

MINUTES OF THE PLEASANT TOWNSHIP BOARD OF TRUSTEES
2014 REORGANIZATION/REGULAR MEETING
JANUARY 2, 2014
5:30 PM

Pleasant Township Trustees met in regular meeting to elect officers for 2014 and pass an appropriation resolution. The meeting was called to order at 5:30 PM by Fiscal Officer Snyder, acting as temporary chairman, with Trustees Horn, Kemmerer and Moellendick present.

Fiscal Officer reported the following receipts since the last meeting:

PNC Bank interest	\$548.96
Community Room rent	75.00
EMS billing	<u>2,315.60</u>
	\$2,939.56

The floor was opened to nominations for chairman.

14-001 Mr. Horn nominated Ms. Moellendick as Chairman for 2014; seconded by Ms. Moellendick. Voting: Horn - yes; Kemmerer - yes; Moellendick - yes; Motion passed.

Fiscal Officer turned the meeting over to Chairman Moellendick.

Mr. David Davis was interested in becoming involved with Township government and inquired about positions available on any boards or committees. Trustees discussed the open position as an Alternate on the Zoning Commission and Mr. Davis said he would accept that position.

Minutes from the December 27 end of year meeting were approved as submitted. The Fiscal Officer submitted a reconciled bank statement for December and distributed W-2s. Notice was received of Final Acceptance by County Commissioners of the Cooks Pond Estates Subdivision.

Designation of board representatives was discussed. Ms. Moellendick will attend Health Department/DAC meetings; Mr. Horn will be the Fire Department point of contact; Mr. Kemmerer will attend Regional Planning meetings.

The Annual Appropriation Resolution was discussed.

14-002 Ms. Moellendick moved to a) approve permanent appropriations of \$2,071,633.28, b) issue Purchase Orders 01-2014 thru 09-2014 and Blanket Certificates 01-2014 thru 39-2014; seconded by Mr. Kemmerer. Voting: Horn - yes; Kemmerer - yes; Moellendick - yes; Motion passed.

Ms. Moellendick noted that there was a Regional Planning Commission meeting scheduled for January 7. RPC had contacted her for the Pleasant Township representative. She will inform them that Mr. Kemmerer is the representative.

Mr. Bowman reported one right-of-way permit issued for \$40.

14-003 Ms. Moellendick moved to appoint Mr. David Davis to fill the vacancy as an Alternate to the Zoning Commission for the remainder of the term ending December 31, 2014; seconded by Mr. Kemmerer. Voting: Horn - yes; Kemmerer - yes; Moellendick - yes; Motion passed.

Chief Fey reported that the new computer for the Chief's office and the new thermostat for the Community Room will be installed tomorrow. Three sets of turnout gear have been ruined as a result of cleaning efforts by a company selected by Retrie/Toxco. Lancaster Fire also suffered the loss of turnout gear, hose and SCBA due to cadmium contamination. There will be a meeting with Retrie on January 10, at which time approval is expected to order replacement gear. A status update should be available for the January 16 Trustees meeting. As a result of that fire, a new SOP is being

developed to address industrial fires. There was preliminary discussion about constructing a fitness track on the station grounds. This is the initial inquiry to see if Trustees support the concept and the Department is looking for grants to fund construction. Trustees did not reject the concept, but asked where this plan fell in the order of importance of other issues that need to be addressed.

Chief Fey requested that Community Room rental money be placed into a new account in the care of the Firefighters Association. Fiscal Officer Snyder stated that placing funds from rental of Township assets into an account controlled by others is not acceptable. There was additional discussion about using a web based reservation system and Pay-Pal for payment processing. Snyder said that having Pay-Pal process rent receipts and depositing them into the Township account would work. After electric sub-metering and a method of estimating gas use for the Community Room is implemented, a separate fund could be established to track rental income and associated expenses for the Community Room.

Chief Fey also requested permission to establish Heinrich Paper Company of Zanesville as a supplier for station supplies. Heinrich currently supplies several area fire departments and universities. Heinrich would supply all paper and cleaning supplies except for turnout gear detergent. The change was verbally approved by Trustees and Chief Fey will obtain vendor information for account setup.

Fiscal Officer inquired about the status of the coats and turnout gear. Per Chief Fey, the coats were delayed due to quality problems with the liner. Half have been received. There is no firm date for delivery of the turnout gear. Fiscal Officer will continue to hold the checks for both items.

Jeremy Kraner had 12 hours of holiday time that was not initially reported for the January 2 payroll. The pay report was corrected and the holiday time will be paid on the January 16 pay.

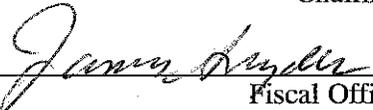
Mr. Kemmerer has contacted the Valley View resident about the driveway draining onto the road. The resident has made a trench to divert the water until the weather improves and a more permanent fix can be implemented. The culvert was sized for Ireland Road and a right-of-way permit obtained by the resident.

All bills submitted were approved for payment.

Ms. Moellendick moved to adjourn; seconded by Mr. Horn. Meeting adjourned at 6:28 PM



Chairman



Fiscal Officer

PAYMENT REGISTER
 PLEASANT TOWNSHIP, FAIRFIELD COUNTY
 Accounting Payroll
 From 12/28/2013 to 01/02/2014

Warrant Number	Date	Type	Vendor/Payee	Amount	Status
24448	12/31/2013	AW	AT&T	186.45	O
24449	12/31/2013	AW	LOWE'S COMPANIES, INC.	842.81	O
1111-2013	12/31/2013	CH	PNC BANK, N.A.	367.97	C
24450	01/02/2014	WH	OHIO CHILD SUPPORT PAYMENT CENTRAL	783.23	O
24451	01/02/2014	AW	LACAL EQUIPMENT, INC.	1,665.49	O
24452	01/02/2014	AW	SPRINT COMMUNICATIONS	10.50	O
24453	01/02/2014	AW	STEPHENS PUBLISHING COMPANY	1,654.29	O
24454	01/02/2014	AW	POSTMASTER	138.00	O
38-2014	01/02/2014	EW	US TREASURY DEPT. (EFT)	4,459.78	C
	01/02/2014	EP	PAYROLL	16,835.02	C
Subtotal:				26,943.54	
Adjustments:					
Total Amount Pending For Accounting:					
Total Amount Pending for Payroll:					
Total:				26,943.54	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation
 Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

2014 TOWNSHIP ANNUAL APPROPRIATION RESOLUTION
PLEASANT TOWNSHIP, FAIRFIELD COUNTY, OHIO

	Appropriations
GENERAL FUND	
General Government - Personal Services	106,529.00
General Government - Other	52,550.00
Health - Other	39,258.28
Capital Outlay - Other	5,000.00
Transfers Out	12,000.00
	<u>215,337.28</u>
MVL FUND	
Public Works - Other	20,000.00
GAS TAX FUND	
Public Works - Other	100,000.00
ROAD & BRIDGE FUND	
Public Works - Personal Services	130,050.00
Public Works - Other	282,200.00
Capital Outlay - Other	10,000.00
	<u>422,250.00</u>
ZONING FUND	
General Government - Personal Services	13,996.00
General Government - Other	3,000.00
	<u>16,996.00</u>
FIRE OPERATIONS FUND	
Public Safety - Personal Services	863,550.00
Public Safety - Other	268,500.00
Capital Outlay - Other	95,000.00
Transfers Out	50,000.00
	<u>1,277,050.00</u>
PERMISSIVE MVL FUND	
Public Works - Other	20,000.00
TOTAL APPROPRIATIONS	2,071,633.28

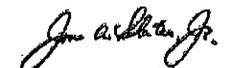

Kevin W. Horn, Trustee


Joseph J. Kemmerer, Trustee


Rayna L. Moellendick, Trustee


James M. Snyder, Fiscal Officer

FILED
JAN 03 2014


County Auditor, Fairfield County, Ohio

Purchase Orders Issued
As Part of
Annual Appropriation Resolution

PO Number	Vendor	Account	Amount	PO Total
	Ohio Insurance Services - Medical	1000-110-221	\$ 20,000.00	
	Ohio Insurance Services - Medical	2031-330-221	\$ 26,000.00	
01-2014	Ohio Insurance Services - Medical	2191-220-221	\$110,000.00	\$ 156,000.00
	Ohio Insurance Services - Life	1000-110-222	\$ 500.00	
	Ohio Insurance Services - Life	2031-330-222	\$ 200.00	
02-2014	Ohio Insurance Services - Life	2191-220-222	\$ 1,000.00	\$ 1,700.00
	Ohio Insurance Services - Dental	1000-110-223	\$ 2,200.00	
	Ohio Insurance Services - Dental	2031-330-223	\$ 1,500.00	
03-2014	Ohio Insurance Services - Dental	2191-220-223	\$ 7,000.00	\$ 10,700.00
	Ohio Insurance Services - Vision	1000-110-224	\$ 1,200.00	
	Ohio Insurance Services - Vision	2031-330-224	\$ 750.00	
04-2014	Ohio Insurance Services - Vision	2191-220-224	\$ 3,000.00	\$ 4,950.00
	Ohio Insurance Services - Disability	1000-110-229	\$ 800.00	
	Ohio Insurance Services - Disability	2031-330-229	\$ 700.00	
05-2014	Ohio Insurance Services - Disability	2191-220-229	\$ 2,000.00	\$ 3,500.00
06-2014	Treasurer of State (UAN)	1000-110-313	\$ 4,200.00	\$ 4,200.00
	South Central Power	1000-120-351	\$ 1,500.00	
	South Central Power	2031-330-351	\$ 1,500.00	
07-2014	South Central Power	2191-220-351	\$ 20,000.00	\$ 23,000.00
	Lancaster Utilities (Natural Gas)	1000-120-353	\$ 3,000.00	
	Lancaster Utilities (Natural Gas)	2031-330-353	\$ 3,000.00	
08-2014	Lancaster Utilities (Natural Gas)	2191-220-353	\$ 10,000.00	\$ 16,000.00
09-2014	Fairfield County Health Department	1000-420-370	\$ 37,258.28	\$ 37,258.28
				\$ 257,308.28

Blanket Certificates Issued
As Part of
Annual Appropriation Resolution

GENERAL FUND	BC Number		Amount
1000-110-221	01-2014	Insurance - Medical	\$ 10,000.00
1000-110-222	02-2014	Insurance - Life	\$ 2,500.00
1000-110-223	03-2014	Insurance - Dental	\$ 300.00
1000-110-224	04-2014	Insurance - Vision	\$ 300.00
1000-110-229	05-2014	Insurance - Other (disability)	\$ 400.00
1000-110-311	06-2014	Accounting & Legal Fees	\$ 6,000.00
1000-110-330	07-2014	Travel/expenses	\$ 1,000.00
1000-110-345	08-2014	Advertising	\$ 600.00
1000-110-360	09-2014	Contracted Services (bank charges)	\$ 2,000.00
1000-110-410	10-2014	Office supplies	\$ 1,500.00
1000-110-599	11-2014	Other	\$ 3,000.00
1000-120-323	12-2014	Repairs	\$ 3,000.00
1000-120-341	13-2014	Utilities - Telephone	\$ 4,000.00
1000-120-420	14-2014	Operating supplies	\$ 750.00
1000-410-599	15-2014	Cemetery Maintenance	\$ 2,000.00
1000-760-740	16-2014	Machinery, Equipment, Furniture	\$ 3,000.00
MVL FUND			
2011-330-420	17-2014	Operating supplies (stone/asphalt/salt/cinders)	\$ 20,000.00
ROAD & BRIDGE FUND			
2031-330-221	18-2014	Insurance - Medical	\$ 6,000.00
2031-330-323	19-2014	Repairs (building & equipment)	\$ 15,000.00
2031-330-341	20-2014	Utilities - Telephone	\$ 500.00
2031-330-360	21-2014	Contracted Services	\$ 5,000.00
2031-330-420	22-2014	Operating supplies	\$ 75,000.00
2031-330-430	23-2014	Small Tools/Minor Equipment	\$ 4,000.00
2031-330-599	24-2014	Other	\$ 5,000.00
ZONING FUND			
2181-130-599	25-2014	Other expenses	\$ 3,000.00
FIRE OPERATIONS FUND			
2021-220-221	26-2014	Insurance - Medical	\$ 15,000.00
2191-220-318	27-2014	Training	\$ 12,000.00
2191-220-322	28-2012	Garbage and Trash Removal	\$ 1,000.00
2191-220-323	29-2014	Repairs	\$ 45,000.00
2191-220-341	30-2014	Utilities - Telephone	\$ 4,000.00
2191-220-360	31-2014	Contracted Services (EMS Billing & Lockbox)	\$ 15,000.00
2191-220-410	32-2014	Supplies - Office	\$ 1,500.00
2191-220-420	33-2014	Supplies - Operating	\$ 45,000.00
2191-220-430	34-2014	Small Tools/Minor Equipment	\$ 5,000.00
2191-220-490	35-2014	Supplies - Other (Uniforms)	\$ 10,000.00
2191-220-519	36-2014	Dues/fees/licenses	\$ 7,000.00
2191-220-599	37-2014	Other	\$ 5,000.00
2191-760-740	38-2014	Equipment - Tools/Gear	\$ 10,000.00
PERMISSIVE MVL FUND			
2231-330-420	39-2014	Operating supplies (salt/cinders)	\$ 20,000.00
			\$369,350.00

PLEASANT TOWNSHIP TRUSTEES
MEETING ATTENDANCE

v

Date: January 2, 2014

Type Meeting: Regular

Name	Name
✓ DAVID DAVIS	