Meeting was called to order by Trustee Mears at 7:00 p.m.

Pledge of Allegiance

Roll was called
Present were: Trustee Mears, Trustee Wynne, Trustee Harshorn
Present for the Record: FO Behnken, Road/Cemetery Supervisor Mike Kraft, Police Chief Littleton
Absent Kate Christian, Zoning Administrator

Trustee Mears stated for the record she has not been feeling well and cannot talk that long and will have Trustee Wynne run the meeting

Trustee Wynne introduced Ilona Seaman with ipanda designs. Trustee Mears spoke to Ilona Seaman at the OTA Conference. Ms. Seaman is a web designer and is attending the meeting to tell what she has to offer, what her financial obligation would be if she worked with the township. Trustee Hartshorn has been working on some web designs and to collaborate together on what Ms. Seaman has to offer.

Ms. Seaman discussed township websites she has created, yearly cost of $1,200.00, grants, cemetery records on website, shared what she can offer to create a website for Perry Township.

Trustee Wynne questioned website cost, Instagram, Twitter, Facebook, domain registration and hosting, and a point contact person.

Ipanda provides fully covered insurance and is accountable for the site.

Trustee Hartshorn stated it integrates a social media with a filter in-between that is approved and posted.
Trustee Hartshorn questioned if ipanda provides email as well as the domain? Ms. Seaman stated it would cost an additional fee around $15.00 per month. Contact managements is built in.

Fiscal Officer Reports

Resolution 20:31 Approve Minutes from the Board of Trustees Work Session February 11, 2020
MOTION was made by Trustee Hartshorn Second: Trustee Wynne
Roll was called: Ayes- Mears, Wynne, Hartshorn
Nayes- None

Resolution 20:32 Approve Minutes from the Board of Trustees Meeting February 11, 2020
MOTION was made by Trustee Mears Second: Trustee Wynne
Roll was called: Ayes- Mears, Wynne, Hartshorn
Nayes- None

Resolution 20:33 Approve Minutes from the Board of Trustees Work Session March 6, 2020
MOTION was made by Trustee Wynne Second: Trustee Hartshorn
Roll was called: Ayes- Mears, Hartshorn Abstain: Mears
Nayes- None

Resolution 20:34 Approve Payment of Bills from Check #34990 to Check #35061
MOTION was made by Trustee Wynne Second: Trustee Hartshorn
Roll was called: Ayes- Mears, Wynne Abstain: Hartshorn
Nayes- None
Authorize entering into an agreement and purchase of Business Class Web Hosting Package and associated series from HostPapa (formerly Lunar Pages) for a two-year period at a cost of $228.50

Price includes:
- 24 months of web site hosting for $4.95 per month
- $19.95 per year for data backups and restore capabilities
- $19.95 per year for security series
- $14.95 per year for certificate services

Service included in the price is:
- Free Domain Registration
- Unlimited email addresses for Perry Twp employees and officials
- Guaranteed up-time of web site at 99.39%
- 24/7 support
- Use of web site development tools
- Free Training

Trustee Hartshorn would like to schedule a work session to discuss the material presented and what Trustee Hartshorn has researched

Work Session Scheduled March 23 @ 4:00 pm

Accounting and Payroll Payment Listing, Cash Summary by Fund, Bank Statement

March 28, 2020 Speedway account due date will be adjusted from 25 days to 20 days after the billing date. FO pays bill on-line

Brookville and New Lebanon Fire/EMS Reports in trustee folder for review

MVRPC Annual Spring dinner Thursday, April 16, 2020 (RSVP March 27, 2020)

DP&L Rebate $16.00 Administration Building (Received)

Road Department installed new door handle on meeting room entry door.

Horseman Association has a key to enter for meetings.

Cattleman will receive a key in April.

FO created a document to be signed by the president of the organization who will be responsible for the key

Wolf Creek Pike Bridge will be closed south of Heeter Road (Between Heeter and DM Road)

April 1 till July 31. Weather permitted

MCTA Meeting March 18 at Montgomery County Business Service Center.

Time 3:30 – 5:00 pm

John Morris, President of MCTA stated at the Clay and German Township Trustees Meeting the change in MCTA Meeting dates and time and asked the FO’s to send a list of vendors within the townships.

Mr. Morris intent is to reach out to those vendors that we do business with and ask if they would be interested in attending these meetings.

Mr. Hershman will call FO and take a list of these vendors.
I emailed Mark Keener, German Twp FO on his thoughts regarding the vendor list. Mark Keener reached out to Mark Heist and the incoming FO for German Twp and Mark stated:  

\textit{...if John achieves his goal of getting township vendors to make donations so that MCTA members can attend events for a lower cost (or even free), I think that would potentially bump up against the prohibition of officials receiving gifts from vendors.}  

**What would the Perry Township Trustees like to do?** Trustees agreed no vendor list will be submitted.  

FO Behnken stated this leads to an Ethics issue of accepting gifts from vendors.

Received 2 complaints on trash issues. Throwing trash cans (emailed Rumpke, addressed with drivers) and a resident near the Village of NL corporation limits regarding the quarterly price for trash removal. Perry charges $52.00 a quarter and NL charges $38.10 per quarter. FO contacted Rumpke, records request to NL for trash rates and returned call to the resident with information received. Resident appreciated the return call with the information and understands the townships boundaries extend beyond her location that is close to the NL boundaries.

Hours required 12  
Hours Achieved 60.25  
Sunshine and Public Records Training is completed.

Trustee review Appropriation Payment Register and Revenue Ledger for January 2020 compared to Clay Townships financial statement.

### Perry Township Board of Trustees Policy Book  
Medical Waiver Attachment

- You may choose not to be covered by a Perry Township health plan if you have other coverage  
- You can still elect coverage for dental  
- The waiver credit is only available if you are covered under a health care plan  
- If you are covered on a Perry Township Medical plan as a dependent, or if you are covered under an individual-purchased plan or government plan such as Medicare, Medicaid, Tricare, Caresource, etc., you are not eligible for the waiver credit.

- The monthly Waiver Credit is basis on your enrollment level and is paid on the second check of each month:  
  
  - $57.50 Employee Only  
  - $90.00 Employee + Child(ren)  
  - $100.00 Employee + Spouse  
  - $120.00 Family  

**Resolution 20:36** Approve Perry Township Board of Trustees Policy Book Medical Waiver with changes to $60.00 Employee Only and $120.00 for Employee + Children, Employee + Spouse
Public Record Request March 10, 2020 from Mr. Warvel

A copy of the grant to Perry Township regarding the $60,000 grant obtained by Shelia Stanifer when she was a Trustee.

Records request not sent at this time due to preparing for trustee meeting. (FO had time before the trustees meeting to email the grant paperwork to Mr. Warvel)

Trustee Mears questioned Mr. Price if the grant was cancelled since voting does not take place at the administration office.

Mr. Price stated he did not get that far but cancelled the ramp on the south side of the building and place a ramp on east side of the building.

FO stated a trustee needs to reach out to Tawana at the county and update the handicap ramp.

Mr. Kraft stated it was too late in the season to start the project and a decision was made to wait till the spring to start working.

Discussion on new ramp and minor repair on existing ramp.

Trustee Hartshorn discussed reviewing the plans.

Trustee Mears stated to add the handicap ramp to the work session.

Mr. Seim stated there is already a contract ordered and far beyond plans.

Trustee Mears thought at a meeting the board decided to cancel the plans.

Mr. Price stated talks regarding taking the money and redistributing the money in another area.

FO stated the funds can only be used for handicap purposes.

Mr. Seim the contract was awarded to Double Jay Construction.

Trustee Hartshorn will contact Tawana to discuss the contract and direction regarding the handicap ramp.

FO attended Clay Township Trustee Meeting February 17 and March 2, German Township Trustee Meeting March 9, and Jefferson Township Trustee Meeting February 18

Not on agenda that needs to be discussed

Fire/EMS Contract
Zoning Administrator/Office Assistance Posting Ad
Bicentennial Event/Car Show

Trustee Wynne questioned the Fire/EMS Contract and if the board is ready.

Trustee Mears stated she needs to know from the trustees since the City of Brookville council meeting is March 17.

Trustee Mears will meet with Ms. Keaton and see if they will accept the language change.

Trustee Hartshorn stated the general fund will be tight and he is donating his salary to the Brookville School January – April. May – December Trustee Hartshorn will donate his salary to the township to offset the money required for 2020.

Trustee Hartshorn will discuss with the FO if the money can be pre-taxed or post taxed.

Trustee Hartshorn stated we are asking the residents to do a lot and Trustee Hartshorn has the ability to contribute.

Trustee Mears questioned if the board was fine with the language changes and amounts.

Trustee Hartshorn and Trustee Wynne both agreed with the language changes.

Trustee Mears discussed the Zoning Administrator ad changes for the Brookville Star and questioned the period to place in the Brookville Star.

Trustee Wynne questioned the period to withstand the ad changes.
THE PERRY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING
held on March 10, 2020

Page 5 of 7

Trustee Mears stated she talked to Ms. Keaton and with the levy on the ballot in November, she thought the Town Hall Meeting should wait until September/October.
Trustee Wynne stated we could have a town hall meeting at the township without them being present.
Trustee Mears stated with having a meeting sooner the residents could forget what was stated.

Trustee Wynne would like to propose a resolution to name Kristen Spitznagel. FO questioned how to spell Kristen’s last name.
Trustee Wynne stated the board meet with Kristen on different ideas for the car show for the Perry Township Bi-centennial 200 Anniversary celebration. Discussed publication, venue, funding and different methods to move forward. Kristen is experienced and people under her to help and a system that works and would like to put Kristen in charge of the event to operate as a separate entity and reporting to the trustees. The remaining funds would come into the township after the event is finished in a form as a donation. The township will not put any money out through our accounts or our FO.
Trustee Hartshorn stated this is to offset our General Fund deficiencies.
Trustee Mears questioned if this has been discussed with the prosecutor and the liability.
Trustee Wynne thought Trustee Mears was discussing this with legal counsel.
Trustee Wynne stated it would be under the contract with the organization Kristen creates.
Kristen stated the company would carry the liability and keep it separate from the township.
Trustee Mears questioned if Perry Township would be listed?
FO Behnken stated Trustee Wynne proposed a resolution is there a second?
Trustee Hartshorn questioned if the board should contact legal first?
Trustee Mears questioned having a bi-centennial for Perry Township but not listing Perry Township.
Trustee Wynne stated Perry Township could be listed as long as the township is not running the show.
Kristen stated she does not feel the board should be voting on it since it does not have anything to do with Perry Township. If the board votes on it and designate Kristen, then it becomes a township event. Kristen stated to contract legal for clarification.
Trustee Wynne will contact legal.

FO stated she was not sure if a resolution was needed to post the zoning administrator ad in the Brookville Star.
Mr. Ron Price stated wait you have a motion on the floor.
Trustee Wynne stated she withdrawals the motion/resolution. Trustee Wynne stated it wasn’t a motion it was a suggestion of a resolution.

Resolution 20:37 Approved an ad in the Brookville Star for the Zoning Administrator/office assistant position for 2 weeks.
MOTION was made by Trustee Mears            Second: Trustee Hartshorn
Roll was called: Ayes- Mears, Wynne, Hartshorn  Nayes- None

FO stated to recap I will give Trustee Hartshorne the handicap ramp information to contact Tawana at the county.
Trustee Wynne will reach out to legal regarding the car show. Trustee Wynne stated she will ask if a resolution or motion/resolution is needed to appoint Kristen or if Kristen can move forward on her own. FO also stated to question the liability.
Meet with resident on Avden Drive to replace driveway culvert. Measurements by road department complete and payment by resident has been received. Materials will be ordered and installed when materials come in.

Finished Mulching/trimming trees on Heckathorn, begin working on Providence Road. Cleaned and checked ditch drains. Quote from Concord Equipment for a CRE 960 under tailgate cross convey machine. Using salt spreaders that are 25 years old and about wore out. Standard box for $7,800.00 since only gravel will be distributed through the machine. 170-day build time

Resolution 20:38 Approve to purchase a CRE 960 under tailgate cross convey machine standard berm box for $7,800.00.

MOTION was made by Trustee Wynne Second: Trustee Mears
Roll was called: Ayes- Mears, Wynne, Hartshorn Nayes- None
Road department will pick up to save on shipping cost of $1,900.00 to create.

Trustee Hartshorn questioned open/closing cost for cemetery. Mr. Kraft stated time and day reflects cost for opening and closing. Trustee Hartshorn stated he has been looking at how money comes into the township and that is one of the very few that do not have a lot of money come into the township general fund to offset. Mr. Kraft stated he reviews prices from around the area. Trustee Hartshorn questioned if the fees are adjusted annually or quarterly. Mr. Kraft stated annually. FO questioned if Trustee Hartshorn received his request for the cemetery price list. Trustee Hartshorn replied yes it’s in his emails.

Mr. Kraft stated in April, May June, July and August will be taking time off.

Trustee Wynne questioned the date when Heckathorn road will be closed again? Mr. Kraft questioned for? Trustee Wynne questioned is it not being repaved? Mr. Kraft stated its Keener and Sheep Road this year. Heckathorn Road will not be closed for road repairs. Trustee Wynne questioned when Keener Road project would start. Mr. Kraft stated when the weather breaks. Sheep Road project will start in the fall.

1. **Zoning Department**
   (See Attached Report)

2. **Police Department**
   (See Attached Report)

Resolution 20:39 Approve Brian Douglas pay raise from $15.50 to $16.00 per hours effective date of 3/9/2020

MOTION was made by Trustee Hartshorn Second: Trustee Wynne
Roll was called: Ayes- Mears, Wynne, and Hartshorn Nayes- None

Discussed Evidence Van and Trailer to purchase at a cost of around $30,000.00. At this time, Chief will contact Ray for more information.
THE PERRY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING
held on March 10, 2020

Page 7 of 7

Trustees Reports:

Trustee Mears:
Attended several township meetings.
In contact with Brookville Fire Chief and City Manager Sonja Keaton regarding the Fire Contract

Trustee Wynne:
Completed Sunshine Law Training

Trustee Hartshorn:
Attended four area township meetings, Clay Township, Harrison Township, German Township and Butler Township.
Newsletter and a possibly committee for a quarterly newsletter. Mr. Seim stated it cost around $1,500.00 each quarter.
What does the township do for Memorial Day Events? Trustee Mears stated the VFW has an event at Pyrmont Cemetery and Arlington Cemetery. Mr. Kraft stated the VFW has an event held at Eversole Cemetery as well.
Discussed Clean-up day for the township.
Trustee Wynne stated this has been suggested for Pyrmont.
With the Covid-19 check on your neighbors and children to make sure everything is ok and be a good neighbor.
Completing the Census has an impact on our township with the money generated and grants.

New Business: Old Business:
None None

Visitors:
Kristen stated a date of August 1 for the car show. Discussed locations, nonprofit wording and flyers. Discussed the difference between a car show and car events with a burn out contest or drag race.
Any volunteers wish to be on the committee contact the FO for Kristen’s number

Angela Adams questioned a number to call for police on the weekends. Chief stated for a police report call the office or 225-help. If an emergency to contact 911.
With the Covid virus, does the trustees have an action plan? Trustee Hartshorn stated he questioned last month what the township has in place for an emergency.
Trustee Wynne discussed an emergency operation countywide and the township can subscribe to their plan until the township can implement a plan. Trustee Hartshorn stated to add this to the working session.
Chief stated he receives updates from hospitals
Can donations to the township help offset the general fund? FO will contact legal.

Mr. Lungsford thanked Trustee Hartshorn for donating his paycheck to Perry Township.

Mr. Price questioned Trustee Wynne’s 13 week Sunshine Law Training. Trustee Wynne discussed the training with several power points and worked with an instructor from Miami University that is a student instructor for the leadership academy.
Chief's Report to
Trustees March 10, 2020

- Calls for service
  - Citations issued 11
  - 1 DWOC
  - 1 Homicide
  - 2 Identity Theft
  - 3 Animal at large
  - 1 Found property
  - 2 Theft
  - 3 Misc call
  - 4 Traffic crash
  - 6 disabled vehicle
  - 3 Suicide attempt
  - 1 Menacing
  - 1 Arrested on warrant
  - 1 Domestic violence
  - 1 Welfare check
  - 3 Suspicious circumstance
  - 6 Medic assist
  - 7 Assisted other agencies
  - 7 residential alarm
  - 2 peace officer
  - 1 hit skip crash
  - 8 request for use of K9

- Pay raise for Brian Douglas from 15.50 to 16.00 per hour with effective date of 3/9/2020
- Easter Egg Hunt Saturday, April 11, 2020 starting at 1 pm
- Saturday, March 21, 2020 from 10:00 am to 3:00 pm the doors will be open to the community to come and assist with stuffing Easter eggs.
- Saturday, April 4, 2020 from 10:00 am to 3:00 pm the doors will be open to the community to come and assist with stuffing Easter eggs.
Chief's Report to
Trustees March 10, 2020

- Department trainings have been scheduled throughout the year
- Officers have signed up and are approved for additional individual advance training
DATE:  3-10-2020

Office Assistant/Trash/Zoning Administrator report

Office Assistant:

Trash:

2nd qtr 2020 trash bills will be mailed the end of March

Zoning:

Permits issued since last month's meeting
Pole Barn
Accessory Building

BZA meeting held on 3-5-2020 regarding a lot split

Chuck Sweet resigned from the BZA on 3-4-2020

BZA 2nd Alternate additional names: Ron Price, David Steck, Mike Ramsey

Zoning Commission meeting scheduled for 3-19-2020

2-25-2020: Met with Prosecuting Attorney Greg Spears at the New Lebanon courts to begin court action for a zoning violation at 13282 Little Richmond Rd

New Business:

Reminder:

Respectfully submitted

Kate Christian