THE PERRY TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING
held on May 12, 2020

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

Pledge of Allegiance

Roll call:
Present: Trustee Mears, Trustee Wynne, Trustee Harshorn
For the Record: FO Behnken present
Absent: Ms. Christian, Zoning Administrator, Mr. Kraft, Road & Cemetery Supervisor, Police Chief Littleton

Fiscal Officer Reports

Resolution 20:55 Approve Minutes from the Special Meeting March 13, 2020
MOTION was made by Trustee Wynne  Second: Trustee Hartshorn
Roll was called: Ayes- Mears, Wynne, Hartshorn  Nayes- None

Resolution 20:56 Approve Minutes from the Board of Trustees Meeting April 14, 2020
MOTION was made by Trustee Mears  Second: Trustee Wynne
Roll was called: Ayes- Mears, Wynne, Hartshorn  Nayes- None

Resolution 20:57 Approve Payment of Bills from Check #35142 to check #35219
Electronic Payments and Vouchers.
See Attached Accounting and Payroll Payment Listing and Cash Summary by Fund
MOTION was made by Trustee Wynne  Second: Trustee Hartshorn
Roll was called: Ayes- Mears, Wynne, Hartshorn  Nayes- None

Resolution 20:58 Fiscal Officer approves no salary increase approved by the State of Ohio for
$771.00 for fiscal year 2020. Fiscal Officer will review increase in 2021
MOTION was made by Trustee Hartshorn  Second: Trustee Wynne
Roll was called: Ayes- Mears, Wynne, Hartshorn  Nayes- None

Memorial Day Service cancelled at Pyrmont Cemetery. Flags will be placed by Veterans Graves. Trustees thoughts regarding the $100.00 donations to each of the VFW and American Legion for Brookville and NL.
Trustee Wynne stated it is not in the township budget to donate this year but would be willing to personally contribute or a third of the contribution if the other trustee’s would like to participate.
Trustees agreed to each contribute a third of the total amount from their personal accounts.
FO will forward the addresses for the donations to be submitted. Discussion was held if the township will receive the donations from the trustees or individual payments will be sent.
Trustees agreed to each send $67.00 and Trustee Mears will compose a letter to send.

Resolution 20:59 Authorize entering into an agreement and purchase of Business Class Wev hosting package and associated services for HostPape (formerly Lunar Pages) for a two-year period at a cost of $225.50

Price includes:
24 months of web site hosting for $4.95 per month
$19.95 per year for data backup and restore capabilities


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

The trustees agreed to table the resolution to terminate AOL email addresses

Trustee discussed Consent Agenda  
Email from Trustee Hartshorn: Consent Agenda  
Would adopting something like the following make for a better streamlining of our meetings?  
Matters listed under the Consent Agenda are considered routine and will be acted by one motion and one vote of consent. There will be no separate discussion of these items. If a discussion is desired, that item will be removed from the Consent Agenda and considered separately.  
Examples below for Consent Agenda  
A. April 14, 2020 – Regular Meeting Minutes  
B. May 4, 2020 – Special Meeting Minutes  
C. Purchase Orders – Starting with Purchase Order xxx  
D. Payroll and Bills – Starting with Check xxx  
Trustee Hartshorn stated this procedure was done at another township and helped with approving the minutes and payment of bills in one resolution/group and questioned if there was any interest in a consent agenda.  
Trustees Mears stated she would like to research the consent agenda

Large Expenses for the remaining 2020 year  
Fire Department $8,227.08 ($4,113.54 each department)  
Workers Compensation for 2019 $1,005.36 (This could increase 2020 payment due to Trustee Pay increase of $440.00 per trustee)  
Attorney $4,261.81  
PERSO for Berterlson Case $3,390.61  
Trustees Pay at 50% general fund pay for 8 months $12,918.00  
FO Pay at 34% general fund pay for 8 months $4,949.52  
Kates Salary $4,960.00 (estimated)  
Total $39,712.38  
(This does not include electric, phone, office supplies, Opers, Social Security, Medicare, Copier Lease, Life Insurance, Legal Ads, Culligan, general repairs at administration)

Second Half Taxes received from 2019: $13,884.43  
LGF (May – Dec) from 2019 $17,343.02  
LGF (May – Dec) HB64 Distribution $9,000.00 = $40,227.45

Discuss General Fund Budget:  
Nuisance Abatement properties (Legal Ads & Certified Mail)  
Iworks zoning yearly fee for permit software $1,375.00.  
Zoning Appeals (tabled meetings and board member pay)  
OTARMA Insurance from 4 million to 3 million  
Pay Cuts (German Township Trustees 25% pay cut)  
Trustees discussed a BZA Meeting and why the board tabled the meetings and how to avoid going forward  
Trustee Wynne questioned Zoning Administrators pay.  
Trustee Hartshorn questioned an expedite fee for BZA permits.
FO stated if the board is discussing a pay cut; the vote needs to be unanimous. Trustees will receive 100% of their pay and each trustee will donate an amount they determine back to the township. The amount donated will be reported at each trustees meeting.

Fire & EMS Contract
#11 The trustees approve billing for emergency medical services (thereinafter referred to as EMS Billing) by the Village and City pursuant to second 505.84 of the ORC. The Village and City will have sole direction over the amount of billing for services, the method of billing and shall be solely responsible for the collection of EMS billing. EMS billing shall be in conformity with the terms and conditions set forth in Section 505.84 of the ORC. The village and City shall collect and retain these funds utilizing same for the delivery of Fire and EMS Services. The Village and City MAY provide a summary upon request for services billed by the village and City. FO suggest the summary report start from January 1, 2020.

#14 The Village or City shall provide a copy of the Fire Departments budget to the Trustees at the start of each calendar year upon request. FO suggest the budget from each department be on file at the township office.

#15 The Village or City MAY meet with the Trustees once per quarter to discuss financial and operational issues in the township. Date to be agreed upon by both parties. FO suggest both fire chiefs or designees be present at the June Trustees Meeting for the second quarter financial and operational reports.

#16 The Village or City MAY attend one Township Trustee meeting per quarter of the calendar year to discuss Fire and Emergency Medical Services in the Township. FO suggest both fire chiefs or designees be present at the June Trustees Meeting for the second quarter Fire and Emergency Medical Service reports.

Trustee Hartshorn discussed the June Trustees Meeting and the number of people who can attend and requested thoughts for the June Meeting. Trustee Mears stated she would like to receive an update with the Fire Departments and have the Fire Chiefs or designees first then once they leave have any others come in. Trustee Wynne stated in addition to the meetings in person but to broadcast over Facebook Live or Zoom. Trustee Hartshorn stated this is still the plan since he has a camera and to get back into the meeting room to see what the options are. Plans are to have in addition to a Facebook page is a YouTube page as well. Trustee Wynne stated the Zoom live still gives the residents the opportunity to interact.

Ohio Tax Commissioner approved Montgomery County’s request to extend the property tax due date from July 17th to August 14th. Russ Joseph and Auditor Karl Keith requested the extension last week in light of the COVID-19 pandemic. FO has emailed the information to our attorneys who has forwarded the information to Berterlson’s attorneys that payment will be delayed.

FYI: German Township zoning hours are Tuesday 10:00 am – 12:00 pm and Thursday 4:00 pm – 6:00 pm. 
FYI: German Township office hours open Thursday 8:00 am – 10:00 am
FYI: Jackson Township office hours 8:00 2:00 Monday, Tuesday, Thursday, and Friday
Mowing active/inactive cemeteries and township properties
Leveled Graves, still need to seed
Keener Road final paving May 6, 2020. Remaining work: dirt work, berm, seeding and striping
Culvert installed on Avden Road
Oups notified for driveway culvert on Heckathorn Road
Repaired broken tile on Amity Road
Starting to mow roads soon

**Zoning Department** (See Attached Report)

Nuisance Abatement June 3, 2020 at 2:30 pm for 11803 Wolf Creek Pike

Trustee Hartshorn saw where the Fire Department posted meeting room max attendance signs

Trustee Wynne questioned the hiring freeze the governor has implemented. Trustee Mears stated since these are existing positions.

Trustee Wynne questioned if the board can speak to the applicants before appointing to the BZA Board? Wynne stated she knows two of the three and questioned if this is an interview process? FO stated in the past, there has never been an interview process but if the trustees agree the board can go in that direction for interviews. Trustee Hartshorn stated it makes since for interviews to get an understanding of the current board and what is needed for the position. Trustee Mears agrees with Kate to select Mr. Seim since he knows the township, has held this position in the past and with the issues with the BZA Board Mr. Seim would be best.

FO questioned if each trustee would like to contact each applicant and speak to them and then during a meeting to discuss your thoughts? Trustee Hartshorn stated he feels this is fair. Trustee Mears stated the board could meet after the NA and prefers to question all applicants.

Special Meeting June 3, 2020 at 3:45 pm for BZA Interviews
Fiscal Officer will contact the prosecutor's office to verify executive session procedures

Trustee Mears questioned when entering the building does BZA members need to wear mask. Trustee Wynne stated this would be up to the board to decide. Trustee Hartshorn stated we can not force it on others but he will be wearing a mask

**Police Department** (See Attached Report)

**Resolution 20:60** Approve hiring Officer Stephen Payne Full Time effective April 20, 2020 at a rate of $16.00 per hour
Officer Payne was a part time police officer at a pay of $15.00

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

New Business:

**Resolution 20:61** Special Meeting May 27, 2020 @ 9:00 am for Zoning Administrator and Office Assistant interviews

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

Trustee Mears: Meet with NCRS regarding Wolf Creek Log Jam, Spoke to resident in Pyrmont regarding a neighbor issue. Contacted Montgomery County Health Department with an ongoing issue. Looked at van and a trailer with Chief Littleton. Planted flowers at Pleasant Hill and Pyrmont Cemeteries. Drove Zoning Administrator to look at properties that need mowing. Channel 7 regarding tornado update for 2019. Planted trees donated by Montgomery Soil & Water at the Maintenance Building. Met with a resident and Mr. Kraft regarding a resident and cleaning out Wolf Creek Log Jam.

Trustee Wynne: See Report

Trustee Hartshorn: See Report

Visitors: None

With no other business, at 8:11 p.m.
MOTION was made by Trustee Mears “To Adjourn”

Trustee Hartshorn Second the motion to adjourn

Rhonda Behnken

President, Trustee
My Trustee's report will include Old Dayton/Johnsville-Brookville (I made some calls, you were completely correct about Jackson Township). The Packer/Parker families on Church St in New Lebanon, Shoutout to local businesses that are reopening, and the situation with the USPS and Keener Road.

If I have missed anything that you think I need to add please let me know.

Mindi

On Tuesday, May 12, 2020, 03:10:19 PM EDT, <aaperrytwp@aol.com> wrote:

In the agenda under General Fund Budget I mentioned BZA Appeal Meetings regarding the tabled meetings and board member pay.

This is in reference to a BZA Meeting that is being tabled for the 3rd time due to incomplete information. Wow, the word transparent just entered my mind!
A BZA Board Member and property owner knew about the old cemetery located on this property but this was not mentioned during the first BZA Meeting. During the second BZA Meeting a resident brought forth the information which caused the BZA Meeting to be tabled again. In June the third BZA Meeting will be scheduled and the township will be close to breaking even since each meeting needs to be advertised in the paper along with board members and zoning administrator pay.
See Attached Draft Minutes from the BZA Meeting

Nuisance Abatement properties a regular and certified letter is mailed. If property owner can not be found a notice is placed in the paper. pictures of the property and who will clean up? Hire a contractor (Paid from the general fund) or road crew?

Just some things to think about

Rhonda
New hire Tiffany Westfall effective date of March 23, 2020 payrate of $14.00 per hour

Officer Stephen Payne completed FTO, pay raise $15.00 per hour effective date of March 23, 2020

Officer Jason Collins completed 6 months of service, pay raise $17.00 per hour effective date of April 13, 2020
DATE: 4.14.2020

Office Assistant/Trash/Zoning Administrator report

Office Assistant:

Trash: 2nd Quarter 2020 trash bills have been mailed. The due date to avoid the late fee is May 1, 2020.

Zoning:

A follow-up letter was sent to 11803 Wolf Creek Pike. Once the office is open to the public and if the property is not cleaned up, another nuisance abatement hearing will be scheduled.

A letter was sent to 1101 Sulphur Springs regarding a complaint received that people are living in a camper.

Permits issued
Home Addition
New Home – destroyed in tornado
Above Ground Swimming Pool

New Business:

Reminder:

Respectfully submitted

Kate Christian