



Perry Township Board of Trustees

3025 Johnsville-Brookville Road, Brookville, Montgomery County, Ohio 45309
Office: 937-833-3045 | 937-833-6491 • Fax: 937-833-5219

Trustee President Mindi Wynne, called the Perry Township Board of Trustees Regular Meeting to order on **Monday, 11th of May 2021** at 7:00pm.

Pledge of Allegiance

Role was called:

Vote:	Yes	No	Abstain	Absent
Trustee Wynne	X			
Trustee Hartshorn	X			
Trustee Mears	X			

Attendance was as follows:

Elected/Appointed Officials	Title	Present	Absent
Mindi Wynne	Trustee President	X	
Jason Hartshorn	Trustee	X	
Melissa Mears	Trustee	X	
Charity Grill	Interim Fiscal Officer	X	
Township Staff			
Chief Timothy Littleton	Chief of Perry Twp. Police		X
Randy Robbins	Cemetery & Roads Supervisor	X	
Karen Kayler	Zoning & Township Administrator	X	

VISITORS: N/A

Fiscal Officer Reports:

Fiscal Officer Grill

- Abstained from report due to current circumstances

Traveling Clerk Pranger:

- Update of updated the finances in the UAN system
- Addressing account accesses and payments.
- Update on hours

Trustee Hartshorn

- Provided additional insight as to why no financial reports were available at the time of meeting.

Road and Cemetery Reports:

Equipment Report:

- 1 ton is in the shop – work should be covered under warranty
- '91 International dump truck sold on Gov Deals for \$2,247.00
- Road Mower is currently at Steinke's for pump issue.
- '99 dump truck currently has a cylinder leak

Cemetery Report:

- Working on patching holes in roadways
- Mowing to start soon – Our mower is down but Clay Twp has offered to allow us use of theirs
- 17 Foundations completed – billed out \$10,775.00 (\$10,000 was prepay)
- Mowing and clean-up going well
- Updating Pleasant Hill Cemetery
- Zero Funerals / 4 Lots / 3 Deeds Transfer / 1 Fall Foundation Order

Misc Report:

- OTARMA list completed

Police Department Report:

None available at meeting – Chief Littleton was out on an accident call. Report to be provided later.

Zoning Department Reports:

Office Assistant

I have been very busy with the day-to-day operations in the administrative office and assisting Randy with Cemetery Deeds and Foundation Invoices.

Waste and Refuse Report:

We have 292 residents that have not paid their 2nd quarter trash bill.

Zoning Report:

I have issued 10 permits since the first of the year.

- 7 Barns – 4 are Agriculture.
- 2 Sheds
- 1 Above ground swimming pool

Board of Zoning and Appeals (BZA) Report:

- Our BZA Meeting on the 22nd of April was tabled until more information is gathered.
- Out of the 6 courtesy letters I sent out I head back from 3 residents I am working with to get their properties out of violation status. They have taken care of their property.

TRUSTEE REPORTS:

Trustee Wynne:

- Has been out visiting other Townships and OTA
 - Discussion of revamping the Policies and
- Go Blue to show support for Police Officers
- Opening of Story Book Trail

Trustee Hartshorn:

- Worked with Traveling Clerk
 - Late Payroll and working with the bank(s)
- Website updates
- Needed updates
 - Uninterruptable power supplies have been installed with what we had on hand but will need updated
 - Wifi is available in the Maintenance Garage through the Police Department – But will need wifi router. And 1 PC and printer for day to day operations.
- Meeting with Audio/Visual Companies Friday, May 14, 2020 to discuss set-up of proper media needs for the meeting room.
- Road Inspections
- Pending Legislation
 - HB2 – Availability of Board Band High Speed Internet

Trustee Mears:

- Ramp at the Township Building
 - Discuss some issues with Randy and Mr. Kramer. Randy will follow-up on those issues.
- New Lebanon will give us flags for Ebersole Cemetery
- Wetlands Zoom meeting held at Montgomery County Soil and Water.
- Has been helping in the office regarding trash bills and zoning issues.

New Business:

Introduction of Policy and Procedures for Conduct Meeting after speaking with the OTA and other Townships.

- Resolution 21:51: Policy and Procedure Guidelines for the Conduct Meetings by the Perry Township Board of Trustees.
 - Per ORC 504.09 – A board of Township Trustees shall determine its own rules in order of business and keep a journal of its proceedings.

- Last update of any Policies and Procedures Manual was last updated in 2001 and provide no guidelines of police and procedures for conducting said meetings.
- Be it resolved that the Perry Township Trustees should vote upon the enactment of the Trustees Meetings Procedures and Rules Document to be effective 10 days after the receipt by the Fiscal Officer in accordance with ORC504.11 section be and added to the newly revised Policies and Procedure manual for Perry Township.

MOTION TO: Accept the Resolution as written was made by Trustee Hartshorn and seconded by Trustee Mears.

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- **Role was called:**

Vote:	Yes	No	Abstain	Absent
Trustee Wynne	X			
Trustee Hartshorn	X			
Trustee Mears	X			

Change in office hours for Ms. Kayler

MOTION TO: Change Ms. Kaylers office hours to Monday through Thursday 9 a.m. to 4 p.m. was made by Trustee Mears and seconded by Trustee Hartshorn.

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- **Role was called:**

Vote:	Yes	No	Abstain	Absent
Trustee Wynne	X			
Trustee Hartshorn	X			
Trustee Mears	X			

Old Business: N/A

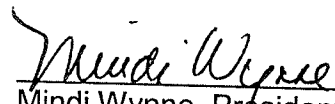
MOTION TO ADJOURN the regular meeting was made by President Trustee Wynne and seconded by Trustee Hartshorn. **Time: 7:32pm**

Role was called:

Vote:	Yes	No	Abstain	Absent
Trustee Wynne	X			
Trustee Hartshorn	X			
Trustee Mears	X			

Motion so moved.


Charity F. Grill, Fiscal Officer


Mindi Wynne, President Trustee