

RECORD OF PROCEEDINGS
MINUTES OF THE KINGSTON TOWNSHIP BOARD
OF TRUSTEES MEETING
Monthly Board Meeting
4063 Carters Corner Road
Sunbury, OH
December 6, 2022 7:00 p.m.

The Kingston Township Board of Trustees meeting was called to order by Chairman M. Roy.

ROLL CALL: M. Roy-yea; Shively-yea; Akers-absent; Willyerd-yea; Stites-yea; Crowl-yea and Neace-yea.

SPECIAL GUEST: Kelli Kincaid-Delaware General Health District
Doug Riedel-Delaware County Engineers Office

MINUTES: The Minutes for the November 1, 2022 was presented and reviewed by the trustees. A motion to approve the Minutes as presented was made by M. Roy, with a second by Shively. Vote: Shively-yea; and M. Roy-yea.

FINANCE: Bank Reconciliation-October and November are in balance.
Reports distributed: Payment Report for November 2022
Cash Flow Detailed by Fund Report

Motion to approve the finance report as given by the Fiscal Officer was made by Shively, with a second by M. Roy. Vote: Shively-yea; and M. Roy-yea.

OLD BUSINESS:

GovDeals.com- All the necessary paperwork has been reviewed, filed, and published and now ready to go live on the sale of personal property and equipment owned by Kingston Township.

Nationwide Realty Investments:

Picnic Pavilion- All the necessary bids are in, and the project should start on 3-15-2023. Right of Entry document being reviewed by legal counsel and should be ready to sign at the December 29, 2022 year end meeting.

9899 State Route 521 (Old Township Building)

Fiscal Officer Roy will contact title company in Delaware to prepare and issue a title insurance policy for this property. This is to clarify the actual history and ownership of the property as well as outline any recorded easements, liens, etc. and to get a clear title in the event the trustees decided to sell this property.

Driveway lighting on new township property.

Akers to contact Consolidated Electric again and get a solid quote on the cost of the lighting for the drive on the new property.

NEW BUSINESS: Kelli Kincaid from Delaware General Health District gave an update from the Health Department.

Fiscal Officer Roy presented a proposal from Fishel-Downey-Albrecht & Ripenhoff on preparing a township employee manual. This firm has prepared numerous policies and procedures, along with employee manuals for townships. Shively opposed to hiring outside counsel when our township can utilize the county prosecutor for this service. Fiscal Officer to contact Vince Villio with the Delaware County Prosecutor's office for guidance.

PUBLIC INPUT:

PORTER-KINGSTON FIRE DISTRICT: No Report given

ROADS: Report given by Neace.

Trustee Shively discussed purchasing a used Case 580 Backhoe. A motion was made to proceed with purchasing this equipment was made by Shively. There was not a second. Motion fails.

Neace requested to have payroll on a bi-monthly payroll, rather than monthly. The township would incur additional cost to provide this. The Zoning department was fine with a monthly payroll. The trustees declined the request since this would only benefit 1 employee.

A motion by M. Roy was made to authorize Fred Neace to sign on the township credit card as an authorized signer/user for the Mastercard currently at First Commonwealth bank. Doug Crowl to be removed as a signer on December 31, 2022. Second by Shivley. Vote: Shively-yea; and M. Roy-yea

Neace reported:

Berkshire road has (2) culverts that need repaired/replaced.

Rosecrans road berm continues to be a problem.

Requested to have trees trimmed on Todd Street and Clark road. James tree service submitted a bid of \$395 for each project.

Proposals received for a snow plow for the 2000 Ford F 450

Uncle Rusty's used 8 ½ foot snow plow, and salt box \$4,650.00

Dexter new 9 ft plow \$5,500.00

CEMETERY –

ZONING UPDATE: Zoning Reports presented by Willyerd and Stites.

Willyerd requested to have his Medical Reimbursement approved for the month of September 2022. He did not have any hours reported in September but did work 1 day in September, but was carried over into October 2022. A motion by M. Roy was made to approve the medical reimbursement as presented. A second was made by Shively. Vote: Shively-yea; and M. Roy-yea.

At 7:57 p.m. a motion by M. Roy to enter into Executive Session under Ohio Revised Code 121.22 (G)(1) Consider Employment for an individual at Kingston Township. Second by Shively. Vote: M. Roy-yea; and Shively-yea.

At 8:30 p.m. a motion to exit the Executive Session and return to the normal monthly Board of Trustees meeting was made by M. Roy, with a second by Shively. Vote: Shively-yea; and M. Roy-yea.

OTHER BUSINESS:

Delaware County Township Association Meeting will be December 8, 2022 6:00 p.m., Shively, M. Roy, and Roy to attend.

Special Year End Meeting will be on Thursday December 29, 2022 at 7:00 p.m.

Organizational Meeting and Regular Board of Trustee Meeting for 2023 will be held on Thursday, January 3, 2023 at 7:00 p.m.

With no further business, a motion by Shively was made to pay the current bills, and to Adjourn the meeting until Thursday, December 29, 2022 "Year End Meeting". Second by M. Roy
Vote: M. Roy-yea; Shively-yea;

Minutes approved this 7th day of February 2023.

Chairman Shively: William J. Shively

Vice-Chairperson Akers: August Akers

Trustee M. Roy: Matthew Roy

Fiscal Officer Roy: Steph Roy