

HUNTINGTON TOWNSHIP REGULAR MEETING
SEPTEMBER 13, 2022

President Gary Hopkins called the September 13, 2022, meeting to order at 5:30PM at the Township Fire House.

Roll Call:	Gary Hopkins	Present
	John Cottrill	Present
	Larry Kellough	Present

Motion by Larry Kellough, second by Gary Hopkins to approve the August 2022 regular meeting minutes.

Vote:	Larry Kellough	Yes
	Gary Hopkins	Yes
	John Cottrill	Yes

Motion by John Cottrill, second by Larry Kellough to approve payment of the August 2022 bills.

Vote:	John Cottrill	Yes
	Larry Kellough	Yes
	Gary Hopkins	Yes

At this point in the meeting the Board voted to move to Executive Session to discuss personnel issues.

Motion by Gary Hopkins, second John Cottrill to go into Executive Session at 5:32.

Vote:	Gary Hopkins	Yes
	John Cottrill	Yes
	Larry Kellough	Yes

FO Snyder called the meeting back to order and took roll call at 6:06pm.

Roll Call:	Gary Hopkins	Present
	John Cottrill	Present
	Larry Kellough	Present

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Motion by Gary Hopkins, second Larry Kellough to accept the resignation of William Monroe as a full-time employee of the Road Department.

Vote: Gary Hopkins Yes
Larry Kellough Yes
John Cottrill Yes

➤ **GUEST:** T J Oyer, Fire Chief, asked the Board to approve the following twelve (12) purchase requisitions:

1. Amazon (VCNB)	\$989.57	Supplies for FD
2. BioMed Services	\$450	Inspection on Lifepacks/AED
3. Rural King (VCNB)	\$81.46	supplies to mount mailboxes
4. JB Foster Inv (VCNB)	\$100	Stickers/decals FD
5. O'Reilly Auto Parts	\$405.34	#904 & 909
6. Walmart (VCNB)	\$75.08	Microwave for FD
7. Vogelpohl	\$938.46	Helmets/cairns
8. Cutrights	\$1,192.86	#909 brake repairs
9. Penncare	\$909.91	EMS Supplies
10. Amazon (VCNB)	\$69.90	Keyboard for squad
11. Amazon (VCNB)	\$210.56	Hand soap FD
12. Amazon (VCNB)	\$127.59	Trash bags, etc for FD

Motion by John Cottrill, second by Larry Kellough to approve all thirteen (13) presented purchase requisitions.

Vote: John Cottrill Yes
Larry Kellough Yes
Gary Hopkins Yes

➤ Oyer asked the Board to approve the termination of the following employees from the paid part-time crew for failure to remain active and on the schedule with the Fire Department: Aaron Corey; Alicia Smith; James Cominsky; Kyle McCain; and Paul Holbrook;

Motion by Gary Hopkins, second by Larry Kellough to approve the terminations of the 5 employees as listed above.

Vote: Gary Hopkins Yes
Larry Kellough Yes
John Cottrill Yes

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- Oyer asked the Board to re-hire Brad Oates and Korey Pauley to the full-time crew at the Fire House. Their pay will be the same as when they left the FT crew, they will need to re-enroll in benefits and OP&F, and their vacation time will reset to accrue at the beginning level.

Motion by Gary Hopkins, seconded by John Cottrill to re-hire Oates and Pauley to as full-time EMTs at the Fire House as soon as they can give notice to their existing employers and return. Snyder will get offer letters together and out to them.

Vote:	Gary Hopkins	Yes
	John Cottrill	Yes
	Larry Kellough	Yes

- Oyer shared that the full-time employees had a request that the Board institute a policy that if there is a change to be made to the full-time schedule, a 30-day notice be given

Motion by Gary Hopkins, seconded by John Cottrill to adopt a 30-day schedule change notice. Snyder will add that to the offer letters.

Vote:	Gary Hopkins	Yes
	John Cottrill	Yes
	Larry Kellough	Yes

- The Board and Chief Oyer then discussed what the current schedule would look like, and how overtime would be handled. The Board and FO expressed concern about paying out too much overtime, stating that we cannot get ourselves into the same situation we faced the last part of 2021 and first 5 months of 2022.
 - EMT Eric Price addressed the Board. He said that minimum staffing needs to be 1 person. That if a FT person is off, one of the other FT people would have to stay if a part-time person did not pick up the shift. He suggested that the other two FT people could share the shift. He stated that at the VA, if staffing falls below the minimum, then OT is mandatory.
 - There was then considerable discussion about what the right path should be going forward. Oyer shared that our FT employees need access to some OT, but assured the Board he would keep a close eye on it in order to assure that we would not get back to the mess we were in financially last spring.
 - It was then agreed that the new schedule would be as follows: Effective with the full return to 3 FT positions, the new schedule will be a minimum staffing of 1 FF/EMT on shift. A FT person may not cover a PT shift. Until the new 1 mill levy passes, and tax revenues are paid late March, 2023, we will staff 2 people for 24 hours, 7 days a week. Minimum staffing is 1 person.

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Motion by John Cottrill, second by Larry Kellough that the new schedule and minimum staffing would be as follows: Effective with the full return to 3 FT positions, the new schedule will be a minimum staffing of 1 FF/EMT on shift. A FT person may not cover a PT shift. Until the new 1 mill levy passes, and tax revenues are paid late March, 2023, we will staff 2 people for 24 hours, 7 days a week. Minimum staffing is 1 person.

Vote:	John Cottrill	Yes
	Larry Kellough	Yes
	Gary Hopkins	Yes

- Oyer asked the Board to remove Cassie Noble from the role of FD Secretary/Scheduling Coordinator. She has not fulfilled the responsibilities of the role.

Motion by Gary Hopkins, seconded by John Cottrill to remove Noble from the role as noted above.

Vote:	Gary Hopkins	Yes
	John Cottrill	Yes
	Larry Kellough	Yes

- Oyer then discussed with the Board that Tristen Carter, former Assistant Fire Chief and Acting Fire Chief had failed to return the Township laptop in his possession and his Marcs radio. He asked that a letter be sent to Carter to request the return of the laptop within a week. FO Snyder agreed to send that letter.

- The Board discussed the motion that was voted upon at the August 2022 meeting to take applications for full-time EMTs. Now that we have re-hired K Pauley and B Oates as FT EMTs we do not need to start the process in October. Instead it will be moved to March, 2023 once we see the results of our levy and if it passes, receive the first tax revenue.

Motion by Gary Hopkins, second by John Cottrill to postpone proceeding with creation of an applicant pool for full-time positions until March 2023, and following the schedule laid out above: September post positions and create a selection

Vote:	Gary Hopkins	Yes
	John Cottrill	Yes
	Larry Kellough	Yes

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- Chief Oyer informed the Board of some forthcoming expenses:
 - The Amkus rescue tools will be serviced 10/11/2022 by Citizens First Fire
 - Cutright's Total Maintenance of \$1900 for vehicle service
 - The fire extinguishers had not had annual inspections since 2019. Large Fire Protection will service those over a 6 year contract for \$300 a year. Trustee Hopkins asked that the extinguisher at the garage be included in that contract.
 - Vogelpohl – pumps

- The Board and Chief discussed the previously approved grant writing contract. It had been updated per the Prosecutor's instructions. The contract needs notarized signatures of each trustee. The trustee will take care of it, return it to Snyder, who will then get it to Chief Oyer.

- Oyer asked the Board to hire two people to the paid, part-time crew: Larry Cuckler FF2/EMT-B at \$11.79 and Shirya Newland EMT-A at \$10.72.

Motion by Gary Hopkins, second by Larry Kellough to hire Cuckler and Newland to the paid part-time crew as noted above.

Vote:	Gary Hopkins	Yes
	Larry Kellough	Yes
	John Cottrill	Yes

- Oyer asked for the Board to approve earmarking a portion of the ARPA money for two projects:
 1. Purchase 4 new beds and mattresses from Big Sandy for the bedrooms at the Station. The mattresses would to XL twins. Before tax that would be \$6,959.88.
 2. A budget of \$5,000 to paint, install ceiling fans, update tile, and carpet upstairs. For this work the labor would be free as the crew working would provide the labor.

Motion by Gary Hopkins, second by John Cottrill to approve the two projects listed above, and to use ARPA funds to pay for those projects.

Vote:	Gary Hopkins	Yes
	John Cottrill	Yes
	Larry Kellough	Yes

- The Board discussed 2023 OPW grant money, and the Ross County Engineer's need to know what road we were paving with that funding. The Board discussed paving sections of Debord from top of hill to Skyver, and then Trego Creek Road, the short piece that is ours.

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Motion by John Cottrill, second by Gary Hopkins to pave sections of Trego Creek Road and Debord Road with the OPW grant funding that will be received in 2023.

Vote:	John Cottrill	Yes
	Gary Hopkins	Yes
	Larry Kellough	Yes

FO Snyder shared the Rates and Balances as determined by the Budget Commission for 2023 and asked the Board to approve a Resolution to accept those rates and balances.

- Increased the tax budget by \$13,268.84
- Increased the LGS budget by \$3,51.45)
- Total tax budget was \$528,493.16 but is now \$541,762.

Motion by Gary Hopkins, seconded by Larry Kellough, to accept the Rates and Balances as determined by the Budget Commission for 2023.

Vote:	Gary Hopkins	Yes
	Larry Kellough	Yes
	John Cottrill	Yes

A MOTION by John Cottrill, seconded by Gary Hopkins, to approved a RESOLUTION authorizing Charles Ortman to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Program(s) and to execute contracts required.

WHEREAS, the Huntington Township Trustees are planning to make capital improvements to Debord Road and Trego Creek Road

WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs,

NOW THEREFORE, BE IT RESOLVED by Huntington Township Trustees:

Section 1: That Charles Ortman is hereby authorized to apply to the OPWC for funds as described above.

Section 2: That Charles Ortman is further authorized to enter into any agreements that may be necessary and appropriate for obtaining this financial assistance.

Vote:	Cottrill – yea	Hopkins – yea	Kellough – yea
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Motion by Gary Hopkins, second by Larry Kellough to add a second meeting each month on the 4th Wednesday at 7:30AM at the garage..

Vote:	Gary Hopkins	Yes
	Larry Kellough	Yes
	John Cottrill	Yes

Snyder asked the Board to approve the following reappropriations:

From	To	Amount
2111.230.190	2111.220.323	\$10,000
2111.230.190	2111.230.323	\$20,000
2111.230.190	2111.230.420	\$30,000

Salaries will be lower than appropriated due to fewer people working, and only 1 full-time employee

1000.760.740	1000.330.420	\$9,180.62
2021.760.740	2021.330.420	\$8,000
2031.330.190	2031.330.420	\$8,707.81
2031.820.820	2031.330.420	\$10,009.90
2231.760.740	2231.330.420	\$7,384.52

Fund 2022 chip and seal program

2021.330.323	2021.330.323	\$4,200
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No one is using health care reimbursement so move to an account that will use the money

2031.330.314	2031.820.820	\$1,000
2031.330.341	2031.820.830	\$ 29.79
2031.330.341	2031.820.820	\$407.11
2031.760.740	2031.820.820	\$8,592.89

Fund loan payment funding

2111.230.323	2111.820.820	\$5,250	Loan funding
2111.230.420	2111.830.830	\$799.26	Loan funding

Needed for Medicount mutual billing fee

Motion by Gary Hopkins, second by Larry Kellough to approve the reappropriations listed above.

Vote:	Gary Hopkins	Yes
	Larry Kellough	Yes
	John Cottrill	Yes

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General items under discussion:

- August calls: 76 calls of which 70 were EMS and 6 fire. We gave 17 mutual aid. Had 8 calls where we had no one on shift and could not take the call. Private ambulance was called 4 times.
- Snyder shared that Ohio HB 377 is effective 9.27.2022 and moves part-time hours for first responders to 1,976. Currently we are using a standard of 1,564 hours as provided to us by a former prosecutor. The new standard is 38 hours per week, or almost 7 24-hour shifts a month. To qualify, the township must have fewer than 50 full-time equivalent employees.
- Snyder provided an article to the Board regarding Township's right to be involved in wind energy power within the township.
- Reminder that the Flu Clinic will be at the Fire House 10/18 from 3:00 – 4:00
- The David Meade Massie grant for our cemetery work must be completed by the end of the year, but Brock Hauswirth had not given a date to pour the curb.
- G&J Steel Coating will sealcoat the cemetery roads.
- The Board is hearing good responses regarding the paving of Chester Hill Rd and Liberty Hill Rd.
- Concerned with the impact of Bray Logging's activity on Windy Ridge Road.
- The Board discussed the issue in the yard in front of the Fire House. There is a debate if the problem is related to water or sewage. Ross County Water did a soil sample and we are waiting on that result. The trustees discussed bringing up the new hoe to dig in order to find out if there is a leak. Also discussed bringing up a road mower to knock down the tall grasses.

Motion by Gary Hopkins, second by Larry Kellough to adjourn the meeting at 7:35 A.M.

Vote:	Gary Hopkins	Yes
	Larry Kellough	Yes
	John Cottrill	Yes

ATTESTED:

President

Vice President

Member

Fiscal Officer