

THE PERRY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING
held on January 12, 2021

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Zoom Meeting called to order by Trustee Wynne at 7:00 p.m.

Pledge of Allegiance

Roll call:

Present: Trustee Mears, Trustee Harshorn, Trustee Wynne

For the Record: FO Behnken, Zoning Administrator/Office Assistant Karen Kayler, Road & Cemetery Supervisor Mr. Kraft, and Chief Littleton

Amend Resolution 21:01

Clarification on Meetings for 2021. Work Session before Trustee Meeting. Resolution did not state, "As Needed"

RESOLUTION 21:01 – A

Approve the Perry Township Board of Trustee Meetings Work Sessions for the first Tuesday and fourth Tuesday of the month as needed at 6:00 pm and 7:00 pm

(See Attached agenda for wording FO entered on agenda)

MOTION was made by Trustee Hartshorn

Second: Trustee Wynne

Roll was called: Ayes- Mears, Wynne, Hartshorn

Nayes- None

Resolution 21:07 Approve Minutes from the Year End Meeting December 31, 2020

Resolution 21:08 Approve Minutes from the Re-Organization Meeting December 31, 2020

Resolution 21:09 Approve Payment of Bills from Check #35891 to check #35924
Electronic Payments and Vouchers.

See Attached Accounting and Payroll Payment Listing and Cash Summary by Fund

Resolution 2021:07 - 09 Approve Minutes and Payment of Bills

MOTION was made by Trustee Mears

Second: Trustee Hartshorn

Roll was called: Ayes- Mears, Wynne, Hartshorn

Nayes- None

Resolution 21:10 Approve Special Meeting January 4, 2021

Trustee Wynne made a motion to accept the minutes for January 4, 2021. FO stated Trustee Wynne cannot accept the minutes since she was not present

MOTION was made by Trustee Hartshorn

Second: Trustee Mears

Roll was called: Ayes- Mears, Hartshorn

Abstain: Wynne

Fiscal Officer Reports

Revenue, Appropriation, Blanket/PO open for 2021

Amended Certificate of Estimated Resources to Montgomery County Auditors

Update contact list with Montgomery County Engineer's Office

Kramer & Associates reviewing Sheep Road for in-kind Contributions

Reports from Department Heads

Road and Cemetery

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Trustee Hartshorn questioned if the cemetery locations should be added to the legal ad. Mr. Kraft did not know what the cost would be adding all the cemeteries and locations or the bidders could contact the road department. Trustee Wynne thought the Star charged per word. Trustee Mears questioned when we did this before on the last do you have any of the other people that bid. Mr. Kraft stated two people bid the last time, Elleit and Millhouse.

Resolution 21:11 Approve Cemetery Mowing Bid notice for Brookville Star

MOTION was made by Trustee Mears

Second: Trustee Wynne

Roll was called: Ayes- Mears, Wynne, Hartshorn

Nayes- None

FO stated the bids need to be sent into the office as stated on the legal ad and accepted by Mr. Kayler and not accepted anywhere else and this advice is by Nathaniel at the Prosecutors Office. Also, once the bids are received the township had some issues one year. Township meetings was held in the trustees meeting room and all were sealed bids. During the meeting a bid came in \$20.00 less and the one bidder thought there was something shady.

FO suggested with the opening of the bids for the February meeting if Trustee Hartshorn could be at the township on Zoom with Mr. Kayler present and open the bids in front of the camera unless the trustees feel there is no need for this.

Trustee Hartshorn stated he has no problem with this. Trustee Wynne stated the board could do this at a work session or call a special meeting. Trustee Hartshorn stated the board needs to do the approval in a meeting. FO stated you might want to open this up for the bidders to be present at the administration building. Trustee Hartshorn thought this was some good advice and the board can do this. Trustee Hartshorn stated we could do this is the working session and have the meeting afterward to decide. FO stated she did not know if you could open the bids during a working session. Trustee Mears stated she would think it needs to be done in a meeting.

Trustee Mears questioned if this is something that all the trustees could attend. Trustee Hartshorn did not have a problem with all trustees being present.

Mr. Kraft stated before the board decided and if the bids come in high then the township will review going back to mowing. Trustee Hartshorn stated for Mr. Kraft to run the numbers for the cost for the township to mow.

Trustee Wynne questioned if Mr. Mears position will be filled. Mr. Kraft stated not at this time due to Mr. Steffy working additional hours.

Police Department

Resolution 21:12 Approve resignation of Tiffany Westfall effective January 8, 2021

MOTION was made by Trustee Hartshorn

Second: Trustee Wynne

Roll was called: Ayes- Mears, Wynne, Hartshorn

Nayes- None

Three candidates are in the hiring process for the administrative assistant/evidence custodian, two officers in the hiring process for part time.

Working on statistics for 2020. Responded to 2,219 calls for service in 2020. Still working on breaking this number down to the sub categories. For example, 643 out of the 2,219 were traffic stops and out of the 643 stops, 153 received some type of citation.

Easter Egg Hunt is in the early planning stages as long as COVID is not an issue.

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Resolution 21:13 At this time and accordance to the ORC Trustee Wynne made a motion that we move to executive session to discuss a compensation concern with Chief Littleton

MOTION was made by Trustee Wynne

Second: Trustee Hartshorn

Roll was called: Ayes- Mears, Wynne, Hartshorn

Nayes- None

Resolution 21:14 Enter into Regular Session

MOTION was made by Trustee Wynne

Second: Trustee Hartshorn

Roll was called: Ayes- Mears, Wynne, Hartshorn

Nayes- None

FO stated at the year-end meeting the board did approve the resignation of Tiffany Westfall. Motion made by Mears second by Hartshorn. The resignation was tied in with the pay increase and rolled into her leaving so there will be a double resolution.

Chief questioned if the speed limit signs could be updated. AirHill Road speed limit signs are rusted and can hardly see the speed limit posted on the sign with newer signs and some of the speed limit signs are spaced far apart and facing one way.

Chief discussed the Trash Deposit Box and safety concerns facing the wrong direction and relocating to a new area. Mr. Kraft and trustees addressed areas (west side of parking lot, hung on building, adding onto the building or construction adding on a drive thru, south side of sidewalk and curb, or next to the handicap sign) where to place the deposit box. Trustees agreed at the sidewalk and curb next to the handicap area. Mr. Kraft questioned the south or north side of sidewalk. Trustee Mears stated south and questioned Mr. Kraft's thought on location. Mr. Kraft stated for visibility so residents can see a box would be best on the south but could be move to the north side. Trustee Wynne stated to place it close to the light for safety reasons. Mr. Kraft stated the lights on the west side of the building light up that area of the sidewalk and building. Trustee Mears stated in the flowerbed. Trustees agree this sounded like a good spot.

Trustee Wynne has information to receive free signs through ODOT through the Ohio LTAP Grant. Mr. Kraft stated any county road the county would be responsible.

Mr. Kraft stated a couple new signs were placed on Air Hill Road between Keener and Johnsville Brookville Road. Chief Littleton will continue to drive around and make note and get with Mr. Kraft

Zoning Report (See Attached Report)

Ms. Kayler requested a resolution for the Landglide app. Ms. Kayler described the app for her phone while she is out zoning for owners of property. Trustee Wynne questioned if this is a free app or a charge for the app. Ms. Kayler stated it is a fee of \$10.00 a month. Trustee Mears questioned if it could be installed on her computer at work and on her phone. Ms. Kayler had not reviewed unless the board approves. Trustee Mears stated it would be good to have since Mears has been out with Mr. Kayler and no address.

Trustee Hartshorn questioned if the free app as mentioned less trust worthy. Ms. Kayler has not investigated other apps. Trustee Hartshorn stated since it was brought up to do our due diligence since at times the free apps you get what you pay for. Trustee Wynne stated if it is the one Randy used she is all for consistently and the networking between the two department that Trustee Wynne would be in favor of.

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Resolution 21:16 Approve Zone Meeting with the Zoning Commission Board, Zoning Appeal Board and the Trustees to meet to discuss updating the Zoning Text, the interpretation of the Zoning Text and the Zoning issues that are coming into the Zoning office the third Thursday of the month when the ZC are not meeting AS NEEDED at 7:00 pm.

Ms. Kayler requested zoning fees with surrounding communities.

MOTION was made by Trustee Hartshorn

Second: Trustee Mears

Roll was called: Ayes- Mears, Wynne, Hartshorn

Nayes- None

Trustees Reports:

Trustee Wynne: (See Attached Report)

Beckett & Varanese will attend the next work session in January 2021 with a presentation. Inventory is complete.

Trustee Hartshorn: (See Attached Report)

Hyper-Reach – The Township cannot afford at this time. City of Brookville has full coverage for Perry Township so residents may register to receive notifications. A link will be on the website and Facebook page for residents to self-register. If you have a landline, you are registered. A digital form will be on website as well as a paper form at the township office and Trustee Hartshorn will do the registration. This will allow for multiple levels of alerts and thanked the Brookville Fire Department for allowing Perry Township to consume some of their services to make sure our residents are safe.

MVRPC – Trustees discussed the townships membership to MVRPC, reasons why and the yearly cost. Perry Township does not have a lot of the type of things that MVRPC provides support with. Reviewing through Trustee Hartshorn could not find a lot of information as to if this is a good idea to be a member.

Trustee Wynne stated she does not feel Perry Township needs a membership. Perry Township does not have RTA Busses, no bridges, highways. We do not have anything in our jurisdiction that Perry Township cannot work with the county on.

Mr. Kraft discussed past issues in Perry Township like Highway 892 and the landfill. Stating Past Trustee Jerry Peters was on the board and was a voice for the township.

Trustee Hartshorn stated in the past \$500.00 has been withheld from the general fund, road fund and police fund. With the police and general fund, being tight is this something that could be taken from the road funds to make sure we are able to participate and be representative.

FO stated the MVRPC was appropriated through the general fun.

Mr. Kraft recommended speaking with past Trustee Jerry Peters. Trustee Hartshorn will speak with past Trustee Jerry Peters.

FO stated having a membership gives the township a voice in any upcoming issues that may affect Perry Township.

Trustee Mears questioned if MVRPC has ever helped Perry Township. FO stated not that she is aware of but stated someone may want to contact past Trustee Sheila Stanifer who received enough support from the board members but cannot remember what it was.

Trustee Mears: (No Report Submitted)

Registered for OTA Conference

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New Business:

Trustee Wynne questioned if the board could have a special meeting on January 20, 2021 to discuss legal issues. Trustees will review their schedules and check with Nathaniel if he is available that day.

Old Business:

The other two Facebook pages the trustees do not pay close attention with comments and concerns that are posted are being heard and encouraged residents or administrators of the Facebook pages to reach out to the trustees.

Visitors: None

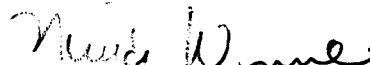
With no other business, at 8:33 p.m.

MOTION was made by **Trustee Wynne "To Adjourn"**

Trustee Hartshorn **Second** the motion to adjourn



Rhonda Behnken


President, Trustee

01/12/2021

OFFICE ASSISTANT/TRASH/ZONING ADMINISTRATOR

OFFICE ASSISTANT

TRASH

1,297 Trash Bills were mailed out 12/28/2020.

ZONING

Permit issued: 1 Pole Barn - 2 Portable Storage Unit (P.O.D.)

Currently, I have one application from a Resident who wants to build a detached garage with a two-bedroom apartment in it.

I need a resolution for the Land Glide app.

I need a resolution for the BZA Meetings to be held on the first Thursdays of each month as needed, and the Zoning Commission Board to meet the third Thursday of the month as needed. I would like to also use the third Thursday a month for the Zoning Meeting with the Zoning Commission Board, Zoning Appeal Board and the Trustees to meet to discuss updating the zoning text, the interpretation of the zoning text and the zoning issues that are coming into the zoning office.

I have requested a list Zoning Fees from 5 surrounding townships and cities, to do a comparison of our fees we charge.

Respectfully Submitted

Karen Kayler

Meeting Agenda for January 2021

Mindi Wynne

1. Loss of David Saylor
2. Status of remote meetings – Per Governor to continue until at least July1, 2021
3. Covid Updates
 - a. Asked if twp can require covid vaccinations and if we will be mandating a Covid-19 policy
 - i. Answer – Yes, we can require them but NO we will not
 - b. While the township does not qualify for FMLA, we do qualify for Families First Coronavirus Response Act (FFCRA) which grants similar leave up to 12 weeks for Coronavirus only.
4. I am registered for the OTA Conference February 1-5
5. I plan to establish office hours every Wednesday and increasing to more days hopefully as early as March
6. January 18th our offices will be closed in observance of the legal holiday of MLK Day.

Ramp Project Update

- Ramps project is underway and is looking good!
- Temporary handrails have been built for the old ramp and steps.

Township Website & Social Media

- Continuing to update the website, township Facebook page and uploading documents
- End of year clean up the web site for the new year.
- Planning to post township inventories on the web site once copies received.

Hyper-Reach

- Having a meeting scheduled with Chief Fletcher (1/11/2021) to discuss Perry Township using Brookville FD Hyper-Reach tools

MVRPC Membership

- Spoke with point of contact at Miami Valley Regional Planning Commission about Perry Township's membership
 - I was told that Perry TWP has been a long-standing member.
 - When I asked about any membership benefits Perry TWP has received, they knew of none.
 - When I asked about membership benefits that would be specific to Perry TWP, I was told the invoice covers that. I disagreed.
- Thoughts on continuing to be a member of MVRPC?

USDA Pre-Application

- After submitting our pre-application for a possible new building, I received additional information:
 - Current rate for a 30-year term loan is 2.1250% but is subject to change quarterly.
 - Requires security to be a General Revenue Bond.
 - Next steps:
 - Preliminary Architectural Report (PAR)
 - Environmental Review (ER) completed on the property.
 - The PAR and ER will need to be reviewed and accepted by USDA before we could move forward.
 - These reports typically cost around \$7,500 each.

