

REGULAR MEETING

December 19, 2016

The Chesterfield Township Trustees met on December 19, 2016 at 7:30pm with James Stubbins, Clark Emmons, Paul Holman, Peggy Volkman, and Herb Harris present. James Stubbins made a motion to approve the regular minutes as read. Seconded by Clark Emmons. Minutes approved. Received since last meeting \$1,872.61. Paul Holman made a motion to approve the bills in the amount of \$6,573.31 which were presented at the meeting. Seconded by Clark Emmons. Bills approved.

Clark Emmons	Trustee	\$ 689.95
Herbert W. Harris	Road Labor	\$ 791.64
Paul D. Holman	Trustee	\$ 451.30
James L. Stubbins	Trustee	\$ 650.13
Peggy D. Volkman	Fiscal Officer	\$ 1,005.47
Orchard Trust Co.	Deferred Comp	\$ 200.00
C&R Recyclers	Propane Tank	\$ 550.00
Vesco Oil Corp	Diesel Fuel	\$ 310.24
Kinsman Propane	Propane	\$ 690.10
Kinsman Propane	Propane Tank hook up	\$ 102.70
Lyons LP Gas Co., Inc.	Propane Tank	\$ 825.00
Toledo Edison	Electricity	\$ 67.93
Windstream	Telephone & Internet	\$ 82.54
City of Wauseon	Personnel Fees	\$ 48.46
Civitas Media LLC	Legal Notice	\$ 16.80
BWC	Dues	\$ 91.05
Total		\$ 6,573.31

**FISCAL OFFICER REPORT** Fiscal Officer presented the following reports: Payment Register, Receipt Register, Fund Status, Cash Journal, Cash Summary by Fund, Bank Statement, and Bank Reconciliation Report. Year-end meeting will be held on Friday, December 30, 2016 at 9am.

**Resolution 47-12-19-16** Paul Holman moved for the adoption of the following resolution:  
 BE IT RESOLVED, by the Board of Township Trustees, Chesterfield Township, Fulton County, Ohio  
 A resolution of approval to realign the permanent appropriation resolution by modifying the following appropriations from one account to another within the following fund: General in the amount of \$5.00 from 1000-110-315-0000 to 1000-110-111-0000. Clark Emmons seconded the Resolution and the roll being called upon its adoption the vote resulted as follows: Emmons-yes; Holman-yes; Stubbins-yes. Motion Carried.

**Resolution 48-12-19-16** Paul Holman moved for the adoption of the following resolution:  
 BE IT RESOLVED, by the Board of Township Trustees, Chesterfield Township, Fulton County, Ohio  
 A resolution of approval to realign the permanent appropriation resolution by modifying the following appropriations from one account to another within the following fund: Gas in the amount of \$2000.00 from 2021-330-360-0330 to 2021-330-329-0330. James Stubbins seconded the Resolution and the roll

being called upon its adoption the vote resulted as follows: Emmons-yes; Holman-yes; Stubbins-yes.  
Motion Carried.

**Resolution 49-12-5-16** Paul Holman made a motion to approve Then & Now PO #33-2016 in the amount of \$281.89 for services provided by the Fulton County Engineer. Seconded by James Stubbins. Motion carried. By vote: Emmons-yes; Holman-yes; Stubbins-yes.

The following Year-End Resolutions were made:

**Resolution 50-12-19-16** Clark Emmons made a motion for the Trustees to continue to complete the Payroll Certification on a monthly basis and begin to pay salaries for Trustees up to \$8,000 collectively out of the Road & Bridge Fund for the year 2017. Seconded by James Stubbins. Motion carried. By vote: Emmons – yes; Holman – yes; Stubbins – yes.

**RESOLUTION 51-12-19-16** Paul Holman called for the adoption of the following resolution: RESOLVED: Trustees of Chesterfield Township in Fulton County are entitled to the maximum compensation permitted per the ORC 505.24. Seconded by Clark Emmons. Motion carried. By vote: Paul Holman-yes; Clark Emmons-yes; Jim Stubbins-yes;

**RESOLUTION 52-12-19-16** James Stubbins made a motion to set travel/meeting expenses as follows in 2017: Mileage reimbursement \$0.40 per mile. Trustees and clerk can be reimbursed for Convention expenses, motel accommodations, and meals. Seconded by Paul Holman. Motion carried. By vote: Paul Holman-yes; Clark Emmons-yes; Jim Stubbins-yes.

**RESOLUTION 53-12-19-16** WHEREAS: HB 852 provides for the payment from the township's General Fund for membership dues to the Ohio Township Association, as well as subscription to the Ohio Township News, Clark Emmons made a motion that the township pay these costs of \$45.00 per trustee/clerk from the General Fund. Motion seconded by James Stubbins. Motion carried. By vote: Paul Holman-yes; Clark Emmons-yes; Jim Stubbins-yes.

**RESOLUTION 54-12-19-16** Paul Holman made a motion for Chesterfield Township to pay for meals at the Fulton County Township Association meetings. Seconded by Clark Emmons. Motion carried. Paul Holman-yes; Clark Emmons-yes; Jim Stubbins-yes.

**Resolution 55-12-19-16** James Stubbins made a motion for a resolution to approve the following: Each Trustee & Fiscal Officer has the authority to spend up to \$250 on their respective township credit card without prior approval. The expenditures will be solely for Township business and will be in compliance with the Credit Card Policy. Seconded by Paul Holman. Motion carried. By Vote: Stubbins – yes; Emmons – yes; Holman – yes

**Resolution 56-12-19-16** Clark Emmons made a motion for a resolution to allow Maintenance Personnel to purchase Township materials as needed for Township business up to the amount of \$500 without prior approval. Seconded by James Stubbins. Motion carried. By Vote: Stubbins – yes; Emmons – yes; Holman – yes

**ROADS** Herb Harris reported that he plowed snow and salted roads as needed. A Road Mileage Certification was received from the Fulton County Engineer’s Office. The Township’s mileage has remained the same at 31.799 for 2017.

**FIRE** Roy Miller, Fulton County Sheriff inquired about Chesterfield Township applying for a Communications Grant to help fund a new tower at the new state garage on State Route 108. Peggy Volkman will contact Heather Kost, Fulton County EMA Director and inquire on how to apply.

**ZONING** Michelle Gurzynski Inquired about placing a sign on her property advertising her home based business. A copy of the Zoning Code has been sent to her. No business signs are allowed in Chesterfield Township for home based businesses. Don & Maxine Reynolds are building a handicap ramp and no zoning permit is needed per code.

Meeting adjourned.

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Clark Emmons, Chairman

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Paul Holman

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James Stubbins

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Peggy Volkman, Fiscal Officer