

Held Thursday, August 19, at 6:00 p.m.

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

VISITORS: Sheldon McKinniss dialog Township Road 1-A Codding between Sue (McKinniss) and Michael (McKinniss) request for county to clean out 30" waterway culvert that is 1/4 of way full, township culvert work. Trustees dialog county. No Motion. Sheldon McKinniss dialog recomunicated complaint of Fairview cemetery foundation on son David McKinniss grave 1-one on north end lot 245 request for Stacey Plaster C & S Restorations redo flush foundation with 2"x 4" above ground and fill concrete to that level, stated McKinniss family history of work for the township installing Fairview cemetery foundations. Trustee Wolf dialog Bob (McKinniss) and Sheldon (McKinniss) augured down 33" deep 36" center slope. Trustee Trihaft dialog Stacey (Plaster, Owner C & S Restorations and Foundations), contact see if he can come to meeting. No Motion.

D & B Excavation LLC Ben Schwaderer son Ashton Schwaderer attended. Ben's spouse Sharon Schwaderer received payment #9516 amount \$450, submitted invoice#540 date 7/14/2021 description mowing 6/21 & 22, 6/30, 7/12; and invoice#547 date 8/18/2021 description mowing 7/19, 7/30, 8/18, gas for trimmers amount \$20, "Sharon Schwaderer dialog 6/16/2021 attached Raceway Mini Mart Prepaid Receipt with no date". Trustee Trihaft Motion we pay mowing, property service bill Trustee Holcomb second vote roll call three ayes.

SCIOTO VALLEY JOINT FIRE DISTRICT (SVJFD):

Scioto Valley Joint Fire District Board - Trustee Trihaft dialog documented fireboard August - July 21 Special Fireboard for levies, twenty-year levies. August 11th meeting put chief Kerr on suspension for a month till his lawyer can make a case. Josh Harper filling in as chief. Do some work on roof soft spot. Put wainscoting on bottom metal getting beat up in places. Pay bills.

OLD BUSINESS: Township Building - Dry Lane Construction Co. - Two New West Walk-In-Doors - 2020 Then & Now 2021 Locksets - Trustee Wolf dialog documented Butch Winslow email to Duane Wolf 8/11/2021 "Duane here is a copy of the order to J&B where we get our doors & HWD no lock set were ordered but my proposal has them on it. To solve this just tear up the invoice for the two lock sets. I don't remember why they were not bought, Butch". No Motion. Understanding accountability processing locksets transaction duplicates 2020 payment order "Dry Lane Construction Co. 8/25/2020 proposed to furnish material and labor complete for the sum of \$3,690". Understanding 7/15/21 township record of proceedings "Dry Lane Construction Co. 6/24/21 invoice#5403 description Two Yale entrance locksets amount \$300". Illustrations below for purpose of accountability to prevent duplicate order and/or duplicate payment authorization by the township trustees concerning vendor/payee labor also locksets transactions for comment and question...

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
9350	10/15/2020	10/15/2020	AW	Dry Lane Construction Co.	\$3,690.00	C
Purpose: Pending 10/15/2020 Bd Mtg Approval - Trustee Trihaft 10/13/2020 dialog not done yet...Trustees Trihaft and Wolf 10/13/2020 text dialog payment - Township Building - 10/8/2020 Invoice#5365 Description Labor and material to install two 3' x 6'8" steel doors and frames, closers, threshold and locksets. Demo existing doors. Painting not included.						
99-21B	07/15/2021		AW	Dry Lane Construction Co.	\$300.00	B
Purpose: 7/15/21 MTG: ?s for accountability to prevent duplicate order and/or duplicate payment transaction authorization Understanding Trustees Wolf & Trihaft dialog documented received & installed new locks 6/10-6/13/2021 \$700 Purchase Order Now, and Then Purchase Order \$3,690 Bowling Green Township Record of Proceedings 8/20/2020 9/17/2020 10/15/2020 the township trustees negotiated terms, accepted proposal, approved payment #9350 purpose two new doors...locksets...labor & material for the sum of \$3,690. Illustration purposes...						

Township Building - H & H Decorating, Inc. - No dialog. No Motion. Understanding 6/17/21 Record of Proceedings Trustee Wolf dialog painter came and painted outside doors and trim, email, no invoice, pay next month... will receive invoice then forward via email to township office for next month processing.

Township Building - Size and Placement of Possible New Building - Special Meeting 6/8/2021 Township Board of Trustees Approved Starting Budget for Pad Work and Supplies Purchase Order #15-2021-Smith Material Supply Inc. \$10,000 - Regular Meeting 7/15/2021 Record Request Old Building Information pertaining to fiscal years 2011-2012 files: 52-fifty-two pages record of proceedings; also 7-seven pages appropriation ledger gas tax account code buildings - Meeting today 8/19/2021 Trustee Wolf dialog Brad (Smith Trucking), dirt, see where we're at on list. Trustee Holcomb dialog stone, Brad (Smith Trucking), excavate weeds. Trustee Wolf dialog old building file, more I want to see, Butch (Winslow, Dry Lane Construction) contract, Brent (Yager, Marion County Prosecutor) letter, general contractor pick, money split, bid, architect (Burriss & Behne Architects, Inc.), application, building permit, Country Metals built. Trustee Trihaft dialog permit, built, inspections, hired Butch, breakroom, meeting room. Trustee Holcomb dialog Amish, contracts. Trustee Wolf Motion to get copies of Brent letter, contract Butch, architect, copy of state permit, bid specs Trustee Holcomb second vote roll calls three ayes.

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Township Cemetery – Fairview Cemetery – Trustee Wolf dialog cemetery funerals, burials, plywood is \$65@sheet, trailer weld repair, mowers, Ben Schwaderer informed about mowing equipment will tell Sharon and Ashton, date/time pending on Kenneth Kerr burial, take cemetery deed/receipt to Paul Kerr, Paul (Kerr) wants group cemetery lot 87. No Motion.

Township Equipment - JD 6145M Cab Tractor – Trustee Wolf dialog brand new tire, try Ag Pro first then Wilson, code on tractor 100 hours. Trustee Trihaft dialog front right tractor tire went flat, Parrotts in Richwood or Wilson in Upper Sandusky, filters. Trustee Holcomb dialog Parrott or Green Camp. No Motion.

Township Equipment - JD 225GP CX15 Flex-Wing Rotary Cutter - Trustee Holcomb dialog mowed ditches, Ground Hog, Arbella, Fairview, Linwood. No Motion.

Township Equipment - 2018 Dump Truck INTL H 4000/4300 - Trustee Holcomb dialog dump truck changed oil, checked tires, have Ryan (Gibson) weld truck tailgate. Trustee Wolf dialog look at different lights, state trucks. Trustee Trihaft Motion Ryan do truck tailgate amount up to \$250. Trustee Holcomb dialog that’s plenty, two hooks, chain, and plates, Motion second vote roll calls three ayes.

Township Equipment – 2019 John Deere 310L Backhoe – JDLink account is a web-based fleet management software system which provides machine hours 401 as of 7/16/2021 date, location, curfew, geo-fencing capabilities, diagnostic trouble codes, equipment utilization, fuel consumption data and a scheduled maintenance program the township board assigned in June 2019 to township fiscal officer upon delivery of new township backhoe - Bowling Green Township fiscal officer dialog “township backhoe JDLink accounts machine communication end date 11 Jul 2021 hours 1.82 location township building, and JDLink accounts Intelligent Triage Notification Center emails 16 Jul 2021 11:18 AM Connection Created Murphy Tractor & Equipment; again 22 Jul 2021 12:40 PM Connection Created Data Testing (AgForesight); and Murphy Tractor Telematics Specialists Service Notification described backhoe hardware failure, related activity, communication, diagnostic, lights, fuses, wire-harness, battery box, 3G to 4G update covered by active extended warranty 26-Jun-2019 to 24-Jun-2024, remote service quote \$364 plus \$200 warranty deductible, 500 hours maintenance reminder, proposed approval for remote service to remedy backhoe hardware failure. No Motion. Trustee Wolf dialog backhoe is working, we use it, it doesn’t have to be tracked, not a requirement, documented “Fiscal officer took it upon herself to call Murphy’s about an issue with backhoe not sending her data. This in my opinion on the data issue is above & beyond what is needed. We don’t have this on our other equipment. I don’t see the need to spend the money on this, only tracts time and we do this on our time cards and the public & others watching”. Trustee Holcomb dialog \$564 is too much money, changed oil at 250 hours, check fuse location, documented backhoe hours 3-5, locations Arbella, Fairview, Linwood Jet SR37.

Township Equipment - Fuel – Trustee Holcomb dialog need fuel, ½-half tank level. Trustee Trihaft dialog will order fuel. No Motion.

Township Equipment - 2010 American Manufacturing Operations, Inc. 16’ x 6.5’ Dual Axle Trailer to Haul Mowers - Gorilla Lift Easy Lift Gate - Ryan Gibson - Ohio Township Association Risk Management Authority (OTARMA) Certificate of Liability Insurance (COL) recommendation - Marion County Prosecutor Nate Heiser 7/19/21 documented written response... “no statutory requirement that those who contract with the trustees maintain insurance”... understanding 7/15/21 record of proceedings Trustee Wolf dialog small operators hired for small jobs do not have that type of liability insurance – Trustee Wolf dialog that if someone cannot provide insurance, the three of us can approve without liability, Motion proposes before we use a vendor vote on as a board to use or not, liability, how much, amount we require or not before we use them as a vendor as in terms of liability insurance. Trustee Trihaft dialog doing work here. Trustee Holcomb dialog liability amount, cap, use own jurisdiction, Motion second vote roll calls three ayes. Trustee Wolf dialog explained trailer to Ben now that she’ll (Sharon) use it, equipment.

Township Road 13-Clark – Trustee Holcomb dialog north end picked up 15 more tires for disposal, Amish, trash picked up, DKMM tire drop off. Trustees dialog prior DKMM tire drop off. Board dialog proposes township email printout as verification. No Motion.

RECORD OF PROCEEDING:

Record of Proceedings 07/15/2021 Trustee Trihaft Motion to approve minutes Trustee Holcomb second vote roll calls three ayes.

PRESENTATION OF ADMINISTRATIVE and FINANCIAL REPORTS:

Time Sheets documented by trustees pursuant ORC 505.24 section (C); Trustee Wolf documented August Twp Time Card: 7-16 Prosecutor 7-19 received email from prosecutor and sent copy to fiscal officer 7-21 Trailer to Ryan G 7-22 met with Bob and Sheldon McKinniss at Fairview 7-23 Picked up trailer and saw repairs that were made.

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Talked with Ben S about trailer tried to set up meeting. Dropped off bill to fiscal officer 7-24 Mowed some ditches and around signs and poles along the north end of the township with the Kubotas. Drove the roads 7-28 Helped Richard with a fallen tree on Fairview and some ditch work on Arbella 8-4 Received a message from a contractor about a project on Larue Green Camp. Asked David to handle it since I was taking a class and sent him info 8/10 Drove some of the roads 8/11 called PUCO 8-15 helped the other trustees with digging grave for McKinniss 8-16 Talked with Ben S about the cemetery 8-17 Had funeral for McKinniss. Read over more of the papers about the old building. Emailed and talked with the prosecutor. 8-18 talked with the PUCO twice, talked and texted with the prosecutor, talked with David and the fiscal officer several times about Kerr cemetery plot and sold Paul Kerr 2 spots for his brother and wife next to his dad, dropped off papers and check to fiscal officer.

Trustee Trihaft documented Twp meeting mid July mid August July 15 Twp meeting 16 sign check, drive south roads, check cemetery 19 drive north roads 21 special fireboard meeting 23 drive south roads 24 drive north roads 26 drive south roads, got signatures, Butch stop fireboard papers, 27 drive north roads, got signatures 29 drive south roads, got signatures, dump water, check cemetery Aug 2 turn in petition, dump water 4 make call for Dwayne to a fence company if we were zoned 6 drive north roads 7 drive south roads 10 check cemetery 11 fireboard meeting 15 find grave and mark, dig grave afternoon 16 gone 17 gone 18 home afternoon, help Dwayne with cemetery map, call Robin about availability of graves 19 drive south roads.

Trustee Holcomb documented drive roads daily July 23 mow ditches July 26 repair tile on Coddling road south August 5 grade ditch on Arbella, haul dirt and rocks and stumps, checked oil and air all tires on truck August 9 picked up tires and trash on Clark at stop sign, haul stone to Arbella August 10 finish grading around Fairview concrete, on Linwood and also grading Linwood August 16 mow Ground Hog, funeral for Mont McKinniss.

UAN Backup CD 07/13/2021 exchanging offsite CD 8/14/2021.

Report acknowledgements – August 2021 Bank reconciliation, balances, outstanding & cleared payments, cleared receipts, cash journal, county auditor direct deposit total \$35,534.03, county auditor fees (-)\$605.60, district health owed (-)\$4,759.22, interest \$64.14.

System Year 2021 Budget Commission 7/27/2021 – ORC 5705.39 Amended Official Certificate Estimated Resources CRF final appropriations total revised amount \$2,932.02; and Comparison of Budget and Appropriated Total Estimated Resources \$667,961.41

Payment Advice listing #9507-9517 Total \$5,860.73 processed:

9507	08/19/2021	08/06/2021	PR	Duane J. Wolf	\$717.81	0
	Purpose: 4993501					
9508	08/19/2021	08/06/2021	PR	David K. Trihaft	\$722.67	0
	Purpose: 4993920					
9509	08/19/2021	08/06/2021	PR	Richard L Holcomb	\$721.55	0
	Purpose: 4992868					
9510	08/19/2021	08/06/2021	PR	Robin L. Anderson	\$1,185.47	0
	Purpose: 4993986					
9511	08/19/2021	08/06/2021	WH	Ohio Public Employees Retirement System	\$934.79	0
	Purpose: August withholding					
9512	08/19/2021	08/14/2021	AW	Ryan W. Gibson	\$340.90	0
	Purpose: 7/22/21 Invoice#580983 per Ryan Gibson - 7/21/21 W9 submitted - 7/19/21 Wolf fwd legal reply - 7/15/21 MTG: Pending Vendor Info & Legal ? - 6/17/21 Mtg Trustee Wolf dialog repair metal mower trim. Trustee Holcomb dialog Ryan Gibson local labor to repair...Trustee Wolf dialog lift assist for trailer ramp...Trustee Wolf dialog budget \$500, paperwork. Trustee Trihaft Motion trailer repair and installation of assist for budget of \$500 weld Trustee Holcomb second vote roll calls three ayes.					
9513	08/19/2021	08/14/2021	AW	Verizon	\$120.36	0
	Purpose: Verizon Monthly Charges - Jun 24 - Jul 23 total current charges					
9514	08/19/2021	08/14/2021	AW	MID OHIO ENERGY COOPERATIVE INC.	\$68.00	0
	Purpose: Electric service 6/30-7/31 kWh 197 days 31 meter 62185-62382					
9515	08/19/2021	08/17/2021	AW	POSTMASTER	\$55.00	0
	Purpose: Administrative - first class US Postage stamp price \$.55 qty 100 (roll)					
9516	08/19/2021	08/17/2021	AW	Benjamin A. Schwaderer	\$450.00	0
	Purpose: Mar-Dec Property Services Contract - mowing & maintenance 3 cemeteries 1 lot - August 2021					
9517	08/19/2021	08/17/2021	AW	Shelly Materials Inc.	\$544.18	0
	Purpose: Aggregate total 41.57 tons - invoices #2293594&2297254 9.45 & 32.12 Trustee Holcomb 8/13/21 submitted 5-five tickets "Arbella Rd Culvert" - discount \$20.81					

Total Payments: \$5,860.73

Motion to approve payments Trustee Trihaft second Trustee Holcomb vote roll calls three ayes.

System Year 2021 Cash Flow Summary by Fund - Monthly / January
- YTD Balances Total All Selected Funds \$532,473.15; and

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August 2021 receipt#48-\$800 purpose McKinniss, lot 265 Fairview cemetery. Paul Kerr Fairview cemetery lot 50/2-two graves on reserved for Jennifer Kerr, heirs. Board

Fund Summary, Cash Journal, Revenue, Stofcheck Gordon "Mont" burial 3-third grave from north-end purchaser receipt#49-\$300 purpose deed for south-end #3-reserved for Kenneth Kerr Jr & #4 members sign deed.

BUDGETARY - Marion County Budget Commission Fiscal Year 2022 Township Budget Hearing to be held in commissioner chambers next Monday, 8/23/2021, 11:15 a.m.

CITIZEN SERVICE: Trustee Trihaft dialog documented August 4 Dwayne texted to call a guy, Brian 419-632-3xxx - He is putting up some privacy fence wanted to know if we were zoned. I told him if close to property line call regional planning, house or property line, Debbie Berry. Trustee Wolf dialog documented called David, busy taking class. Trustee Holcomb dialog stopped and talked to her. No Motion.

COMMUNICATIONS: Columbia Gas feedback survey current township supervisor or David Trihaft - Chairman Trustee Wolf dialog will complete online. No Motion.

Marion County Commissioners - Natural Gas Government Aggregation Program 8/27/21@10 a.m. meeting. Trustee discussion. No Motion.

Marion County Engineer letterhead dated 7/18/2021 Re: Township Stimulus Program - Ohio Department of Transportation (ODOT) Grant Program - Trustee Holcomb dialog Allen road Jct SR37. Trustee Wolf read info, 100% eligible engineered projects, culvert less than 10-ten ft., ODOT funding \$250,000, 1308 townships. No Motion.

Marion County Engineer - Quarterly Meeting 9/16/2021@6 p.m. - Marion County Township Association - Board dialog same date & time as township meeting. Chairman Wolf dialog Saturday morning meeting, Ben (Schwaderer) can attend meeting. Board dialog weekend availability, approved changing next meeting to Wednesday, 9/15/2021@6 p.m. Trustee Wolf Motion Trustee Trihaft second vote roll calls three ayes. Board dialog post public notice meeting date at township building and township website. Trustee Wolf dialog website discretion posting public meeting notice. No Motion.

Marion County Prosecutor Nate Heiser federal relief monies information via email dated 7/16/21 - Understanding The American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds - Ohio Office of Budget and Management (OBM) Ohio Grants Partnership Reminder Non-entitlement units (NEU) have until September 4, 2021 to apply for relief monies - Trustee Wolf dialog monies, hired workers, internet, water & sewage, relief, recovery funds, looked at, class, date coming up so soon, huge project, didn't have any that qualify for monies, Mid Ohio, Delaware County. Trustee Trihaft dialog go on website and look, nothing we can use it for, read from phone, broadband internet, waste water, essential workers, Motion don't think we can use it, that we are not going to apply for money Trustee Holcomb second vote roll calls three ayes.

Ohio Township Association Risk Management Authority (OTARMA) 8/5/2021 Cyber Coverage membership period dated January 1, 2022 - January 1, 2023 - Mandatory Cybersecurity Underwriting Application completed by township fiscal officer shall be submitted no later than September 15, 2021 along with "Applicant's Most Recently Audited Annual Financial Statement 2019" - Board dialog 8/5/2021 cover letter handout to township trustees. No Motion.

Richwood Marketing Website Traffic 7/2-7/31/21 Report. No Motion.

Shelly Company Aggregate Pricing Effective 8/2/2021. No Motion.

NEW BUSINESS:

Trustee Trihaft dialog Ag Pro takes over Parrott as of 8/18/2021.

ANNOUNCEMENTS:

2021 Meeting each month 6 p.m. third Thursday, next meeting 9/16/21- Board approved changing next meeting to Wednesday, September 15, 2021@6 p.m. reasoning trustee attendance at Marion County Engineer / Township Association meeting 9/16/2021@6 p.m.

ADJOURNMENT:

Motion to adjourn Trustee Trihaft second Trustee Holcomb, 8:34 p.m.

Handwritten signatures of David E. Trihaft and Robin Anderson.

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.