**Island Creek Township**

Regular Monthly Meeting

September 10, 2024

6:00 p.m.

Island Creek Community Building

The meeting was called to order with the Pledge of Allegiance by Chairman Sam Grafton at 6:00 p.m.

Roll Call Present: Sam Grafton, *Chair*; Thomas Phillips, *Vice-Chai*r and Brenda Powley, *Trustee* and Amy Browning, *Fiscal Officer*

Also in attendance:Jake Bates, *Road Foreman* and Jeffrey Brown, *Solicitor*

**PRE-REGISTERED**

Mark Longo – was not able to attend.

Wendy Lawlor – expressed concerns regarding the condition of Jewett Road from Steubenville to Toronto. Sam and Brenda both went to see the road prior to the meeting and agree that there is a stretch of the road that is very bad. Sam assured Wendy that work will be done to improve the road within two weeks.

Stephen King – Trebel Energy representative gave an overview of the program performance. AEP customers saw a savings but under preformed for Columbia Gas customers. Brenda will sign and return letter of authorization to Stephen after she has chance to review it.

Jeremy Humphrey – Upper Valley Yetes manager requested the use of the ballfields for mostly practices and possible scrimmages and tournaments all year around. They have multiple travel teams that include players from local communities as well as surrounding areas. Jeremy will provide the trustees with proof of insurance and Island Creek Township named as an additional insured. Jeremy stated that he will cut the grass and maintain the fields inside the fence line.

Trustees agree that the fields need used by someone and that there are local kids on the team. Jeff Brown will look over the contract and we will get back with him.

Thomas stated that the Pleasant Hill Ball Association did not have enough players and had to dissolve. They will not be paying their overdue bills to the township.

Upon approval of the contract, township will provide keys to Jeremy after the locks have been changed.

Brenda confirmed by asking at the meeting about the Pleasant Hill teams coming back to the ballfields and Thomas said they have dissolved.

OLD BUSINESS

Grader Bid Update – Amy is waiting to receive information that the bank requested from Ohio Cat before she can continue the process. Sam will reach out to Rob Lowry to get the ball rolling.

Grader Bid – Thomas estimates the value of the grader to be $12,000 therefore minimum bid to be accepted will be $6,000. Advertise on the website and newspaper.

Sam made a motion to put the grader JD570 up for sealed bid to be sold, seconded by Brenda.

Roll Call: Sam – yes; Thomas – yes; Brenda – yes. Motion passed.

Sealed bid opening will be at the November meeting.

Ball Association – Sam asked if the ball association was going to reimburse the township for their utility bills which is over $800. Thomas stated that they are not. Brenda stated that is why we must have a signed contract going forward so that township does not get stuck with the bills.

Technology Way – Sam stated that Robert Naylor informed him that they are changing direction and is put on hold until late fall or early spring. No need to meet with OMEGA at this time.

Pine Lane – After the public viewing of Pine Lane, trustees agree that it is not a good idea or feasible for the township to acquire the road due to the cost associated with getting the road up to speed.

NEW BUSINESS

Road Foreman

* Jake stated that every township truck is in need of tires before winter except for the red truck which needs a new clutch. Don Mossor agreed to do the clutch work before snow. Jake will get at least two bids for the purchase of 24 tires.

Sam Grafton

* Cherry Lane – a potential new resident on Cherry Lane wants to open up alley. Sam referred him to Jeff to handle.
* Jewett Road – received a complaint of people living in an abandoned house on Jewett Road. Occupants are stealing copper from an abandoned house on 381. Sam told them to call the police.
* Sealock Avenue – Utility company dug a hole and storm washed gravel out.
* Fall Clean-up – only Island Creek residents, no tires, no construction debris, no trash and no electronics. Brenda wants it held on a Saturday. Trustees decided to hold it on October 12. Due to being weekend prior to holiday, the guys will get three days off due to working on Saturday and holiday. Thomas will advertise on website and Jake on garage board.

Trustees asked Amy to get an updated amount available for asphalt purchase. She will confer with Darla on getting an accurate amount and get updated amount to the trustees.

Brenda Powley

* Grant Writing – free seminar available thru Bergholz Community Foundation.
* Road Concerns – list of concerns provided to Jake to address especially 371/375 at triangle needs addressed. Sam suggested running broom and box through there.
* Fire Prevention Officer – Ryan Boyd and Billy Shield did a fire inspection for a family in the township that is adopting.

Thomas Phillips

* Edison Soccer League – signed contract and provided insurance. Thomas will email the paperwork to Amy.
* Bakers Lane – Thomas asked for clarification on what is public vs private on the road. Sam stated that there is litigation involving this road.
* Everett Way – bad in winter

Amy Browning

* JSWCD Facility Inspection – provided trustees with letter from JSWCD requesting to do a facility inspection. Thomas and Jake will schedule.
* KLA Consulting Statement of Action – trustees reviewed the recommendations and noted the changes that will be made
* Personnel Policy Review – Amy notified the trustees that she made minor needed changes to the CDL policy.

Brenda stated that the Frost Law needs to be implemented. Thomas will get a list of all the roads in the township to Sam by next Wednesday so that signs can be purchased and installed.

Sam made a motion to implement the Frost Law, seconded by Thomas.

Roll Call: Sam – yes; Thomas – yes; Brenda – yes. Motion passed.

Executive Session

Sam made a motion to enter into Executive Session for legal matters, seconded by Thomas.

Roll Call: Sam – yes; Thomas – yes; Brenda – yes. Motion passed.

Coming out of Executive Session with no action take, Sam moved to enter into the financial portion of the meeting.

FINANCIALS

Thomas made a motion to approve the August minutes, seconded by Brenda.

Roll Call: Sam – yes; Thomas – yes; Brenda – yes. Motion passed.

Thomas made a motion to approve the minutes of the Special Meeting, seconded by Brenda.

Roll Call: Sam – yes; Thomas – yes; Brenda – yes. Motion passed.

Sam made a motion to approve the September financials as presented, seconded by Brenda.

Roll Call: Sam – yes; Thomas – yes; Brenda – yes. Motion passed.

Sam made a motion to pass the Grader Purchase Resolution, seconded by Thomas.

Roll Call: Sam – yes; Thomas – yes; Brenda – yes. Motion passed.

Sam made a motion to pass the Grader Financing Resolution, seconded by Thomas.

Roll Call: Sam – yes; Thomas – yes; Brenda – yes. Motion passed.

Trustees signed checks and Purchase Orders.

**ADJOURNMENT**

Thomas made a motion to adjourn, seconded by Sam.

Roll Call: Sam – yes; Thomas – yes; Brenda – yes. Motion passed.

Next scheduled meeting October 8, 2024

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SAM GRAFTON, CHAIRMAN

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

AMY BROWNING, FISCAL OFFICER