

MINUTES OF THE PLEASANT TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING  
JULY 2, 2024  
5:30 PM

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The meeting was called to order at 5:30 PM by Trustee Moellendick with all Trustees present. Minutes from the June 20 meeting were approved as submitted.

**Fiscal Officer Report – James Snyder**

Receipts of \$58,723.37 and payments of \$20,551.30 since the last meeting. All bills submitted were approved for payment.

June bank reconciliation was submitted.

2025 Budget was reviewed and approved by Trustees. There was no public comment.

24-042 *Ms. Moellendick moved to adopt the budget for 2025; seconded by Mr. Miller. Voting: Kemmerer - yes; Miller - yes; Moellendick - yes. Motion passed.*

2022-2023 audit has been completed. Audit Communication letter, Exit Conference letter, Management Representation letter and Engagement letter were signed by the Fiscal Officer and Trustee Moellendick. Fiscal Officer will email the signed letters to Julian & Grube.

During the audit, the Auditor asked for a copy of our investment policy. Since we only invest in demand deposits, FDIC insured CDs and STAR Ohio, a formal investment policy has never been adopted. Fiscal Officer has prepared a general investment policy for review/approval.

24-043 *Mr. Kemmerer moved to adopt a formal Investment Policy and add it as a revision to the Township Manual of Personnel Policies and Procedures; seconded by Mr. Miller. Voting: Kemmerer - yes; Miller - yes; Moellendick - yes. Motion passed.*

OTARMA renewal Questionnaire – Trustees reviewed the questionnaire. Each Member is required to appoint a Representative and Alternate to represent the Township. Fiscal Officer has been the contact with OTARMA.

24-044 *Ms. Moellendick moved to name Fiscal Officer James Snyder as Pool Representative and Rayna Moellendick as Alternate Representative pursuant to Article IV of the Intergovernmental Contract with OTARMA; seconded by Mr. Kemmerer. Voting: Kemmerer - yes; Miller - yes; Moellendick - yes. Motion passed.*

**Public Comment: - none**

**Zoning Report – Zoning Inspector Michael Purcell**

Zoning Inspector reported 2 permits issued for \$100.00 since the last meeting.

A draft of the RPC zoning update should be available July 25 for review.

The mailbox on Snoke Hill Road was discussed. Property owner asked how far back from the road it needs to be moved to be out of the right-of-way. There was some question if the centerline of the road defined the actual right-of-way. Trustees decided to define the right-of-way to be 60 feet (30 feet either side of the center line of the road) and give the owner until October 1 to move the mailbox structure.

**Fire Department Report – Chief Michael Hutton**

Approval for power washing the outside of Station. Quote of \$1,562 was received from DJ Power Wash and this was the lowest of the four quotes received.

24-045 *Mr. Miller moved to reallocate \$1,562.00 in the Fire Fund from Other Expenses to Contracted Services and issue a Purchase Order for \$1,562.00 to DJ Power Wash for power washing Station 570; seconded by Ms. Moellendick. Voting: Kemmerer - yes; Miller - yes; Moellendick - yes; Motion passed.*

The fully signed agreement with MECC was received.

Department signed a Reaffiliation Agreement with C-TEC.

Andrew Handshey is asking for a 14 month leave of absence. Trustees verbally approved.

The department received a Gold Award rating from the American Heart Association.

Rescue -571 There is a weld problem with the repairs performed by Atlantic and the truck will be going back to Atlantic for correction. A/C has a small leak and brakes are good.

**Road Department Report – Road Superintendent Jason Boyer**

Salt deliveries are complete. One load (21.56 tons) went to Pleasantville by slinger truck. Fiscal Officer will bill Pleasantville as soon as invoices are received for the salt, fuel surcharge and slinger surcharge.

Sign quotes were received from Osburn (\$4,673.00) and Kleem (\$7,147.55).

24-046 *Ms. Moellendick moved to reallocate \$4,673.00 in the Road & Bridge Fund from Other Expenses to Contracted Services and issue a Purchase Order for \$4,673.00 to Osburn Associates for 35 signs plus posts and vandal proof hardware per their quote QTE1735; seconded by Mr. Miller. Voting: Kemmerer - yes; Miller – yes; Moellendick - yes; Motion passed.*

Mr. Boyer was directed to obtain a quote for 5 cemetery signs stating cemetery open hours.

Strawser said that the road work is planned for the first week in September. Strawser will distribute flyers to residents informing them of the micro seal process.

Trustees discussed options for filling Rick Boyer's position while he is receiving medical treatments.

**Trustee Reports**

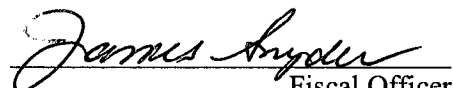
Joseph Kemmerer:

Jason Miller:

Rayna Moellendick: Met with Fire Chief, Fiscal Officer and Pleasantville Mayor on June 28 to discuss rates for Special Duty at the Festival. Mayor will take rates back to the Festival Committee and City Council for review.

Ms. Moellendick moved to adjourn; seconded by Mr. Miller. Meeting adjourned at 6:17 PM

  
\_\_\_\_\_  
Chairman

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

RECEIPT - PAYMENT REGISTER  
PLEASANT TOWNSHIP, FAIRFIELD COUNTY

From 06/21/2024  
To 07/02/2024

Warrant Number	Date	Type	Vendor/Payee	Amount
<b>----- Receipts -----</b>				
94-2024	06/22/2024	INT	53_INVEST	\$ 764.38
95-2024	06/21/2024	STD	ZONING	\$ 100.00
96-2024	06/24/2024	INT	53_INVEST	\$ 394.93
97-2024	06/26/2024	STD	FAIRFIELD COUNTY AUDITOR	\$ 22,232.25
98-2024	06/28/2024	STD	COMMUNITY ROOM RENTAL - STRIPE	\$ 290.70
99-2024	06/29/2024	INT	53_INVEST	\$ 373.70
100-2024	06/30/2024	INT	STAR Ohio	\$ 32,386.09
101-2024	06/30/2024	INT	PRIMARY	\$ 143.82
102-2024	07/01/2024	STD	FAIRFIELD COUNTY AUDITOR	\$ 37.50
103-2024	07/01/2024	STD	AIR EVAC LIFETEAM	\$ 2,000.00
			Total Receipts:	<u>\$ 58,723.37</u>
<b>----- Payments -----</b>				
30199	06/27/2024	AW	AT&T MOBILITY	\$ 206.25
30200	06/27/2024	WH	IAFF LOCAL 4673	\$ 480.00
557-2024	06/27/2024	CH	MEDMUTUAL LIFE	\$ 115.50
558-2024	06/27/2024	CH	WEX BANK	\$ 2,053.29
559-2024	06/27/2024	CH	SOUTH CENTRAL POWER CO.	\$ 1,336.42
560-2024	06/27/2024	EW	TREASURER, STATE OF OHIO	\$ 2,500.47
561-2024	06/27/2024	EW	SCHOOL DISTRICT INCOME TAX	\$ 979.29
562-2024	06/27/2024	EW	CITY OF LANCASTER INCOME TAX	\$ 253.41
563-2024	06/30/2024	CH	MED-I-BANK, INC.	\$ 5,752.63
30201	07/02/2024	AW	JOSEPH J. KEMMERER	\$ 120.00
30202	07/02/2024	AW	JASON R. MILLER	\$ 120.00
30203	07/02/2024	AW	RAYNA L. MOELLENDICK	\$ 120.00
30204	07/02/2024	AW	JAMES M. SNYDER	\$ 240.00
30205	07/02/2024	AW	MICHAEL F. PURCELL, II	\$ 120.00
30206	07/02/2024	AW	MICHAEL N. HUTTON	\$ 120.00
30207	07/02/2024	AW	VISION SERVICE PLAN	\$ 300.16
30208	07/02/2024	AW	JULIAN AND GRUBE, INC.	\$ 2,880.00
30209	07/02/2024	AW	MIDWEST TOWING & RECOVERY LLC	\$ 2,785.88
30210	07/02/2024	AW	WELLS PEST CONTROL	\$ 68.00
			Total Payments:	<u>\$ 20,551.30</u>

Receipt Type: INT - Interest, STD - Standard, MEMO - Memo Receipt, ADJ - Payment Adjustment

Payment Type: AW - Accounting Warrant, CH - Electronic Payment Advice, EP - Payroll EFT Voucher, EW - Withholding Voucher, WH - Withholding Warrant

**PLEASANT TOWNSHIP TRUSTEES  
MEETING ATTENDANCE**

Date: July 2, 2024

Type Meeting: Regular

<b>Name</b>	<b>Name</b>
<i>Tim Malone</i>	