

>>>**BLOOM TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING 06/22/05**<<<

Dave Petty, Vice-Chairperson, called the meeting to order. Members present were Trustees Larry Coyle, David Petty and Carol Moore, Clerk. Trustee Joseph Smith was absent due to being out of town. Also present were Anne Darling Cyphert, Board Office Admin. & Bldg/Zoning Admin; Terry Gill, Fire Chief; Tom Scholl, Road Superintendent; and several interested citizens. Petty led in reciting the Pledge of Allegiance.

PUBLIC COMMENT:

- **Barry Holmes, M-E Engineering, updated the trustees on the Greencastle Office Project.**

Holmes presented the trustees with electrical, plumbing, and HVAC contracts. He stated he has hired another architect at a cost not to exceed \$600 (\$65 per hour) due to Trepicone being unresponsive. He stated there are several items that are incorrect from Trepicone that need to be corrected. He stated the new architect is seeking a variance from the State on the ADA doors. Written correspondence and stamped by the state will be presented when available.

\$12,705 is the amount of the contract for the plumber (Freeland Contracting Co.); \$960 is the amount for the HVAC (Elite Heating & Cooling Inc.).

Holmes is having Casey's Well Drilling move the well 100 feet closer to the road and an inside 70 gallon holding tank will be eliminated and replaced by a 15 gallon pressure tank placed outside the building. The existing well will be capped off.

\$4750 is the amount for the electrical contractor (Brush Contractors Inc.). Holmes said a new electrical panel will not be needed and is not specified in the plans that Trepicone designed. Holmes said if the electrician sees something that is not safe it will be addressed by him and brought back before the trustees. **Motion** by Coyle, second by Petty to accept the three contacts as presented. Motion carried 2-0.

Holmes presented a plan for the front area of the main meeting space that would call for a counter area and moving the entrance over by the new door. It will be a 24 inch counter top. A change order will be needed for approximately \$2500 for this project. Both trustees present expressed an interest in this. Holmes will fax a change order to the trustees for this project.

Phone and data lines will be needed. Anne will meet with Holmes to go over those needs for the zoning offices. Anne suggested adding a doorbell at the door facing the parking lot. Holmes will also get a price for security items: 3 motion detectors and 3 door sensors.

Holmes said the handicapped ramp outside the main room was not properly designed by the original architect, so in order to avoid a ¼ inch fall, extra grading will be needed. Holmes also expressed a concern regarding the well. He said there will be iron and suggested a well purifier/softener. The trustees would like to address that issue after we move in. Holmes advised that crews will be cutting down the shrubs in order to get to the gutter repair. He asked if that would be a problem and the trustees said it would not.

Petty asked Holmes for his professional opinion as to the status of the annex building adding that the trustees had discussed using it as a community building. Holmes stated it would be very costly to renovate it, probably over \$250,000 just to meet code. He suggested demolishing it and re-building. Petty said, with this in mind, he would rather put money into the main church building rather than try to salvage the small building. Coyle added that we could salvage old brick and slate for use on the main building.

Holmes reported that school buses have been observed turning around in the parking lot. He said this is causing damage to the pavement; it is causing the big hole in the pavement. Anne will write a letter to the three schools informing them not to use the parking lot as their turn around.

Holmes concluded by presenting updated plans for the restrooms.

CLERK REPORT:

- **Motion** by Coyle, second by Petty to approve minutes of the 06-08-05 regular meeting. Motion carried 2-0.

RESOLUTION #38-05: BE IT RESOLVED BY THE BLOOM TOWNSHIP BOARD OF TRUSTEES that the following "Then and Now" Purchase Orders over \$3,000 are approved: #46-2005 for \$60,492 (Air Paks for Fire Dept) and #42-2005 for \$3,038 (Quick disconnects for

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Fire Dept). Motion by Coyle, second by Petty. ROLL CALL: Coyle-Yes; Petty-Yes; Smith-Absent. Resolution carried 2-0.

- **RESOLUTION #39-05: BE IT RESOLVED BY THE BLOOM TOWNSHIP BOARD OF TRUSTEES** that the following supplemental appropriations (transfers) within Funds to reflect actual and planned expenses for FY05 and to make the annual transfers into the retirement funds are approved:

- Move \$500.00 from 1000-110-221 Med/Hospitalization to Dental Ins 1000-110-223 for funds need for the rest of FY05.
- Move \$4,000 from 2111-220-230 WORKERS' COMP INS to 2111-220-323-0551 REPAIRS-MAINTENANCE-VEHICLES.
- Move \$4,000 from 2111-220-230 WORKER'S COMP INS to 2111-220-353 NATURAL GAS.
- Move \$3,000 from 2111-220-221 MEDICAL/HOSPITALIZATION to 2111-220-323-0066 REPAIRS-MAINTENANCE-FACILITIES.
- Move \$3,500 from TRANS-OUT in the Road and Bridge Fund 2031-910-910 to RESERVE ROAD EMPLOYEE RETIREMENT FUND 2903-330-290.
- Move \$10,000 from TRANS-OUT in the Fire Fund 2111-910-910 to RESERVE FIRE EMPLOYEE RETIREMENT FUND 2902-220-290.
- Move \$70,000 from TRANS-OUT in the Road and Bridge Fund 2031-910-910 to MACHINERY, EQUIPMENT, & FURNITURE 2031-760-740.

Motion by Coyle, second by Petty. ROLL CALL: Coyle-Yes; Petty-Yes; Smith-Absent. Resolution carried 2-0.

- Discussion of FY05 and FY06 Fire Department budget. Moore presented a proposed resolution to establish RESERVE FUND 4901 for the Fire Department to accumulate funds for the construction of a sub-station. Chief Gill and Moore had met prior to this meeting to discuss setting up this fund. Moore explained that if the trustees dissolve the fund or if the project does not deplete the fund, all monies would revert back to the Fire District Fund. This fund will not receive any interest; it will go to the General Fund.

RESOLUTION #40-05: BE IT RESOLVED BY THE BLOOM TOWNSHIP BOARD OF TRUSTEES that FUND 4902 RESERVE FIRE BUILDING FUND is established for the construction of a Fire Department sub-station facility of approximately 3,000-4,000 square ft. to be located in the Greencastle area in order to reduce response time in the northeast portion of Bloom Township. Over a five year period a total of \$509,000 will be placed in this fund as follows: \$109,000 in FY 2005, \$150,000 in FY 2006, \$150,000 in FY 2007, \$50,000 in FY 2008, \$50,000 in FY 2009. The source of these funds will be transfers made from the Fire District Fund 2111.

Motion by Coyle, second by Petty. ROLL CALL: Coyle-Yes; Petty-Yes; Smith-Absent. Resolution carried 2-0.

- **RESOLUTION #41-05: BE IT RESOLVED BY THE BLOOM TOWNSHIP BOARD OF TRUSTEES** that the following are approved: 1. Supplemental appropriation (transfer) of \$60,000 from 2111-760-740 Machinery, Equipment and Furniture to 2111-910-910 Transfers-Out. 2. Transfer of \$109,000 from 2111-910-910 Transfers-Out to 4902 RESERVE FIRE BUILDING FUND.

Motion by Coyle, second by Petty. ROLL CALL: Coyle-Yes; Petty-Yes; Smith-Absent. Resolution carried 2-0.

- **RESOLUTION #42-05: BE IT RESOLVED BY THE BLOOM TOWNSHIP BOARD OF TRUSTEES** that the following appropriation lines in the FEMA Fund 4901 are approved and the listed appropriation amounts are also approved. This is in order to reimburse the proper funds with the FEMA grant.

4901-330-360	Contracted Services	\$18,000 (to reallocate Arborturf bill)
4901-760-740	Machinery, Equipment and Furniture	60,492 (to pay 90% of current bill)
4901-910-910	Transfers-out	4,791

Motion by Coyle, second by Petty. ROLL CALL: Coyle-Yes; Petty-Yes; Smith-Absent. Resolution carried 2-0.

- **RESOLUTION #43-05: BE IT RESOLVED BY THE BLOOM TOWNSHIP BOARD OF TRUSTEES** that the following transfers are approved in order to disperse the remaining FEMA grant money to the proper funds:

Transfer from 4901-910-910 Trans-Out to 1000-931-0000 Trans-In revenue account \$876.57
(FEMA administrative reimbursement)

Transfer from 4901-910-910 Trans-Out to 2021-931-0000 Trans-In revenue account \$1057390
(FEMA force account labor reimbursement)

Transfer from 4901-910-910 Trans-Out to 2031-931-0000 Trans-In revenue account \$2,856.53
(FEMA reimbursement for equipment and force account labor)

Motion by Coyle, second by Petty. ROLL CALL: Coyle-Yes; Petty-Yes; Smith-Absent.
Resolution carried 2-0.

- **Motion** by Coyle, second by Petty to approve payment of bills in the amount of \$125,452.89 and Payroll/charges in the amount of \$36,769.62 after being certified by the clerk that funds are available. Motion carried 2-0.

OLD BUSINESS:

Coyle stated he is working with the Prosecutor's Office in reviewing recent case law regarding the Slough Road situation.

NEW BUSINESS-

Anne was instructed to write a letter to area bus drivers asking them to refrain from using the parking lot at the Greencastle Office Complex.

BLDG/ZONING/& BOARD OFFICE REPORT:

Anne Cyphert reported she received a noxious weeds complaint and will be following up on it. She also reported she and the firefighters are looking at another dental plan and may have a cost savings proposal on a different dental insurance carrier to present at the next meeting.

FIRE DEPARTMENT REPORT:

- Terry Gill reported that the drug testing program training seminars were rescheduled for July 19 at 7:00 pm, for employees and July 25, 8 a. m.; 12 noon for supervisors.
- Gill stated he met with Clerk Moore regarding budgeting issues for personnel. He requested action from the board authorizing him to hire an additional fulltime firefighter prior to the next board meeting due to timing of the payroll cycle. He stated this would save on the immediate overtime costs for his department. The trustees concurred.

Motion by Coyle, second by Petty to authorize Chief Gill to hire one fulltime firefighter/paramedic as soon as possible. Motion carried 2-0.

Gill will present the name of the new hire at the July 13, 2005 meeting.

- Gill reported he is no longer interested in the federal grant program for hiring firefighters due to strings attached to the grant.
- Petty said with this new reserve fund being set up, the chief should research whether the Greencastle property would be a good location for a sub-station. Gill believes it would be a good location. Petty would like for the township to use existing land if possible. Coyle said the township should look at long range planning and possibly inquire about another land purchase.
- Petty asked Scholl if he is content with the salt barn being located in Lithopolis. Scholl said the salt storage is fine, but more space is needed for storage of equipment. Petty suggested building a storage building behind the Greencastle Office Bldg for equipment and Scholl agreed.

ROAD DEPARTMENT REPORT:

- Scholl presented a brochure for a new excavating hoe just under \$60,000 which is on a state contract. He said he wants to continue to check around for other brands and prices. Petty asked Scholl what would be first on his shipping list. Scholl said he first needs a Tractor (approx. \$30,000) and a mini hoe (approx \$60,000). Scholl said he prefers a new tractor and track-hoe over a truck.

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Coyle said if part-time personnel are being considered for next year, a new truck should be considered due to part-time personnel not having a CDL. Petty stated he professionally disagrees because the truck is not needed until next year.

Coyle said the trustees also need to consider a new storage building. Scholl said drainage issues at Greencastle would need to be addressed if storage was built there. Moore said if items need to be purchased, they should be purchased this year or the funds could be jeopardized if not committed. PO's could be carried over to the next year if needed.

Scholl presented his proposal for additional roads to be approved for the summer road maintenance project by Shelly Company. He would like to add Alspach Road and Woodale at an additional cost of \$115,425.00. This, added to the \$292,196.67 already approved, would bring the total project cost to \$407, 621.87. **Motion** by Coyle, second by Petty to authorize an additional \$116,000 for summer road projects. Motion carried 2-0.

- Coyle reported he will be picking up the final engineering plans for the Sitterley Road flooding issues next week.

UNFINISHED BUSINESS:

- Clerk Moore asked if anyone had any questions or changes for the proposed 2006 budget. The trustees requested no changes. Two copies of the proposed 2006 budget will remain in the township office for public viewing until the budget hearing 13, 2005.
- Brad Shull, Local 3465 union president, asked about a labor relations meeting with the trustees. Moore informed him it was supposed to be tonight prior to the trustee meeting but no one showed up. Therefore they rescheduled the meeting. **Motion** by Coyle, second by Petty to reschedule the meeting for August 10, 2005 at 6:30 p.m. Motion carried 2-0. Future meetings will be held as announced previously: 6:30 p.m. before the last regular trustee meeting of the month for each quarter.
- Coyle asked everyone to consider what new equipment will be needed for the Greencastle offices. Moore reminded them there may be additional costs associated with obtaining an occupancy permit. Petty agreed that a wish list should be compiled. Wish lists for the office plans will be presented at the July 27 meeting.
- Petty announced he will be out of town the week of July 4, 2005.

Petty adjourned the meeting.

David Petty
Vice Chairperson

Carol J. Moore
Clerk