

RECORD OF PROCEEDINGS

Minutes of

Blendon Township Board of Trustees Meeting

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held March 13

20 24

The meeting was called to order at 6:30 p.m. by Chairperson Heichel. Pledge of Allegiance led by Chairperson Heichel.

Present

Trustee Heichel and Trustee Ciamacco. Trustee Shinaberry was absent.

Also in attendance were John Belford, Police Chief; John Giamarco, Service Director; Joann Bury, Fiscal Officer; Pat Myers, Administrator; Brian Miller, Westerville/Blendon Fire Chief.

Fiscal Officer Report

Minutes—

Trustee Heichel moved to approve the February 28 minutes as written. Trustee Ciamacco seconded. Trustee Heichel voted yes. Trustee Ciamacco voted yes. Trustee Shinaberry was absent.

Trustee Heichel moved to approve the March 12, 2024, Special meeting minutes as written. Trustee Ciamacco seconded. Trustee Heichel voted yes. Trustee Ciamacco voted yes. Trustee Shinaberry was absent.

Approval of Purchase Orders—

Trustee Heichel moved to approve purchase orders as presented. Trustee Ciamacco seconded. Trustee Heichel voted yes. Trustee Ciamacco voted yes. Trustee Shinaberry was absent.

Bills—

Trustee Heichel moved to pay the bills. Trustee Ciamacco seconded. Trustee Heichel voted yes. Trustee Ciamacco voted yes. Trustee Shinaberry was absent.

Administration

Administrator Myers—

Administrator Myers informed everyone that Trustee Shinaberry was not at the meeting due to being sick with Covid and apologized for missing the meeting.

Cleaning Company Contract for Senior Center: Administrator Myers requested that the board authorize him to enter into a one-year agreement, effective March 21, 2024, with Customized Cleaning Solutions LLC for cleaning of the Senior Center in the amount of \$2275.00 per month. this amount is in line with our previous cleaning company, plus includes our Administration Building.

Trustee Heichel moved to authorize him to enter into the agreement as presented. Trustee Ciamacco seconded. Trustee Heichel voted yes. Trustee Ciamacco voted yes. Trustee Shinaberry was absent.

Approval of Purchase Order for Police Department Office Furniture: Administrator Myers requested that the board approve a purchase order to The Bradley Company in the amount of \$11,443.00 for office furniture at the Police Department. He stated this total was lower than the estimate, saving the Township nearly \$3,000.

Trustee Heichel moved to approve the purchase order as presented and stated this will be paid for with ARPA Funds and noted that Chiefs office furniture consists of six white Home Depot tables and very old Sauder Brand furniture that was falling apart from age. Trustee Ciamacco seconded. Trustee Heichel voted yes. Trustee Ciamacco voted yes. Trustee Shinaberry was absent.

Audio/Visual Agreement: Administrator Myers met with three companies and gathered quotes for audio/visual equipment and services for the Trustee Meetings. He requested that the board authorize him to enter into an agreement with Central Ohio Audio Visual for \$17,385.22, which would be paid using the ARPA fund. this quote was \$20,000 less than the other quotes for equal orders. Trustee Heichel moved to authorize him to enter into the agreement as presented. Trustee Ciamacco seconded.

Discussion: Trustee Ciamacco asked if there are monthly fees associated with it and Administrator Myers responded no. Joann Bury asked if once it is purchased, if the company provides support for it. Administrator Myers stated that the company offers onsite training and services, but there is no service contract involved. He is going to check with Blendon Township's IT company to see if they will service the equipment if we should need assistance.

Trustee Heichel voted yes. Trustee Ciamacco voted yes. Trustee Shinaberry was absent.

Human Resources

Administrator Myers—

Administrator Myers discussed the onboarding of two new employees within the Police Department.

He also stated that there was a notification from the insurance company regarding insurability, that needs to go out by April 15th and he will be working getting that sent to everyone.

Maintenance/B&G/Parks/Cemetery

Mr. Giamarco—

Approval of Annual Paving Program: Mr. Giamarco requested that the board approve an annual estimate from Franklin County Engineers for paving in the amount of \$163,305.55, which would be paid for with the Road District Fund. He stated the engineers survey the township roads and provide estimates of repairs. Mr. Giamarco selected four roads from the list they provided. They are Balboa Court, Brazzaville Rd., Lapaz Pl., Spohn Dr., and Lawn Place.

Trustee Heichel moved to approve the Franklin County Engineers annual estimate for paving at \$163,503.55 to be paid from our Road District Fund and appropriating the funds for this purchase. Trustee Ciamacco seconded. Trustee Heichel voted yes. Trustee Ciamacco voted yes. Trustee Shinaberry was absent.

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Approval of Concrete Estimates: Mr. Giamarco requested that the board approve the estimates from Jeff Beard Concrete for curb and gutter work on roads in the paving program based on previously Board approved pricing per foot, in the amount of \$105,288.00 from the inside milage and \$6,707.0 payment will come from the ARPA funds. There are also catch basins that need to be repaired on the roads and those were approved at a previous Board of Trustees meeting. Trustee Heichel moved to approve the estimates from Jeff Beard Concrete for curb and gutter work on the roads in the paving program based on an approved pricing per foot. That is \$105,288 to be paid within inside millage and \$6707 to be paid with ARPA funds and appropriating, the funds for this purchase.

Trustee Heichel moved to approve the estimates as presented. Trustee Ciamacco seconded. Trustee Heichel voted yes. Trustee Ciamacco voted yes. Trustee Shinaberry was absent.

Police

Chief Belford—

Resignation of Police Officer Thomas Cory: Chief Belford requested that the board accept the resignation letter of Thomas Cory, effective March 13, 2024.

Trustee Heichel moved to approve the resignation as presented. Trustee Ciamacco seconded. Trustee Heichel voted yes. Trustee Ciamacco voted yes. Trustee Shinaberry was absent.

Fire

Chief Miller—

Chief Miller stated that the air packs that they wear are coming up on 15 years of use, so he put in for a grant to offset the cost of replacing them. \$900,000.00 was budgeted for them but with the grant, the cost would be around \$90,000.00. They have two years to apply for the grant and if they do not get it this year, they will apply again next year.

Public Comment

Time was allowed for public comment, but no residents opted to speak during this time.

Trustee Comment

Trustee Heichel— Trustee Heichel discussed a meeting with the City of Westerville regarding the Harlem Township merger, which she attended with Administrator Myers. She stated that the merger does not involve Blendon Township and the meeting was for informational purposes. Any questions about their merger are directed to Westerville’s webpage, westerville.org. At the meeting, she asked them if Westerville is able and would be willing to provide the Blendon Township Aqua Water customers with Westerville water. They were not expecting that question, nor were they prepared for it, which Trustee Heichel was aware of. They assured her that they would definitely check into this. It will take some time as they will form a team within their leadership and water management staff. They will also check with Aqua to determine the infrastructure condition. Trustee Heichel stated this question was asked to Westerville many years ago and the Township was denied, however, things could have changed, so she wanted to ask. The purpose for her inquiry is to find a better water rate for our residents.

Trustee Ciamacco— Trustee Ciamacco asked residents to keep sending their Aqua hardship letters to her.

She is working on a vendor cost analysis to review ways to save money since all expenditures are paid for by Blendon Township taxpayers.

She is also going to meet with all Township employees to learn what they do on a daily basis, as well as create manuals and checklists. She wants to streamline the existing systems to ensure they are efficient.

Lastly, she discussed contesting property taxes, stating there is a timeline in which property owners can contest by filing a complaint with the Board of Revisions and seeking to reduce a lower property valuation. The deadline to file the complaint is April 1, 2024. She stated she wants to host a seminar regarding the best ways to contest property taxes, along with the other Trustees, possibly in October.

Announcements

Wednesday, March 27, 2024, will be the next Board of Trustees Meeting at 6:30 p.m.

Adjournment

Being no further business before the board, the meeting was adjourned at 6:56 p.m.

Approved by: Jan Heichel
Jan Heichel, Chairperson

3/27/24

Approved by: Joann Bury
Joann Bury, Fiscal Officer