Genoa Township Board of Trustees
Delaware County, Ohio
Regular Trustee Meeting
November 2, 2023

The meeting was called to order by Trustee Vaughan at 6:30 PM.

PRESENT:	Renee Vaughan, Chairperson	
	Mark W. Antonetz, Vice-Chairperson	
	Connie M. Goodman, Trustee	
	Patrick M. Myers, Fiscal Officer	
ALSO PRESENT:	Steve Gammill	Police Chief
	Linda Greco	Director of Human Resources
	Jim McMillin	Deputy Police Chief
	Joe Ponzi	Fire Chief
	Joe Shafer	Director of Zoning & Development
	Paul Wise	Township Administrator

Pledge of Allegiance.

POLICE-(0:01:20 mins.)

PERSONNEL-RETIREMENT

- Mr. Wise informed The Board of the retirement of Police Chief Stephen Gammill. The Board thanked Chief Gammill for his service.

RES. 23-1102001 ACCEPT RETIREMENT
Renee Vaughan moved to accept the retirement of Police Chief Stephen Gammill , effective December 15, 2023.
Seconded by Connie Goodman.
VOTE: Vaughan-yes; Antonetz-yes; Goodman-yes.

FISCAL OFFICER REPORT-(0:05:40 mins.)

APPROVAL OF MEETING MINUTES

RES. 23-1102002 APPROVAL OF TRUSTEE MEETING MINUTES
Renee Vaughan moved to approve the following Trustee Meeting Minutes:
- October 5, 2023, Regular Trustee Meeting
- October 23, 20023, Special Trustee Meeting

Seconded by Connie Goodman.
VOTE: Vaughan-yes; Antonetz-yes; Goodman-yes.

SEPTEMBER 2023 FINANCIALS

- Fiscal Officer Myers presented the September 2023 Financials including the following:
  - Primary Bank Reconciliation
  - Fund Status
  - Cash Summary by Fund-YTD
  - Appropriation Summary-MTD
  - Fund Summary-MTD
  - Revenue Summary-MTD

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PUBLIC RECORDS POLICY AND RETENTION SCHEDULE

RES. 23-1102003 APPROVE GENOA TOWNSHIP RECORDS POLICY AND SCHEDULE OF RECORDS RETENTION AND DISPOSITION (RC-2)

Renee Vaughan moved to approve the Genoa Township Records Policy and Schedule of Records Retention and Disposition (RC-2), as approved and recommended by the Genoa Township Records Retention Committee.
Seconded by Connie Goodman.
VOTE: Vaughan-yes; Antonetz-yes; Goodman-yes.

DELAWARE COUNTY FOUNDATION AGREEMENT

RES. 23-1102004 ENTER INTO AGREEMENT

Renee Vaughan moved to enter into an agreement with The Delaware County Foundation to create a designated fund to be known as the Genoa Township Fund for the purposes of accepting donations on behalf of the township.
Seconded by Connie Goodman.
VOTE: Vaughan-yes; Antonetz-yes; Goodman-yes.

RES. 23-1102005 SUPPLEMENTAL APPROPRIATION AMENDMENTS

Renee Vaughan moved to approve the following Supplemental Appropriation Amendments:

Fund	From Acct. #	To Account #	Amount	Description
Fire	2192-930-930-0000	2192-220-221-0000	$50,000.00	Medical Expenses
General	1000-110-221-0000	1000-130-221-0000	$10,000.00	Zoning Expenses
General	1000-110-314-0000	1000-760-730-0000	$13,500.00	Twp Hall Playground Impr.

Seconded by Connie Goodman.
VOTE: Vaughan-yes; Antonetz-yes; Goodman-yes.

RES. 23-1102006 APPROVE PERMANENT APPROPRIATION AMENDMENTS

Renee Vaughan moved to approve the following permanent appropriation amendments:

-Road & Bridge Fund, Medical Insurance, increase in the amount of $100,000.00
-Parks Fund, Salaries, increase in the amount of $15,000.00
-Internal Service Fund, Medical Insurance increase in the amount of $310,000.00
-Motor Veh. Lic. Tax Fund, Contracted Services, increase in the amount of $20,000.00
-Gas Tax Fund, Contracted Services, increase in the amount of $38,000.00

Seconded by Connie Goodman.
VOTE: Vaughan-yes; Antonetz-yes; Goodman-yes.

PURCHASE ORDERS

RES. 23-1102007 APPROVE REGULAR PURCHASE ORDERS, THEN AND NOW PURCHASE ORDERS, AND BLANKET CERTIFICATE PURCHASE ORDERS

Renee Vaughan moved to approve the following:

Vendor	Fund	Amount	Description
	Fire	$100,000.00	BC - Medical Expenses
	General-Zoning	$10,000.00	BC - Medical Expenses
	Road & Bridge	$100,000.00	BC - Medical Expenses
	Police	$100,000.00	BC - Medical Expenses
	Internal Service	$310,000.00	BC - Medical Expenses
PrairieStates	Internal Service	$37,272.52	TN - Medical Expenses
McCoy Paving	General	$13,500.00	TN - Playground Improv.
McCoy Paving	R&B, MVT & Gas	$114,635.19	TN - CSR Concrete Improv.

Seconded by Connie Goodman.
VOTE: Vaughan-yes; Antonetz-yes; Goodman-yes.

POLICE, FIRE & EMS RETENTION GRANT FUNDS

RES. 23-1102008 ACCEPT AMBULANCE TRANSPORTATION AND EMS FIRST RESPONDER GRANT
Renee Vaughan moved to accept the Ohio Office of Budget Management's Ohio Ambulance Transportation and Ohio Emergency Management Agency's Ohio First Responder Recruitment, Retention, and Resilience Grant, in the amount of $20,000.00, approve Exhibit A – Retention Bonuses and authorize the Fiscal Officer to amend the 2023 Fire & Rescue, Ambulance and EMS Service Fund, Permanent Appropriations for salaries, increase in the amount of $20,000.00. Seconded by Connie Goodman.
VOTE: Vaughan-yes; Antonetz-yes; Goodman-yes.

RES. 23-1102009 ACCEPT ARPA FIRST RESPONDER GRANT
Renee Vaughan moved to accept the ARPA First Responder Wellness, Recruitment, Retention, and Resilience Grant, in the amount of $228,000.00, approve Exhibits B & C – Retention Bonuses and authorize the Fiscal Officer to amend the 2023 Police Fund, Permanent Appropriations for salaries, increase in the amount of $104,000.00 and the 2023 Fire Fund, Permanent Appropriations for salaries, increase in the amount of $124,000.00 Seconded by Connie Goodman.
VOTE: Vaughan-yes; Antonetz-yes; Goodman-yes.

OHIO CHECKBOOK

- There was Board discussion regarding the township's participation in Ohio Checkbook. Fiscal Officer Myers informed The Board of an increase in fraudulent activity when the township was actively updating the online Ohio Checkbook. This item was tabled for further information.

PUBLIC COMMENT-(0:21:13 mins.)

- Rick Wieland, 9500 Britonwoods Drive, Galena, asked an update on his Public Comments made at the September 7th Trustee Meeting.

TRUSTEE COMMENT-(0:31:30 mins.)

- Trustee Goodman thanked staff and volunteers for another successful Halloween Open House.
- Trustee Vaughan said SourcePoint's next class "Bingo" will be held at the township hall on November 14th at 1:30 PM.
- Trustee Vaughan asked for Board feedback on the creation of an Events Committee. This item was tabled for further information.

ADMINISTRATION-(0:35:10 mins)

GENERAL LIABILITY INSURANCE RENEWAL-OHIO PLAN

RES. 23-1102010APPROVE 2023-2024 GENERAL LIABILITY INSURANCE RENEWAL
Renee Vaughan moved to approve the 2023-2024 General Liability Insurance Renewal and authorize a Purchase Order to Rinehart-Walters-Danner, in the amount of $101,852.00, for 2023-2024 General Liability Insurance. Seconded by Connie Goodman.
VOTE: Vaughan-yes; Antonetz-yes; Goodman-yes.

VENDOR SALES – UPDATE

- Mr. Wise presented information regarding food truck vendors on township properties. There was Board discussion regarding creating a policy with guidance from the County Prosecutor's Office.

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OLD POLICE STATION PROJECT – CHANGE ORDER #6

- Mr. Wise said he is still waiting on the status of the grant from Delaware County Landbank for the demo of the old police station. He asked for approval of the following change orders while the township is waiting on the grant notification from the state level.

RES. 23-1102011 APPROVE CHANGE ORDER #6
Renee Vaughan moved to approve Change Order #6 and authorize a Purchase Order, in the amount of $4,875.01, for additional interest fees in accordance with the contract approved June 14, 2023. Seconded by Connie Goodman.
VOTE: Vaughan-yes; Antonetz-yes; Goodman-yes.

POLICE-(0:48:15 mins.)

RES. 23-1102012 ACCEPT RETIREMENT
Renee Vaughan moved to accept the retirement of Police Officer Darren Hutchinson , effective December 31, 2023. Seconded by Connie Goodman.
VOTE: Vaughan-yes; Antonetz-yes; Goodman-yes.

- The Board thanked Officer Hutchinson for his service.

EDUCATIONAL SUPPLEMENT

RES. 23-1102013 APPROVE EDUCATIONAL SUPPLEMENT
Renee Vaughan moved to approve Education Supplement for Full-Time Police Officer Nathaniel Wilson, per Article 14.11 in the Ohio Patrolmen's Benevolent Association (OPBA) Union Agreement, in the amount of $0.75, an hour for an associate's degree, effective November 2, 2023. Seconded by Connie Goodman.
VOTE: Vaughan-yes; Antonetz-yes; Goodman-yes.

HUMAN RESOURCES-(0:50:25 mins.)

PHARMACY CHANGE RESOLUTION

- Ms. Greco explained to The Board the need to change prescription vendors. She proposed entering in to an agreement with the township's previous prescription vendor Employee Health Insurance Management, Inc.

RES. 23-1102014 ENTER INTO AN AGREEMENT
Renee Vaughan moved to enter into an agreement with Employee Health Insurance Management, Inc. (EHIM), effective January 1, 2024, as the township's Pharmacy Benefit Manager. Seconded by Connie Goodman.
VOTE: Vaughan-yes; Antonetz-yes; Goodman-yes.

ANNOUNCEMENTS

- November 7 – Election Day
- November 7 – Fire Advisory Committee
- November 8 – Police Advisory Committee
- November 9 – Communications Advisory Committee
- November 10 - Offices Closed – Veterans Day
- November 23 & 24 – Offices Closed – Thanksgiving
- November 28 – Board of Zoning Appeals
- December 6 – Parks Advisory Committee
- Next Regular Trustee Meeting – December 7, 2023

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EXECUTIVE SESSION

RES. 23-1102015 EXECUTIVE SESSION
Renee Vaughan moved to adjourn to Executive Session at 7:22 PM for the purpose of conferencing with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action; preparing for or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment; and to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee. Seconded by Connie Goodman.
VOTE: Vaughan-yes; Antonetz-yes; Goodman-yes.

Renee Vaughan moved to return from Executive Session to the Regular Trustee Meeting 9:04 PM. Seconded by Connie Goodman.
VOTE: Vaughan-yes; Antonetz-yes; Goodman-yes.
There was no more business to come before The Board.

Renee Vaughan moved to adjourn this meeting at 9:05 PM. Seconded by Connie Goodman.
VOTE: Vaughan-yes; Antonetz-yes; Goodman-yes.

Trustee Trustee Trustee

Attest: _____
Fiscal Officer

Minutes Approved December 7, 2023.