**REILY TOWNSHIP BOARD OF TRUSTEES**

**FEBRUARY 17, 2021**

**7:00 PM** Meeting called to order with the Pledge of Allegiance. Trustees present: Tim Miller, Dennis Conrad, Nick Schwab.

**MOTION**

**MINUTES:** Mr. Schwab made a motion to accept the minutes of February 3, 2021 as read. Seconded by Mr. Conrad. Motion carried.

**MOTION**

**PURCHASE ORDERS:** Mr. Conrad moved, seconded by Mr. Schwab, to approve the Purchase Orders as presented. Motion carried.

**MOTION**

**WARRANTS:** Mr. Conrad made a motion to approve payment of Warrants (#24288-24305) totaling $25,598.43. Seconded by Mr. Schwab. Motion carried.

**ROAD REPORT:** Mr. Burgess reported that the Crew has been plowing snow and salting roads, installed and adjusted the snow blower on the John Deere tractor, ordered plow blades for all three trucks in conjunction with Oxford Township to lower shipping cost, ordered 200 tons of salt, replaced a stop sign at the corner of Dunwoody and Garner, repaired hydraulic lines and replaced the plow blade on the one-ton dump truck, installed the signs at the dead end of Dunwoody, and dug out frozen salt from all three trucks. He noted that all pre-trip inspections are up-to-date, and the railroad crossing lights on Stephenson are now operational. He also noted that the insurance recommendations for partitions between the acetylene bottles are not necessary because they are on a cart. He said that four “road closed” barricades are needed to replace the smaller ones that we now have.

**MOTION**

Mr. Schwab moved, seconded by Mr. Conrad, to approve the purchase of four “road closed” barricades at the cost of $243.60 each from Kleem. Motion carried.

**MOTION**

Mr. Conrad moved, seconded by Mr. Schwab, to accept the Road Report. Motion carried.

**CPR CERTIFICATION:** In following up from the last meeting,Department member Julie Schwab reported that a CPR certification card is required in addition to the Instructor Card.

**EMPLOYEE HANDBOOK:** Mr. Schwab will request an electronic copy of the sample from Miami University for use in composing an Employee Handbook for the Township.

**FIRE REPORT:** Chief Conrad reported 16 Runs for the current period, including 1 Mutual Aid.

The new radios should be programmed after the new towers are finished. Emerson Adkins sent the Chief vehicle’s AED back to Zoll for repair after receiving a recall notice. He also presented an application form for the next EMS Training & Equipment Grant, which is due by April 1st.

**MOTION**

Mr. Schwab moved, seconded by Mr. Miller, to accept the Fire Report. Mr. Conrad abstained. Motion carried.

**OLD BUSINESS**

**SOFFIT REPLACEMENT:** Mr. Miller reported that Hartman Construction will begin working as soon as weather permits.

**ELK & ELK:** No update.

**AUDIT UPDATE:** Mr. Schwab and Mrs. Halcomb are working with Tracy Blasius from Perry and Associates on correct wording of the Audit report.

**WORKING MEETING:** It was agreed to hold a working meeting to work on Harassment training setup, an Employee Handbook, and a form for the Hepatitis B vaccine declination. The meeting date will be set after information has been gathered. Mr. Schwab will get a Harassment video from OTARMA and will ask Mark Morris with Miami University for an editable, electronic copy of their Handbook. DJ Curtis will also inquire about getting additional harassment information.

**WATER ASSOCIATION MEMBER ELECTION:** All four officials voted separately for three members and the Fiscal Officer will put their ballots in the Mail.

**ZONING RESOLUTION:** Emerson Adkins noted that a Resolution is needed accepting the changes.

**REILY TOWNSHIP BOARD OF TRUSTEES**

**FEBRUARY 17, 2021**

**RESOLUTION 21-0217.1 – ZONING RESOLUTION AMENDMENTS**

Mr. Conrad moved, seconded by Mr. Schwab, to pass a Resolution approving the Amendments to the Zoning Resolution to become effective on March 6, 2021.

Vote: Mr. Miller, yes; Mr. Conrad, yes; Mr. Schwab, yes. Motion carried and Resolution adopted.

**NEW BUSINESS**

**PAY RAISE:** After discussion on the hourly rate for Seasonal Help in the Road Department, it was decided to raise the rate to $15.00 per hour, requiring a CDL.

**MOTION**

Mr. Schwab moved, seconded by Mr. Conrad, to approve the hourly rate change from $10.00 to $15.00 per hour for Seasonal Help in the Road Department, requiring a CDL. Motion carried.

**CORRESPONDENCE:** Correspondence was reviewed from BoardUp and ODJFS.

**8:25 PM** – With no further business to come before the Board, Mr. Schwab moved to adjourn. Seconded by Mr. Conrad. Motion carried and the meeting was adjourned.

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**Dianne Halcomb, Fiscal Officer Timothy E. Miller, Chair**

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**Dennis H. Conrad, V. Chair C. Nicholas Schwab, Trustee**