing Website "bgtownship" - Board dialog request Guthery 22.688 roadway miles' corrections, township policy compliance with no online banking. Trustee Wolf updates website links refer to COVID information. Trustee Wolf Motion have fiscal officer send approved minutes after meeting to add onto website "bgtownship.com" Trustee Holcomb second vote roll calls three ayes.

TECHNOLOGY: Cellco Partnership d/b/a Verizon Wireless - Trustee Wolf dialog legal "did not have to sign check". Submitted ten (10) pages Verizon Courtesy Quick Bill Summary Dec 14-Dec 23 amount due \$.00 addressed to Bowling Green Township Duane Wolf "future problem". Proposes purchase extra warranty \$99@x2 verbal quote Trustee Holcomb Motion check into and buy Trustee Wolf second vote roll calls three ayes. Trustee Wolf issued electronic devices "phone #s changed require setup personal info": one Apple iPad/cover/screen saver to Trustee Trihaft; one Apple iPad/cover/screen saver to Trustee Holcomb; one MRA Hewlett Packard (HP) laptop computer with Verizon Jet Pack internet hot spot to fiscal officer; understanding Trustee Wolf has in his possession one MRA Hewlett Packard (HP) laptop computer and one Verizon Jet Pack internet hot spot. Trustee Wolf dialog declining second HP laptop computer reasoning wife got him new laptop for Christmas, donate or keep, delete everything off, wipe clean and bring to next meeting. Board dialog township donation including deactivated electronic systems, secure safekeeping of second HP laptop at the township office in accordance with CRF Funds audit measures. Fiscal officer completed process on payment #9402 to the order of Cellco Partnership d/b/a Verizon Wireless 1 Verizon Way, cover letter, 4-electronics packing slips copy(s) mailed via USPS Certified Mail Receipt \$4.25 for purpose of tracking 1/4/2021 Basking Ridge, NJ received, request reimburse in accordance with CRF Funds Trustee Trihaft Motion reimburse \$4.25 Trustee Holcomb second vote roll calls three ayes.

FACILITIES: J & S Isler, Inc. DBA Service Master- Trustee Wolf dialog sanitize meeting room in accordance with CRF Fund Trustee Holcomb Motion Trustee Trihaft second vote roll calls three ayes.

SUBGRANTING: Elgin Local Schools Subgrant Agreement in accordance with 2020 CRF measures total award donation value \$4,189.73 Elgin recipients Mr. Hix and Mr. Ballinger undersigned 1/8/21.

RECORD OF PROCEEDING: 12/28/2020 Special Session Trustee Trihaft motion to accept minutes Trustee Wolf second vote roll calls three ayes.

PRESENTATION OF ADMINISTRATIVE and FINANCIAL REPORTS:

Township Asset Confirmation as of 1/13/2020 acknowledged, update devices Time Sheets documented by trustees pursuant ORC 505.24 section (C):

Trustee Wolf documented Twp Time Card Jan 2021: Called MLS about Trucks on Winnemac again. Talked with Mr Appelfeller. Talked with Prosecutor. Talked and looked at Verizon numerous times (to many to count). Set up hot spots and iPads. Picked up road sign for Marion Hardin at Larue Mt Victory Post and all laying in the ditch. Received a call from Jon Appelfeller about a plate on the bridge on Ground Hog. Talked to David and Richard was already on it. Talked with painter about estimate on meeting room again. Talked

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with Richard about Linwood, drove the roads

Trustee Trihaft documented Dec 17 heat, township meeting 19 drive south roads 20 drive north roads 21 sign fireboard checks 22 talk Dwayne (Duane) 25 snowed drive roads okay 26 drive roads for drifts 27 turn heat on township meeting room 28 special township meeting 30 drive south roads 31 drive north roads Jan 1 sort through township & fireboard old paper work 5 drive north roads 6 drive south roads 11 call from Boyds funeral home about Loretta King 13 to fire board 16 drive south roads 17 drive north roads 20 Dick & I replace a plugged & broken down tile under Linwood & 37 intersection.

Trustee Holcomb documented 5 hours Jan 1, 2021 dig out ditch on Ground Hog, 6 hours Jan 5 dig culvert on Coddling at log cabins, 3 hours Jan 9 finish culverts log cabin on Coddling, 4 hours Jan 15 try locate tile Linwood & 37 no luck haul 2 loads of stone for crossing Linwood, 6 hours Jan 18 haul stone at building, change backhoe bucket, greased backhoe, fuel truck and backhoe, 8 hours Jan 20 replace plugged culvert on Linwood & 37. Dialog today, fuel level at 1/8 tank and all equipment is full.

UAN Backup CD 01/20/2021 exchanging offsite CD 12/16/2020 *etc reu*
Year 2020 Cemetery and Road reports. December 2020 Bank reconciliation, outstanding payments, cleared payments, cleared receipts, collateral.

Annual Financial Report 2020 cash reconciliation \$429,990.28 and notes to the financial statements year ended 12/31 budgetary disclosure for year 2020, Publication Marion Star 1/6/2021; Year 2020 Tax amounts and rates, total estimated receipts 100%-\$85,402; Year 2021 Tax amounts and rates, total estimated receipts 100%-\$84,458; Certificate of the total amount from all sources, comparison of budget and appropriated \$665,576.03; Resources Available for Appropriation report fund balance 12/31 estimated revenue, total estimated resources, appropriation budget resolution passed by board of trustees 12/17/20 at regular meeting, effective 1/1/21

Blanket Certifications (BCs) #s1-4 and Purchase Order #1-2021 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 Trustee Trihaft Motion Approval Trustee Holcomb second vote roll call three ayes.

Payment Listing Trustee Trihaft Motion to approve the following payments:

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Statu	
9403	01/21/2021	01/17/2021	AW	MID OHIO ENERGY COOPERATIVE INC	\$155.00	O	
	Purpose:	Electric service 1012 kwh 31 days 11/30-12/31/2020					
9404	01/21/2021	01/17/2021	AW	MARION COUNTY ENGINEER	\$166.18	O	
	Purpose:	\$153.68-2@36" Railroad Sign/\$12.50-Delivery Charges picked up 12/1/20-Trustee Wolf 12/17/20 Bd Mtg doc.S.n/a					
9405	01/21/2021	01/19/2021	AW	Richwood Marketing	\$131.88	O	
	Purpose:	\$131.88 invoice#0003342 Richwood Marketing/Website Fee in accordance with CRF fund board approved \$10.99x12 months per Trustee Wolf admin					
9406	01/21/2021	01/19/2021	AW	Robin L. Anderson	\$4.25	O	
	Purpose:	\$4.25 USPS/Certified Mail Receipt purpose USPS Tracking delivered 1/4/21 @ 11:57a m. Basking Ridge. NJ Cellico Partnership d/b/a Verizon Wireless 1 Verizon Way per Fiscal Officer					
9407	01/21/2021	01/19/2021	AW	Ohio State Treasurer	\$15.00	O	
	Purpose:	OBMV Record Request Form 1173 Driving Record History [302] - KLA Risk Consulting recommendation purpose trustees driving township equipment					
9408	01/21/2021	01/19/2021	PR	Robin L. Anderson	\$1,185.47	O	
	Purpose:	4993986					
9409	01/21/2021	01/19/2021	PR	Richard L. Holcomb	\$721.55	O	
	Purpose:	4992868					
9410	01/21/2021	01/19/2021	PR	David K. Trihaft	\$722.67	O	
	Purpose:	4993920					
9411	01/21/2021	01/19/2021	PR	Duane J. Wolf	\$717.81	O	
	Purpose:	4993501					
9412	01/21/2021	01/19/2021	WH	Ohio Public Employees Retirement System	\$934.79	O	
	Purpose:	January withholding					
9413	01/21/2021	01/20/2021	AW	Shelly Materials Inc	\$375.90	V	
	Purpose:	Aggregate total 32.91 tons - invoice#2227370 15.16 & 17.75 per Trustees Holcomb & Trihaft					
9413	01/21/2021	01/20/2021	AW	Shelly Materials Inc	-\$375.90	V	
9414	01/21/2021	01/20/2021	AW	Shelly Materials Inc	\$375.90	O	
	Purpose:	Aggregate total 32.91 tons - invoice#2227370 15.16 & 17.75 per Trustees Holcomb & Trihaft					
9415	01/21/2021	01/21/2021	AW	QUILL CORPORATION	\$9.96	V	
	Purpose:	CRF funds Clorox dsnfctwipe 54.98-2@75 Clifresh 10/31/2020 backorder in accordance with 2020 CRF					
9415	01/21/2021	01/21/2021	AW	QUILL CORPORATION	-\$9.96	V	
9416	01/21/2021	01/21/2021	AW	QUILL CORPORATION	\$9.96	O	
	Purpose:	CRF funds: Clorox dsnfctwipe 54.98-2@75 Clifresh 10/31/2020 backorder in accordance with 2020 CRF					
				Total Payments:	\$5,140.46		

Trustee Holcomb second vote roll calls three ayes, other reports 1/21/20 cash journal and fund summary.

CITIZEN SERVICE: Jon Appelfeller Ground Hog FYI on bridge on Ground Hog and sign @ Marion Hardin & LaRue Mt. Victory documented by Trustee Wolf comments talked to David he said he called the county on bridge. I picked sign up to take to David (Trustee Trihaft).

Boyd Funeral Home called to check on the price of cremains for Loretta King. I double checked with Robin & called them back documented by Trustee Trihaft. Board updated on Fairview cemetery lot 241/3 grave interment of cremains fee \$250 details on date and dig pending with Trustee Trihaft.

COMMUNICATIONS: Habitat for Humanity ReStore receipt donated old items 2-toilets.
Marion County Recorder – annual notice filing fees.
Marion County Sheriff – new sheriff, next meeting reports.
OTARMA update three coverage endorsements effective 2021.

NEW BUSINESS: Marion County Engineer - 2020 Year End Roadway Certification uncertain, chip & seal program dialog from Trustee Trihaft. No Motion.

D & B Excavation Estimate#23 total \$4500 date 1/21/2021 description 2021 mowing season township to provide fuel for mowers gas and trimmer string. Trustee Wolf dialog labor agreement, add dates work, trim once a month, more often, weather, know what all he does, pick up trees in cemetery, branches, limbs, talk to him. Board dialog terms independent contractor. Trustee Trihaft dialog mowing cemetery, funerals. Trustee Holcomb Motion to table Trustee Trihaft second vote roll calls three ayes.

ANNOUNCEMENTS: 2021 Meeting each month 6 p.m. third Thursday, next meeting 2/18/21.

ADJOURNMENT: Trustee Trihaft motion to adjourn Trustee Holcomb second, time 9:00 p.m.

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.