**REILY TOWNSHIP BOARD OF TRUSTEES**

**JANUARY 5, 2022**

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

**MOTIONS**

**MINUTES:** Mr. Conrad made a motion to approve the minutes of December 30, 2021 End of Year meeting as corrected. Seconded by Mr. Schwab. Motion passed.

**MINUTES:** Mr. Schwab made a motion to approve the minutes of December 30, 2021 Emergency meeting as read. Seconded by Mr. Conrad. Motion passed.

**WARRANTS:** Mr. Schwab made a motion to approve the Warrants (#24766 - 24768) totaling $4,247.69. Seconded by Mr. Conrad. Motion passed.

**SINE DIE:** Mr. Conrad made a motion to adjourn the Sine Die meeting and call the January 5, 2022 meeting to order. Seconded by Mr. Schwab. Motion passed.

**TEMPORARY CHAIR:** Mr. Conrad made a motion to appoint the Fiscal Officer as Temporary Chair for Election of Officers for 2022. Seconded by Mr. Schwab. Motion passed.

**CHAIR:** Mr. Schwab made a motion to nominate Dennis Conrad as Township Chairman for 2022, seconded by Mr. Miller. The vote was as follows: Mr. Miller, yes; Mr. Schwab, yes; Mr. Conrad, abstain. Motion passed.

**VICE CHAIR:** Mr. Conrad made a motion to nominate Nick Schwab as Vice Chairman for 2022, seconded by Mr. Miller.The vote was as follows: Mr. Miller, yes; Mr. Conrad, yes; Mr. Schwab, abstain. Motion passed.

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

**THREE VALLEY TRUST:** Director Randy Evans and Stewardship Manager Maria Fagin from Three Valley Trust explained easements and solar installation on farms, and noted that it takes the participating farms out of CAUV. Ten residents were also present and had some questions, which were answered by the two representatives as follows: buying back the easement would not be supported by the Trust; contracts are written heavily in the solar company’s interest, not the landowner’s; being considered a public utility makes no difference; using the right of way would be up to the County Engineer; and the easiest way to protect one’s property is to put an easement on it.

**ROAD REPORT:** In John Burgess’s absence, Jeremy Sears reported that the Crew patched two potholes on Weaver; removed and replaced the mailbox at the old shop used for delivery tickets; got both single-axle dump trucks ready for snow plowing, put three new hydraulic lines on the one-ton truck and it’s now ready also; had four new rental requests for the 2022 calendar; bought cleaning supplies for the squads and vehicles.

**MOTION**

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

**RESOLUTION 22-0105.1** **MOVING MONIES BETWEEN LINE ITEMS**

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

**RESOLUTION 22-0105.2 SET LIMITS FOR BLANKET CERTIFICATES**

Mr. Schwab moved, seconded by Mr. Miller, to set an expiration date of December 31, 2022, and a maximum amount of $20,000 at $1,000 each for 2022 Blanket Certificates as permitted by HB 95 under Ohio Revised Code Section 5705.41 (D). Motion passed.

**MOTIONS**

**BOARD SALARY:** Mr. Miller moved that, seconded by Mr. Schwab, the Board be paid on a salary basis for the year 2022. Motion passed.

**FIRE CHIEF:** Mr. Schwab moved, seconded by Mr. Miller, that Dennis Conrad be reappointed as Fire Chief for the year 2022. The vote was as follows: Mr. Schwab, yes; Mr. Miller, yes; Mr. Conrad, abstain. Motion passed.

**FIRE DEPENDENCY BOARD:** Mr. Schwab moved, seconded by Mr. Miller, that the following be re-appointed to the Fire Dependency Board for the year 2022: Dennis Conrad, Trustee; Nick

Schwab, Trustee; Don Conrad, Fire Dept; Stephanie Johnson, Citizen; and Sarah Glaab, Fire Dept. Motion passed.

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**EMPLOYEES:** Mr. Miller moved, seconded by Mr. Schwab, to rehire John Burgess, Jeremy Sears and Klayton Smith as full-time employees, and Darrell Staarmann as Seasonal part-time employee and others, as needed, for the year 2022, with John Burgess serving as working Township Superintendent. Motion passed.

**MEETING DATES:** Mr. Schwab moved, seconded by Mr. Miller, to set meeting dates for the year 2022 as the first and third Wednesdays of each month starting at 7:00 p.m. Motion passed.

**VOLUNTEER REIMBURSEMENT:** Mr. Miller moved, seconded by Mr. Schwab, to approve reimbursement for 2022 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.

**EMPLOYEE PURCHASES:** Mr. Miller moved, seconded by Mr. Schwab, to authorize employees to purchase up to $1,000 per purchase without the Fiscal Officer’s certification for the year 2022 as per Section 5705.41 of the ORC. Motion passed.

**MILEAGE RATES:** Mr. Schwab moved, seconded by Mr. Miller, to set mileage rates for the year 2022 at the IRS approved rate which is 58.5 cents per mile. Motion passed.

**BOARD REIMBURSEMENT:** Mr. Miller 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 2022, with expenses over $60/day requiring receipts and justification of the Board. Motion passed.

**CEMETERY RATES:** Mr. Schwab moved, seconded by Mr. Miller, to set cemetery rates for the year 2022 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.

**RENTAL RATES:** Mr. Schwab moved, seconded by Mr. Miller, to set building rental rates for the year 2022 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, give the appropriate deposit as mentioned above, and can be refused future use if clean-up is not satisfactory. Motion passed.

**FIRE DEPARTMENT ROSTER:** Mr. Miller moved, seconded by Mr. Schwab, to approve the current list of Volunteer Fire and Squad members for the year 2022. Anyone removed for any reason except illness will not receive the base pay. Mr. Conrad abstained. Motion passed.

**EMA:**  Mr. Conrad moved, seconded by Mr. Schwab, to re-appoint Timothy Miller as representative to the Emergency Management Agency for the year 2022. The vote was as follows: Mr. Schwab, yes; Mr. Conrad, yes; Mr. Miller, abstain. Motion passed.

**FIRE REPORT:** Chief Conrad reported 23 runs for the current period, including 6 mutual aid.

Background check forms will be distributed at the next Fire Association meeting on January 6, due back by the end of this month. New pagers have been ordered. The EMS grant application is in progress and has been partially submitted by Emerson Adkins and Dianne Halcomb. There is no update on the grant for the air packs. Two Road Department employees extinguished a truck fire very quickly, while others took equipment to a grain bin fire occurring at the same time. Member turnout has been good.

**MOTION**

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

**OLD BUSINESS**

**ODOT TOWNSHIP STIMULUS PROGRAM UPDATE:** No update.

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**CELL PHONE SERVICE:** Members want to keep their current phone numbers. The government rep for Verizon sent paperwork to be reviewed and agreed by the Trustees. Estimated monthly charges will be approximately $240; equipment charges for the year will be approximately $1,200, and annual total access and equipment fees will be approximately $4,080. He offered to come once to the Township and help with switching information from old to new phones, if needed. It was agreed for the Fiscal Officer to charge one phone and service (Mr. Miller’s) to the General fund, and the rest to the Fire fund.

**FIRE LEVY:** No update.

**SPONSOR FOR BCTA MEETING:** Mr. Miller reported that the manager at First Financial Bank will submit the request for a $1500 sponsorship at their next board meeting.

**POLICE & FIRE GRANT, MORE GRANT:** No response yet on either.

**NEW BUSINESS**

**RESOLUTION 22-0105.3** **ADDITION OF NEW FEDERAL HOLIDAY**

Mr. Miller moved, seconded by Mr. Schwab, to add the Juneteenth holiday (June 19) to the Employee Leave holiday list, making a total of eleven paid federal holidays, and amend the Employee Handbook to reflect the change. Motion passed.

**EMPLOYEE EVALUATIONS:** Jeremy Sears noted that the employees are due for their annual reviews. Mr. Conrad suggested that any pay increases be retroactive to the first of the year.

**SPECIAL MEETING:** It was decided to hold a Special meeting for employee evaluations on Wednesday, January 12 at 9:00 AM. Mrs. Halcomb will put a notice in the newspaper.

**CEMETERY DEED:** The Fiscal Officer noted some unclear information on a deed for Diana Eich. Mr. Conrad will contact her for clarification and report back on it.

**CORRESPONDENCE:** None.

**10:05** **PM** – With no further business to come before the Board, Mr. Schwab moved to adjourn. Seconded by Mr. Miller. Motion carried and the meeting was adjourned.

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**Dianne Halcomb, Fiscal Officer Dennis H. Conrad, Chair**

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**C. Nicholas Schwab, V. Chair Timothy E. Miller, Trustee**