

Held Thursday, December 16, 2021 at 6:00 p.m. 20

THE BOWLING GREEN TOWNSHIP BOARD OF TRUSTEES regular session meeting held today Thursday, December 16, 2021 at 6:00 PM understanding public notice posted board meeting dates and times at public entrance of township building and on township website "bgtownship.com".

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

VISITORS: D & B Excavation LLC - Ashton Schwaderer dialog received payment #9575 amount \$450 property services contract invoice #593 mowing. Schwaderer documented invoice #594 dated 12/16/2021 paid and provided Certificate of Liability Insurance. Trustee Trihaft Motion go ahead and pay property maintenance Trustee Holcomb second vote roll calls three ayes.

RECORD OF PROCEEDINGS:

Record of Proceedings 11/18/2021 Trustee Trihaft Motion to approve minutes as read Trustee Holcomb second vote roll calls three ayes.

SCIOTO VALLEY JOINT FIRE DISTRICT (SVJFD):

Scioto Valley Joint Fire District Board Report - Trustee Trihaft dialog documented Fireboard Dec 8th went over chief application requirements, gift certificates instead of banquet for workers, all Care funds appropriated, paperwork to fiscal officer, wainscoting siding almost complete, legal ad for trucks being sold, "Josh & Butch" consider Kentucky fire department lost trucks in recent tornado will donate truck valued in ad \$3000 low bid, alarm system upgraded repaired & inspected, getting estimate for tiling walls & flooring in both rooms, need to paint & finish drywall in service building, CSX wants to shut down Front street closing permanently, pay for blocks for fallen firefighters from district for memorial "James Johnson & Rudd" at least three buy lots for memorial, stair chair & cots maintenance inspection, Duane Wolf has been coming to fireboard meetings and would like to be on it by second Wednesday in January and Wolf has years' experience & paramedic side of it, did good work over years, help picking new chief Motion Duane Wolf serves as Bowling Green Township fire district member Trustee Holcomb second vote roll calls two ayes. Trustee Wolf dialog 30-year-old fire truck will go to good use, new chief, someone outside department, saw qualifications. Trustees dialog Bill McElroy retired off fireboard, village counsel New Bloomington, Melinda Mosley, both responsible for grants. No Motion.

CARES ACT CORONAVIRUS RELIEF FUND LOCAL GOVERNMENT ASSISTANCE PROGRAM:

Coronavirus Relief Fund (CRF) \$15,000 Award and Subgrant Agreement Bowling Green Township Board of Trustees approved during special session meeting 10/31/2020 Trustee Wolf documented 10/26/2020 legal counsel provisions related documents finalizing 11/3/2020 project description to advance COVID-19 specified expenses, payment #9354. Grantor Bowling Green Township 12/7/2021 request Subgrantee Scioto Valley Fire District Clerk provide updated report on CARES Act purchases extended through 2021 for audit purposes. Subgrantee Scioto Valley Fire District Clerk 12/12/2021 forwarded Cares Funds email + five-page related documents. Bowling Green Township Board of Trustees acknowledge. No Motion.

OLD BUSINESS:

Township Building – Size and Placement of Possible New Building – PUBLIC NOTICE SPECIAL MEETING TUESDAY, JUNE 8, 2021 9:00 A.M. AGENDA: TO APPROVE A STARTING BUDGET FOR PAD WORK AND SUPPLIES BY ORDER OF BOWLING GREEN TOWNSHIP TRUSTEE DUANE J. WOLF - Trustees Wolf and Holcomb dialog more dirt. Trustee Holcomb dialog graded all we need is new building, tile back on downspout, stone in back now instead of front. Trustee Trihaft dialog "dirt hauled, Smith brought more loads, 20-twenty loads of dirt" documented 12/2/21 "ordering fuel for next week" and 12/7/21 "fuel came put slip in box" Central Ohio Farmers Co-op ticket #214321. Payment 9583 amount \$739.27 pending. Trustee Holcomb dialog "Brad Smith hauled dirt two days after I hauled stone, dirt bill this year or wait till after first of year" documented hauled stone "new building + rough drive" aggregate total 119.40 tons Shelly Materials invoice #2354549: 58.17-ton 2 L/S six loads on 12/8/21 & 12/9/21 ticket #s1544533, 543, 559, 570, 575, 655; and 61.23-ton 304L/S six loads 12/9/21 & 12/10/21 ticket #s 1544666, 674, 679, 731, 737, 742. Payment #9582 amount \$1,441.97 pending. Board dialog Smith Material purchase orders expire 12/31/2021. Trustee Trihaft Motion to approve rest of dirt bill from Smith and sign after check is processed Trustee Holcomb second. Trustee Wolf dialog after we receive bill. Trustee Holcomb dialog call and get dirt bill. Vote roll calls three ayes.

Township Building – United States Flag - Trustees Wolf and Trihaft dialog took flag down, torn and tattered, flag disposal, Plotner accepts retired flags. No Motion.

Township Cemetery – Burials - Foundations – Rules & Regulations - Trustee Trihaft dialog documented 12/6/2021 Stacey (C & S Restorations and Foundations) pouring foundations next week double checking on Mark Columer grave 2 lot 125 starting north Richard Mark, Patricia, Carl Lee Dorsey, Juanita, Carl to south end. Cooper (Christina grave 2 lot 278).

BEAR GRAPHICS 800.325.8094 FORM NO 10148

Held Thursday, December 16, 2021 at 6:00 p.m.

20

McKinniss (Gordon grave 3 lot 265). Trent Edward King 12/9/2021 full burial (grave 1 lot 241). C & S 12/13/2021 dug footers just now and are pouring in a few minutes. Nellie Columber (lot 91) seven to ten days set service pending with Boyd 12/15/2021 later date after Christmas eve. David Lee Williams 12/16/2021 cremains burial (grave 4 lot 235). Trustees dialog backhoe dig for Williams, tree roots, measured, inspected, mower deck, mounded, flush, Robin McKinniss, above ground, Sheldon McKinniss, up to family, rules & regulations, plywood down (lot 91). No Motion.

Township Cemetery - Property Services Contract - Trustee Wolf dialog put out for bids, better service, mow more often, another person interested, hasn't been bid out for a long time, contract, complaints, more accountable, suggestions, ideas, blank contract copies, ideas then to legal counsel before putting out for bid, lawn care, big time, blank service contracts. Trustee Trihaft dialog pick up walnuts, weed wack, mow more frequent, take more high spots off. Trustee Holcomb cemeteries better and keep that way, scrape high spot out in driveway, put in 8's, two inches high in middle, tail gate. No Motion.

Township Equipment - JD 6145M Cab Tractor - Dialog. No Motion.

Township Equipment - JD 225GP CX15 Flex-Wing Rotary Cutter - No dialog. No Motion. Trustee Trihaft 12/2/21 documented "chopper tire talked last meeting" Roger Tire Service 11/19/21 invoice #1559. Payment #9573 amount \$24 pending.

Township Equipment - 2018 Dump Truck INTL H 4000/4300 - Trustee Holcomb dialog truck great, haul stone. Trustee Trihaft dialog no snow, watch and put blade on. Trustee Wolf dialog use tractor then truck. Trustee Holcomb dialog dump truck has 10,000 miles on it. Trustees dialog we do it, service ourselves, stop at NAPA or John Deere, filters, oil, wait till first of year. Board dialog township accounts with Rush Truck satellite service, NAPA. No Motion. Trustee Trihaft documented two-12oz Red Paint for truck 12/3/21 Plotner Hardware sales receipt #282495. Payment #9574 amount \$12.98 pending.

Township Equipment - 2019 John Deere 310L Backhoe - JDLink Account Remote Service quote \$364 plus \$200 warranty deductible, 500 hours maintenance reminder machine hours 401 as of 7/16/2021, proposed approval for remote service to remedy backhoe hardware failure unresolved old business on record of proceeding 8/19/2021. No dialog. No Motion. - Trustee Holcomb dialog documented put old tire back on, graded, DEF in backhoe. Trustee Trihaft dialog DEF shortage. No Motion. Trustees dialog documented "hold till next month pay chopper tire bill too" Rogers Tire Service 11/5/21 invoice #1438. Payment #9573 amount \$42.50 pending.

Township Equipment - 2020 Kubota ZD1211-3-60 Zero Turn Mower - Trustee Holcomb dialog mower deck, cemetery foundations. No Motion.

Township Road 13-Clark - County Road-2 Winnemac - Marion County Engineer 11/18/2021 RUMA with AEP for the LaRue-DeCliff Transmission Project signed copy for township file on Township Road 13-Clark. - Trustee Trihaft dialog documented 12/8/2021 stone trucks using Winnemac, while sitting on Clark road called Brad Irons, AEP moving equipment, corners bad and ruts on Clark and LaRue Mt Victory, will call and whoever is in charge, trucks should instead of Winnemac be using State Route 37. Trustee Holcomb dialog semis turning on Clark corners, day before dinner meeting (12/9/2021), truck traffic, La Rue, dollar store, old lumber company, business proprietors. Board dialog county auditor parcel owner information. No Motion.

Township Road 44-Bell School - Trustee Holcomb documented "Bell School" hauled aggregate total 45.16 tons Shelly Materials invoice #2352088: 17.87-ton 411L/S two loads on 11/30/21 ticket #s1544112, 118; and 27.29-ton 617L/S three loads 12/2/21 ticket #s 1544256, 274, 283. Payment #9582 amount \$517.06 pending.

Township Technology - Trustee Wolf dialog township office receiving bill. No Motion. Verizon payment #9577 amount \$120.36 pending.

Township Vendor - Trustee Wolf dialog cemetery pad stuff still working thru two different companies, contract info government procurement quote, out of stock till January, DAS (Ohio Department of Administrative Services), government, great mats, not cheaper, purchase authority. Board dialog Auditor of State Local Government Services. No Motion.

Township Vendor - Trustee Wolf dialog coats & shirts, can't get done, talked to Pat, not in stock, no order, didn't want to do, shirts in, not enough time hold off till January. Board dialog Pat's Print Shop purchase order expires 12/31/2021, duplicate 2022. No Motion.

Township Vendor - Ohio Township Association Risk Management Authority recommends townships obtain vendor certificate of liability (COL) insurance, certificate holder "Bowling Green Township Board of Trustees" - Board irresolution on two new vendor(s) Ryan Gibson fabrication business RC Fab and Roger Pitchford tire business Rogers Tire Service - Board dialog irresolution on trustees new policy obtaining certificate of liability form, vote on as a board - Trustee Trihaft dialog for working inside the building Motion we don't require Ryan Gibson,

Held Thursday, December 16, 2021 at 6:00 p.m. 20

not to have that insurance Trustee Holcomb second vote roll calls three ayes. Trustee Wolf dialog talk with Roger Trustee Trihaft dialog will pick up COL Motion Trustee Holcomb second. Board dialog COL documentation sent to township office. Vote roll calls three ayes.

Marion County Township Association Fiscal Officer forwarded communication 12/10/2021 missing jacket and 12/14/2021 COVID diagnosis from Marion County Township Association Dinner/Meeting Thursday, December 9, 2021, \$15.00 per person, Judge Teresa Ballenger present to sign bonds, swearing in ceremony conducted for newly elected and re-elected officials, Bonds filed with township office. David K. Trihaft receipt reimbursement \$30 payment #9759 pending. Richard L. Holcomb receipt reimbursement \$15 payment #9580 pending.

PRESENTATION OF ADMINISTRATIVE and FINANCIAL REPORTS:

Time sheets documented by trustees pursuant ORC 505.24 section (C):

Trustee Wolf documented Township timecard for Dec 2021: 11/22

Driving around some of the roads 11/24 Service Master and Robin 11/24 talked with Pats this week 12/2 Driving around some of the roads 12/8 Fire Board Meeting 12/9 Funeral for King, Driving around some of the roads 12/11 Talked with Sheriff's office, David and Richard about a pole down on Winnemac 12/14 Website, Research project 12/15 Research Project 12/16 Research project

Trustee Trihaft documented Twp Hours Mid Nov Mid Dec: Nov 18 drop off tire, turn on heat, LaRue Inspect fire house, Twp meeting 19 drive south roads 20 dig cremains hole 22 get box & flag, burial Denman 23 drive north roads, special fireboard meeting 24 drive south roads 26 drive north roads 29 take scrap metal for fireboard to Sims, text from Robin & call from Stofcheck, burial Williams 30 Dick called Dec 1 answer texts 2 drive south roads, cemetery look grave, pick up tire from Roger, paper to Robin, help Dick take chopper off 3 to Richwood get paint, paperwork to Robin, paper to Tom Ford for scrap, to cemetery find grave 6 drive north roads, call county down sign, Stacey called to Mark graves, text everyone 7 dig grave King, fuel slip Robin 8 call Irons stone trucks using Winnemac, to Fireboard 9 to cemetery funeral fill in grave, plywood back, check to Robin 10 paper to Robin 11 call from dispatch pole down on Winnemac help patrol move pole off road 13 to cemetery, Stacey dug 3 footers (Cooper McKinniss and Mark Columber what Stacey told me) check each one 36", text everyone, text from Kyle, Williams cremains 15 to cemetery bury Dave Williams, check to Robin, call from Boyd, Columber cremains

Trustee Holcomb documented drive roads daily, Nov 22 Denman grave Nov 24 Ed Bauer reported someone drove thru Ben Butchers yard and drove off S-curve lost fender on Linwood road Dec 2 stone Bell School Dec 3 grade stone Dec 8 dig grave T King Dec 10 funeral T King, rough in drive for new bld, grade 20 load dirt for bld, change tire on backhoe Dec 15 dig grave Dave Williams replace down spout on bld tile Dec 16 level dirt at bld

UAN Backup CD 11/17/2021 exchanging offsite CD 12/15/2021.

Financial Reports – November 2021 Bank reconciliation balances.

Board dialog outstanding check(s) #9552 amount \$717.81 and #9561 amount \$161.11. Cleared receipts detail. Cash flow. Purchase orders #7-\$500 general administration discretionary purpose #19-\$480-Pat's Print Shop shirts and jackets #20-Roger's Tire Service backhoe and chopper tires. Purchase orders 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, expires 12/31/2021. Trustee Trihaft Motion do #7-2021-BC super #19-2021-PO #20-2021-PO then & now Trustee Holcomb second vote roll call three ayes. Payment advice listing #s9565 – 9583 total \$9,443.53 pending board of trustees review and approval:

9565	12/16/2021	12/07/2021	PR	Duane J. Wolf	\$717.82	0
Purpose: 4993501						
9566	12/16/2021	12/07/2021	PR	David K. Trihaft	\$722.64	0
Purpose: 4993920						
9567	12/16/2021	12/07/2021	PR	Richard L. Holcomb	\$721.52	0
Purpose: 4992868						
9568	12/16/2021	12/07/2021	PR	Robin L. Anderson	\$1,185.47	0
Purpose: 4993986						
9569	12/16/2021	12/07/2021	WH	Ohio Public Employees Retirement System	\$934.78	0
Purpose: December withholding						
9570	12/16/2021	12/07/2021	WH	Ohio Treasurer of State	\$156.79	0
Purpose: Fourth Qtr Withholding						
9571	12/16/2021	12/07/2021	WH	School District Income Tax	\$87.61	0
Purpose: Fourth Qtr Withholding						
9572	12/16/2021	12/07/2021	WH	United States Treasury	\$398.76	0
Purpose: Fourth Qtr Withholding						
9573	12/16/2021	12/10/2021	AW	Roger's Tire Service	\$66.50	0
Purpose: Township Equipment – Backhoe & Chopper Tires – Trustees Wolf and Trihaft dialog documented backhoe tire repair, slow leak, picked up, have bill, Rogers Tire Service invoice #1438 date 11/5/2021 balance due \$42.50, hold till we have bill for chopper tire took over yesterday, hold both bills for next month. Trustee Trihaft Motion pay \$42.50 backhoe tire bill and chopper tire bill together next month Trustee Holcomb second vote roll call two ayes. New vendor insurance form policy irrisolute. No Motion.						
9574	12/16/2021	12/10/2021	AW	Plotner Hardware	\$12.98	0
Purpose: 2 @ 12oz Red Paint for truck "Trustee Trihaft" 12/3/21 Plotner Hardware sales receipt #282495						
9575	12/16/2021	12/10/2021	AW	Benjamin A. Schwaderer	\$450.00	0
Purpose: Mar-Dec Property Services Contract - mowing & maintenance 3 cemeteries 1 lot- December						
9576	12/16/2021	12/10/2021	AW	TREASURER OF STATE	\$534.00	0
Purpose: AOS - UAN Fees - 1st QTR 2022 - Jan Feb Mar						
9577	12/16/2021	12/10/2021	AW	Verizon	\$120.36	0
Purpose: Verizon 4-Lines Charges Oct24-Nov23 total current charges						
9578	12/16/2021	12/10/2021	AW	BUREAU OF WORKERS' COMPENSATION	\$493.00	0
Purpose: Policy Period dates 1/1/2022-1/1/2023 current billing cycle						
9579	12/16/2021	12/11/2021	AW	DAVID K. TRIHAFT	\$30.00	0
Purpose: Receipt Reimbursement Marion County Township Association DinnerMtg@Judge Teresa Ballenger signed bonds and a Swearing in ceremony was conducted for newly elected and re-elected officials.						
9580	12/16/2021	12/11/2021	AW	RICHARD L. HOLCOMB	\$15.00	0
Purpose: Receipt Reimbursement Marion County Township Association DinnerMtg@Judge Teresa Ballenger signed bonds and a Swearing in ceremony was conducted for newly elected and re-elected officials.						

BFAR GRAPHICS 800 325 8094 FORM NO 10148

Held Thursday, December 16, 2021 at 6:00 p.m. 20

9581	12/16/2021	12/13/2021	AW	MID OHIO ENERGY COOPERATIVE INC.	\$98.00	O
Purpose: Electric service 457 kWh 30 days 10/31-11/30/2021 meter 63301-63758						
9582	12/16/2021	12/14/2021	AW	Shelly Materials Inc.	\$1,959.03	O
Purpose: Aggregate Material Trustee Holcomb "Bell School 45. 16 total tons: 17.87#411L/S+27.29#617L/S"; "New Building+Rough Drive 119.40 total tons: 58.17#2L/S+61.23#304L/S" Disc(-)\$82.32; 10/21/21 Bd Mtg dialog if Trustee Holcomb hauls #2's & 304's stone, fuel, wear&tear on truck, quarry ticket accountability, Richard's time, raining, dirt done anytime, separate BC for building project Purpose Motion Trustee Trihaft "S5000 BC to carry until end of year" Trustee Wolf "second for stone driveway & around building pad"						
9583	12/16/2021	12/14/2021	AW	Central Ohio Farmers Co-op, Inc.	\$739.27	O
Purpose: Trustee Trihaft dialog 12/2/21 ordered fuel; 12/9/21 Trustee Holcomb has been hauling stone to "New Bld"; 10/21/21 Bd Mtg dialog if Trustee Holcomb hauls #2's & 304's stone, fuel, wear & tear on truck, quarry ticket accountability, Richard's time, raining, dirt done anytime, separate BC for building project Purpose Motion Trustee Trihaft "S5000 BC to carry until end of year" Trustee Wolf "second for stone driveway & around building pad"						

Total Payments: \$9,443.53

Trustee Trihaft Motion pay bills Trustee Holcomb second vote roll calls three ayes. Cash summary by fund balance. Cash flow year over year 2021-2020. Fund status. and cash journal.

FISCAL YEAR END PROCESS:

Annual Inventory Report Asset Confirmation Year 2021 review Trustee Holcomb Motion Trustee Trihaft second accept asset confirmation vote roll calls three ayes.

Ohio Revised Code 149.42 Township Records Commission whereupon trustee chairperson and fiscal officer acknowledge there are no applications for township records inventory disposal, dialog township office storage therefore be it resolved Chairman Trustee Wolf calls for motion to approve records retention Trustee Trihaft Motion Trustee Holcomb second vote roll calls three ayes.

2021-2022 Tax and wage handout employee information sheets W-2 W-4 IT-4 2022 compensation chart - Board dialog acknowledgements; and

Resolution Year 2022 Annual Compensation - Wages Per Ohio Revised Code §505.24 and §507.09 allocates for salary disbursement. Township trustee and fiscal officer salaries based on annual budget, certificate of the total amount from all sources available for expenditures, and balances, verify and sign employee information sheets 12/16/2021 complete 2022 tax form and return to township office for January payroll processing Trustee Trihaft Motion Trustee Holcomb second vote roll calls three ayes.

Resolution Year 2022 Annual Revenue Budget - county budget commission / county auditor certificate of estimated resources, total amount from all sources available for expenditures and balances, pending yearend revision Trustee Trihaft Motion Trustee Holcomb second vote roll calls three ayes.

Resolution Year 2022 Annual Appropriation Measure - Governing board adopts 2022 temporary appropriations by December 31, 2021 authorizing encumbrances and expenditures measures effective January 1, 2022 Trustee Trihaft Motion Trustee Holcomb second vote roll calls three ayes.

Resolution Year 2022 Blanket Certificates / Purchase Orders - duplicate discretionary spending authority in 2022 effective January 1, 2022 Trustee Trihaft Motion Trustee Holcomb second vote roll calls three ayes.

Ohio Auditor Of State request for review and update governing board member information pursuant years 2020 - 2021 audit release recipients.

Fiscal Integrity Act Certification Summary 4/1/2020-12/6/2021.

Treasurer of State Certified Annual Notice of Exemption for 2021.

CITIZEN SERVICE: Trustee Trihaft dialog documented assisted state patrol on Winnemac moved downed pole into field, repair calls, 7-seven poles, sheriff, Brad Irons, Frontier. No Motion.

Trustee Holcomb dialog documented Ed Bauer reported someone drove thru Ben Butchers yard and drove off S-curve lost fender on Linwood road. No Motion.

COMMUNICATIONS: John Deere Catalog Spring 2022 National Lime & Stone Company annual prices effective 1/1/2022 Ohio Township Association Risk Management Authority calendar Richwood Marketing Website Traffic 11/1/2021-11/30/2021 Shelly Company Happy Holidays Smith Material Supply Happy Holidays, calendars United States Government 2020 Decennial Census 603 Total Population in Bowling Green Township, 650 Population (2010 Census).

NEW BUSINESS: None.

ANNOUNCEMENTS: Meetings 6 PM third Thursday of each month, next meeting 01/20/2022

ADJOURNMENT: Motion to adjourn Trustee Trihaft second Trustee Holcomb, 8:32 PM.

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.