

Thursday, March 19, 2026 at 6:00 p.m.

Held _____ 20 _____

THE BOWLING GREEN TOWNSHIP BOARD OF TRUSTEES regular session public meeting held today Thursday, March 19, 2026 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 Richard L Holcomb calling meeting to order at 6:00 pm with Trustee Duane J Wolf and Trustee Jonathan C Appelfeller, three ayes.

GUESTS: Tyler Howell with contract bid for 2026 property maintenance. Motion by Trustee Wolf to approve the 2026 contract bid presented by Tyler Howell to mow the cemeteries and township building per pricing agreement, Fairview- \$200, Bonner-\$100, Guthery-\$50 no spraying @ neighbor’s request, and Twp Hall-\$50; Trustee Appelfeller 2nd, vote roll call, all ayes.

CITIZEN SERVICE: Renita Houston contacted Kristin 3/3 @ 1:57pm regarding headstone foundation questions, Kristin asked Trustee Wolf to contact Renita as he had been in contact with the monument business and was familiar with her questions. Trustee Wolf met with Jackline McFarland 3/19 regarding a burial plot. Ed Bauer contacted Trustee Appelfeller regarding the use of Allen Rd when St Rt 37 is closed for the bridge replacement, Trustee Appelfeller will advise Bauer’s to access Linwood as the stop sign can not be moved on Allen as it belongs to the county.

SCIOTO VALLEY JOINT FIRE DISTRICT (SVFD): Scioto Valley Joint Fire District Governing Board Member Trustee Wolf dialog documented Fire Board Report: replacing hydrants in the fire station. Brian is to install hose and electric reels in each bay, awards banquet to be held in April, one entering medic school, Judy w/ JC’s Pizza last day will be Sunday, March 22, St Rt 37 will be shut down for 120 days for bridge repair, selling the old squad on Gov deals. Runs; 13 EMS, 7 fire; YTD total 66.

COMMUNICATIONS: Auto Insurance cards. Robin text BG Twp officials on 3/9 that she received mail from Ohio Treasurer of State that needed picked up, Kristin picked up at 4:47pm. Current bills.

OLD BUSINESS AND / OR UNFINISHED BUSINESS: County Engineer Twp. Rd Program returned via email and mail 2/26 @12:02pm, Rural King exemption form emailed 2/26 11:40am, OTARMA Commitment to membership emailed 2/26 11:29am.

Motion by Trustee Wolf to reappoint Kristin Holcomb as fiscal officer the seat will then expire 3/31/28, Kristin will need to run in the 2027 election, March minutes need sent to Cindy Price at the Board of Elections, Trustee Appelfeller 2nd, vote roll call, all ayes.

Motion by Trustee Appelfeller approved to set regulation headstone size to up to 36” in length for single and up to 72” in length for double, headstone foundations will have a 2” border. up to 40” in length for a single and up to 76” in length for a double, foundation can be up to 20” in width, Trustee Wolf 2nd, vote roll call, all ayes.

Motion by Trustee Appelfeller approved up to \$500 to have (1) mower serviced, to purchase extra blades, oil, and filters for the 2026 season, Trustee Wolf 2nd, vote roll call, all ayes.

Motion by Trustee Appelfeller to approve up to \$300 for paint, primer, brushes for the yellow safety poles and a sink key from McAuliffe’s, Trustee Wolf 2nd, vote roll call, all ayes.

Motion by Trustee Wolf to allow up to \$400 per veteran for the installation of a veteran plaque sent to us by the VA on any headstone, Bowling Green Township will be released from any liability of damage caused during the application process, a professional will be hired by Bowling Green Twp to attach the plaque, Trustee Appelfeller 2nd, vote roll call, all ayes.

Motion by Trustee Wolf approves purchasing sign posts from the County Engineer, Trustee Appelfeller 2nd, vote roll call, all ayes.

Dialog regarding resident address signs, the signs have been purchased for all township residents, anyone interested will need to contact the fire department to have their sign installed. Scioto Valley will need ink for flyers and hardware to install signs BG previously approved purchased. Dialog regarding more stone for Groundhog repairs. Dialog regarding location of Dale & Pam Jones burial plots. Trustee Holcomb called Jeremy Billenstein to inquire about check #10251 mailed in January that has not been cashed, Jeremy stated he would check into it. Kristin printed updated Fairview cemetery lot spreadsheet and updated BG Twp roads spreadsheet for each Trustee. Dialog regarding Kristin compiling a policy manual with all BG Twp adopted policies per Trustee Wolf’s request.

PRESENTATION OF ADMINISTRATIVE and FINANCIAL REPORTS and RECORD OF PROCEEDINGS: Board of Trustees Public Record of Proceedings 2/25/26 regular meeting, Motion to approve as read by Trustee Wolf, Trustee Appelfeller 2nd, vote roll calls, all ayes.

UAN Backup Flash Drive 2/25/26 exchanged 3/19/26 stored offsite.

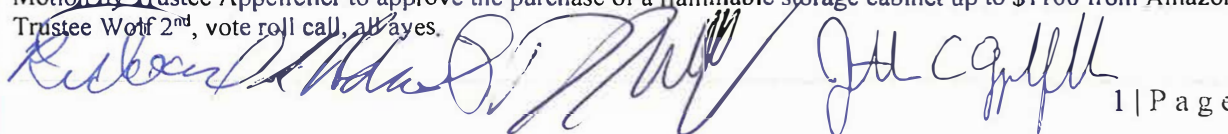
ORC 505.24 section (C): Trustee Appelfeller, Trustee Holcomb, Trustee Wolf: Certify time spent working.

March 2026 bank reconciliation, as of 3/19/26 Richwood Bank Shadow Account \$525,256.66 – Public Funds account \$0.00 | UAN **\$524,841.06** | Ch # 10251 AgLand not cleared | All receipts cleared. Motion to pay the current bills and payroll Trustee Wolf, Trustee Appelfeller 2nd, vote roll call, all ayes. Cash journal.

AW: 10279 Mid-Ohio \$195.00, 10280 T-Mobile \$102.10, 10281 Verizon \$40.11, 10282 Ohio Treasure of State \$1,217.37, 10283 Sedgwick \$260.00, 10284 Plotner Hardware \$26.99, 10285 Hensel Ready Mix \$650.00, 10286 Shelly Materials \$393.20, 10287-10291 J Appelfeller, K Holcomb, R Holcomb, Wolf, OPERS \$4,858.67

NEW BUSINESS: Motion by Trustee Appelfeller to approve the purchase of a metal detector from Amazon up to \$150 to help locate corner markers at the cemeteries, Trustee Wolf 2nd, vote roll call, all ayes.

Motion by Trustee Appelfeller to approve the purchase of a flammable storage cabinet up to \$1100 from Amazon, Trustee Wolf 2nd, vote roll call, all ayes.

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~~Trustees Holcomb, Wolf, and Appelfeller signed Deed for Lot 90 Grave 6 purchased by Jackline McFarland for \$800 for the burial of Tammy Sisson on Tuesday, March 24, 2026.~~

Dialog regarding website formats to make it ADA compliant. Dialog regarding stone for the driveway in front of the new building. Dialog regarding Wenigs, ordering parts, possibly a new burner, doing some research as it is not burning clean. Dialog regarding purchasing a generator for the township building in the event the township building could be used as a temporary shelter for any BG Twp residents in the event electric is out for long periods of time. Generators will be researched and will be discussed again at a later time.

Audit preparations began 3/2, correspondence with Patrick Stevenson (assistant auditor), Kristin submitted risk assessment, questionnaire, and financial reconciliations.

March 3rd the UAN issued HP laptop used by Fiscal Officer Kristin Holcomb experienced some hard drive issues, after speaking with UAN they suggested Kristin contact HP, HP assisted in successfully completing the hard drive restore, on 3/9 UAN technical support representative KJ Haney assisted in the restoration of UAN and Microsoft Office along with reimaging, backup was successfully restored.

ANNOUNCEMENTS: 2026 meetings 6 p.m. 3rd Thursdays each month, next meeting Thursday, April 23, 2026.

ADJOURNMENT 7:36 PM: Motion to adjourn by Trustee Wolf, Trustee Appelfeller 2nd, vote roll call, all ayes.

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 Kristin Holcomb.