

RECORD OF PROCEEDINGS

Minutes of Bowling Green Township Board of Trustees Regular / Reorganization Session Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held Thursday, January 18, 2024 at 6:00 p.m. _____ 20 _____

THE BOWLING GREEN TOWNSHIP BOARD OF TRUSTEES regular / reorganization session public meeting held today Thursday, January 18, 2024 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 Trustee Duane J. Wolf calling meeting to order with Trustees David K. Trihaft and Richard L. Holcomb.

VISITOR/GUEST SIGN IN: Marion County Sheriff Matt Bayles dialog Marion County Sheriffs Office (MCSO) introducing Jamie Ralston and Jesse Allen, each spoke on his public service within Marion County, public safety, public resources, community planning to see high population of visitors to view the eclipse (April 8, 2024 total solar eclipse), township residents, farmers. Township officials dialog with guests. No Motion.

Township residents Burggraf, Rhonda and Matt – Rhonda Burggraf dialog her appointment as Judge of Court of Common Pleas Family Division, running for election in March Primary (Current Election March 19, 2024 Primary Election) spoke on Marion County Family Court, family and youth, Marion community resource partners and service providers. Township officials dialog with guests. Trustee Wolf dialog documented his copy of today’s meeting agenda shared with Burggrafs. No Motion.

REORGANIZATION: Township trustee chair nomination Trustee Trihaft Motion to nominate Trustee Wolf as chairman Trustee Holcomb second vote roll calls three ayes, chairman Duane J. Wolf. Trustee Wolf dialog documented Certificate of Election R.C. 3505.38 as a result of general election held 11/7/23.

Township trustee vice chair nomination Trustee Holcomb Motion to nominate Trustee Trihaft vice chair Trustee Wolf second vote roll calls three ayes, vice chair David K. Trihaft.

Township trustee third chair nomination Trustee Trihaft Motion to nominate Trustee Holcomb third chair Trustee Wolf second vote roll calls three ayes, third trustee Richard L. Holcomb.

Township trustee representative on the Scioto Valley Joint Fire District (SVFD) Board – Trustee Wolf dialog continue serving as township representative on fire board. Trustee Trihaft Motion Trustee Wolf be fire board representative Trustee Holcomb second vote roll calls three ayes.

Township fiscal officer term – Chairman Trustee Wolf dialog a few more months, later during public meeting today 1/18/24 prior to announcements recognized the township fiscal officer to speak. Fiscal Officer Term narrative as incumbent township officer did not run to seek reelection (November 7, 2023 General Election) stopped talk point of retirement circulated amid township officials with residents and rather focuses on current retirement contributions into federal and state systems, asks for township governing board consideration, options for the trustees to appoint her until an individual who seeks to enter into the office of township fiscal officer is ¹trained ²can take oath ³meets coverage authorization with Ohio Township Risk Management Authority. Trustee Wolf dialog approached by Kristen Columber-Vansky-Roshon, Columber again, Bill and Sandy Columber, interested, lives in township, referred her to Ohio Township Association training, contacted prosecutor, option to hold a special meeting with prosecutor to interview and talk to understand what she wants to get into, next meeting, training ahead of time, called me and ask for minutes, fire board minutes, homework. No Motion. Fiscal officer dialog prosecutor meeting with the entire township board, township resources ⁴auditor of state township handbook questions & answers. Trustee Trihaft dialog knows someone who is interested and moving to the township in October. No Motion. Fiscal officer dialog October timeline. Trustee Holcomb dialog retirement to watch grandkids. No Motion. Fiscal officer dialog can be a grandparent and work. Trustee Wolf dialog knows someone who is interested that works at the prosecutor’s office, the prosecutor opined conflict. No Motion.

SCIOTO VALLEY JOINT FIRE DISTRICT (SVFD):

Scioto Valley Joint Fire District Governing Board Member Trustee Wolf dialog documented Fire Board Report - Chiefs gave report for the year. Total runs for 2023 was 305, 206 EMS calls, 38 fire calls, 18 motor vehicle accidents, 38 calls all together in our township. Reorganization. Association is having a banquet on 2/3/24. Approved new pay incentive. Trustee Wolf dialog number of transports they couldn’t do reasoning on other call, response time, Richwood and Marion help, updated revenue amount \$75,000, seven-five thousand more besides the taxes, AEP, grants. Trustee Trihaft dialog new village representative. Trustee Wolf dialog Andrew Trihaft is the new LaRue village councilman, village representative for fire board next month reasoning village meeting same night. No Motion.

OLD BUSINESS AND / OR UNFINISHED BUSINESS:

Ohio Township Association Risk Management Authority (OTARMA) - IT Risk Control Visit 12/21/23 Board Meeting – Policy Templates – Cyber Risk Control – Managing Ohio Risk Exposures (MORE \$1000 maximum) Grant Program – IT recommendations - Township Records Storage Security - Trustee Wolf dialog following IT recommendations, website host Richwood Marketing security, records storage room, Uniform Accounting Network security, fiscal officer records management, computers and electronic devices. Board dialog compliance, records custodian management, history, Ohio History Connection State Archives, Local Government Records Program retention schedule. Fiscal officer dialog a request for consideration of the trustees to deem township records historic by resolution to keep records inventory. Board discussed and approved by Resolution 20240118:01 to keep records inventory Trustee

¹ Ohio Revised Code Section 507.12 Education programs for individuals elected or appointed to the office of township fiscal officer.

² Ohio Revised Code Section 3.22 Oath of office.

³ Ohio Revised Code Section 3.061 Dishonest and faithful performance of duty policy in lieu of bond.

⁴ Ohio Township Handbook Ohio Auditor of State (.gov)

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Trihaft Motion to deem records historic and keep them Trustee Holcomb second vote roll call three ayes.

Township Building - Township Records Storage Security Room - Dry Lane Construction Co. Storage Room Proposal - Trustee Wolf dialog last month we talked about storage room. Trustee Trihaft dialog documented "Dry Lane Construction Co. TO: David Trihaft Bowling Green TWP We are pleased to submit the following proposal for: Labor and material for the following work ... Date: 1/11/2024 Job Name: Storage room 1. Supply & Install 35' of wall 6' high with a 3'x6'8" wood door with lock and 7/15" osb on the outside 2. Supply & Install 25' of wood shelving two rows out of 3/4" plywood and 2x4s Labor \$1,992.00 Material \$1,498.00 Total \$3,490.00", Kim printed out part on back. Trustee Trihaft Motion that we accept Butch's bid Trustee Holcomb second vote roll calls three ayes. Trustee Trihaft dialog Butch.

Township Building - Lighting - Trustee Wolf dialog issue. No Motion.

Township Equipment - 2018 International Series 4300 Red Dump Truck - Trustee Holcomb dialog documented 12/22/23@2:49PM understanding "Gibson redid work on truck, Richard picked truck up yesterday but didn't think we would get a bill" ... Ryan Gibson RC Fab \$75 Invoice Sold To Bowlinggreen twp. F.O.B 12-21-23 Description Red dump truck tailgate chain tabs. made new from 1/2"x4" removed old welded new. Welded (2) steps in bed on corner. Payment #9936 amount \$75 pending.

Township Equipment - 2018 International Series 4300 Red Dump Truck - Trustee Wolf dialog documented 9:25am 1/4/24 text "Dump truck pto isn't working. Called rush trucks in Columbus and they can look at it this morning so Richard is going to take it down". Trustee Holcomb 1/4/24 dialog documented calls to township office re truck service @11:06am and payment plan for truck release@ 5:06pm. Rush Truck Center, Columbus W. International 3950 Parkwest Dr Columbus OH 43228-1489 Order No. 42801951 date 1/4/2024. Rush Truck Center, Columbus W. amount \$556.90 payment #9930 pending.

Township Road 2-G - Winnemac - Tile - Billenstine - Trustees Wolf and Holcomb dialog today 1/18/24 no available bill or info on Billenstine tile. Board dialog. No Motion.

Township Roads - Aggregate - Township Road 44-C Bell School - Various Locations - Trustee Holcomb dialog documented Shelly Materials 2024 January invoice #s 2619242, 2614085, 2614355, Shelly material qty. 69.46 tons #411 L/S Bell School Rd., Shelly material qty 7.49 tons #8 L/S Various Locations. Trustee Holcomb dialog truck load #8s ready. Board dialog snow plowing township roads. Shelly Materials 76.95 tons totaled minus discounts total amount \$1,215.44 payment #9932 pending.

Trustee Wolf dialog reply to high speed internet question from Burgraff - Reference dialog documented on Record of Proceedings held 4/20/23 - Township Road 38-A LaRue-Green Camp and CR-12 LaRue-Mt.Victory Pearce Services Agent on behalf of Frontier Project #2514950 Permit Application Right-Of-Way Utility Work - Resolution #20230420:01 Adopted by Bowling Green Township Board of Trustees at regular meeting request the Marion County Engineer take care of Frontier / Pearce Services permission request to construct new cable and associated components hereafter called "Facilities," at the following location: along LaRue Mount Victory Rd in Bowling Green Township, OH 43332 and the Western/Eastern sides of LaRue Green Camp Rd W... adopts resolution regarding the 2024 construction permission request... - Trustee Wolf dialog today 1/18/24. No Motion.

Trustee Wolf dialog reply high speed internet question from Burgraff - Reference dialog documented on Record of Proceedings held 1/4/23 - Township Roads - Coddling - Marion-Hardin - Spectrum - Charter Communications, Inc. and its Subsidiaries - Public Notice Special Meeting Wednesday, January 4, 2023 at 11:00AM Location Township Building Board Meeting Room By Trustee Duane J. Wolf Agenda: Bowling Green Township Board of Trustees are having a special meeting to discuss and decide on Spectrum's Request to install conduit and fiber lines in the road right of way within the township... - Trustee Wolf dialog today 1/18/24. No Motion.

PRESENTATION OF ADMINISTRATIVE and FINANCIAL REPORTS and RECORD OF PROCEEDINGS:

December 21, 2023 Board of Trustees Public Meeting Minutes (Record of Proceedings) Trustee Trihaft Motion approved as read Trustee Holcomb second vote roll calls three ayes.

UAN Backup CD 01/14/24 exchanged 12/09/23 stored offsite.

Time Sheets documented by trustees pursuant ORC 505.24 section (C): Trustee Wolf documented township timecard 25 Merry Christmas 1 Happy New Year 3 dump truck 4 dump truck 5 dug grave 9 funeral 10 drove roads, fire board, prosecutor 11 prosecutor 12 dump truck 16 weather drove roads. Trustee Trihaft documented township hours mid Dec - mid Jan Dec 21st twp meeting 22 drive south roads 23 drive north roads 28 drive south roads 29 drive north roads Jan 3 to cemetery find grave, text everyone 4 Duane called about truck, drive south roads 5 dig grave today, put a lot of mats down 6 drive north roads 9 met guys at building to cemetery burial, check to Robin 10 met Butch at township building, look at loft for a secure room 11 drive south roads 12 drive north roads 16 check roads, not much snow. Trustee Holcomb documented drive roads daily, grade Bell School, Broadwell, Carter. Wednesday haul load of stone Bell School Road. Thursday truck repair to Rush Columbus. Friday dig grave. Monday haul stone to Bell School. Tuesday funeral. Wednesday clean out culvert on Arbella. No dialog. No Motion.

December Reporting - Year End 2023 - Cemetery reports year 2023 - Road reports year 2023 - Marion County Engineer 2023 Year End Roadway Certification Monday February 5th and Tuesday, February 6th, 2024 between hours of 9-11am and 1-4pm., bring detailed list of any paving projects from last year, contact to schedule appointment. Trustee Trihaft dialog contact to schedule appointment and let everyone know. No Motion. Trustee Wolf dialog April or May road selection. No Motion. State Treasurer of Ohio - Ohio Pooled Collateral System (OPCS) Public Unit Dashboard report date 12/28/2023 principal

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\$676,833.46 accrued interest \$76.99 comparison with Richwood Banking Company balance \$676,910.45 as of 1/1/24. No Motion. Bank reconciliation, balances, outstanding & cleared payments, cleared receipts, cash activity, cash summary by fund, fund status, Marion County Auditor December direct deposit total \$14,078.11. Richwood Banking Company Insured Cash Sweeps (ICS) 1/8/24 communication. Richwood Banking Company 2023 interest income (1099-INT) comparison to Uniform Accounting Network (UAN) interest status report \$1,007.14. 2023 Annual Financial Report (AFR) & notes to the financial statements as of 12/31/23, UAN date received 1/2/24, public notice Marion Star 1/3/24. No Motion.

Year 2024 Reporting - Marion County Auditor revised 2024 tax estimated values total 34,385,380, tax rate 3.30, real receipts 100% collection total 113,472. Certificate of total amount from all sources available for expenditure, and balances total all funds \$939,414.06. Revenue budget based on year-end tax revisions. Appropriation budget passed by board 12/21/23 at regular meeting, effective 1/1/24. Resources available for appropriation. Comparison of budget and appropriated. Budget commission 8/21/23 certificate original estimate \$241,946.67, total estimated resources \$939,414.06 amended 1/9/24, chart below:

Fund	Name	Fund Balance 12/31	Reserved for Encumbrance 12/31	Reserved for Non-Spendable Balance 12/31	Reserve Balance (5705.13(A)(1) & 5705.132) 12/31	Prior Year Advances Not Repaid 12/31	Estimated Revenue	New Reserve Balance (5705.13(A)(1) & 5705.132)	Total Estimated Resources
1000	General	\$336,222.49	\$0.00	\$0.00	\$0.00	\$0.00	\$126,672.75	\$0.00	\$462,895.24
2011	Motor Vehicle License Tax	\$14,386.96	\$0.00	\$0.00	\$0.00	\$0.00	\$8,015.00	\$0.00	\$22,401.96
2021	Gasoline Tax	\$293,242.65	\$0.00	\$0.00	\$0.00	\$0.00	\$130,225.00	\$0.00	\$423,467.65
2041	Cemetery	\$29,699.21	\$0.00	\$0.00	\$0.00	\$0.00	\$950.00	\$0.00	\$30,649.21
2272	Coronavirus Relief Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2273	Coronavirus Relief Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		<u>\$673,551.31</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$265,862.75</u>	<u>\$0.00</u>	<u>\$939,414.06</u>

Blanket certificate (BS) numbers 1-3 and purchase order (PR) numbers 1-6 total amount encumbered \$29,824.42 approved by board Motion Trustee Trihaft second Trustee Holcomb vote three ayes. Ohio Township Association 2024 Compensation chart Per ORC §§505.24 and 507.09, township trustee and fiscal officer salaries are based on the annual budget of the township. Per the Auditor of State's office, the annual budget is the township's estimated resources, or amended estimated resources. January payroll warrant #s9923-9927 total \$5,357 plus accounting warrant #s9928-9936, total payments \$8,134.15, chart below:

9923	01/18/2024	01/05/2024	PR	Robin L. Anderson	\$1,494.35	○
Purpose: 4993986						
9924	01/18/2024	01/05/2024	PR	Richard L Holcomb	\$911.41	○
Purpose: 4992868						
9925	01/18/2024	01/05/2024	PR	David K. Trihaft	\$910.32	○
Purpose: 4993920						
9926	01/18/2024	01/05/2024	PR	Duane J. Wolf	\$870.32	○
Purpose: 4993501						
9927	01/18/2024	01/05/2024	WH	Ohio Public Employees Retirement System	\$1,170.60	○
Purpose: January withholding						
9928	01/18/2024	01/17/2024	AW	Verizon	\$120.36	○
Purpose: 2023Dec23Inv#9952540316 Wireless service monthly charges mobile broadband unlimited 25% access discount 4-lines_contact person Trustee Wolf						
9929	01/18/2024	01/17/2024	AW	Richwood Marketing	\$131.88	○
Purpose: 2024Jan03Inv#0007095 Website hosting yearly bgtownship.com_contact person Trustee Wolf						
9930	01/18/2024	01/17/2024	AW	Rush Truck Centers of Ohio, Inc.	\$556.90	○
Purpose: 2024Jan04 Need Order#42801951 Rush Truck Center, Columbus W. International 3950 Parkwest Dr Columbus OH 43228-1489_Trustee Wolf dialog 9:25am "Dump truck pto isn't working. Called rush trucks in Columbus and they can look at it this morning so Richard is going to take it down..." Trustee Holcomb need order dialog 11:06am 5:06pm 9:39pm ..."						
9931	01/18/2024	01/17/2024	AW	MARION CITY-COUNTY DISASTER SERVICE	\$391.95	○
Purpose: 2024Jan03 Annual 2024 Sub-Division Share of Emergency Management Service Based on 2020 Census population of 603x\$0.65						
9932	01/18/2024	01/17/2024	AW	Shelly Materials Inc.	\$1,215.44	○
Purpose: 2024JanInv#s2619242,2614085,2614355Shelly Materials 69.46#411L/S@BellSchoolRD_7.49#8L/S@VariousLocations contact person Trustee Holcomb						
9933	01/18/2024	01/17/2024	AW	MID OHIO ENERGY COOPERATIVE INC.	\$159.00	○
Purpose: 2024Jan09 Electric service meter 76488-77414 kWh926 days 11/30-12/31/23						
9934	01/18/2024	01/17/2024	AW	Marion County Treasurer	\$12.00	○
Purpose: 2024Jan12Bill#s17648-17652 Township 5-five parcels special assessments Scioto River Conservancy full year						
9935	01/18/2024	01/17/2024	AW	BUREAU OF WORKERS' COMPENSATION	\$114.62	○
Purpose: 2024Jan17 BWC Account balance management_1/2/24 Audit True-Up \$128_1/4/24 Early Payment Discount(13.38)						
9936	01/18/2024	01/17/2024	AW	Ryan W. Gibson	\$75.00	○
Purpose: 2023Dec22 Trustee Holcomb_Ryan Gibson invoice date 12/21/23 documented red dump truck tailgate chain tabs. Made new from 1/2"x4" removed old welded new. Welded (2) steps in bed on corner. Ryan Gibson RC Fab 3270 Richwood LaRue Rd LaRue OH 43332..."						
					Total Payments:	\$8,134.15

Trustee Trihaft Motion to pay bills Trustee Holcomb second vote roll calls three ayes. Fund, revenue, appropriation summary(s).

CITIZEN SERVICE: Dated 1/10/24 Receipt #1-2024 \$800 - Trustee Trihaft dialog documented Snyder Funeral Home Check and Burial Permit for Carlton Louis Mumford burial Tuesday, 1/9/24 Picture of fresh grave 4 / lot 181 next to Linda buried on 5th grave on South end. Trustees dialog burial, metal vault, township coats, township mats. Board dialog understanding payment deposit timeline. No Motion.

Dated 1/10/24 The township office dialog documented 2:05PM call with a resident citizen complaint Holcomb is throwing mud on Allen Road with the truck snowplow blade down on road surface, referred to all three trustees by text@2:27PM., ... hear dialog on past incidents naming Richard, Trihaft, Wolf, Tom Ford. Trustee Holcomb dialog aggregate 8's, snow plow, berms, other township roads. Trustee Wolf dialog drove out, mud. Board dialog understanding on 1/10/24 there was no snow. No Motion.

COMMUNICATIONS: FC Energy Important Propane Safety Information. Trustees Wolf and Trihaft dialog propane level at fifty percent. No Motion.

Ohio Department of Administrative Services. No dialog. No Motion.

First Energy Safety Materials Distribution. No dialog. No Motion.

Mid-Ohio Electric Cooperative Magazine. Trustee Trihaft dialog. No Motion.

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OTA Jan/Feb Magazine. Board dialog. No Motion.
 Ohio EPA A Gas US Inc Mailing List Notification Wood County receipt of new permit application / EPA "wrongly sent". Board dialog. No Motion.
 Paradigm Tactical Pipeline Response Training. No Motion.
 Marion County Recorder Leslie A. Longstreth Notice filing fees. No Motion.
 U.S. Census Bureau 2024 Boundary and Annexation Survey (BAS) no boundary change, map. No Motion.

Indeed, Inc. Trustee Trihaft dialog addressee. Board dialog. No Motion.
NEW BUSINESS: Township Equipment - Tractor (JD6145MCabTractor-2020) – Loader (JD 640R Std Fm Loader-2020) – Mower / Chopper (JD 225GP CX15 Flex-Wing Rotary Cutter-2012) – Snow Plow Blade (JD: FrontierAF12G-1 OFtBoomMountedFrontBlade-2012) – Trustee Wolf dialog building, equipment rotation 10 years old, quotes, replacement, tractor rear window defrost, third remote, swing broom, buy to do broom & scrapper, talk to Sawyer, Dexter. Trustee Holcomb dialog blade, stone roads. Trustee Trihaft dialog chopper, blade 10 years or more, Sawyer, loader quote, replace both. Board understanding new tractor, loader, chopper, snow blade, state contract, no bid with trade-in Trustee Wolf Motion for Trustee Trihaft to get quote from Ag-Pro Trustee Holcomb second vote roll calls three ayes. Trustees Wolf and Trihaft dialog tractor sale. No Motion.

Township Property Services Contract – Trustee Wolf dialog Tyler Howell do or bid. Trustee Holcomb dialog Tyler Howell, talk to him every day. No. Motion.

ANNOUNCEMENTS: 2024 meetings 6 p.m. third Thursday each month, next meeting 2/15/24.

ADJOURNMENT 8:27 PM: Trustee Wolf Motion Trustee Trihaft second, vote roll calls three ayes.

[Signature] *[Signature]* *[Signature]*
 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 law, including Section 121.22 of Ohio Revised Code. Attest: Fiscal Officer Robin Anderson.