Minutes of Meeting

RECORD OF PROCEEDINGS

Minutes of Bowling Green Township Board of Trustees Regular Meeting

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Thursday, March 16, 2023 at 6PM 20

THE BOWLING GREEN TOWNSHIP BOARD OF TRUSTEES regular session public meeting held today Thursday, March 16, 2023 at 6 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 Richard L

Holcomb calling meeting to order with Trustees Duane J. Wolf and David K. Trihaft.

VISITORS: Windfall Road - Township Resident Attendees Austin Schoen and Doug Schoen dialog with Trustee Wolf came over and discussed ditch, dig out, fix culvert, smashed, dig wherever run water laying black pipe to stream, and Spectrum, email, no idea. Trustee Wolf dialog came over, looked at, cut pipe open, get water to flow, west side culvert comes across east to creek, walked shaped out, decide take to creek, angle to it, Spectrum, send email, would look into, Brad Irons worked with cable company on Mt. Olive Green Camp, not Spectrum. Trustee Holcomb dialog come look at and see, use bar. Trustee Trihaft dialog hydraulic lift jack, shape, smashed, opened up, cable company on Mt. Olive Green Camp Jct East of SR37. No Motion.

Mowing and Maintenance - Township Building Property - Bonner Cemetery – Fairview Cemetery – Guthery Cemetery - New 2022 Property Services Contract and Appendix A point of Contact Trustee Wolf - Tyler Howell attendee dialog with Trustee Holcomb about cemetery mowing, reading last year minutes online to look at copy from last year, spraying cemetery, fence, push mower, interested, get together and walk, thirty and thirty-six mows, see bid \$6700 last year, Fairview only active cemetery, have certificate of liability. Trustee Wolf dialog date changed on contract, walk and talk, not bidding this year, give us a price, anyone who wants to give us a price, contract, no spraying around headstones, no spraying in Guthery around fence agreed upon with neighbor, township has no push mower, could purchase, weekly mowing, trim every two weeks or need more, get together with me and walk, mowing, next week, pushing next month, do before next meeting, equipment serviced, mowers and tractor. Trustee Trihaft dialog Guthery history determines the township always has to have fence around property, in the event of burial we ask you to do section to look nice, go mow ourselves, weather. Trustee Holcomb dialog Howell insurance. No Motion SCIOTO VALLEY JOINT FIRE DISTRICT (SVFD):

Scioto Valley Joint Fire District Governing Board Member Trustee Wolf dialog documented "Fire Board Report March 23 Grants BWC grant items were gone over. Several other with no updates at this time. Rescue Boat was placed in-service prior to the heavy rain. Contract with the medical Director approved. Josh Name "HIPPA Privacy Officer", 21 Runs for Feb with 7 fire and 14 EMS for a Total of 56 for the year so far. Talking pay for all the members. Went to a meeting at Salt Rock on Tuesday night to hear what's going on with MedCare. Couple new members are in the process of joining the Department (Locals). Members in the district or close 16 out of the District 12 for a total of 28 members." Trustee Trihaft visited board meeting last night, BWC class I'll still do for them (SVFD). Trustee Wolf dialog Salt Rock chiefs, Butch, MedCare meeting, manpower, training costs, county wide EMS, Canterbury, Pleasant, Brian No Motion. Trustee Wolf dialog documented Tom (Ford) forwarded SVFD La Rue Alley Project reporting \$16,903 Payment #10892 dated 11/6/22 to Iberia Earthworm Construction, Receipt Detail Purpose Cost Sharing Alley Repair Total Revenue \$16,902 including Receipt #106-2022 Montgomery Township amount \$5,634 dated 11/3/22, Receipt #107-2022 Village of La Rue amount \$5,634 dated 11/14/22, Receipt #108-2022 Bowling Green Township amount \$5,634 dated 11/21/22. No Motion.

RECORD OF PROCEEDINGS: Bowling Green Township Record of Proceedings 2/16/23 review at meeting today 3/16/23 - Trustee Wolf dialog before approval of the minutes said county prosecutor tells David (Trustee Trihaft) that we (township trustees) could meet without the township fiscal officer is against information referenced in minutes record of proceedings request the township fiscal officer provide page numbers authenticating state attorney general sunshine law manual and state auditor handbook references. No Motion "Record of Proceedings 2/16/23 - Old Business - Township Building Size and Placement of Possible New Building Fiscal Years 2021-2023 - Board dialog understanding transparency, accountability, responsibility township meetings open to the public, Ohio Auditor of State Keith Faber, Ohio Township Handbook seeks to assist township officials with public service (Keith Faber, Auditor of State, Ohio Township Handbook, March 2019, Cover Letterhead, This handbook is one small way my office seeks to assist you in meeting that challenge). A township fiscal officer is required to be present at all meetings, whether such meetings are held at the regular meeting date or at some other time, since the minutes of all meetings must be reported. (Faber Administration and Finance, Board Meetings, Special Meetings, 7. A. D-6). The board must give at least 24 hours advance notice of all special meetings. A special meeting is open to the public pursuant O.R.C. 121.22 the board of trustees must establish a reasonable method whereby any person may determine time, place and purpose of all special meetings. (Faber, Administration and Finance, Board Meetings, Special Meetings, 6. A. D-6). The Open Meetings Act prohibits any private prearranged discussion of public business by a majority of the members of a public body regardless of whether the discussion occurs face to face, telephonically, by video conference, or electronically by email, text, tweet, or other form of communication. White v. King 147 Ohio St.3d 74 (2016) (Faber, Board Meetings, Procedure 11. A. D-2). Any formal action taken, must be taken at an open meeting... Ohio Revised Code 121.22 (Faber, Board Meeting, Executive Session 4. A. D-7). Public Meetings specifically provides that all meetings of the board of township trustees are public meetings open to the public at all times. 2(Dave Yost Attorney General, Ohio Sunshine Laws 2022: An Open Government

² Ohioattorneygeneral.gov, resources, Sunshine Laws 2022, Ohio Sunshine Law Manual

¹ Ohioauditor.gov, resources, Guidance, Best Practices, and Manuals, Ohio Township Handbook (Mar2019)

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Resource Manual, The Ohio Open Meetings Act, Chapter Eight: duties of a Public Body, A. Openness, 1. Where meetings may be held, page 111). ³ and ⁴ Bowling Green Township Board of Trustees public meetings are scheduled at 6 p.m., third Thursday each month in the township building location at Guthery Road junction Ohio 37, south of LaRue. Any changes to this schedule or notice on special meetings shall be posted at the township building and published on the township website, bgtownship.com." Trustee Wolf Motion Trustee Trihaft second to approve minutes vote roll calls three ayes.

OLD BUSINESS AND / OR UNFINISHED BUSINESS:

Township Cemetery – Fairview Lot 167 - Trustees Holcomb and Wolf dialog Dale Jones wants lot 167 / three graves. Trustees look at plot map. Trustees Wolf and Trihaft dialog probe, sell graves, call and verify lot 167 availability. Board dialog deed record book, second plot map. No Motion.

Township Building – Equipment Bay Heaters – Board meeting 2/16/23

Trustee Trihaft dialog talk with Wenigs - No dialog today 3/16/23. No invoice today 3/16/23. No Motion.

Township Equipment - Forks - Murphy Tractor & Equipment Quote Summary Prepared By: Matt Brutscher Quote Id: 27881996 Ted Crane Created On: 06 December 2022 Total \$1750 Last Modified On: 19 January 2023 Expiration Date: 16 February 2022 [2023] Equipment Summary ARROW 70B6000-48S Qty-1 Extended Equipment Total \$1,981 – Board meeting 2/16/23 purchase order #7-2023 approved by the trustees. No dialog today 3/16/23. No invoice today 3/16/23. No Motion.

Township Equipment-M-B Companies, Inc. Hydraulic Power Broom Model /HT-020312 2012 - Trustee Wolf dialog 3/7/23 Just dropped the broom off at Ryan G for repair, 3/14/23 Just picked the broom up. Put bill in box. Didn't have a pen with me to put his name and my signature on it, R

Gibson Broom Brackett Re-done invoice #476893 amount \$150 payment #9802 pending.

Township Building - Size and Placement of Possible New Building Fiscal Years 2021-2023: Mark Lecky, Mark Lecky Architects, LLC Re Architectural & Engineering Proposal 01 amount \$16,939.04 trustees approved purchase order #21-2022 then 9/15/22 and now 1/1/23 purchase order #1-2023 purpose New Storage Building Bowling Green Township 8500 Guthery Rd LaRue, Ohio 43332 -Trustee Wolf and Mark Lecky Architects, LLC on 1/13/23 received original survey and plans from Makeever. Makeever and Associates, Inc. Surveying proposal amount \$8,750 trustees approved purchase order #24-2022 then 11/17/22 and now 1/1/23 purchase order #2-2023 - Makeever & Associates, Inc. Invoice Number: 32620 Invoice Date 1/31/23 Project #22-231 Bowling Green Township Client ID: 22-231 Professional Services for the Period: 1/1/2023 to 1/31/2023 Billing Group: 001 Topographic Survey & Preparation of Construction Site Plans for a new building at Bowling Green Township during January 2023 Professional Services: Topographic Surveys Sub-Total: \$3,215.94, Grading Plan Sub-Total \$94.88, Site Layout Sub-Total \$2,223.39 and Expenses: Equipment Totals \$305.88, Materials Total \$8.15, Billing Group 001 Totals: \$5,848.24, Total Project Invoice Amount \$5,848.24 Aged Receivables: current \$5,848.24 - Payment warrant #9789 amount \$5,848.24 approved by trustees at board meeting 2/16/23 pending township records management communication understanding Trustee Wolf received Makeever original survey and plans 1/13/23 and holds back from board of trustees public meetings then 1/19/23, 2/16/23 and now 3/16/23 - No original survey and plans submitted for township public record. No Motion. - Geotechnical Consultants Inc. Subsurface Exploration proposal amount \$4,200 trustees approved and Chairman Trustee Trihaft signed proposal acceptance then 12/15/22 and now 1/1/23 purchase order #3-2023 – Geotechnical Consultants Inc. Work Invoice #042820 Date 1/10/23 Due Date 2/9/23 Job Number 22-G-27355- Bowling Green Twp Storage Building 8500 Guthery Road La Rue, Ohio Subsurface Exploration and Geotechnical Engineering report dated 1/6/23 unit price 4,200, Credit for 1 boring not drilled -255, total \$3,945." - Payment warrant #9788 amount \$3,945 approved by trustees at board meeting 2/16/23 pending township records communication understanding Trustee Trihaft received original invoice 1/10/23 and holds back from board of trustees public meetings then 1/19/23, 2/16/23 and now 3/16/23. Trustee Wolf forwarded electronic invoice 2/4/23. Trustee Trihaft dialog today 3/16/23 email address, invoice. No Motion. - Sourcewell Cooperative Purchasing Program -BlueScope Construction Government Services - Delaware Buildings Systems - Board meeting 2/16/23 Trustees Wolf documented "VP Buildings Varco Pruden a division of BlueScope Buildings North America, Inc., Bluestone Construction Project Storage Building Drawing Release History Type Preliminary Drawings Date 2/15/2023 Description Not For Construction, 26-twenty-six-page-file name 23661 Storage_Modified Rigid Frame date 1/31/2023". Trustee Wolf dialog today 3/16/23 old business, building, still conferencing, still talking about bracing, came out and looked where down spouts go, as far as I know, said no to "Holcomb dialog on time line, base stoned, get in there and packed tight" do not have architect drawings, engineering numbers, foundation sidewall concrete not going to be a slab. No invoice(s) today 3/16/23. No Motion.

Township Equipment – 2018 International Series 4300 Red Dump Truck –

Board meeting today 3/16/23 Trustee Holcomb dialog truck tarp not working. No Motion.

Township Road Clark – Bradley K. Irons P.E./P.S. Marion County Engineer - Re: Bill - Township Road 13-Clark - ROAD USE AND MAINTENANCE AGREEMENT - The Bowling Green Township Board of Trustees met in regular session today, Thursday, February 16, 2023. The Board of Trustees reiterate dialog with Brad [Irons, Marion County 2020 Road Use and Maintenance Agreement county signed 12/10/2020 with American Transmission Systems, Incorporated] asked for township trustee time sheet documentation on Clark road stone bills for berming Clark road, Clark road berm aggregate, aggregate tickets,

Marion Star 1/25/23 Page 3A, Bowling Green Township organizes for 2023

Bowling Green Township Record of Proceedings 12/15/22 Page 4, Announcements, Motion

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hours. The Board of Trustees dialog [bill] have it by the next meeting, berm aggregate used on berm approved by Trustee Trihaft Motion, Trustee Wolf second, vote roll calls three ayes. See diagram below Township Road

13-Clark road berm aggregate documentation:

ROP	MEASURE	QTY	AGG/HAUL	ROAD	TRUSTEE	PAYMENT	UNIT PRICE	AMOUNT	OTHER INFORMATION DIALOG NOTED
18-Aug-22	9.38	ton	411 L/S	CLARK	носсомв		12.15		SHELLY MATERIALS INVOICE #2423291
	30	1-LOAD	YORK CENTER	CLARK	носсомв				township dump truck haul 30 miles, York Center to Clark
17-Nov-22				CLARK	носсомв				11/17-18 + 11/21-22 stone berm on Clark road
									west berm location used bermer today,
	Manager Land				- 4 - 10 - 10 - 10 - 10 - 10 - 10 - 10 -				Clark road resident Jim Bird dialog,
			4						more stone dialog noted on time sheet
17-Nov-22				CLARK	WOLF				Clark west berm looks good,
									Motion appropriate \$2000 more for aggregate
15-Dec-22				CLARK	HOLCOMB				11/26/22 grade berms 12/5/22 grade berms
15-Dec-22					HOLCOMB				12/14/22 fuel equipment
15-Dec-22				CLARK	WOLF				Date n/a AEP on Clark, Brad Irons, Art Cheney,
								N/Climate	temporary patch for winter and fix next spring,
									at corner and down at Bird woods,
								The Ward of the Control of the Contr	rough road signs up by AEP
15-Dec-22				CLARK	HOLCOMB				11/26 + 12/05 grade berms noted on timesheet
15-Dec-22	56.62	ton	411 L/S	CLARK	HOLCOMB	#9752	12.15	687.93	SHELLY MATERIALS INVOICE #2477634
	30	6-LOAD	YORK CENTER	CLARK	носсомв				township dump truck haul 30 miles, York Center to Clark
15-Dec-22	35.43	ton	411 L/S	CLARK	HOLCOMB	#9752	12.15	430.47	SHELLY MATERIALS INVOICE #2478074
	30	4-LOAD	YORK CENTER	CLARK	носсомв				township dump truck haul 30 miles, York Center to Clark
FY 2022	EVEL SERVICE		N TEL VERNISHA					1,232.37	FY 2022 Total Aggregate - Hauling - Fuel
16-Feb-23		n/a		CLARK	носсомв				1/30/23 stone Clark road noted n/a aggregate ticke

The Aforesaid came before Bowling Green Township Board of Trustees on Thursday, March 16, 2023 at a regular scheduled Board of Trustee Meeting. Trustee Duane J. Wolf Motion to approve [bill] aggregate used on Clark road berm, Township Road 13-Clark road berm aggregate documentation Motion seconded Trustee David K. Trihaft vote roll call as follows: Trustee Richard L. Holcomb, AYE Trustee Duane J. Wolf, AYE Trustee David K. Trihaft, AYE. Board understanding fiscal officer attest shall file with county engineer office.

Township Roads - Codding - Marion-Hardin - Spectrum - Charter Communications, Inc. and its Subsidiaries Blanket Right of Way Bond sum of Ten Thousand Dollars - Board meeting today 3/16/23 Trustee Trihaft dialog done on Codding. Trustee Wolf dialog turned on before last meeting, working in township the next two years, someone else on Mt. Olive Green Camp, not sure if going over to Winnemac. No Motion.

PRESENTATION OF ADMINISTRATIVE and FINANCIAL REPORTS:

UAN Backup CD 3/15/23 exchanged 2/16/2023 stored offsite.

Time Sheets documented by trustees pursuant ORC 505.24 section (C): Trustee Holcomb dialog documented Drive road daily, March 6 install stop sign north end of Fairview, clean ditches on Linwood road, meet with Dale Jones on cemetery. Payroll Warrant #9790 Trustee Holcomb Compensation Per ORC 505.24 amount \$895.94.

Trustee Wolf dialog documented Township timecard Mar 23 17 FD 20 Roads 27 Building 28 Building 31 Building 4 S.O. / Roads 5 Roux / Broom / Light repair Tractor / Ryan G / Roads 6 Building / 7 Building / Broom / Roux / Citizen Complaint 8 Building 14 FD / Building / Cemetery / Broom / Parrots 15 FD 16 FD. Payroll Warrant #9792 Trustee Wolf Compensation Per ORC 505.24 amount \$854.86.

Trustee Trihaft dialog documented Twp Hours mid Feb – mid Mar Feb 16 Turn heat on, go over paperwork, township meeting 18 drove south roads 19 drove north roads, Buzzards back. 24 drove south roads, pick up some trash. 25 drove north [roads], check building March 1st Dick & I to health board meeting. 3 drove south roads 4 drive north roads 7 talk to Duane, Les Miller called about fence dispute. 10 drive south roads 11 drive north roads, check out fire on Windfall road. 15 Went to Fire Board. Payroll Warrant #9791 Trustee Trihaft Compensation Per ORC 505.24 amount \$894.86.

American Rescue Plan of 2021 (ARPA Funds) or The Act (COVID-19) - State and Local Fiscal Recovery Fund Program Non-Entitlement Units of Local Government – FY2022 Resolution 20220217:01 - The Project described serves objectives of the Act by providing services traditionally provided by a government, namely road repair, maintenance, report balance \$14,384.75 as of 2/28/23. Grant report due 4/1-4/30 for ARPA Project and Expenditure. No dialog. No Motion.

January 2023 Ending Bank Balance \$626,979.90 – February 2023 Ending Bank Balance \$623,937.10. Outstanding payments amount \$361.80. Uniform Accounting Network (UAN) Bank reconciliation adjusted bank balances as of 2/28/23 \$623,575.30. Bank cleared payments amount \$17,149.63. Bank cleared receipts amount \$14,106.83. UAN Receipt February detail amount \$14,106.83. UAN reporting to township trustees include fund status, fund revenue appropriation summary(s), cash journal

Blanket Certificate #4-2023 amount \$215 Care Works Comp purpose Invoice#1418667-Annual Fee-Workers' Compensation 2024 Group(OTA)Rating Program Renewal. Purchase Order Then & Now #10-2023 amount \$4,797 Ohio Township Association Risk Management Authority purpose OTARMA anniversary contribution. Purchase Order Regular #11-2023 amount \$8,659.89 Marion County Auditor purpose District Health April 2022 Values for collection Year Budget for 2023 Townships Valuation Bowling Green 26,014,740 x Rate 0.000332884 amount owed district health \$4,329.95 for 1st half year tax settlement deduction (-) collection by County Auditor recorded on township memo receipt #15-2023. Total amount encumbered for selected purchase orders \$13,671.89 the aforementioned 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

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8 03/16/2023 03/08/2023 AW Verizon
Purpose: Wireless service monthly charges mobile broadband unlimited 25% access discount 4-lii
9 03/16/2023 03/14/2023 AW MID OHIO ENERGY COOPERATIVE INC.

Electric service service meter 71855-72566 kWh711days27 2/1/23-2/28/23 First Quarter Withholding 23 03/08/2023 AW \$120.36 0 \$137.00 9799 Purpose: Electric service service meter 0 03/16/2023 03/15/2023 AW Purpose: Invoice#1418667-Annual Fe 1 03/16/2023 03/15/2023 AW Care Works Comp \$215.00
ee-Workers'Compensation 2024 Group(OTA)Rating Program Renewal
OTARMA \$4,797.00 0 Purpose: In 1 03/16/2023 9801 Purpose: OTARMA Anniversary Contribution Invoice Date 2/16/23 Effective Date 3/28/23
2 03/16/2023 03/15/2023 AW Ryan W. Gibson \$150.00
Purpose: Invoice#476893 Date 3/14/23-Trustee Wolf 3/7/23 dropped broom off for repair-picked broom up & provided invoice 3/14/23. 0 Purpose: \$11 491 70 Trustee Wolf Motion to pay Trustee Trihaft second vote roll calls three ayes. Annual Appropriation Resolution - Appropriation Budget as of 3/16/2023 compare budget & appropriated system year 2023, \$873,580.20 final appropriation - Bowling Green Township Board of Trustees 3/16/23 today at a regular scheduled public Board of Trustee Meeting Trustee Trihaft Motion to approve Trustee Wolf seconded vote roll call three ayes and Whereas the township passed permanent annual appropriations by April 1st board understanding fiscal officer attest shall file with county auditor office. Les Miller Mt Olive Green Camp – Trustee Wolf documented 3/7/23 dialog CITIZEN SERVICE: "neighbor fence up on mother's property line...should be 10 ft. from property line. Trustee Wolf referred to regional planning." No Motion. Les Miller – Trustee Trihaft documented 3/7/23 dialog "fence line dispute with his neighbor (family). Had some questions so I answered them." No Motion. Ohio Auditor of State Advisory Memo Fraudulent Unemployment COMMUNICATION: Compensation Claims. No dialog. No Motion. Marion Public Health District Advisory Council (DAC) meeting 3/1/23, 2/25/23Trustee Trihaft text 8:56 AM Got email (heathboard) / update - Trustees Holcomb dialog attended DAC meeting, documented 2022 Annual Report. Trihaft dialog attended. Board understanding the township office did not receive record of Marion Public Health DAC annual meeting agenda or minutes. No Motion. Ohio Department of Transportation (ODOT) 2022 Township Highway System Mileage Certification 22.688 signed 2/8/23 by the trustees and on 2/13/23 signed by county engineer. Marion County Engineer List 2023 Township Trustees and Fiscal Officers, scan and filed, posted on board. No Motion. Marion County Engineer's Office Fw 3/2/2023 township safety sign grant application now being accepted. Board dialog association link to ODOT sign grant application. No Motion. Trustee Trihaft dialog need new Clark road sign, will call Stacey at county garage. No Motion. Frontier cable 2024 project permit request info n/a by 3/16/23. No Motion. Ohio Department of Administrative Services [DAS] contracts. No Motion. Richwood Marketing Website Jan-Feb all traffic 50 previous 69. No Motion. Smith Material Supply, Inc. COL updated. No Motion. Ohio Township News Mar/April 2023. Trustee Wolf dialog. No Motion. Hylant Administrative Services / Ohio Plan property and casualty insurance proposal. Board dialog Ohio Township Association Group Plan OTARMA preference. No Motion. The Shelly Company Account Agreement updated. No Motion. Marion County Township Association Dinner/Meeting 4/13/23@6PM \$15@person, copy to trustees for RSVP by 4/3/23. Board dialog prior dinner meeting locations. No Motion. BGTownship.com Website - Richwood Marketing Website - Trustee Wolf NEW BUSINESS: dialog proposed adding to township website, honor old trustees, need help gathering information. Board dialog township records, bond book, cemetery deed book. Trustee Trihaft dialog Trihaft family. No Motion. Township Cemetery Fees and Prices - Trustee Wolf dialog proposed format for fees and prices. Board dialog deed form to assist township trustee(s) the selling of cemetery lot / grave and collecting information and purchase payment amount necessary for the recording of cemetery deed by township fiscal officer. No Motion. 2023 meetings 6 PM third Thursday each month, next meeting 4/20/2023 *ANNOUNCEMENTS:* Trustee Wolf Motion, Trustee Trihaft second, vote roll calls three ayes. ADJOURNMENT 8:10PM: