**REILY TOWNSHIP BOARD OF TRUSTEES**

**JANUARY 6, 2021**

**7:00 P.M.** **SINE DIE** Meeting called to order. Meeting opened with the Pledge of Allegiance. Trustees present: Tim Miller, Dennis Conrad, Nick Schwab.

**MOTION**

**MINUTES:** Mr. Conrad made a motion to approve the minutes of December 30, 2020 as corrected. Seconded by Mr. Schwab. Motion passed.

**MOTION**

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

**MOTION**

**WARRANTS:** Mr. Conrad made a motion to approve the Warrants (#24233-24242) totaling $5,790.29. Seconded by Mr. Schwab. Motion passed.

**MOTION**

**SINE DIE:** Mr. Conrad made a motion to adjourn the Sine Die meeting and call the January 6, 2021 meeting to order. Seconded by Mr. Schwab. Motion passed.

**MOTION**

**TEMPORARY CHAIR:** Mr. Miller made a motion to appoint the Fiscal Officer as Temporary Chair for Election of Officers for 2021. Seconded by Mr. Conrad. Motion passed.

**MOTION**

**CHAIR:** Mr. Schwab made a motion to nominate Tim Miller as Township Chairman for 2021, seconded by Mr. Conrad. The vote was as follows: Mr. Schwab, yes; Mr. Conrad, yes; Mr. Miller, abstain. Motion passed.

**MOTION**

**VICE CHAIR:** Mr. Schwab made a motion to nominate Dennis Conrad as Vice Chairman for 2021, seconded by Mr. Miller.The vote was as follows: Mr. Schwab, yes; Mr. Miller, yes; Mr. Conrad, abstain. Motion passed.

**MOTION**

**TEMPORARY CHAIR REMOVAL:** Mr. Conrad made a motion to remove the Fiscal Officer as Temporary Chair. Seconded by Mr. Schwab. Motion passed.

**ROAD REPORT:** Mr. Burgess reported that the Crew added the brine pump and replaced a side board on the red International Dump Truck, replaced an interior door handle on the Pickup Truck, finished emptying the Durapatcher on Hart and McCoy roads, had the brine pump rebuilt on the white Freightliner and the Salt Spreader recalibrated, rebuilt the spread motor on the small Ford Dump Truck due to a hydraulic leak and replaced both mirrors. The studs are on 132, six delineators were replaced, the King Road signs are all done, and the Pickup Truck is due for brakes, tires and has a coolant leak.

**MOTION**

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

**RESOLUTION 21—0106.1 MOVING MONIES BETWEEN LINE ITEMS**

Mr. Schwab moved, seconded by Mr. Conrad, to allow the Fiscal Officer to move monies between line items within funds as needed. Motion passed.

**RESOLUTION 21—0106.2 SET LIMITS FOR BLANKET CERTIFICATES**

Mr. Conrad moved, seconded by Mr. Schwab, to set an expiration date of December 31, 2021, and a maximum amount of $20,000 at $1,000 each for 2021 Blanket Certificates as permitted by HB 95 under Ohio Revised Code Section 5705.41 (D). Motion passed.

**MOTION**

**BOARD SALARY:** Mr. Conrad moved that, seconded by Mr. Schwab, the Board be paid on a salary basis for the year 2021. Motion passed.

**MOTION**

**FIRE CHIEF:** Mr. Schwab moved, seconded by Mr. Miller, that Dennis Conrad be reappointed as Fire Chief for the year 2021. The vote was as follows: Mr. Miller yes; Mr. Schwab, yes; Mr. Conrad, abstain. Motion passed.

**MOTION**

**FIRE DEPENDENCY BOARD:** Mr. Conrad moved, seconded by Mr. Schwab, that the following be re-appointed to the Fire Dependency Board for the year 2021: Dennis Conrad, Trustee; Nick

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Schwab, Trustee; Tom Quillen, Fire Dept; Steve Venter, Citizen; and Sarah Glaab, Fire Dept. Motion passed.

**MOTION**

**EMPLOYEES:** Mr. Schwab moved, seconded by Mr. Conrad, to rehire John Burgess, Jeremy Sears and Klayton Smith as full-time employees, and Darrell Staarmann as Seasonal part-time employee as needed for the year 2021, with John Burgess serving as working Township Superintendent. Motion passed.

**MOTION**

**MEETING DATES:** Mr. Conrad moved, seconded by Mr. Schwab, to set meeting dates for the year 2021 as the first and third Wednesdays of each month starting at 7:00 p.m. Motion passed.

**MOTION**

**VOLUNTEER REIMBURSEMENT:** Mr. Schwab moved, seconded by Mr. Miller, to approve reimbursement for expenses for the Reily Township Volunteer Fire Department fire/squad officers and members as follows: Chief, $500; Asst. Chief, $300; Captain, $150; Lieutenant, $75; members $40 per year; plus $7.50 for each training, run, work detail and monthly meeting attended, with the person holding two positions to receive whichever reimbursement is highest. Mr. Conrad abstained. Motion passed.

**MOTION**

**EMPLOYEE PURCHASES:** Mr. Conrad moved, seconded by Mr. Schwab, to authorize employees to purchase up to $750 per purchase without the Fiscal Officer’s certification for the year 2021 as per Section 5705.41 of the ORC. Motion passed.

**MOTION**

**MILEAGE RATES:** Mr. Conrad moved, seconded by Mr. Schwab, to set mileage rates for the year 2021 at the IRS approved rate which is 56 cents per mile. Motion passed.

**MOTION**

**BOARD REIMBURSEMENT:** Mr. Conrad moved, seconded by Mr. Schwab, to reimburse for registration, mileage, lodging, and up to $60 per day for normal and reasonable food expenses associated with the Winter Conference, the Butler County Township Association Educational Seminar and Training for the Board and Fiscal Officer for the year 2021, with expenses over $60/day requiring receipts and justification of the Board. Motion passed.

**MOTION**

**CEMETERY RATES:** Mr. Conrad moved, seconded by Mr. Schwab to set cemetery rates for the year 2021 at $1,000 per grave space for non-residents and $300 per grave space for residents, with open and close at $400 for both residents and non-residents, and $600 if on a holiday or weekend. Installation of monument foundations will be billed at 35 cents per square inch. Exhuming a body will be $3,000. Burial of ashes will be $200 for both residents and non-residents on weekdays, and $300 if on a holiday or weekend. Motion passed.

**MOTION**

**RENTAL RATES:** Mr. Conrad moved, seconded by Mr. Schwab, to set building rental rates for the year 2021 as follows: Non-residents year round, $450 for the big room and kitchen, $300 for the small room and kitchen; Residents, $140 for the big room, plus $25 for stove use; small room $60. A $100 clean-up deposit will be required for the small room and a $200 clean-up deposit will be required for the big room. If deposit is not refunded due to unsatisfactory clean-up, the party will not be considered for future rental. For service organizations and wakes using the Center at no cost, they must sign a Hold Harmless Agreement and can be refused future use if clean-up is not satisfactory. Motion passed.

**MOTION**

**FIRE DEPARTMENT ROSTER:** Mr. Schwab moved, seconded by Mr. Miller to approve the current list of Volunteer Fire and Squad members for the year 2021. Anyone removed for any reason except illness will not receive the base pay. Mr. Conrad abstained. Motion passed.

**MOTION**

**EMA REP:** Mr. Conrad moved, seconded by Mr. Schwab, to reappoint Tim Miller as representative to the Emergency Management Agency for the year 2021. The vote was as follows: Mr. Schwab, yes; Mr. Conrad, yes; Mr. Miller, abstain. Motion passed.

**FIRE REPORT:** Chief Conrad reported 14 runs for the current period, including 5 mutual aid runs. He noted that the 800 Radios are scheduled for engraving by Motorola on January 7, and then they will go to the County for programming. The second round of COVID shots are due on January 26 at Morgan Township for those who have received their first ones; they will notify us when shots are available for the Firefighters. Roy Wesselman is getting the Drivers Training

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ready so it can be started soon for the members. All ordered equipment is in. The Chief received the COVID Act forms from the Prosecutor to be signed by the Fire and EMS personnel and will be presented for signatures at the Fire meeting on January 7, along with the background check forms for Driving Records. He also noted that the former funeral home building in Oxford is available for smoke training for the Firefighters, but there is a tax abatement form that will need to be signed; this will be discussed at the Fire meeting on January 7.

**MOTION**

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

**STANDER PRESERVE:** An unidentified Township resident asked about the Zoning procedures regarding the Stander Preserve. Mr. Conrad informed him that there is nothing that our Zoning can do to stop what’s going on there, and that it does not have to be changed from Agricultural to Residential in order to build houses. Mr. Schwab added that only single-family dwellings are allowed, with 200 feet of road frontage required.

**OLD BUSINESS**

**SOFFIT REPLACEMENT:** Mr. Miller presented two bids for the soffit replacement, but it was agreed to get a third bid before making a decision.

**VOLUNTEER FIREFIGHTERS DEPENDENTS BOARD:** No update.

**ZONING RESOLUTION:** Emerson Adkins noted that the Zoning Commission has finished with their requirements and that now the Trustees need to also hold a Public Hearing regarding the changes to the Zoning Resolution. The Fiscal Officer will send a Legal Ad for publication in the Hamilton Journal for a hearing to be held on February 3, 2021 from 6:00-7:00 PM. The Ad needs to run at least ten days before the hearing date.

**MOTION**

Mr. Conrad moved, seconded by Mr. Schwab, to advertise the Legal Ad for the Zoning Public Hearing at least ten days prior to the hearing on February 3, 2021 from 6-7 PM. Motion carried.

**NEW BUSINESS**

**BASKETBALL GOAL AND NETS:** Mrs. Halcomb noted that the basketball goal needs to be reinstalled on the Playground, and both nets need to be replaced. It was agreed to be done in early Spring so the Basketball Court can again be used by the Residents.

**EXECUTIVE SESSION:** At 8:00 PM, Mr. Schwab made a motion to go into Executive Session to discuss annual raises for employees. Seconded by Mr. Conrad. Motion carried.

**EXECUTIVE SESSION:** The regular meeting resumed at 8:30 PM.

**MOTION**

Mr. Conrad moved, seconded by Mr. Schwab, to give $1.00 raise across the board to the Employees, retroactive to January 1, 2021. Motion carried.

**ROAD DEPARTMENT:** Mr. Burgess inquired about the Credit Card limit amount for the Road Department; it was noted that the limit is $500. He also said the vacuum cleaner is no longer working and needs replaced; he will send information to the Fiscal Officer about ordering a new one.

**8:35 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, Jr., V. Chair C. Nicholas Schwab, Trustee**