

Call to order and pledge of allegiance.

Attendance – Jennifer Breton-President, George Chambers-Vice President, John Contento-Commissioner, Joshua Young-Commissioner, Chuck Kramer-Commissioner, Kristen Denne-Township Manager, Chuck Wilson-Township Treasurer and Jennifer Schwed-Recording Secretary.

Absent – Kristin Camp-Township Solicitor

Executive Session

Commissioner Breton noted there was an Executive Session held prior to tonight's meeting to discuss personnel matters.

Citizens to Be Heard

Commissioner Breton called for any citizens to be heard.

Township Manager Kristen Denne introduced members of the 150 Parkside Development Project and noted that they gave a presentation prior to the start of the Board of Commissioners Meeting. Mr. Toll, a representative for the project, asked the Board if they are receptive to sketch plans for the manufactured homes neighborhood based on current zoning codes stating mobile homes may not be in a flood plain. The variance required to place these homes in the location requires that the ground be elevated out of the floodplain. The property in question has 17 acres located in a flood plain. The Board expressed concern over the value of the manufactured homes and whether they would depreciate. It was also noted that neighbors expressed traffic concerns. The developers expressed their desire to continue seeking approvals through the township for the development based on the Board's feedback.

Township Manager-Kristen Denne

Township Manager Denne petitioned the Board to approve the final version of the 2016 Audit Report. Commissioner Breton entertained a motion to approve the 2016 Audit. The motion was made by Commissioner Chambers and seconded by Commissioner Kramer. The vote was approved, 5-0.

Township Engineer-Carol Schuehler

Ms. Schuehler presented a resolution allowing for the execution of 2017 Sewage Facilities Planning Module in connection with the Bondsville Road Apartments project.

Commissioner Breton entertained a motion to adopt the resolution for plan revision for new land development at the Bondsville Road Apartments. Motion was made by Commissioner Young and seconded by Commissioner Kramer. Motion passed, 5-0.

Ms. Schuehler petitioned the Board for payment for Requisition #1 of the Paving Project in the amount of \$243,876.35 for work being done in the township by Road Con, Inc.

Commissioner Breton entertained a motion to approve the payment. Motion was made by Commissioner Chambers and seconded by Commissioner Kramer. Motion passed, 5-0.

Ms. Schuehler gave a brief update on the status of the Fisherville Road Bridge. She noted the structural engineer advised that the bridge could be opened to one lane of traffic and that signage was in the process of being received to put in place. Base plans are complete with design of the culvert crossing and wing walls. Permits for design would follow the design plans.

Departmental Reports

Township Treasurer-Chuck Wilson

Mr. Wilson gave an overview of the monthly finance report ending 10/31/2017 noting healthy cash balances in all funds except the Golf Fund. Revenue and expenses were still on target to produce a surplus for the year. The surplus is mainly due to vacancies in personnel.

Commissioner Contento noted Fund #30 (Sewer Capital) with a balance of \$2,075 is a dormant account. Commissioner Contento made a motion to close out the account and transfer the balance to Fund #19 (Capital Reserve). The motion was seconded by Commissioner Young. Motion passed, 5-0.

Fire Department-Fire Chief Cordisco

Fire Chief Cordisco gave an overview of the monthly fire report. He noted the status of the fund drive and Santa visits starting on 12/9/17.

Bill List – Checks 40807- 40864 & Bond Check 1178

Commissioner Breton entertained a motion to approve general checks 40807 through 40864 and Bond Check 1178. Motion made by Commissioner Chambers and seconded by Commissioner Contento. The motion was approved, 5-0.

Approval of Minutes from October 26 and November 16, 2017-

Commissioner Breton entertained a motion to approve the Minutes from the Board of Commissioner's Meeting held on October 26, 2017. Motion was made by Commissioner Young and seconded by Commissioner Contento. The Motion was approved, 4-0 with Commissioner Kramer abstaining due to absence. Commissioner Breton entertained a motion to approve the Minutes from November 16, 2017. Motion was made by Commissioner Chambers and seconded by Commissioner Contento. Motion was approved, 5-0.

2018 Budget Discussion

Township Manager Denne and Treasurer Chuck Wilson heard questions and comments from the Board pertaining to the proposed 2018 budget. A detailed and lengthy discussion was held on revenues and expenses.

Some topics regarding revenue included income from administrative fees, revenue from ads, and credit card convenience fees. Topics surrounding expenses included education expenses, audit expenses, operating expenses, municipal improvements, and golf course expenses. A separate accounting of revenue and expenses from Griffith Farm was requested and Mr. Wilson agreed to prepare it.

Commissioner Breton entertained a motion to advertise the 2018 Budget. The motion was made by Commissioner Chambers and seconded by Commissioner Young. The motion to approve the 10-day advertising period was approved, 5-0.

Additional Business

Commissioner Breton called for any additional business.

The annual holiday party and tree lighting, holiday carol show at the meeting house and the house decorating contest were noted.

Public Comments

Commissioner Breton called for any public comments. There were none.

Adjournment

Commissioner Breton entertained a motion to adjourn the November 30th, 2017 meeting at 9:05 PM. Moved by Commissioner Young and seconded by Commissioner Kramer. Vote passed 5-0.

Respectfully Submitted by,

Jennifer Schwed,
Recording Secretary