

Orange Township Trustees
January 17, 2017
Regular Meeting

The audio recording, resolutions passed, and any attachments constitutes an accurate record of the Orange Township Trustee Minutes at the above dated meeting as determined by the Fiscal Officer. The following summary is provided as an overview of the meeting and a “road map” to the audio recording. Copies of this record are available by request at the Orange Township Fiscal Office, 1680 East Orange Road, Lewis Center, Ohio 43035.

Mr. Quigley called the meeting to order at 7:00 p.m.

This meeting was held at the Orange Township Hall, 1680 East Orange Road, Lewis Center, Ohio 43035.

PLEDGE OF ALLEGIANCE

ROLL CALL: Robert Quigley – present, Deborah Taranto – present, Lisa F. Knapp – present.

TOWNSHIP OFFICIALS ALSO PRESENT

Joel Spitzer	Fiscal Officer
Amanda Sheterom	Human Resources/Communications Manager
Beth Hugh	Maintenance and Parks Director
Lee Bodnar	Township Administrator
Michael McCarthy	Township General Counsel

The minutes were prepared by Administrative Assistant for Maintenance and Parks Mary Ann Ross.

REGULAR SESSION

PUBLIC COMMENT

Mr. Quigley asked for anyone to come forward with public comment about items not on the agenda. No one came forward.

APPROVAL OF MINUTES

DECEMBER 16, 2016 SPECIAL TRUSTEE MEETING

RES.17-044 APPROVAL OF MINUTES

Motion by Mr. Quigley to approve the December 16, 2016, special trustee meeting minutes as presented.

Seconded by Ms. Knapp.

VOTE: Quigley – yes, Knapp – yes, Taranto – yes.

DECEMBER 19, 2016 REGULAR TRUSTEE MEETING

RES.17-045 APPROVAL OF MINUTES

Motion by Mr. Quigley to approve the December 19, 2016, regular trustee meeting minutes as presented.

Seconded by Ms. Knapp.

VOTE: Quigley – yes, Knapp – yes, Taranto – yes.

JANUARY 3, 2017 REGULAR TRUSTEE MEETING

RES.17-046 APPROVAL OF MINUTES

Motion by Mr. Quigley to approve the January 3, 2017, regular trustee meeting minutes as presented.

Seconded by Ms. Knapp.

VOTE: Quigley – yes, Knapp – yes, Taranto – yes.

ZONING REPORT

ORANGE TOWNSHIP ZONING HEARINGS/MEETING REPORT

Mr. Quigley commented, as always, there is a zoning report on the table as you come into the meeting room.

**SET DATE FOR BOARD OF TRUSTEES HEARING REGARDING ZONING CASE #ZON-16-04
7910 NORTH CENTRAL DRIVE - DENNIS M. HAMILTON**

RES.17-047 SET HEARING DATE

Motion by Mr. Quigley to hold the zoning hearing for Case #ZON16-034; 7910 North Central Drive – Dennis M. Hamilton, on February 6, 2017, at 7:00 p.m., at township hall.

Seconded by Ms. Knapp.

VOTE: Quigley – yes, Knapp – yes, Taranto – yes.

MAINTENANCE REPORT

ACCEPTANCE OF ROAD AND SET SPEED LIMITS AND STOP CONDITIONS

RES.17-048 ACKNOWLEDGE ROADS

Motion by Mr. Quigley to acknowledge the addition of the following roads:

- ⇒ 0.04 additional miles to Township Road TR 1631, Royal Birkdale Drive
- ⇒ 0.19 additional miles to Township Road TR 1277, Tralee Lane
- ⇒ 0.24 additional miles to Township Road TR 1657, McAlister Park Drive
- ⇒ 0.06 additional miles to Township Road TR 1670, McAlister Place
- ⇒ 0.06 additional miles to Township Road TR 1252, Royal County Down
- ⇒ 0.11 additional miles to Township Road TR 1252, Royal County Down

Seconded by Ms. Taranto.

VOTE: Quigley – yes, Taranto – yes, Knapp – yes.

**RES.17-049 DECLARE A REASONABLE AND SAFE PRIMA-FACIE SPEED LIMIT
FOR CERTAIN HIGHWAYS UNDER TOWNSHIP JURISDICTION AND LOCATED
WITHIN COMMERCIAL SUBDIVISIONS OR RESIDENTIAL SUBDIVISIONS**

Motion by Mr. Quigley;

WHEREAS, R.C. Section 4511.21(K) (5) authorizes The Board of Township Trustees to declare a reasonable and safe prima-facie speed limit of less than fifty-five miles per hour, but not less than twenty-five miles per hour, upon a finding that the prima-facie permitted speed of fifty-five miles per hour is greater than is reasonable and safe in regard to certain township highways; and

WHEREAS, such authority is limited to those highways under township jurisdiction which are located within commercial or residential subdivisions; and

WHEREAS, residents of subdivisions within the township have indicated that such prima-facie limit of fifty-five miles per hour is greater than is reasonable and safe, and have asked for lower speed limits to promote health, safety and welfare in their neighborhoods, and

WHEREAS, The Board of Township Trustees have conducted an investigation of those township highways listed in the attached Exhibit “A,” and have received a recommendation from the Delaware County Engineer’s Office to the Delaware County Commissioners regarding the appropriate speed limit which should be established for such highways; and

WHEREAS, the Delaware County Engineer's Office has previously, by letter to this Board dated December 16, 2004, confirmed that, prior to making such a recommendation to the Commissioners, it is the practice and policy of the Delaware County Engineer's office to conduct an engineering and traffic investigation as to each affected road; and

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WHEREAS, that correspondence stated the belief of the Delaware County Engineer's Office that this practice and policy, and the resulting recommendation of the Delaware County Engineer, satisfies the requirement of RC 4511.21(k) (5) for an “engineering and traffic investigation,” and that The Board, upon being presented with a copy of such a document, thus has a basis upon which to establish a speed limit conforming with the recommendation; and

WHEREAS, that correspondence further advised The Board that, pending further written notice from that office, it may rely upon such a written recommendation of the Delaware County Engineer's Office to the Commissioners as being in compliance with the foregoing and that the speed limit recommended therein is appropriate on the streets in platted subdivisions that are the subject of the document; and

WHEREAS, that correspondence further advised The Board that the foregoing applies to recommendations received in the future and to such recommendations as may have been received bearing a date subsequent to May 18, 1998; and

WHEREAS, upon such basis, it is the finding of The Board that the Delaware County Engineer’s Office has reviewed those township highways listed in the attached Exhibit “A” and found them to be appropriate for a prima-facie permitted speed of twenty-five (25) miles per hour;

NOW THEREFORE BE IT RESOLVED that The Board of Township Trustees of Orange Township, Delaware County, Ohio, upon the basis of the investigation conducted and the recommendation received from the Delaware County Engineer’s Office, finds that the prima-facie speed limit of fifty-five miles per hour set forth in R.C. 4511.21(B) (5) is greater than is reasonable and safe under the conditions existing at the location of those township highways listed in the attached Exhibit “A.”

BE IT FURTHER RESOLVED that The Board finds all highways listed in the attached Exhibit “A” are located within residential or commercial subdivisions of the township outside the limits of a municipal corporation, and that all other requirements of R.C. 4511.21(K)(5) have been met or satisfied.

BE IT FURTHER RESOLVED that The Board declares the reasonable and safe prima-facie speed limit upon those township highways listed in the attached Exhibit “A” to be twenty-five miles per hour.

BE IT FURTHER RESOLVED that the Maintenance Manager is hereby directed to erect appropriate signage giving notice of this altered speed limit as soon as possible so that enforcement may begin.

Seconded by Ms. Taranto.

VOTE: Quigley – yes, Taranto – yes, Knapp – yes.

Exhibit A

ROAD INVENTORY					
Project #	13059	Project Name	Sanctuary at the Lakes Section 2, Parts 1 & 2		
Road Name	Royal Birkdale Drive	Road Number	TR 1631		
Township	Orange	Map Location	J-9		
R/W Width	50 feet	Pavement Width	27 feet f/f		
Shoulder Width	Curb & Gutter	Surface Type	I		
Starting Point	Phaseline at sta 17+26 +/-				
Ending Point	Centerline of intersection with TR 1621 Sanctuary Drive at station 19+34 +/-				
Length of Section	0.04mile	Existing Inv. Length	0.19 mile	New Inv. Length	0.23 mile
Date Accepted	10/31/2016	Inventory Year	2016		
Notes:	Establishes a stop condition for TR1631 Royal Birkdale Drive at its intersection with TR 1621Sanctuary Drive				

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Exhibit A

ROAD INVENTORY					
Project #	14013	Project Name	Sanctuary at the Lakes Section 5, Part 1		
Road Name	Tralee Lane		Road Number	TR 1277	
Township	Orange	Map Location	J-9		
R/W Width	60 feet	Pavement Width	32 feet f/f		
Shoulder Width	Curb & Gutter		Surface Type	I	
Starting Point	Existing pavement at sta 0+00+/-				
Ending Point	Centerline of intersection with TR 1252 Royal County Down at sta 10+04 +/-				
Length of Section	0.19mile	Existing Inv. Length	0.15 mile	New Inv. Length	0.34 mile
Date Accepted	12/22/2016	Inventory Year	2017		
Notes:	Establishes a stop condition for TR1277 Tralee Lane at its intersection with TR 1252 Royal County Down. M/I Homes of Central Ohio, LLC; 20 lots; \$88,200 maintenance bond				

Exhibit A

ROAD INVENTORY					
Project #	14031	Project Name	Enclave at the Lakes		
Road Name	McAlister Park Drive		Road Number	TR 1657	
Township	Orange	Map Location	J-9		
R/W Width	50 feet	Pavement Width	27 feet f/f		
Shoulder Width	Curb & Gutter		Surface Type	I	
Starting Point	Centerline of its intersection with TR1656 Enclave Blvd. at sta 0+00+/-				
Ending Point	Mid-point of the cul-de-sac at sta 12+83 +/-				
Length of Section	0.24mile	Existing Inv. Length	0.00 mile	New Inv. Length	0.24 mile
Date Accepted	10/31/2016	Inventory Year	2016		
Notes:	Establishes a stop condition for TR 1657 McAlister Park Drive at its intersection with TR1656 Enclave Boulevard.				

Exhibit A

ROAD INVENTORY					
Project #	14031	Project Name	Enclave at the Lakes		
Road Name	McAlister Place		Road Number	TR 1670	
Township	Orange	Map Location	J-9		
R/W Width	50 feet	Pavement Width	27 feet f/f		
Shoulder Width	Curb & Gutter		Surface Type	I	
Starting Point	Centerline of intersection with TR 1656 Enclave Blvd sta 12+83+/-				
Ending Point	Mid-point of the cul-de-sac at sta 16+00+/-				
Length of Section	0.06mile	Existing Inv. Length	0.00 mile	New Inv. Length	0.06 mile
Date Accepted	12/22/2016	Inventory Year	2017		
Notes:	M/I Homes of Central OH, LLC, 8 lots				

Exhibit A

ROAD INVENTORY					
Project #	14013	Project Name	Sanctuary at the Lakes Section 2, Part 1		
Road Name	Royal County Down		Road Number	TR 1252	
Township	Orange	Map Location	J-9		
R/W Width	60 feet	Pavement Width	Varies		
Shoulder Width	Curb & Gutter		Surface Type	I	
Starting Point	Existing pavement at sta 0+00+/-				
Ending Point	Phaseline at sta 5+74+/-				
Length of Section	0.11mile	Existing Inv. Length	0.20 mile	New Inv. Length	0.31 mile
Date Accepted	12/22/2016	Inventory Year	2017		

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Notes:	M/I Homes of Central Ohio, LLC; 20 lots; \$88,200 maintenance bond
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Exhibit A

ROAD INVENTORY					
Project #	14057	Project Name	Sanctuary at the Lakes Section 5, Part 2		
Road Name	Royal County Down	Road Number	TR 1252		
Township	Orange	Map Location	J-9		
R/W Width	60 feet	Pavement Width	27 feet f/f		
Shoulder Width	Curb & Gutter	Surface Type	I		
Starting Point	Phaseline at sta 5+74 +/-				
Ending Point	Mid-point of the cul-de-sac at sta 8+94+/-				
Length of Section	0.06mile	Existing Inv. Length	0.31 mile	New Inv. Length	0.37 mile
Date Accepted	12/22/2016	Inventory Year	2017		
Notes:	M/I Homes of Central Ohio , LLC; 10 Lots; \$9,800 maintenance bond				

DISCUSSION AND POSSIBLE ACTION REGARDING FLEET GAS CARDS

Ms. Hugh commented she was not ready to move forward with the resolution. She received the agreement today and she has some questions. She has forwarded the information onto Mr. Fowler at the Delaware County Prosecutor’s Office for review. Ms. Hugh has also called DAS to make sure she understands it correctly.

DISCUSSION AND POSSIBLE ACTION REGARDING BALE KENYON ROAD IMPROVEMENT PROJECT – AWARD CONSTRUCTION CONTRACT

Ms. Hugh gave a brief summary of the project/contract. Ms. Hugh answered the Board’s questions.

RES.17-050 AUTHORIZING THE CONTRACT WITH JJ SCHLAEGEL, INC. FOR THE BALE KENYON ROAD IMPROVEMENT PROJECT

Motion by Mr. Quigley;

WHEREAS, the Orange Township Board of Trustees (“Board”) has found a necessity for and has approved project DEL-TR 107-1.55, Bale Kenyon Road Improvement Project (“Project”) pursuant to Resolution dated December 21, 2015; and,

WHEREAS, the Board approved the release of an Invitation To Bid (“ITB”) for the Project; and,

WHEREAS, the Board has previously been granted \$494,000.00 from the Ohio Public Works Commission (OPWC) to be used for the Project; and,

WHEREAS, JJ Schlaegel, Inc. submitted a bid for the Project in the amount of \$2,383,638.78 that the Board determined to be the lowest and best; and,

WHEREAS, the Board now desires to enter into a contract (“Contract”) with JJ Schlaegel pursuant to that bid.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Orange Township, that:

Section 1. The Board hereby authorizes and approves the attached Contract with JJ Schlaegel, Inc. and hereby incorporates all of the ITB documents, including the bid submitted by JJ Schlaegel, as part of the Contract.

Section 2. The Board authorizes a purchase order to JJ Schlaegel in the amount of \$1,889,638.78. The OPWC grant award of \$494,000.00 will be sent to the Contractor directly from OPWC.

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Section 3. The Board accepts and approves all other related bid documents necessary to effectuate the Contract.

Section 4. The Board authorizes Beth Hugh to sign the Contract and all other related bid documents on the Board's behalf.

Section 5. All formal actions of this Board concerning and relating to the passage of this Resolution were adopted in an open meeting of the Board, and all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including R.C. § 121.22.

Section 6. This Resolution shall be in full force and effect immediately upon adoption.

Motion seconded by: Ms. Taranto.

VOTE: Quigley – yes, Taranto – yes, Knapp – yes.

DISCUSSION AND POSSIBLE ACTION REGARDING BRINE CONTRACT WITH GENOA TOWNSHIP

Ms. Hugh explained the different way pricing was done this year to the Board.

RES.17-051 IN THE MATTER OF AUTHORIZING THE PURCHASE OF MATERIALS AND SUPPLIES FROM THE BOARD OF TRUSTEES OF GENOA TOWNSHIP, DELAWARE COUNTY, OHIO PURSUANT TO R.C. § 505.101:

Motion by Mr. Quigley;

PREAMBLE

WHEREAS, Orange Township is in need of salt brine (“materials, equipment, or supplies”); and

WHEREAS, Genoa Township is in possession of and is willing to provide such materials, equipment, or supplies; and,

WHEREAS, Genoa Township is qualified and willing to provide those materials, equipment, or supplies, at an agreed-upon price; and

WHEREAS; R.C. § 505.101 authorizes a board of township trustees, by resolution, to enter into a contract, without advertising or bidding, for the purchase or sale of materials, equipment, or supplies from or to any department, agency, or political subdivision of the state; and,

WHEREAS; the Board of Trustees of Orange Township, Delaware County, Ohio (“Board”) desires to enter into a contract pursuant to R.C. § 505.101 to purchase the Brine from the Genoa Board, a political subdivision of the State of Ohio.

RESOLUTION

NOW THEREFORE BE IT RESOLVED:

Pursuant to R.C. § 505.101, the Board hereby approves entering into a contract to purchase the materials, equipment, or supplies from the Genoa Board, a political subdivision of the State of Ohio.

The maximum amount to be paid as the purchase price for the materials, equipment, or supplies is \$5,000.00.

The Board hereby appropriates sufficient funds to pay the purchase price for the materials, equipment, or supplies as follows (Check One):

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Sufficient funds to pay the purchase price for the materials, equipment, or supplies will be appropriated in 2017 for the purpose and remain unencumbered.

The Board authorizes Beth Hugh to negotiate the terms of the contract and to sign the contract on the Board's behalf.

All formal actions of this Board concerning and relating to the passage of this Resolution were adopted in an open meeting of the Board, and all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including R.C. § 121.22.

This Resolution shall be in full force and effect immediately upon adoption.

Voted on and signed this _____ day of _____, 2017 in Orange Township, Delaware County, Ohio.

Seconded by: Ms. Taranto.

VOTE: Quigley – yes, Taranto – yes, Knapp – yes.

**BOARD OF TRUSTEES
ORANGE TOWNSHIP,
DELAWARE COUNTY, OHIO**

Robert Quigley
Trustee

Debbie Taranto
Trustee

Lisa Knapp
Trustee

PARK REPORT

ACCEPT ANONYMOUS DONATION

RES.17-052 ACKNOWLEDGE AND ACCEPT DONATION

Motion by Mr. Quigley to accept an anonymous donation of \$40.00.

Seconded by Ms. Knapp.

VOTE: Quigley – yes, Knapp – yes, Taranto – yes.

DISCUSSION AND POSSIBLE ACTION REGARDING RPO CONTRACTS

Mr. Bodnar, Township Administrator explained the process of obtaining the contract and he explained the contract. Mr. Bodnar, along with Ms. Hugh answered the questions and shared information. Ms. Knapp is not in favor of this and would like to either bid it out or hire an employee to do this work. Mr. Quigley explained this has been a work in progress, this contract will be more specific, dealing with individual tasks/scopes; set dollar amounts for scopes. If there are changes outside of the scope that is when it would come before the Board if there is additional dollars. There has been a lot of exchanges in coming up with the contract. Mr. Quigley explained the specifics would be explained in each task. Mr. Quigley explained this was just getting the contract in place; these are the requirements; this was the insurance required; this is what is needed to work with us; the task will lay out the work and what he will actually be doing. There was continued discussion among the Board giving their views. Mr. Quigley and Ms. Taranto gave their thoughts. Ms. Knapp still did not agree with this.

RES.17-053 APPROVING THE PROJECT MANAGEMENT SERVICES CONTRACT WITH RPO llc

Motion by Mr. Quigley;

WHEREAS, the Orange Township Board of Trustees (“Board”) is authorized to contract with management consultants pursuant to Revised Code Section 9.36; and,

WHEREAS, the Board has determined that it is desirable and necessary to contract with a project management consultant on the construction projects that the Board undertakes; and,

WHEREAS, the Board desires to enter into a contract with RPO llc to perform those services and to define the terms and conditions of the relationship.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Orange Township, that:

Section 1. The Board hereby approves and authorizes the attached “CONTRACT FOR PROJECT MANAGER SERVICES MASTER AGREEMENT” with RPO llc.

Section 2. The Board delegates its authority to enter into the attached Contract to Beth Hugh and Lee Bodnar along with the authority to sign the Contract on the Board’s behalf.

Section 3. All formal actions of this Board concerning and relating to the passage of this Resolution were adopted in an open meeting of the Board, and all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including R.C. § 121.22.

Section 4. This Resolution shall be in full force and effect immediately upon adoption.

Motion seconded by: Ms. Taranto.

VOTE: Quigley – yes, Taranto – yes, Knapp – no.

DISCUSSION AND POSSIBLE ACTION REGARDING RPO TASK ORDERS

Ms. Hugh reviewed the potential of the grants and the short time period in which to get the paperwork together. Mr. Quigley clarified the Task Order #1 was \$6,300.00; there is no other cost associated with this and this is for granting writing that is due at the end of this month. Mr. Quigley asked what would be the potential value of the grants. Ms. Hugh explained if they go for both grants (RTP and COTF) there is the potential for receiving up to \$500,000.00. Mr. Quigley reiterated the grants need to be in by the end of the month, and at a cost of \$6,300.00 we could potentially receive \$500,000.00 if full grants are received.

RES.17-054 AUTHORIZE EXECUTION OF TASK ORDER AGREEMENT AND PURCHASE ORDER

Motion by Mr. Quigley to authorize a purchase order to RPO, llc., in the amount of \$6,300.00, for consulting services in regards to Task Order #1- ODNR Grant Writing in 2017, issued under the agreement between the Board and the consultant dated January 18, 2017, and authorizes the Township Administrator to execute the related Task Order Agreement for such services which shall be presented to the Board and dated January 13, 2017.

Motion seconded by Ms. Taranto.

VOTE: Quigley – yes, Taranto – yes, Knapp – no.

AUTHORIZATION TO APPLY FOR ODNR (OHIO DEPARTMENT OF NATURAL RESOURCES) GRANTS IN 2017

RES.17-055 RESOLUTION AUTHORIZING FILING OF APPLICATION FOR FINANCIAL ASSISTANCE WITH THE COTF GRANT PROGRAM AND RTP GRANT PROGRAM AGREEING TO OBLIGATE FUNDS

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Mr. Quigley moved the adoption of the following resolution:

WHEREAS, the State of Ohio through the Ohio Department of Natural Resources, administers financial assistance for public recreation purposes, through the Recreational Trails Program (RTP) and the Clean Ohio Trails Fund (COTF); and

WHEREAS, the Board of Township Trustees of Orange Township, Delaware County, Ohio desires financial assistance under the COTF Program and RTP Program;

NOW, THEREFORE BE IT RESOLVED by the Board of Township Trustees of Orange Township, Delaware County, Ohio (“Board”) as follows:

1. That the Board approves the filing of an application for financial assistance with the COTF program and RTP program.
2. That Scott Overturf, as the Board’s local coordinator, is hereby authorized and directed to execute and file such application with the Ohio Department of Natural Resources and to provide all information and documentation required to become eligible for possible funding assistance.
3. That the Board does agree to obligate the funds required to satisfactorily complete the proposed projects and become eligible for reimbursement under the terms and conditions of the COTF program and RTP program.

Motion seconded by Ms. Knapp.

VOTE: Quigley – yes, Knapp – yes, Taranto – yes.

CERTIFICATION

I, the undersigned Township Fiscal Officer of Orange Township, Delaware County, Ohio, certify that the foregoing Resolution No. _____ is taken and copied from the record of proceedings of the Board of Township Trustees, that it has been compared by me with the resolution on the record and is a true copy and that I am duly authorized to execute this certificate.

Dated: _____, 2017

Joel M. Spitzer, Township Fiscal Officer

Mr. Quigley commented Mr. Overturf has a record of writing grants successfully in the past. Ms. Hugh commented he and she work well together; she does certain things and he does certain things.

APPROVAL OF CHANGE ORDERS FROM PARK ENTERPRISE FOR NOP (NORTH ORANGE PARK) TRAIL AND PARK IMPROVEMENTS

Ms. Taranto asked Ms. Hugh to give a short history/summary. Ms. Knapp had questions that Ms. Hugh answered. Ms. Knapp asked that the Board move on to other things so she could review this some more before the resolution was read.

DISCUSSION AND POSSIBLE ACTION REGARDING NORTH ROAD PROPERTY ARTIFACTS FROM ARCHEOLOGY STUDY

Ms. Hugh commented on the summary she had sent to the Board. There was a consensus to keep the artifacts.

OBSOLETE ITEM

RES.17-056 FINDING CERTAIN PERSONAL PROPERTY NOT NEEDED FOR PUBLIC USE, OBSOLETE, OR UNFIT FOR THE USE FOR WHICH IT WAS ACQUIRED TO HAVE NO VALUE AND ORDERING IT TO BE DISCARDED OR SALVAGED

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Mr. Quigley moved the adoption of the following Resolution:

WHEREAS, the Township has certain used property which has no value and is not needed for public use, is obsolete, or is unfit for the use for which it was acquired;

NOW THEREFORE BE IT RESOLVED that the property listed in Exhibit "A" of this resolution, incorporated herein by reference as if fully repeated, is found to be not needed for public use, is obsolete, or is unfit for the use for which it was acquired, and to have no value.

BE IT FURTHER RESOLVED that such property shall be discarded or salvaged and Ms. Hugh or his designee shall oversee its' disposal.

Exhibit "A"

Quantity	Item	Serial/Model #
1	Park Bench	

Seconded by Ms. Taranto.

VOTE: Quigley – yes, Taranto – yes, Knapp – yes.

APPROVAL OF CHANGE ORDERS FROM PARK ENTERPRISE FOR NOP (NORTH ORANGE PARK) TRAIL AND PARK IMPROVEMENTS (Continued)

Ms. Hugh answered Ms. Knapp's questions. Ms. Knapp voiced concerns about increased costs. Ms. Hugh explained the cost changes. Mr. Quigley explained that it was based on per unit cost so the contract stated per unit this is what the cost would be. So what was being discussed was \$19,000; the \$11,000.00 was beyond any one's control; even if it could have gone out to rebid there would not have been that much difference. There was continued discussion among the Board and Ms. Hugh.

RES.17-057 AUTHORIZE CHANGE ORDER 001 TO PARK ENTERPRISE

Motion by Mr. Quigley to authorize to sign change order 001 to Park Enterprise Construction Company, for North Orange Park Trail & Park Improvements, an increase in the amount of \$30,164.83, increasing the contract amount to \$237,957.20.

Seconded by Ms. Taranto.

VOTE: Quigley – yes, Taranto – yes, Knapp – no.

THEN AND NOW PURCHASE ORDER

RES.17-058 AUTHORIZE THE ISSUANCE OF A THEN AND NOW PURCHASE ORDER TO PARK ENTERPRISE CONSTRUCTION COMPANY

Motion by Mr. Quigley to authorize the issuance of a then and now purchase order to Park Enterprise Construction Company in the amount of \$30,164.83, for change order 001.

Seconded by Ms. Taranto.

VOTE: Quigley – yes, Taranto – yes, Knapp – no.

APPROVAL OF FINAL PAY APPLICATION FOR PARK ENTERPRISE FOR NOP (NORTH ORANGE PARK) TRAIL AND PARK IMPROVEMENTS

RES.17-059 AUTHORIZE RELEASE OF PAYMENT TO PARK ENTERPRISE CONSTRUCTION COMPANY

Motion by Mr. Quigley to authorize release of payment to Park Enterprise Construction Company, for pay application #3, in the amount of \$27,795.45, for North Orange Park Trail & Park Improvements.

Seconded by Ms. Taranto.

VOTE: Quigley – yes, Taranto – yes, Knapp – no.

PUBLIC SAFETY REPORT

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There was nothing to report.

FISCAL OFFICER REPORT

DISCUSSION AND POSSIBLE ACTION TO AMEND CREDIT CARD POLICY

There was a discussion among the Township Counsel, Mike McCarthy and Mr. Spitzer. Mr. McCarthy wanted to speak with Mr. Spitzer and Mr. Bodnar before proceeding with the resolution. Mr. McCarthy answered Ms. Knapp's questions.

TRANSFER OF FUNDS FROM THE GENERAL FUND

RES.17-040 RESOLUTION TO TRANSFER FUNDS FROM THE GENERAL FUND TO CAPITAL IMPROVEMENT FUND

Mr. Quigley moved the adoption of the following Resolution:

BE IT RESOLVED by the Board of Township Trustees of Orange Township that the amount of Two Hundred Twenty One Thousand Nine Hundred Twenty Three Dollars and Fifteen Cents (\$221,923.15) shall be transferred from the General Fund (Fund #1000 - Account No. 1000-910-910-0000) to the Capital Fund (Fund #4309 - Account No. 4309-760-730-0330) and the Township Fiscal Officer is hereby directed and authorized to make such transfer.

Seconded by Ms. Taranto.

VOTE: Quigley – yes, Taranto – yes, Knapp – yes.

RES.17-041 RESOLUTION TO TRANSFER FUNDS FROM THE GENERAL FUND TO CAPITAL IMPROVEMENT FUND

Mr. Quigley moved the adoption of the following Resolution:

BE IT RESOLVED by the Board of Township Trustees of Orange Township that the amount of Five Hundred Thousand Dollars (\$500,000.00) shall be transferred from the General Fund (Fund #1000 - Account No. 1000-910-910-0000) to the Capital Fund (Fund #4310 - Account No. 4310-760-730-0330) and the Township Fiscal Officer is hereby directed and authorized to make such transfer.

Seconded by Ms. Taranto.

VOTE: Quigley – yes, Taranto – yes, Knapp – yes.

RES.17-042 RESOLUTION TO TRANSFER FUNDS FROM THE GENERAL FUND TO CAPITAL IMPROVEMENT FUND

Mr. Quigley moved the adoption of the following Resolution:

BE IT RESOLVED by the Board of Township Trustees of Orange Township that the amount of Two Hundred Fifty Thousand Dollars (\$250,000.00) shall be transferred from the General Fund (Fund #1000 - Account No. 1000-910-910-0000) to the Capital Fund (Fund #4311 - Account No. 4311-760-730-0330) and the Township Fiscal Officer is hereby directed and authorized to make such transfer.

Seconded by Ms. Taranto.

VOTE: Quigley – yes, Taranto – yes, Knapp – yes.

RES.17-043 RESOLUTION TO RETROACTIVELY TRANSFER FUNDS FROM THE GENERAL FUND TO CAPITAL IMPROVEMENT FUND

Mr. Quigley moved the adoption of the following Resolution:

BE IT RESOLVED by the Board of Township Trustees of Orange Township that the amount of Two Hundred Fifty Thousand Dollars (\$250,000.00) shall be transferred from the General Fund (Fund #1000 - Account No. 1000-910-910-0000) to the Capital Fund (Fund #4312 - Account No. 4312-760-730-0330) and the Township Fiscal Officer is hereby directed and authorized to make such transfer.

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Seconded by Ms. Taranto.

VOTE: Quigley – yes, Taranto – yes, Knapp – yes.

ANNUAL PURCHASE ORDERS

Mr. Spitzer answered questions of the Board regarding annual purchase orders and blanket certificates. Ms. Knapp voiced her concerns with blanket certificates. Ms. Knapp would like thresholds placed on amounts allowed to be spent in blanket certificate. There was continued discussion. Mr. McCarthy would like to research it further.

RES.17-060 APPROVAL OF ANNUAL PURCHASE ORDERS

Motion by Mr. Quigley to approve the following list of annual purchase orders for 2017 as seen in exhibit “A”:

Exhibit “A”

AMERICAN ELECTRIC POWER	\$122,200.00
BP	\$3100.00
COLUMBIA GAS	\$15,500.00
ICE MILLER	\$9,000.00
MICHAEL J MCCARTHY	\$164,500.00
OHIO INSURANCES SERVICE AGENCY	\$978,460.00
OHIO PUBLIC EMPLOYEE CONSORTIUM	\$110,000.00
PITNEY BOWES	\$3,000.00
SUBURBAN NATURAL GAS	\$14,000.00
TREASURER OF STATE	\$4,500.00
TOTAL	\$1,424,260.00

Seconded by Ms. Taranto.

VOTE: Quigley – yes, Taranto – yes, Knapp – yes.

BLANKET CERTIFICATES

RES.17-061 APPROVAL OF ANNUAL BLANKET CERTIFICATES

Motion by Mr. Quigley to approve the following list of annual blanket certificates for 2017 as seen in Exhibit “A”:

Exhibit “A”

DEPARTMENT	ACCOUNT #	DISCRIPTION	AMOUNT
ADMINISTRATION	1000-110-311-1101	ACCOUNTING & LEGAL FEES	69,000.00
ADMINISTRATION	1000-110-319-8889	OTHER PROF & TECH SPECIAL DUTY DEPUTIES	6,500.00
ADMINISTRATION	1000-110-330-0000	TRAVEL AND MEETING	2,850.00
ADMINISTRATION	1000-110-341-0000	TELEPHONE	1,800.00
ADMINISTRATION	1000-110-342-0000	POSTAGE	9,000.00
ADMINISTRATION	1000-110-344-0000	PRINTING	11,500.00
ADMINISTRATION	1000-110-345-0000	ADVERTISING	1,300.00
ADMINISTRATION	1000-110-360-0000	CONTRACTED SERVICES PAYMENT ANOTHER POLITICAL	100,000.00
ADMINISTRATION	1000-110-370-0000	SUBDIVISON	100,000.00
ADMINISTRATION	1000-110-383-0000	FIDELITY BONDS PREMIUMS	2,000.00
ADMINISTRATION	1000-110-410-0000	OFFICE SUPPLIES	5,500.00
ADMINISTRATION	1000-110-420-0000	OPERATING SUPPLIES	8,000.00
ADMINISTRATION	1000-110-519-0000	OTHER DUES & FEES	36,000.00
ADMINISTRATION	1000-110-599-0000	OTHER EXPENSES	3,000.00
ADMINISTRATION	1000-110-740-0000	MACHINERY,EQUIPMENT& FURNITURE	3,900.00
BUILDING/ GROUNDS	1000-120-352-0000	WATER & SEWER	2,500.00

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BUILDING/ GROUNDS	1000-120-321-2903	RENT & LEASES REFUNDS	1,000.00
BUILDING/ GROUNDS	1000-120-323-0000	REPAIRS & MAINTENANCE	20,000.00
BUILDING/ GROUNDS	1000-120-341-0022	TELEPHONE	5,500.00
BUILDING/ GROUNDS	1000-120-420-0000	OPERATING SUPPLIES	4,000.00
BUILDING/ GROUNDS	1000-120-420-8787	OPERATING SUPPLIES FUEL	900.00
BUILDING/ GROUNDS	1000-120-430-0000	SMALL TOOLS & MINOR EQUIPMENT	1,200.00
ZONING	1000-130-318-0000	TRAINING SERVICES	3,000.00
ZONING	1000-130-319-0000	OTHER PROFESSIONAL/ TECHNICAL SERVICES	13,000.00
ZONING	1000-130-323-0000	REPAIRS & MAINTENANCE	3,000.00
ZONING	1000-130-330-0000	TRAVEL & MEETING EXPENSE	3,500.00
ZONING	1000-130-341-0000	TELEPHONE	1,300.00
ZONING	1000-130-342-0000	POSTAGE	1,300.00
ZONING	1000-130-344-0000	PRINTING	2,200.00
ZONING	1000-130-345-0000	ADVERTISING	4200.00
ZONING	1000-130-360-0000	CONTRACTED SERVICES	50,000.00
ZONING	1000-130-370-0000	PYMT TO ANOTHER POLITICAL SUB	25,000.00
ZONING	1000-130-410-0000	OFFICE SUPPLIES	2,000.00
ZONING	1000-130-420-0000	OPERATING SUPPLIES	1,000.00
ZONING	1000-130-420-8787	OPERATING SUPPLIES (FUEL)	1,000.00
ZONING	1000-130-430-0000	SMALL TOOLS MINOE EQUIPMENT	750.00
ZONING	1000-130-519-0000	OTHER DUES & FEES	750.00
ZONING	1000-130-599-0000	OTHER EXPENSES	750.00
ZONING	1000-130-740-0000	MACHINERY, EQUIPMENT, FURNITURE	40,000.00
MAINTENANCE	1000-330-311-1905	ACCT & LEGAL FEES UNION ISSUES	3,000.00
MAINTENANCE	1000-330-319-0000	OTHER PROFESSIONAL & TECHNICAL	500.00
MAINTENANCE	1000-330-323-0000	REPAIRS & MAINTENANCE	7,000.00
MAINTENANCE	1000-330-341-0000	TELEPHONES	3,000.00
MAINTENANCE	1000-330-352-0000	WATER & SEWER	700.00
MAINTENANCE	1000-330-410-0000	OFFICE SUPPLIES	300.00
MAINTENANCE	1000-330-420-0000	OPERATING SUPPLIES	3,000.00
MAINTENANCE	1000-330-430-0000	SMALL TOOLS & MINOR EQUIPMENT	2,000.00
ROADS	2011-330-323-0000	REPAIRS & MAINTENANCE	30,000.00
ROADS	2011-330-323-0330	REPAIRS & MAINTENANCE (Highways)	60,000.00
ROADS	2011-330-420-0000	OPERATING SUPPLIES	4,500.00
ROADS	2011-330-420-8787	OPERATING SUPPLIES - FUEL	13,000.00
ROADS	2011-330-430-0000	SMALL TOOLS & MINOR EQUIPMENT	1,000.00
CEMETERY	2041-410-323-0000	REPAIRS & MAINTENANCE	5,000.00
CEMETERY	2041-410-420-0000	OPERATING SUPPLIES	350.00
CEMETERY	2041-410-352-0000	WATER & SEWER	800.00
FIRE	2191-220-318-0000	TRAINING SERVICES	60,000.00
FIRE	2191-220-323-1301	REPAIR & MAINTENANCE (VEHICLES)	220,000.00
FIRE	2191-220-323-1302	REPAIR & MAINTENANCE (EQUIPMENT)	50,000.00
FIRE	2191-220-323-1303	REPAIR & MAINTENANCE (BUILDINGS)	40,000.00
FIRE	2191-220-341-2251	CELL PHONES	10,000.00
FIRE	2191-220-341-2252	TELEPHONE 361	3,500.00
FIRE	2191-220-341-3252	TELEPHONE 362	1,800.00
FIRE	2191-220-342-0000	POSTAGE	170.00
FIRE	2191-220-352-2101	WATER & SEWER 361	5,000.00
FIRE	2191-220-352-3101	WATER & SEWER 362	1,000.00

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FIRE	2191-220-360-0000	CONTRACTED SERVICES	80,000.00
FIRE	2191-220-410-0000	OFFICE SUPPLIES	3,000.00
FIRE	2191-220-420-0000	OPERATING SUPPLIES	22,000.00
FIRE	2191-220-420-0100	OPERATING SUPPLIES (UNIFORMS)	47,000.00
FIRE	2191-220-420-0200	OPERATING SUPPLIES (TURNOUT GEAR)	80,000.00
FIRE	2191-220-420-2401	OPERATING SUPPLIES (FUEL)	50,000.00
FIRE	2191-220-420-2402	OPERATING SUPPLIES EMS	38,000.00
FIRE	2191-220-430-0000	SMALL TOOLS & MINOR EQUIPMENT	120,000.00
FIRE	2191-220-519-0000	DUES & FEES	5,200.00
FIRE	2191-220-599-1903	OTHER EXPENSES (BACKGROUND & DRIVER)	1,300.00
FIRE	2191-220-599-1907	OTHER EXPENSES (Physicals)	4,700.00
FIRE	2191-760-750-0000	MOTOR VEHICLES	1,300,000.00
ROADS	2231-330-323-0330	REPAIRS & MAINTENANCE (Highways)	50,000.00
ROADS	2231-330-360-0000	CONTRACTED SERVICES	1,000.00
PARKS	2901-610-311-0000	ACCOUNTING & LEGAL FEES	15,000.00
PARKS	2901-610-323-0000	REPAIRS & MAINTENANCE	300,000.00
PARKS	2901-610-330-0000	TRAVEL & MEETING	1,000.00
PARKS	2901-610-341-0000	TELEPHONE	4,000.00
PARKS	2901-610-342-0000	POSTAGE	600.00
PARKS	2901-610-344-0000	PRINTING	600.00
PARKS	2901-610-345-0000	ADVERTISING	6,000.00
PARKS	2901-610-350-7352	WATER & SEWER	29,000.00
PARKS	2901-610-360-0000	CONTRACTED SERVICES	2,500.00
PARKS	2901-610-370-0000	PAYMENT ANOTHER POLITICAL SUBDIVISION	5,000.00
PARKS	2901-610-410-0000	OFFICE SUPPLIES	500.00
PARKS	2901-610-420-0000	OPERATING SUPPLIES	18,000.00
PARKS	2901-610-420-2902	OPERATING (Concessions)	44,000.00
PARKS	2901-610-420-2908	OPERATING SUPPLIES (Community Events)	10,000.00
PARKS	2901-610-430-0000	SMALL TOOLS & MINOR EQUIPMENT	2,800.00
PARKS	2901-610-519-0000	OTHER DUES & FEES	2,000.00
PARKS	2901-610-599-2903	OTHER EXPENSES (Refunds NOAC)	4,000.00
PARKS	2901-760-730-0000	IMPROVEMENTS OF SITES	50,000.00
PARKS	2901-760-740-0000	MACHINERY EQUIPMENT & FURNITURE	5,000.00
RESERVE ACCOUNTS	4304-760-730-0330	IMPROVEMENT OF SITES	5,000.00
RESERVE ACCOUNTS	4305-760-730-0330	IMPROVEMENT OF SITES	5,000.00
RESERVE ACCOUNTS	4306-760-730-0330	IMPROVEMENT OF SITES	5,000.00
RESERVE ACCOUNTS	4307-760-730-0330	IMPROVEMENT OF SITES	5,000.00
RESERVE ACCOUNTS	4308-760-730-0330	IMPROVEMENT OF SITES	0.00
RESERVE ACCOUNTS	4309-760-730-0330	IMPROVEMENT OF SITES	10,000.00
RESERVE ACCOUNTS	4310-760-730-0330	IMPROVEMENT OF SITES	5,000.00
RESERVE ACCOUNTS	4311-760-730-0330	IMPROVEMENT OF SITES	5,000.00
RESERVE ACCOUNTS	4312-760-730-0330	IMPROVEMENT OF SITES	5,000.00
total for blankets			3,421,020.00

Seconded by Ms. Taranto.

VOTE: Quigley – yes, Taranto – yes, Knapp – no.

ADMINISTRATOR REPORT

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Regular Meeting

RESCIND RESOLUTION 17-027

RES.17-062 RESCIND RESOLUTION 17-027

Motion by Mr. Quigley to rescind RES.17-027.

Seconded by Ms. Taranto.

VOTE: Quigley – yes, Taranto – yes, Knapp – yes.

RES.17-027 FACILITIES AND EQUIPMENT SUPERVISOR

Motion by Mr. Quigley to set the pay for the Facilities and Equipment Supervisor at \$32.60 per hour, effective December 21, 2017. Paychecks will be issued based on a 14-day pay period.

Seconded by Ms. Taranto.

VOTE: Quigley – yes, Taranto – yes, Knapp – absent.

DISCUSSION AND POSSIBLE RESOLUTION TO CORRECT WAGE AMOUNT

RES.17-063 FACILITIES AND EQUIPMENT SUPERVISOR

Motion by Mr. Quigley to set the pay for the Facilities and Equipment Supervisor at \$32.64 per hour, effective December 21, 2016. Paychecks will be issued based on a 14-day pay period.

Seconded by Ms. Taranto.

VOTE: Quigley – yes, Taranto – yes, Knapp – yes.

DISCUSSION AND POSSIBLE ACTION RELATED TO THE 2017 ANNUAL INVENTORY REPORT

RES.17-064 ACCEPTING INVENTORY REPORTS AS ANNUAL INVENTORY AND DIRECTING THE TOWNSHIP ADMINISTRATOR TO FILE COPIES WITH THE TOWNSHIP FISCAL OFFICER AND DELAWARE COUNTY ENGINEER'S OFFICE

Mr. Quigley moved the adoption of the following Resolution:

WHEREAS, Section 505.04 of the Ohio Revised Code provides for an annual inventory of all the materials, machinery, tools and other township supplies to be made each year; and

WHEREAS, the various Township departments and offices have submitted their respective inventory reports to the Township Administrator;

NOW THEREFORE BE IT RESOLVED by the Board of Township Trustees of Orange Township, Delaware County, Ohio that the inventory reports received from the various Township departments and offices are accepted and made the annual inventory of the Board.

BE IT FURTHER RESOLVED that the Township Administrator is directed to file copies of this annual inventory with the Township Fiscal Officer and the Delaware County Engineer.

Motion seconded by Ms. Taranto.

VOTE: Quigley – yes, Taranto – yes, Knapp – yes.

OLD BUSINESS

DISCUSSION AND POSSIBLE ACTION REGARDING ORANGE TOWNSHIP COMMUNITY PARK BOARD MEMBER

RES.17-065 ORANGE TOWNSHIP COMMUNITY PARK BOARD RESIGNATION

Motion by Mr. Quigley to accept the resignation of Ms. Marla Gilreath from the position as an alternate on the Orange Township Community Park Board effective immediately.

Seconded by Ms. Knapp.

VOTE: Quigley – yes, Knapp – yes, Taranto – yes.

RES.17-066 ORANGE TOWNSHIP COMMUNITY PARK BOARD APPOINTMENT

Motion by Mr. Quigley to appoint Ms. Marla Gilreath to a two-year term on the Orange Township Community Park Board commencing January 18, 2017 and expiring December 31, 2017.

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Seconded by Ms. Knapp.

VOTE: Quigley – yes, Knapp – yes, Taranto – yes.

There was a brief discussion about filling the vacate alternate position.

MOU (MEMORANDUM OF UNDERSTANDING) DISCUSSION AND POSSIBLE ACTION

RES.17- 067 IN THE MATTER OF ADJUSTING THE STARTING WAGE PROVIDED IN THE AFSCME COLLECTIVE BARGAINING AGREEMENT

Motion by Mr. Quigley;

WHEREAS, the Township has previously entered into a collective bargaining agreement with Ohio Council 8, American Federation of State, County and Municipal Employees, AFL-CIO, and American Federation of State, County and Municipal Employees, AFL-CIO, Local 3238-2 (“Union”) which will remain in effect through December 31, 2017 (“Bargaining Agreement”); and

WHEREAS, the Board desires to enter into an agreement with the Union to adjust the starting wage;

NOW THEREFORE BE IT RESOLVED the Township agrees with the Union that, effective January 2017, the starting wage will be \$18.00 per hour.

BE IT FURTHER RESOLVED that Mr. Quigley is authorized to execute the *Memorandum of Understanding* with the Union regarding this agreement, which shall be in the form presented to the Board and indicated as having been executed on behalf of the Union on January 13, 2017.

BE IT FURTHER RESOLVED this Resolution shall be in full force and effect immediately upon adoption.

Seconded by Ms. Taranto.

VOTE: Quigley – yes, Taranto – yes, Knapp – yes.

Voted on and signed this 17th day of January, 2017, in Orange Township, Delaware County, Ohio.

BOARD OF TOWNSHIP TRUSTEES
OF ORANGE TOWNSHIP,
DELAWARE COUNTY, OHIO

Robert Quigley, Trustee

Lisa Knapp, Trustee

Deborah Taranto, Trustee

NEW BUSINESS

Nothing was brought forth.

EXECUTIVE SESSION

Motion by Mr. Quigley to go into Executive Session:

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- a) To Consider the Appointment, Employment, Dismissal, Discipline, Promotion, Demotion or Compensation of Public Employee or Official

The following were invited to attend: the Board; the Fiscal Officer, Joel Spitzer; Township General Counsel, Mike McCarthy, and Township Administrator, Lee Bodnar.

Seconded by Ms. Knapp.

VOTE: Quigley – yes, Knapp – yes, Taranto – yes.

Motion by Mr. Quigley to return to regular session.

Seconded by Ms. Taranto.

VOTE: Quigley – yes, Taranto – yes, Knapp – yes.

There being no further business, meeting adjourned at 8:55 p.m.

Robert W. Quigley, Chairman

Deborah Taranto, Vice Chairman

Lisa Knapp Trustee

Attest: _____
Joel M. Spitzer, Fiscal Officer