

Trustee French called the regular scheduled Bristol Township Trustee Meeting to order on Tuesday, February 5, 2019, with the following Trustees present and answering roll call:

Mr. Seemann, absent  
Mr. French, present  
Mr. Webb, present

#### Pledge of Allegiance

Mr. Webb moved to approve the minutes of January 22, 2019. Mr. French seconded the motion.

Motion Carried	Roll Call	Mr. French, yes
#036-2019		Mr. Webb, yes

#### Guests

Mr. & Mrs. Shearer, Carolyn Marino, Chuck McMonagle, Mr. Stamp, George Gordon, Steve Papalas, Lou Lamosek – all observing.

Bob Coupland representing the Tribune Chronicle

Ellen Gordon Zoning Inspector issued 3 addresses, all were vacant land.

Steve Craiger Assistant Fire Chief reported that a meeting will be held on February 20<sup>th</sup> at Johnson Fire Department to discuss a possible EMS district.

Ken Weeks Zoning Commission Chairman submitted 3 documents for approval;

- Appendix I (Bristol Twp. Vehicle Check List)
- Appendix A (Zoning Certificate Rates)
- Table of Contents

Trustee Webb read a letter that was submitted to the Bristol Township Zoning Commission regarding the placement of temporary hunting trailer during hunting season on properties in Bristol Township. The Trustees are asking the Zoning Commission to consider whether the board feels this type of placement is appropriate for the township and if it does hold merit what stipulations would need to exist to assure it was temporary and properly recorded by the zoning inspector.

Trustee Webb also presented letters of interest to fill two five- year term positions on the Zoning Board of Appeals.

1. Lee Cook
2. Sandra Ash
3. Kurt Holko

Trustee Webb moved to appoint Lee Cook and Sandra Ash to five year terms to the Zoning Board of Appeals and Kurt Holko to an alternate 1-year term. Effective immediately. Mr. French seconded the motion.

Discussion: Lee Cook term will expire December 31, 2023, Sandra Ash served as an alternate in 2018, her term will expire December 31, 2023, Kurt Holko term as an alternate will expire December 31, 2019.

Motion Carried	Roll Call	Mr. French, yes
#037-2019		Mr. Webb, yes

Mr. Webb moved to approve Appendix I (Vehicle Check List), Appendix A (Zoning Certificate Rates), and the Table of Contents as submitted by the Zoning Commission Board. Mr. French seconded the motion.

Discussion: Effective March 7, 2019

Motion Carried	Roll Call	Mr. French, yes
#038-2019		Mr. Webb, yes

Annual meeting with the County Engineer will take place on March 11 to discuss roads.

Trustee French read the 2019 Goal list as follows:

#### **ZONING**

- Move office to administration Building
- Pay increase

#### **PARK**

- Improve landscaping, replace bushes, and mulch with stone
- Create Bristol Historical Museum
- Paint & repair wood on Town Hall
- LED lighting for banquet hall sign
- Improve electric at both the banquet hall and Town Hall to avoid breaker shut off during rentals.
- Consider tank-less water heaters for both Town Hall and Banquet Hall.
- Remove lock to kitchen door at Town Hall
- Window Cleaning schedule for Town Hall and Banquet Hall, Administration Building

#### **ADMINISTRATION**

- Records Room – Shred Records
- Look into dissolving Cemetery Bequest accounts (not earning interest, use money for a project in the cemetery)
- Offer Rabies Clinic again
- Continue working with the County Engineer to gain public water for Bristol Township
- Improve Memorial Day program, communication and safety of the parade
- Consolidate Cemeteries in Bristol & Bloomfield by sharing Sexton, employees and equipment
- Continue combining services between Bristol & Bloomfield Townships

#### **ROAD**

- Chip & Seal or make small improvements to Housel Craft, East of State Route 45
- Messick Road – core samples to determine extend to damage and widen the road

#### **CEMETERIES**

- Evergreen Cemetery – Chip & Seal roadways, replace small flag poles
- Bowers Cemetery – Parking Lot, Sign
- Kagey Cemetery – Plaque with list of names buried, Determine Veterans
- Sager – Start and complete Veterans Memorial

Trustee French presented two proposals from Bob Sudzina for Landscape work in the Park and at Sager Cemetery around the Veterans Memorial.

- \$2300.00 for the Township Park
- \$1500.00 for the Sager Veteran Memorial

Mr. French moved to approve \$2300.00 for the acceptance of Bob Sudzina landscaping proposal in the Township Park. Mr. Webb seconded the motion.

Discussion: 13 Taxis Bushes to be removed and replaced, remove excess mulch and replace with #4 river rock estimating 12 yards, spray in beds for weeds at \$70.00 for 3 gallons and any other work will be done at \$25.00 per hour.

Motion Carried	Roll Call	Mr. French, yes
#039-2019		Mr. Webb, yes

Mr. French moved to approve the proposal from Bob Sudzina for landscaping at the new Veterans Memorial in Sager Cemetery for \$1500.00. Mr. Webb seconded the motion.

Discussion: Plant 10 boxwoods, 4 buckthorns, seed and fertilize around the monument, 5 yards of #4 rock, 3 men labor for 20 hours.

Motion Carried	Roll Call	Mr. French, yes
#040-2019		Mr. Webb, yes

Mr. French moved to give Ellen Gordon, Zoning Inspector a raise of \$400.00 a year, her pay would be \$4,000.00 for 2019. Mr. Webb seconded the motion.

Discussion: Ellen has not had a raise since 2006.

Motion Carried	Roll Call	Mr. French, yes
#041-2019		Mr. Webb, yes

Mr. French read a letter from Kerry Culp requesting the Township purchase back cemetery sites at Sager Cemetery.

Mr. French moved to purchase sites 1,2, and 3, Section 6, Lot # 306 at Sager Cemetery in the amount of \$200.00 each. Mr. Webb seconded the motion.

Discussion: A new deed will be issued for site # 4 with burial of Kerry's parents, Bill & Bonnie Culp. Payment of \$600.00 will be issued to Kerry Culp, Deed # 866 will be marked void.

Motion Carried	Roll Call	Mr. French, yes
#042-2019		Mr. Webb, yes

Mr. French read the proposed permanent appropriations for 2019.

Mr. French moved to approve the 2019 permanent appropriations as follows:

General Fund	\$400,000.00
Motor Vehicle	15,000.00
Gasoline	180,000.00
Road	150,000.00
Cemetery	70,000.00
Fire	284,900.00
Zoning	1,500.00
EMS/Misc.	156,000.00
Debt. Service	62,658.18
Cemetery Bequest	<u>7,046.45</u>
<b>Total Permanent Appropriations</b>	<b>1,327,104.63</b>

Mr. Webb seconded the motion.

Motion Carried	Roll Call	Mr. French, yes
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#044-2019

Mr. Webb, yes

Mr. French moved to pay all outstanding invoices and approve all warrants and purchase orders.

Mr. Webb seconded the motion.

Motion Carried

Roll Call

Mr. French, yes

#045-2019

Mr. Webb, yes

Mr. French moved to adjourn with no other business to come before the board at 7:35 PM. Mr.

Webb seconded the motion.

Motion Carried

Roll Call

Mr. French, yes

#046-2019

Mr. Webb, yes

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Ramon W. French, Trustee Vice Chairman

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Mark J. Webb, Trustee

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ATTEST: Ida Dolly Mansfield, Fiscal Officer