

MINUTES OF THE PLEASANT TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING  
DECEMBER 5, 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 November 21 regular meeting were approved as submitted.

The Pleasant Township Zoning Commission, at their November 11 meeting, approved adoption of the Fairfield County Comprehensive Plan with modifications to the Pleasant Township Future Land Use Plan. Trustees held the required Public Hearing to discuss adoption of the Plan and asked for Public comment. Hearing none, Trustees moved to approve the Comprehensive Plan.

24-092 *Mr. Miller moved to approve adoption of the Fairfield County Comprehensive Plan with replacement of Pages 6 and 65 and Appendix 11 (Pleasant Township Future Land Use) with Township approved changes; seconded by Mr. Fowler. Voting: Fowler - yes; Miller - yes; Moellendick - yes; Motion approved.*

Zoning Inspector Purcell reported first to allow him to attend another meeting.

**Zoning Report – Zoning Inspector Michael Purcell**

Zoning Inspector reported no permits issued since the last meeting.

A complaint was received about a truck parked in the road ditch on Sherry Lane. Sheriff's Office was notified.

Fiscal Officer asked Mr. Purcell to contact Zack DeLeon regarding his uncashed check from October 17.

**Fiscal Officer Report – James Snyder**

Receipts of \$96,770.39 and payments of \$86,315.16 since the last meeting. All bills submitted were approved for payment.

Bank reconciliation for November was submitted.

Notice received of OTARMA Board of Directors election. Ballot must be postmarked by January 15.

Cemetery mowing – current invoice of \$2,400 exceeds PO by \$575.00.

Fiscal Officer asked for reallocation of \$575.00 in the General Fund from Administrative-Other to Cemeteries-Contracted Services and issue a Then & Now Purchase Order for \$575 to Russell's Lawn Care.

24-093 *Mr. Fowler moved to reallocate \$575.00 in the General Fund from Administrative-Other to Cemeteries-Contracted Services and issue a Then & Now Purchase Order for \$575.00 to Russell's Lawn Care.; seconded by Mr. Miller. Voting: Fowler - yes; Miller - yes; Moellendick - yes; Motion approved.*

Requested Trustees to discuss estimated cost mowing cost for 2025 with the contractor.

2025 medical insurance has been approved by Anthem.

Terms for Kelvyn Moyer and David Davis (Zoning Commission and Alternate) and Timothy Malone and Curt Dennis (Board of Zoning Appeals and Alternate) expire December 31. All four members agreed earlier to accept re-appointment.

24-094 *Ms. Moellendick moved to re-appoint Kelvyn Moyer and David Davis to the Zoning Commission/Alternate and Timothy Malone and Curt Dennis to the Board of Zoning Appeals/Alternate for a 5-year term January 1, 2025-December 31, 2029, re-appointments to be effective January 1, 2025; seconded by Mr. Fowler. Voting: Fowler - yes; Miller - yes; Moellendick - yes. Motion approved.*

December 27 EOY meeting time was set for 4:00 PM.

Notice was received from Anthem that automatic payment for the premium dur January 1 was scheduled for December 31. Fiscal Officer asked for reallocation of \$23,991.61 in the General/Road/Fire Funds from Other Insurance to Medical Insurance and issue a Then & Now Purchase Order for \$23,991.61 to Anthem Insurance for their January premium.

24-095 *Mr. Miller moved to reallocate \$23,991.61 from Other Insurance to Medical Insurance (General \$4,010.36, Road \$4,669.84, Fire \$15,311.41) and issue a Then & Now Purchase Order for \$23,991.61 to Anthem SOCA Chamber Benefit Plan; seconded by Ms. Moellendick. Voting: Fowler - yes; Miller - yes; Moellendick – yes; Motion approved.*

#### **Public Comment:**

Mr. David Walker addressed Trustees regarding a damaged septic system pipe in Keister Manor. Trustees explained that the pipe is a private line installed at the time the subdivision was developed. Ms. Moellendick said that the line is part of the subdivision and is not under the control of the Township, County Utilities or County Health Department. Maintenance is the responsibility of the residents. Trustees told Mr. Walker to contact the County Health Department, as they may be able to suggest how to proceed.

Sgt. Williams gave Trustees November activity statistics. Mr. Fowler received a call from Jerry Dunfee regarding speeding on Marquette Road, usually about 4:00 in the afternoon. Sgt. Williams said that he would have extra patrols made aware of this.

#### **Fire Department Report – Chief Michael Hutton**

Lunch with Santa will be on December 14 between 11:30 AM and 2:00 PM in Pleasantville at the old Grange building.

SCBA bench testing has been completed.

Breanna Blansette has passed her exam to become a paramedic.

24-096 *Mr. Miller moved to recognize Breanna Blansette passing her medic exam and changing her pay rate from Basic to Medic effective with the pay period beginning December 1; seconded by Mr. Fowler. Voting: Fowler - yes; Miller - yes; Moellendick – yes; Motion approved.*

Chief presented a Policy Addendum for Recalled Dangerous Drugs that requires Trustee approval and signature.

24-097 *Mr. Fowler moved to approve a Policy Addendum of December 5, 2024 for a Recall Procedure for Dangerous Drugs; seconded by Ms. Moellendick. Voting: Fowler - yes; Miller - yes; Moellendick – yes; Motion approved.*

Delivery of the new medic will be delayed. The chassis has been sent to the Ford dealer to replace a damaged wiring harness.

Pay rate for part-time firefighters was discussed. Trustees agreed on a 3% increase and will discuss some form of longevity pay for 2026. Trainee classification will continue at state minimum wage.

24-098 *Mr. Miller moved to grant 3% raises to part-time firefighters (Basic \$18.79 and Medic \$20.60) and Trainee classification at the 2025 state minimum rate of \$10.70/hour, effective with the pay period starting December 29, 2024; seconded by Mr. Fowler. Voting: Kemmerer - yes; Miller - yes; Moellendick - yes. Motion approved.*

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

FYDA has been asking about payment for the new dump truck chassis. The matter of scheduling had been left to be worked out between FYDA and Henderson Products. Production of the dump body is not tentatively scheduled for June. Trustees concluded that they will probably have to pay for the

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chassis since FYDA cannot be expected to wait 6 months for payment. Trustees asked the Fiscal Officer to contact FYDA and discuss arrangements for payment/delivery/storage. Fiscal Officer will contact Nick Conway Friday morning to work out details.

Brock Thompson's fence on Valley View is out of the road right-of-way.

Road department assisted the fire department on the Mud House Road fire with Road Closed signs and salting icy spots.

**Trustee Reports**

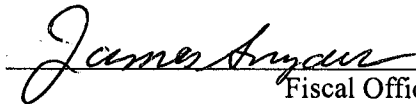
Sean Fowler: presented November information on Lancaster's Fuel Depot activity, entities using it and the cost of fuel..

Jason Miller:

Rayna Moellendick:

Ms. Moellendick moved to adjourn; seconded by Mr. Miller. Meeting adjourned at 6:35 PM

  
\_\_\_\_\_  
Chairman

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

**BOARD OF TRUSTEES**

**PLEASANT TOWNSHIP, Fairfield County, Ohio**

The Board of Trustees (the "Board") of Pleasant Township, Fairfield County, Ohio (the "Township") met in regular session on Thursday, December 5, 2024 at the office of the Trustees with the following members present: Trustees Sean Fowler, Jason Miller and Rayna Moellendick,

**RESOLUTION # 24-092**

**RESOLUTION TO ADOPT A COMPREHENSIVE PLAN**

**WHEREAS**, Fairfield County adopted a Comprehensive Plan in March 2024 ("County's Comprehensive Plan attached as Exhibit A") to help set the stage for the unprecedented growth that central Ohio is expected to experience over the next few decades;

**WHEREAS**, the Pleasant Township Zoning Commission, at its meeting on Monday, November 11, 2024 at 5:30pm EST, reviewed the County's Comprehensive Plan and determined that the guiding principles are in line with vision of Pleasant Township and recommended that the Board of Trustees adopt the County's Comprehensive Plan for the Township, with the exception of the Future Land Use Map;

**WHEREAS**, the Pleasant Township Zoning Commission further recommended that the Future Land Use Map attached as Exhibit B be replaced on pages 6 and 65 and Appendix 11 (Pleasant Township Future Land Use) prior to the Board of Trustees adopting the County's Comprehensive Plan;

**WHEREAS**, the Board of Pleasant Township Trustees at its regular meeting on Thursday, December 5, 2024, reviewed the Pleasant Township Zoning Commission's recommendation;

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF PLEASANT TOWNSHIP, FAIRFIELD COUNTY, OHIO, THAT THE FOLLOWING RESOLUTION IS HEREBY ADOPTED:**

**Section 1.** That the Board adopts the County's Comprehensive Plan as shown in Exhibit A except that pages 6 and 65 and Appendix 11 (Pleasant Township Future Land Use) shall be replaced with the Future Land Use map as shown on Exhibit B.

**Section 2.** It is found and determined that all formal actions of this Board-concerning and pertaining to the adoption of this Resolution were taken in an open meeting of this Board, and that all deliberations of the Board, and any of its committees, that resulted in such formal action were in meetings open to the public, in accordance with all legal requirements including Ohio Revised Code §121.22.

**Section 3.** This Resolution shall take effect at the earliest time provided by law.

The above Resolution was motioned by Trustee Miller, seconded by Trustee Fowler.

After discussion, a roll call vote was taken and the vote results were as follows:

Sean Fowler, YES.  
Trustee Sean Fowler

Jason Miller, YES.  
Trustee Jason Miller

Rayna Moellendick, YES.  
Trustee Rayna Moellendick

Adopted 3-0 12/5/2024.

This Resolution represents a complete and accurate statement as to the actions taken by the Pleasant Township Board of Trustees..

Attest: James M. Snyder  
James M. Snyder, Fiscal Officer

12/5/2024  
Date



## Pleasant Township Fire Department

Policy Addendum  
12/05/2024

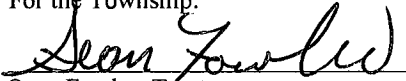
### Recall Procedure for Dangerous Drugs


The purpose of this procedure is to assure compliance with Ohio Administrative Code 4729:5- 3-18 for managing recalled dangerous drugs currently stocked by Pleasant Township Fire Department or previously administered by its providers to an EMS patient. The Pleasant Township Fire Department is responsible for maintenance of this procedure.

#### PROCEDURE

1. The EMS Coordinator or their designee should make a reasonable effort to identify and remove and quarantine any affected stock within 24 hours of receipt of the notice of drug recall.
2. This removed stock should be quarantined until the method is identified for proper drug disposal, destruction or return to manufacturer.
3. The EMS Coordinator should review the specifics of the recall with the Medical Director to determine if patients are to be identified and notified of the recall.
4. The Medical Director will determine if contact needs to be made with patients that received the recalled medication.
5. If it is determined that it is appropriate to contact patients, a letter from the administering department will be drafted and mailed to the USPS address found in the PCR. Registered Mail?
6. Documentation and records for activities in relation to the medication recall shall be maintained by the agency and readily retrievable for 3 years in accordance with the Board of Pharmacy's record retention policy.

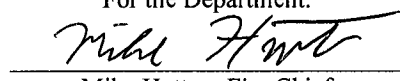
For the Township:

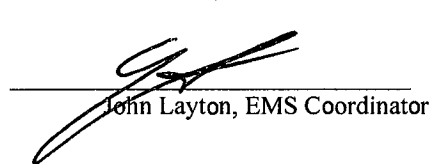
  
Sean Fowler, Trustee

  
Jason Miller, Trustee

  
Rayna Moellendick, Trustee

For the Department:

  
Mike Hutton, Fire Chief

  
John Layton, EMS Coordinator

Date:

Date:

RECEIPT - PAYMENT REGISTER  
PLEASANT TOWNSHIP, FAIRFIELD COUNTY

From 11/22/2024  
To 12/05/2024

Warrant Number	Date	Type	Vendor/Payee	Amount
<b>----- Receipts -----</b>				
183-2024	11/22/2024	STD	ZONING	\$ 950.00
184-2024	11/22/2024	STD	Sedgwick Claims Mgt. Services OTARMA	\$ 4,500.00
185-2024	11/25/2024	STD	FAIRFIELD COUNTY AUDITOR	\$ 21,889.85
186-2024	11/27/2024	STD	AIR EVAC LIFETEAM	\$ 2,000.00
187-2024	11/29/2024	INT	STAR Ohio	\$ 31,082.43
188-2024	11/29/2024	STD	COMMUNITY ROOM RENTAL - STRIPE	\$ 808.85
189-2024	11/29/2024	MEMO	Medicount (Oct EMS Receipts)	\$ 1,145.11
189-2024	11/29/2024	CHARGE	Medicount (Oct Billing Fee)	\$ (609.88)
190-2024	11/29/2024	STD	GovDeals	\$ 34.13
191-2024	11/29/2024	INT	53_INVEST	\$ 339.73
192-2024	11/30/2024	INT	PRIMARY	\$ 157.56
193-2024	11/30/2024	STD	EMS Billing	\$ 15,390.07
194-2024	11/29/2024	INT	53_INVEST	\$ 25.51
195-2024	12/02/2024	STD	CHARTER COMMUNICATIONS	\$ 14,341.05
196-2024	12/02/2024	STD	Department of Public Safety	\$ 3,902.28
197-2024	12/02/2024	INT	53_INVEST	\$ 813.70
			Total Receipts:	<u>\$ 96,770.39</u>
<b>----- Payments -----</b>				
1044-2024	11/22/2024	CH	WEX BANK	\$ 1,979.58
30396	11/27/2024	AW	SHELLY MATERIALS, INC.	\$ 2,146.68
30397	11/27/2024	AW	MIDWEST TOWING & RECOVERY LLC	\$ 11,444.15
30398	11/27/2024	AW	THE FIRE HOUSE	\$ 367.00
30399	11/27/2024	AW	AT&T MOBILITY	\$ 288.75
30400	11/27/2024	WH	IAFF LOCAL 4673	\$ 480.00
1045-2024	11/27/2024	CH	SOUTH CENTRAL POWER CO.	\$ 1,127.55
1046-2024	11/27/2024	EW	TREASURER, STATE OF OHIO	\$ 2,706.08
1047-2024	11/27/2024	EW	SCHOOL DISTRICT INCOME TAX	\$ 1,079.85
1048-2024	11/27/2024	EW	CITY OF LANCASTER INCOME TAX	\$ 281.13
1049-2024	11/30/2024	CH	MED-I-BANK, INC.	\$ 6,575.12
30300	12/05/2024	WH	IAFF LOCAL 4673 (Void)	\$ (480.00)
30401	12/05/2024	WH	OHIO CHILD SUPPORT PAYMENT CENTRAL	\$ 385.84
30402	12/05/2024	AW	VISION SERVICE PLAN	\$ 321.60
30403	12/05/2024	AW	HERSH PACKING & RUBBER CO.	\$ 38.93
30404	12/05/2024	AW	McGUIRE'S DISTINCTIVE TRUCKS, LLC	\$ 8,225.00
30405	12/05/2024	AW	BOB-BOYD AUTO FAMILY	\$ 12.18
30406	12/05/2024	AW	BUCKEYE POWER SALES, INC.	\$ 820.00
30407	12/05/2024	AW	PRECISION OVERHEAD DOOR, INC.	\$ 360.00
30408	12/05/2024	AW	BOUND TREE MEDICAL, LLC	\$ 4,012.37
30409	12/05/2024	AW	MENARDS, INC.	\$ 316.62
30410	12/05/2024	AW	NATIONAL TESTING NETWORK, INC.	\$ 500.00
30411	12/05/2024	WH	IAFF LOCAL 4673 (Reissue of #30300)	\$ 480.00
1080-2024	12/05/2024	EW	US TREASURY DEPT. (EFT)	\$ 7,068.32
1081-2024	12/05/2024	EW	EMPOWER TRUST COMPANY, LLC	\$ 310.00
1082-2024	12/05/2024	CH	DELTA DENTAL	\$ 918.30
1083-2024	12/05/2024	CH	LANCASTER UTILITIES COLLECTION OFFICE	\$ 134.40
1084-2024	12/05/2024	CH	NAPA AUTO PARTS	\$ 336.62
	12/05/2024	EP	PAYROLL	\$ 34,079.09
			Total Payments:	<u>\$ 86,315.16</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: December 5, 2024

Type Meeting: Regular

Name	Name
✓ Tim Malone	
✓ DAVID WALKER	