

## **Minutes of Regular Meeting**

**March 5, 2019 @7PM**

Baughman Township Trustees met in regular session March 5, 2019 at the Baughman Township office, 3470 Mt Eaton Road, Burton City, Ohio at 7:00 PM. All members were present. Chairman Mike Geiser called the meeting to order, and led the Pledge of Allegiance. Motion Calame, Second Kaufman, to approve the minutes of Regular Meeting February 7, 2019. Motion carried. Calame made motion to approve Special Meeting minutes of February 14, 2019, second Kaufman. Motion carried. Geiser made motion to pay bills, second Calame. Motion carried.

Craig Hibner from OTARMA Risk Management Authority (Insurance). Informed the Trustees on the opportunities of acquiring insurance through OTRAMA. 1-Exclusively endorsed by the Ohio Township Association. 2-Presently working with 5 townships in Wayne County and 80% of Townships statewide. 3-\$500.00 MORE Grant reimbursements each member for safety equipment, conference fees or training seminars. 4-Bonds for Trustees are at no cost the Township. 5-Baughman will reduce insurance premium by 26% (for same coverage presently have). 6-OTRAMA has a triple AAA financial rating.

Stoll presented a letter to the Trustees for their review on terminating the Kimble contract. This needs to be signed and mailed certified mail to Kimble 90 day before anniversary date (6/27/2019). Geiser made motion to accept the termination letter pending adding 3-5-2019 top of letter. Second-Calame. Kaufman-yes, Calame-yes, Geiser-yes.

Stoll issue a spreadsheet to Trustees with various waste disposal company bids. On compactor replacement prices and various services available for their consideration.

Stoll presented the revised Baughman Credit Card Policy to Trustees. With the passage of HB 312 Baughman needs to make some minor additions to the policy. 1- Missing documentation for transaction could result in cardholder being responsible for the card charge. 2-Credit Card cannot be out of the control of the Fiscal Officer for no longer than 2 days. Without the approval of the Trustees. Calame made motion to approve revised credit card policy. Second Kaufman. Kaufman-yes, Calame-yes, Geiser-yes.

Stoll informed the Trustees that Baughman has been going through a full Audit. The Auditor spent 6 days from 7:30AM until 4PM reviewing 2017 and 2018 records. Stoll said that Auditor stated Baughman should receive review results by end of March 2019. When Stoll asked the Auditor, did he see any red flags? Auditor stated Trash compactor, residents not getting a receipt. Being able to perform checks and balances with the cash. Second concern was the purchase of a rental home for an investment.

Rehm gave Equipment update: Truck one new brake chamber installed. Pressure washed, changed all fluids and filters on Cat backhoe. Noticed a hairline crack on the boom of backhoe needs welded. Working on surface hardening of the ditching bucket, replace Flag and rope on flagpole by office. Rehm recommended taking old flags down to Wacker signs for proper disposal. Trustees agreed.

Gary Wortman on Kohler Rd is having trouble with water laying in the back of his homes yard. Mr. Wortman would like to tile the back yard to the ditch tile. Trustees stated that they would like Josh Rehm Road Supervisor to work with Mr. Wortman on this issue.

The 2019 Employee Manual has been revised and legal has approved it. Geiser made motion to approve Baughman Township 2019 Employee Manual and make effective date March 1, 2019. Second Kaufman. Calame-yes, Geiser-yes, Kaufman-yes.

Geiser made motion to go into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official, or complaints against a public employee, official or regulated individual. Second-Calame. Kaufman-yes, Calame-yes, Geiser-yes. 8:40PM. Geiser made motion to come out of Executive Session. Second Kaufman. Calame-yes, Geiser-yes, Kaufman-yes. 8:54PM.

Geiser stated that Baughman has three applicants that are interested in the part-time Road Tech. job. Geiser asked Stoll to call applicants and set interview up for March 18, 2019 at 7PM and schedule a Special Meeting for that date.

The Trustees stated that they all like what they had heard from OTARMA on insurance for 2019. Calame made motion to switch insurance coverage from Wichert to OTARMA. Second Kaufman. Kaufman-yes, Geiser-yes, Calame-yes.

Kaufman stated that he is struggling on getting the company that agreed to fix the salt shed roof to perform the work. Kaufman stated that might need to look at a different company if the work does not get done soon.

Geiser stated it is time to put out stone, rock, sand, rip rap and road oil bid in the legal section of the Daily Record. Publish March 13, 20, 2019.

Sealed bids will be received by the Trustees of Baughman Township, Wayne County, Ohio, until 7 PM Thursday, April 4, 2019 for the following:

1- 2000 tons more or less of limestone sizes 304, 57, 67, 8, 9, washed gravel sizes 57, 67, 8, 9 sand and Rip Rap sizes R3(3-6"), R4(6-12"), delivered to the township garage or picked up. Sealed bids should be marked "Stone bid".

2-Oil bid and road work required to chip and seal township roads. Sealed bids should be marked "chip & seal".

All materials must meet state specifications. Trustees have the right to accept or reject any or all bids and to waive any informalities in the bids in the best interest of the township.

Bidders must show proof of insurance and a statement that all personal property taxes have been paid.

Questions about bids can be directed to Todd Stoll, Fiscal Officer, 330 684-1278 or email: [baughmantwp@aol.com](mailto:baughmantwp@aol.com). By order of the Board of Township Trustees, PO Box 1, Marshallville, OH. 44645.

Geiser stated that Baughman has a resident that has parked a camper on Township property. Geiser made motion to draft a letter to the resident and send certified mail. If needed Stoll will be the POC for the prosecuting attorney. Second-Kaufman, Calame-yes, Geiser-yes.

Geiser stated that he attended the Annual Heath Department Meeting. Unfortunately, they did not have a quorum to perform business. A committee was formed after the meeting to approve the business of the meeting. Health Dept. has been inspecting septic systems that are under performing or not performing. For residents that need to repair or replace their septic, they can apply for a Wayne County grant to help with the repairs. Wayne County has a \$125,000.00 grant to help residents. Geiser stated that 171 people were hospitalized in Wayne County for Influenza 2018. Twenty-six died from the flu in Wayne County 2018.

Calame and Geiser stated that Baughman Township has numerous small alleys that were created back in the 1800's. These alleys have never been used by the Township; these small alleys could be a safety and liability concern for the Township. Calame is going to head this project up and investigate what is the course of action Baughman needs to do.

Geiser opened the floor for comments from the public. There were numerous comments from the public.

Geiser gave fire report: 11 total runs by NLVFD, 6 EMS and 5 Fire for the month Feb 2019.

Geiser made motion to approve financials. Second Kaufman. Calame-yes, Geiser-yes, Kaufman-yes.

Geiser made motion to adjourn. Second Kaufman. Motion carried. 10:12PM

BAUGHMAN TOWNSHIP, WAYNE COUNTY

3/6/2019 6:47:36 PM

**Payment Listing**  
2/15/2019 to 3/31/2019

UAN v2019.1

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
9-2019	03/05/2019	03/04/2019	EW	IRS Department of Treasury	\$1,241.72	O
10-2019	03/05/2019	03/04/2019	EW	School District Income Tax - Ohio Dept of Tax	\$15.13	O
11-2019	03/05/2019	03/04/2019	EW	Treasurer of State of Ohio	\$259.13	O
12-2019	03/05/2019	03/04/2019	EW	PUBLIC EMPLOYEES RETIREMENT SYSTE	\$1,896.45	O
7342	02/19/2019	02/19/2019	PR	Troy A Horvath	\$82.21	C
7343	02/19/2019	02/19/2019	PR	Josh Rehm	\$1,983.67	C
7344	03/05/2019	03/04/2019	PR	Howard W Calame	\$229.13	O
7345	03/05/2019	03/04/2019	PR	Michael C Geiser	\$201.91	O
7346	03/05/2019	03/04/2019	PR	Troy A Horvath	\$187.40	O
7347	03/05/2019	03/04/2019	PR	Jeffrey M Kaufman	\$762.77	O
7348	03/05/2019	03/04/2019	PR	Josh Rehm	\$1,500.54	O
7349	03/05/2019	03/04/2019	PR	TODD E STOLL	\$1,490.35	O
7350	03/05/2019	03/04/2019	AW	Ohio Edison	\$172.02	O
7351	03/05/2019	03/04/2019	AW	CROSS TRUCK EQUIPMENT CO, INC	\$192.29	O
7352	03/05/2019	03/04/2019	AW	LYKINS	\$620.12	O
7353	03/05/2019	03/04/2019	AW	Alonovus	\$17.00	O
7354	03/05/2019	03/04/2019	AW	Zimmerman Steel LLC	\$178.47	O
7355	03/05/2019	03/04/2019	AW	Kimble Recycling and Disposal	\$1,459.10	O
7356	03/05/2019	03/04/2019	AW	E&H Hardware Group, LLC	\$40.97	O
7357	03/05/2019	03/04/2019	AW	TRUCK SALES AND SERVICE, INC	\$320.96	O
7358	03/05/2019	03/04/2019	AW	ORRVILLE MUNICIPAL UTILITIES	\$476.91	O
7359	03/05/2019	03/04/2019	AW	HOWARD CALAME	\$93.00	O
7360	03/05/2019	03/04/2019	AW	Dalton Hardware Inc	\$28.82	O
7361	03/05/2019	03/04/2019	AW	WAYNE COUNTY COMMISSIONERS	\$3,575.16	O
7362	03/05/2019	03/04/2019	AW	Armstrong Utilities	\$90.42	O
7363	03/05/2019	03/04/2019	AW	Northend Garage Ltd	\$300.00	O
7364	03/05/2019	03/04/2019	AW	MEL WACKER SIGNS, INC	\$55.00	O
7365	03/05/2019	03/04/2019	AW	ORLO AUTO PARTS INC	\$39.17	O
7366	03/05/2019	03/04/2019	AW	Schmid Mechanical	\$226.00	O
7367	03/05/2019	03/04/2019	AW	AUDITOR OF STATE	\$2,993.00	O
7368	03/05/2019	03/04/2019	AW	Commercial & Savings Bank	\$1,173.60	O
7369	03/05/2019	03/04/2019	AW	Alfred E Schrader	\$1,750.00	O
Total Payments:					\$23,652.42	

Chairman \_\_\_\_\_

Fiscal Officer \_\_\_\_\_