



**JEFFERSON TOWNSHIP, MONTGOMERY COUNTY, OHIO  
BOARD OF TRUSTEES WORK SESSION  
Tuesday, November 21<sup>st</sup>, 2017 – 6:00 p.m.**

- I. Welcome / Pledge of Allegiance  
Trustee Roy Mann, President, Jefferson Township Board of Trustees
- II. Moment of Silence to Honor our Military, Firefighters, Sheriff's Deputies, and Road Workers as they serve our community here and abroad.
- III. Call to Order / Roll Call      **Roy Mann (X)**      **James McGuire (X)**      **Russell Back (X)**  
-Woolf: Good evening Trustees, Fiscal Officer, community and visitors. Tracey do you have a Fiscal Officers Report that you would like to share with the Trustees this evening?
- IV. Fiscal Officers Report – Tracey Edwards  
-Tracey: At the Regular Meeting she will have a report. But she does have some comments. In the back of the room are Fund Summaries.
  1. She wants to let everybody know that gives her credit card receipts, if they are not on a full 8 ½X11 sheet, please staple them for easy receipt for filing purposes. There is some paper in her mailbox to staple the short invoices to if you can't find any. And the stapler is right there. Please do not remove the stapler from that area.
  2. With the credit cards receipts, please make sure you are putting a fund code on it because she still has to take the money out of that particular fund.That's all she can think of right now if there is something else she will bring it up at the regular meeting.
- V. Old Business  
-Woolf: To forgo our old business and new business, he received a telephone call from the Montgomery County Agricultural Society as well as the TID. They wanted to come in the Work Session and talk to you tonight about what they are doing and where the project is. He doesn't want to delay this because they have other meetings and commitments that they have to get to. He is going to turn it over to the gentleman from the County and let them make their presentation.
- VI. Special Presentation  
-Steve Stanley, Transportation and Improvement District  
He is here to answer questions as we go as he has to be in a meeting in Miamisburg at 7pm. Just to bring you up to speed on what's happened so far and what's going to happen. He is going to do a report on two projects, the first is the facilities project that is out on the site for the actual construction of the new fairgrounds facility. The second thing is the access project including Infirmary and building a new driveway. The overall scope and budget for the facilities project that they are building with the Fair Board is about a \$13.5-million-dollar budget that is coming from a couple of grants and the State of Ohio and other sales are coming from the sale of the Fairgrounds downtown to Premier and UD. What they are doing is really two things, one is site preparation actually creating the path for the new Fairgrounds, and then two, they are building three buildings. One of them is the Main Events Center, the small animal building, and the Care Taker Building. There will be a permanent care taker there onsite. All of that is to be done by the middle of June next year and the Fair begins July 9<sup>th</sup>. We just barely enough time to get all this work. Site preparation and utilities are the first things we put in the contract. The contractor is D&M Excavating from Tipp City. They have been under contract and have made tremendous progress. We have close to 75 acres under construction right now, some of that is borrow for the construction site but the bulk of that is what will be the actual site of the Fairgrounds itself. Our work has been underway for about two months and we will continue all winter long. D&M is really doing a terrific job for us. We will soon make some changes as he has talked to the County Administrator today about access to the park. Part of the park is still staying the park as you know. There are a lot of walkers that use that park just about every day.

We are going to have heavier construction traffic as we start pouring concrete and moving building materials in so we will have a greater need to separate that us of that passage part of the park from the construction entrance that is further to the north. We are still working on exactly how that will look but in general what we expect will happen is the people that are park users that walk there will come in on Dayton Liberty from the south, probably as many of them do now. We will do something that will restrict their access going further north and give them a parking area some place that is close to the pond or lake that they walk around. We will be able to keep that going, we should be able to, all winter long and continue construction. That is something that you should be aware of obviously because he is sure there will be people here in the community that are worried about continuing that accessibility. The main events center or animal building is also under construction. Dryden Builders is the principal contractor there that are doing the structural work. They also have a separate electrical fire protection package and mechanical package but Dryden is putting up the structure. These are metal buildings; they are going to be really attractive ones. The main events building is the principal building that you can seat over 20,000 sq. ft. It is a very large building and enables the Fair Board to have many kinds of events there in that facility to generate income to support the Agricultural Society. The animal building is short of 17,000 sq. ft. Those two buildings will be adjacent to one another with only about 40 ft. apart. Those are the two we have currently under construction. We have already built the building pads for the other future buildings but they don't have enough money to actually construct those other buildings right now. So these will be the two buildings that will be part of the main campus as part of the Fairgrounds that are under construction right now.

-Tracey: When will those buildings be available for people to use them?

-Steve Stanley: Anyone that wants to use them can talk to Greg Wallace about renting them or getting inline to rent them right now. They will be available in July next year.

-Greg Wallace, Montgomery County Agricultural Society – Fairgrounds Project

After the Fair, we are taking rentals for August and beyond. We are not going to rent anything prior to the Fair, that will be the first event there and then we will be setting up rentals for August 1, 2018.

-Steve Stanley: The access project is the roadway work, that is funded by a \$2 Million budget by Montgomery County. Those are funds that are directly contributed and the TID is managing from Montgomery County. The scope of that project is to improve Infirmity down to a new driveway that is directly across from Birdland that we will construct that will become the main entry to the Fairgrounds which will be on the northwest corner of the property. We are also making some improvements to Loop Road to improve the pavement there to have full two-way traffic for Benson and the Fair itself. The substantial completion of that project is a little bit earlier, that is a smaller project. We will be able to finish that project by the end of May. The contractor there is Brumbaugh Construction, it is a firm he has done quite a bit of work with. Excellent construction company. Their work is going to begin next week; they will be mobilizing. We rewarded the contract to them and they expect to be done by the end of May of next year. As you have seen the signs are already posted on the road. Closure of that road will begin for 60 days next week. Local traffic will be maintained. That means on the Counties property, the County home and nursing facility, all of that traffic will be maintained along with the residential uses on the eastside of the road, people will be able to get in and out. Signs will be posted along the road for thru traffic. They will come back again in the spring with another 30-day period with a road closure. He can't say when that is exactly but that will be depended upon how rapidly they get the road structure done over the winter. Right now the road will be closed at the beginning of next week. They also have to some work to do as they will begin removing trees from the right of way very soon. They will be out contacting the owners of the properties that are adjacent to that right of way just so they know what is going on. That is something he expects you might hear something about as well. Those large trees that are under the DP&L lines are actually in the right of way and they have to remove them for construction purposes and they will find the owners before they start taking them down. Do you have any questions that we haven't answered?

-Mann: So you are only going to come from the connector to Birdland?

-Steve Stanley: There are some improvements, not major ones that go south of Birdland that they have to tapper back in. There will be some storm improvements there. But they didn't have enough money to do more.

-McGuire: Will the residents losing the trees get some sort of replacement?

-Steve Stanley: They are in the right of way. It is the Agricultural Societies choice on what happens with them during the construction. It depends upon whether or not in the long run if they have enough money to finish that where they can offer them the ability to do that.

-Tracey: She needs clarification, people coming out of Birdland cannot get to the connector starting next week?

-Steve Stanley: No, they will be able to. The local traffic will all be maintained. They will post for not thru traffic.

-Woolf: In some quick discussion we just had a few minutes ago. The street lighting question, as you guys know it is very dark in that area, there are a lot of shadow areas. Steve said we will probably get with a construction engineer sometime in the next couple of weeks and discuss a new lighting system in that area if possible. Funding is the key. But the safety of the foot traffic and the people that walk from the neighborhoods over to park and plus anyone that is visiting the park. We have to have some street lighting with the traffic that might flow during special events.

-Steve Stanley: That is a possibility but that is a conversation with the Lighting District. The creation of the Lighting District will serve the Fairgrounds itself will probably make a lot of since when talking about the capital budget. We should get started on those conversations as quickly as we can. Everything about this project is as quickly as we can. He knows you had some questions that came up a week or two ago from a surveyor as well that they had to be the blame for that as well. They were out here doing some work to eventually plat the property to create a single parcel that will allow us to divide the fairgrounds property from the balance of the county property. You own that piece of ground that is right on the northwest corner of Dayton Liberty and Infirmary. If you don't want that property being included, that is fine, they can work around that and leave it unchanged and the property boundary will remain in your ownership. He has already instructed the surveyor to change it, if it is not an issue anymore.

-Woolf: he will speak for the Trustees; he doesn't think that they have made a decision either way. They don't have any information to go off of. He understands what he is asking for but the Trustees haven't been able to have a meeting to be able to discuss it.

-Steve Stanley: He wanted to make sure it was understood that it is not critical to do it one way or the other.

-Woolf: Trustees did you know that you own that corner?

-Mann: He found out about it. How much land is there?

-Steve Stanley: The piece you own is not very large maybe 1/3 of an acre. Just under an acre.

-Woolf: 0.9 of an acre. It is the wedge piece that basically including the bear creek, possibly.

-Steve Stanley: What they are doing with the survey crew, they have to actually create the legal construct to allow them to make the road improvements without plating it. They were able to do that but your property probably shouldn't have been included without a through discussion. That is his error.

-Woolf: With your expertise, if you don't mind him asking, maybe you can answer or maybe you are not in a position to answer; this is for the trustees to understand. Let's say its including or maybe not included, either way; that intersection at Dayton Liberty and Infirmary, do you see it widened someday for safety reasons or regulations change at the State level that we can't even foresee that requires it. Or traffic light or whatever the case may be. If improvement down the road is required

and it happens, if the Township continues to own that piece of land he understands that they will be assessed for that portion of the improvement.

-Steve Stanley: The typical case would be if there is an improvement of that sort there is always a project cost that you have to acquire the right of way that might be necessary. Of course when it is usually publically owned you are talking to the owner of about should they be donating the right of way because it is improvement that benefits your area but that is not necessarily the case although he has done a bunch of these where you had to do uniform appraisals and acquire whatever right of way was necessary from the local government. It is kind of undetermined.

-Woolf: How soon do you need an answer, for whatever the Trustees decide?

-Steve Stanley: He would say anytime within the next 30 days would be fine. It is not an immediate concern. They are prepared to go ahead and do what they need to do without the parcel being there, it will not affect anything. If it is your choice to not include it, that is fine. It doesn't hurt a thing.

-Woolf: Trustees is that what you wanted to hear or is there more information that you need? Maybe the Trustees can have that conversation in the next Work Session about what you want to do on this parcel. Is that okay with putting it on the agenda at the next meeting?

-Steve Stanley: It probably shouldn't have been included in the first place. It was not necessary.

-Back: Yes, he thinks we have heard enough information to discuss how we are going to handle that.

-Steve Stanley: He will be happy to answer any other questions you have otherwise he is headed to his next meeting in Miamisburg.

-Greg Wallace: He will give an update on the buildings. The steel is being delivered tomorrow for the smaller building. Hopefully they will have the building permits by the first of the week. We will see grid iron going up and then the first of December the steel for the second building will be delivered and then you will see that going up. In the next two weeks you should see the structures going up, the one and then the other a month later, the other. As Steve said there is a lot of work going on. He has worked with a lot of excavating companies and these guys have done work that he just can't believe how much they have done and how really well they are working with us. Then we will be ready for the fair, that is our goal. Any questions that he can answer for you? We appreciate you guys working with us, we really do. They are looking forward to continue to do more with the Fairgrounds.

-Mann: The basketball court, where are you going to put the basketball courts?

-Greg: The goal, the original plan was to remove some of the tennis courts and convert those to basketball courts. They have to work with the County on that. That probably won't happen before spring.

-McLaughlin: With all of the rain, have you had a problem with compaction issues?

-Greg: Believe it or not they haven't. They had to bring in 1 load of lime but that was just for the front parking lot, they have been able to meet compaction without doing a lot of that. He doesn't know if you guys are aware of the process but they hired an inspection company that's there so they test the compaction. They have to test it for the buildings, the roadways and by their request they are testing all of the roadways and parking lots. So far they have passed. So far they have brought in one load of lime to dry out some of that when it was really raining so they wouldn't have to stop. They could have waited but the project really cannot afford many days of setback. They authorized them to get some lime so they could continue to move. They have been able to find plenty of grind dirt so that has worked as well. The road project is going to be using some of our dirt so everybody is going to be working together.

-Woolf: Steve Stanley was talking about the Infirmary improvements, so when is the main entrance road going to be built?

-Greg: That is all part of it. All of that is going to be done by May. That will be there for the fair. Hopefully a month later we are ready for everything. What they will do as they can get in there basically they will go in and set-up for the Fair. That's obviously going to be our first thing. An exciting thing is that all of their rental groups that are with them now are going with them to the new site, he met with the last one today. They also have a lot of new groups. They have the Dayton Train Show that were in Springfield, they are coming back to Jefferson Township, they are excited about it. He was listening to the radio the other day and they were talking on the Cincinnati news about the soccer league wanting to go to the stadium. The Cross Roads Church bought a big building there and because of that Church all of that development has come and so many improvements in that area. He really looks for the same thing to happen with the Fairgrounds. As people are knowing and people want to come there, it will be some restaurants and people will be excited and they will start seeing some things coming to the area that is just going to benefit all of us and we are definitely promoting it and pushing it every opportunity that they have.

-Woolf: One of the other discussions we had before this was the safety of the walkers because there are regular users that walk that park. They said they are going to separate the construction traffic from the walkers so there's no safety problems for the walkers. They can continue to use the park and the big construction trucks will be separated by some type of barrier, whether its snow fence or something so the walkers don't get intertwined with the big semi's.

-Greg: His guess is what they will do with the first parking lot as you come in and it sits there on the right, they will probably put in an entrance there and block it off right there so that the cars can't come past that and people can park and walk across that and go onto the trails. He is amazed at the traffic but he thinks people are just curious but they come in and out just to see what's going on. We are getting in the way and they are getting in the way so we want to block some of that traffic to.

-Woolf: Yes, we are concerned about the residents.

-McLaughlin: What's your total number of buildings and if everything goes good, when do you think you will be done with all of the construction?

-Greg: The two buildings will definitely be done by July. From that point on it is all about fund raising. Here is what they have run into, he has written three grants so far to ask for money and all of them told him not this year because they have already committed all of their money so January 1, he is going to ask them all again. It's really going to depend on how quickly people buy into the project. They have had a lot of people say that they want to wait and see the first building up. As things start moving, money is going to start coming in. It's just hard to get it now. The Fair Board was faced with that. People don't want to get something on paper. Once the first building goes in and people start using it they will want to be a part of it. The reality is that they need the money now. Right now they have two buildings that are going up and that creates some challenges for the Fair. They are going to have to do somethings intense that they have never had to do before but that is manageable. They will get more people out there as things start happening. He thinks they will be able to quickly raise funds and get the third building there. The goal is there are two more buildings that need to be built, it just depends on how excited people are and how much money its going take, and some grant opportunities.

-Woolf: We definitely need restrooms, and that is one of the facilities.

-Greg: They had a great meeting with OD&R, they are going to partner with us and they want to start doing something with the pond. According to OD&R it meets the qualifications for a lake and they want to partner with us as they will stock it for us, they are going to do some fishing tournaments as they will manage the lake. The status of the camp grounds is like everything else its part of the project so it is being developed. They have had some grading issues so they have redefined that so

that they are back on track and the goal is to have the camp ground done with the Fairground. Probably in another month, we will be back to give you another update. The engineering firm put up a camera that will do 5 minute shots of the project. It's supposed to go online tomorrow so when he gets that link he will give it to Mr. Woolf. He can give it to you guys that way you can watch what's going on. Are there any questions?

-Woolf: If it is okay with the Trustees we are going to put it on the website. Anytime you need information to be put out into the community you have use of our website but we have a certain procedure to follow; we will get you a form sent over and we will post anything you want us to do especially come next spring or summer and you start to hire some temporary help. We will be glad to be a source to try to get our residents jobs there.

-Back: Have the residents with the trees in the right of way, have they already been notified?

-Greg: He believes that a couple have but not all of the Mr. Back. But they will be before anything happens. People don't like to have their trees cut down but they are short and stubby. Whoever cut those trees just about destroyed those trees.

-Tracey: Those trees look terrible. They block the view when you try to come out of the neighborhood.

-Steve: If we get those calls, who do we defer those calls too? He is sure the Trustees are going to get a call. We know somebody there already and we want to be able to know where to get them help.

-Greg: You can send them to him or you can send them to Steve Stanley. Are there any more questions? Again, thank you for working with us and he is looking forward to our future together.

-Woolf: Is there any new business Trustees that you have to discuss tonight?

-Mann: Tracey is there anything we need to do in order to get the bills paid quicker? For example, we are trying to work on this roofing deal.

-Tracey: When we hire a contractor and she hasn't mentioned this when you guys did the contract for them, we need to have a W-9s filled out from a contractor because at the beginning of the year she has to fill out 1099s to go out to everybody and their name or social security numbers or employer identification numbers don't match what's on the W9s and she fills that out and it goes to the State, they will send it back requesting the right forms or get the money we paid back from the contractor. That is more work for her to have to do. She definitely needs and up to date W9 form and the way she sees do this is to get one every year when we hire contractors. Existing and any new ones that we hire.

-Woolf: If they are not doing business here they are probably not going to give us a W9. That's fine for the new ones we can make that a requirement up front. In this case he understands that we got one W9 that wasn't right

-Tracey: She doesn't know, he put a social security number in the employer identification number, she is not sure if the numbers are the same. She doesn't have any way to find out. She asked Mr. Mann, instead of us going back and forth, just to give her the telephone number and she would just call him. But we need to verify that those are right and that they don't just randomly put numbers in there. She doesn't have a way of doing it until she sends those 1099s to State and they tell her that it is wrong. They have two lines on the forms, one is the persons' name, and one is the name of the company and she doesn't know how they fill the form out. For example, the janitorial company that

we have; they were using Eclipse Janitorial but it wasn't filed like that at the State, it was filed under Pat Kirk's name. She had to get that redone.

-Woolf: So did you get the right form from him because he didn't know until you told him a couple of days ago.

-Mann: Date wise there is a problem, he is going to give Tracey the contractors telephone number and she is going to call them.

-McGuire: There is a problem with the second submittal that we had like two weeks ago?

-Tracey: It's the same W9, it didn't change. The company name might be right but she wants to verify the numbers used.

-Woolf: Maybe that's the one that he uses. Can he help at all in this or not?

-Tracey: You can call him.

-Woolf: Well he has called everyday wanting payment and he doesn't have any answer for him.

-Tracey: Okay this is the thing. She told Mr. Mann to give her the number and she will call him, in the meantime she will bring a check in tomorrow. But like she said she just hates to have to do it and go after him in January. She wants it done right.

-Woolf: Well if you are going to handle it then that is fine. We don't need 3 or 4 people dealing with it.

-Tracey: That's why she said it doesn't make since for them to keep calling her when she knows what she needs. She will just call him. We definitely need those forms filled out right and they would be the only ones that know when they submit it to the State there are a couple of things that she can't verify.

-Woolf: What we will do before we sublet a contract at all from now on, starting the first of the year, we will make that a requirement that they supply that upfront or they don't get the contract. He asked for their certificate of insurance and he assumed the W9 is correct with what they give us because he has no way of checking himself.

-Tracey: Do you have the certificates of insurance; she gets some of them randomly.

-Woolf: Anytime he has sublet a contract he has gotten them but we can make it a policy and have a form that we can give to the Fire Chief and the Road Department, and make sure that the Department Heads give that out. If you think that would be helpful. Anything to fix the problem.

-Tracey: Yes. That's just a lot of work at the beginning of the year.

-Woolf: Take care of it upfront and we can correct it before the first of the year and be ready to roll.

-Mann: Also he has check from Montgomery County Juvenile Court. He doesn't know who is supposed to get this.

-Tracey: Yeah we get these every year.

## **VII. Administrators Report – Steve Woolf**

- On his report it will be short, he will have more during the regular meeting. The new employees started in the Road Department, this is their second week. They all have been very hard at working;

they have been in the Blairwood area and other neighborhoods along Third Street. They have taken 12 loads of trash dumping's i.e. furniture to the dump over the last 6 days. He didn't look at the amounts but when Tracey saw the bills we have to pay for them taking things to the dump site they were very large amounts. They are cleaning up the dumpsites that everyone has been complaining about. It's going to take a long time as Russ knows there is plenty out there. The crews are really working. Yesterday he got a call from three different people talking about Huffman as they are using the back mower to shave back all the trees along the guard rail up to the green bridge. It needed to be done a long time ago so now people can see all of our street signs. The trees aren't hanging over the road. When the storm hit last Saturday we had another casualty along Forney Road. A big tree fell across Forney and block Forney. Randy and the crews went out and cut the tree up and got it off the road so Forney opened back up for Fire and Rescue. We were prepared for that storm and so was Chief. He up-staffed and had paramedics at both stations ready to go, thank goodness they didn't have a lot of calls but we were ready on both sides for the storm like we weren't prepared for when we got the storm earlier this summer. They are checking the equipment and repairing the equipment. They are now getting the winter time equipment ready. Your salt spreaders are in if you want to go down to the road garage and look at them, they are installed. They have those ready to go in case we get some snow tonight. The road department has really been kicking it into high gear for the last couple of weeks. He really doesn't have anything else, a lot of day to day stuff. Chief do you want to comment?

-Chief: The Resolution from earlier, the meeting this evening, he and Mr. Mann were down at the Station #61 yesterday and looked at all of that gear to be redacted for the AFG Grant. He has the information there that you were interested in. also the name of the company that Jack Smith works for is the Walter Cook Fire Safety Company. It is a nonprofit, 501(c)3. He is the company that comes in and collects this equipment and arranges to have it shipped overseas for redaction. When we authorized buying the equipment and accepting the money from AFG we basically said that this equipment was obsolete or out of any standard. He showed Trustee Mann the PPE was all over 10 years old which is out of standard, the SCBA bottles are over 15 years old and cannot be used after 15 years, cannot be hydrotested or anything. The 4 AEDs that we need to get rid of, they are not out of standard but to buy a battery for them, the battery is almost as expensive as buying a whole new AED. That's why he opted to get the new AEDs with that money. You have a list of everything that we replaced as it needs to be redacted. If we would get audited by AFG, there needs to be a receipt that shows that we did redact that equipment and it is no longer with us. That's why he opted to put down this company's name because they will give you the receipt that you've properly disposed of the gear. He thinks all three Trustees have seen the pictures that we had at #61, hopefully this will make it easier to verify that the gear was there and that is exactly what we were talking about getting rid of. At this stage it is up to you what's your pleasure there.

-Mann: He is good with everything and knows where it is. That's where it will stay until we get the issue resolved.

-Chief: We talked about that yesterday. Mr. Mann had a question of the replacement of radios a few years ago. We showed him yesterday that they are all stored safely, all boxed up and inventoried. We've made copies of the inventory numbers. Like we've talked, those weren't purchased with AFG money. Totally separate thing. There's no reason we can't turn around and sell those radios. He doesn't work in radios so he doesn't know the market would be or what we would get out of them or anything but they are not P25 compliant and that was the new radios. That's why we had to purchase the new radios to stay in compliancy with the dispatch center here in Montgomery County and the State of Ohio system. We will put something together when you decide how we want to dispose of those.

-Woolf: On a related note we got good news today, they have selected the other site for the siren. It's going to be at the parks district building at the site on Infirmary Road inside of a locked facility behind a fence. So nobody can climb the poles. The Federal Signal Group says that is reaches far



beyond our boundaries on the east all the way in some neighborhoods in the City of Dayton from that spot. So we cover all of our areas up in the populated areas in the Township. That will be the second location, the first location is Station #59. Both will be installed by February 15<sup>th</sup>, by Federal mandate. They are going to be in the ground and done in the next 3 months and operational. The Fair Board has agreed to pay one share ½ the share of the one that is going in the parks facility on Infirmary. You have a grant out there also for one from CDBG that's going to be funded, later we can decide where that siren is going to go. It is not under the quote system as federal grant and we cannot comingle the money together. The County is going to advertise that bid and pay 100% of the cost. We just have to decide where it is going to go. The Federal Signal said once the two are up they will reevaluate the decipals of where they go, a circle they put on the map, and they will say where is your weakest area and that is where they are going to suggest where the siren goes. They are battery backed up so there is no requirement of the generator wherever they go. The battery backup can sustain that siren for up to 3 days solid. By next tornado season which is next spring, you are going to have to warning sirens of your own in the township. Which is very large for you. We've got overlap as you know from Trotwood and some other areas. You are doing the best job with the small amount of funds you have to protect people from foul weather. As they get ready to do this installation you guys can come up, look at it, see it and see how they install it and take pictures if you want because it is something that is going to go up in the air and be there for the rest of our lifetime. They say they can last up to 140 mph wind. The pole will break before the sirens break is what they told us. He is pretty excited about what is happening from a public safety stand point.

-Chief: The surrounding districts like Steve was saying have strategically placed sirens that actually help us out tremendously. The southeast area, West Carrollton has one right in front of the Jefferson Water Authority which covers Manning Road and that whole area right in there. All along Germantown, Moraine has sirens that also cover part of our district over in that area.

-Woolf: New Lebanon is getting one that is going to be out in the east city limits, Farmersville is getting a new one, Perry Township is putting one in the south part of their township. All those areas out west, northwest are going to hear the sirens from one way or another. Once they do that study to tell us where we do have weakness if there is any that's where we will put the last siren. Again that last siren has no cost. That is the important thing and we are not on a timeline like we are with these two with the federal grant that we won. We will let you guys know as it gets closer. John do you have anything you want to talk about in advance of the regular meeting.

-John: Yes, when he gives his report later he will speak on a new Resolution about the new volunteer for the Zoning Commission. We would like you to think about hiring him, he would be a good candidate. He will give you the Resolution beforehand so you can have the opportunity to look at it before the regular meeting starts.

-Back: Do you have their credentials or resume with the Resolution?

-John: An application form and the Resolution.

-Woolf: We've struggled in the last meeting or two Russ as we asked the public that was here that we need volunteers as we are down two people on each Zoning and BZA and we've got nobody coming forward except this resident we asked if he would be interested. He came back and said yes. We ran an ad in the Dayton Daily News because we didn't get any response, we have it on the website so it is not that this person is the best or the worst but it looks like they may have some credentials that you would like. We have eldest too, we have some people that have long-term illness that may cause them to leave the Board so we will be down more than two. We are preparing for that. Individuals have told us that they are going to leave the Board after a number of years after serving. So we don't want to be caught with not a quorum.

-Back: He understands. He read the minutes so ....

-Tracey: I have a question. You gave me a bill from Dayton Stencil, it had 12 name plates and stands. Those are for...? She saw a few names on there and noticed they didn't list all of the names.

-Woolf: The BZA and Zoning Commission. We were making handmade signs and the Board asked if there was any way that you would mind if they did that. He said out of respect they don't get paid

to do their job... We didn't order any for the names of those that are probably going to leave because we didn't want to cost an expense. But it looked, for instance the Raush case and things, it might be a little unprofessional to have the handwritten name plates. Just for the Work Session record anybody that knows somebody that would have any input that would like to help for the future of the community, either planning it on the zoning side, or enforcing the rules on the BZA side, we are looking for someone or people. The more the merrier. Like Dr. Moyler said we need more people.

-Tracey: She understands.

-Woolf: You had one table Resolution from the last meeting. That is going to be brought up again, and it is the promotion of Mr. Wagner as the Training Officer and receiving rank promotion for the Fire Department. You guys have to consider that in the Regular Meeting if you want to address it or not. Otherwise a tabled Resolution stays if nothing is addressed on it, it goes away. It stays part of the record but it ends. The paperwork is in your packet. If not, we can make a copy. Chief did you have any comments? You need to have a trainer, tell them why its inherent but tell them why.

-Chief: He is willing to answer any questions that were in reference to that. He needs to have a training officer to have someone that is State Certified as a Training Officer in order to receive the CDUs that you have to have every year to re-certify the firefighters. We have Chief McInturff on the EMS side, he issues the CDUs for the EMS side. Chief Smith resigned as our Training Officer back about 1 ½ months ago. When he spoke with Steve in reference to what to do, we posted the position in the fire houses and expected resumes and Chris Widener was the only applicant. His credentials are there and the Training Officer in the past has always had the rank of Captain or above to have the authority to be a trainer. He wants to know if there are any questions or anything he can clear up for the Board in reference to this issue.

-Back: Do you have the Resolution that was tabled?

-Chief: No he doesn't have it, no sir.

-Woolf: He will make copies. Resolution No. 17-125. That's all he has for his report Trustees. Do you have reports Trustees that you would like to make during the Work Session?

#### **VIII. Trustees' Comments / Reports**

- Trustee Roy Mann – He will hold his until the Regular Meeting.
- Trustee James McGuire – No report now.
- Trustee Russell Back – No report.

#### **IX. Adjourn**

**1<sup>st</sup> Motion: Trustee McGuire      2<sup>nd</sup> Motion: Trustee Back**

**Roll Call: Roy Mann (X) James McGuire (X) Russell Back (X)**

**NOTE:** Work Sessions are permitted to be held by Elected Officials, as granted by the Ohio Revised Code, as long as they are pre-announced to the public, it is held in a public place, and the public is permitted to attend. The Work Session is strictly for the purpose of discussion on Township issues, and NO Voting or Action is permitted to be taken in this meeting. The Public is not permitted to contribute or address the Work Session, unless the Trustees directly grant permission. The Work Sessions are recorded for public record purposes and maintained by the Fiscal Officer for Jefferson Township.

Mr. Roy Mann  
President, Board of Trustees

Mr. James McGuire  
Vice President, Board of Trustees

Mr. Russell Back  
Board of Trustees