

**LIBERTY TOWNSHIP TRUSTEES
REGULAR SESSION – JANUARY 8, 2025 @ 6:00 P.M.
MINUTES**

CALL TO ORDER:

Chairman Evan Stump called the meeting to order.

OFFICIALS ATTENDING:

Gene Stump, Evan Stump, Ken Clark, Shawn McFarland and Gene Cole

GUEST ATTENDING:

See sign in sheet

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES:

Gene Stump moved to accept the minutes of the December 10, 2024 meeting. Evan Stump seconded the motion. Vote: E. Stump – yes, G. Stump – yes, K. Clark - abstain. Motion carried.

ZONING INSPECTOR'S REPORT:

Gene Cole presented the Trustees with his monthly report (see attached).

FIRE CHIEF'S REPORT:

Chief Morton allowed the Fire Department Association members present to speak. Association President Nathan Dunbar stated he was in attendance to ask the Trustees permission to continue to use the building for meetings and events throughout 2025. Vice Chairman Stump stated that based on the Ohio Revised Code, permission to use the building must be requested by the non-profit and granted by the Trustees. Gene Stump made a motion to allow the Liberty Township Fire Department Association to use the building for meetings and events. Seconded by Ken Clark. Vote: E. Stump – yes, G. Stump – yes, K. Clark - yes. Motion carried.

Chief Morton presented the Trustees with his monthly report (see attached).

Mr. Clark asked for clarification on the Mental Health/Crisis Debrief mandate. Chief Morton stated that with the state of the fire service and mental health of first responders, this is becoming more common.

Mr. Gene Stump recommended incorporating a letter into the SOP's stating that if a member of the fire department is separated from the department (involuntarily or voluntarily), that person will receive a letter stating they have 30 days to return all department-issued gear to the department or they will be billed for the cost of the equipment.

Mr. Evan Stump made a motion to allocate \$50,000 to the Fire Department Recommended Budget for 2025. Mr. Gene Stump seconded the motion. Vote: E. Stump – yes, G. Stump – yes, K. Clark - yes. Motion carried.

Mr. Gene Stump moved to approve Accountability SOP provided by the fire department. Mr. Evan Stump seconded the motion. Vote: E. Stump – yes, G. Stump – yes, K. Clark - yes. Motion carried.

Mr. Ken Clark made a motion to remove Cody Bachorik from the fire department for failure to comply with SOP's set fire department standards. Mr. Gene Stump asked if there was any discussion with Mr. Bachorik. Chief Morton stated that he has made many attempts to call and meet with Mr. Bachorik, but those attempts have gone unanswered. Mr. Gene Stump seconded the motion. Vote: K. Clark – yes, G. Stump – yes, E. Stump – abstain. Motion carried.

Mr. Gene Stump asked Fiscal Officer Shawn McFarland to prepare a letter to send to Mr. Bachorik.

Mr. Gene Stump made the recommendation to start an SOP Committee. Gene stated that he still does not have credentials to access Lexipol.

Mr. Cole stated that some older items were sold on GovDeals. Discussion about the old pagers that are not MARCS compliant, Chief Morton stated that many West Virginia departments are buying them. Mr. Clark asked if the pagers could be donated instead of sold. Mr. Gene Stump suggested putting them up for sale once and if they haven't sold, to donate them. Mr. Evan Stump further recommended sales price should be at state minimum. Mr. Cole said they can be sold as a lot or individually.

Chief Morton asked if there was any additional conversation regarding a Chief's vehicle. Mr. Gene Stump said they would still look into it, including what type of vehicle (pickup truck, SUV, etc.). Mr. Evan Stump agreed.

Mr. Cole stated that pricing of the cutoff saw at Atlantic was \$3,620. Chief Morton stated it should come from the 2024 budget. Fiscal Officer McFarland stated that the budgeted money is in General Fund, regardless of the year.

Mr. Cole stated that suction side valve on Fire Truck 515 is damaged and manufacturers no longer make that part. A swivel valve can replace the current static valve. Chief Morton stated that he would like to hold off on the expense since truck 511 is the backup.

Mr. Cole stated that the annual hose testing contract with Fire Catt is up for renewal and the price increased slightly. Contract was reviewed. Mr. McFarland asked that, based on the proposed new contract, pricing would not increase through 2027. Mr. Cole confirmed. Mr. Gene Stump made a motion to sign the contract as presented. Mr. Clark seconded the motion. Vote: E. Stump – yes, G. Stump – yes, K. Clark – yes. Motion carried.

COMMITTEE REPORTS

None

COMMUNICATIONS:

Oral Communications:

Hayden Gillig was present as part of her required paperwork to submit her OTA Scholarship application. Hayden is a Senior at Liberty-Benton High School. Trustees and Fiscal Officer signed her form.

Written Communications:

The following items were circulated:

OTARMA Renewal Questionnaire and Appointment of Representatives
SERB Verification Form

Hancock County Engineer's Salt Purchase and Sign Maintenance Bill
ODOT 2024 Township Highway System Mileage Certification

Mr. Evan Stump made a motion to approve 2024 ODOT mileage certification. Mr. Gene Stump seconded the motion. Vote: E. Stump – yes, G. Stump – yes, K. Clark - abstain. Motion carried.

Mr. Cole presented Resolution #2-2025 for review.

Mr. Gene Stump made a motion to approve Resolution # 2-2025: Authorization For Hancock County To Contract Resurfacing Of Township Roads. Mr. Clark seconded the motion. Vote: E. Stump – yes, G. Stump – yes, K. Clark - yes. Motion carried.

OLD BUSINESS:

Mr. Evan Stump presented a Certificate of Estimated Property Tax Revenue and Resolution To Proceed With Election On The Question Of An Additional Tax In Excess Of The Ten-Mill Limitation. Both of these will need voted on.

Mr. Clark made a motion to approve the Certificate of Estimated Property Tax Revenue. Mr. Gene Stump seconded the motion. Vote: E. Stump – yes, G. Stump – yes, K. Clark - yes. Motion carried.

Mr. Evan Stump made a motion to adopt Resolution #3-2025: Resolution To Proceed With Election On The Question Of An Additional Tax In Excess Of The Ten-Mill Limitation. Mr. Gene Stump seconded the motion. Vote: E. Stump – yes, G. Stump – yes, K. Clark - yes. Motion carried.

Mr. McFarland stated that he will present the Resolution and Certificate to the Board of Elections and the County Auditor's office. Will also have copied to Cindy Land.

Mr. Cole stated that he will get Cost Recovery updates to Trustees.

Regarding the Township pickup truck purchase, Mr. Cole went to Ford, Chevrolet, and Dodge. Heard back from the first two, but nothing from Dodge. Apparently, they are not on state bid system. Reineke has a red truck on the lot, regular cab 8ft bed F250 asking \$46K. They also have crew cab they can order with a shorter bed for \$51,500. Chevrolet can get a regular cab in 4 to 6 months for \$49,130. Crew cab would take 2 to 4 months for \$52,200. Kalida Trucking quoted a v-plow and light package at \$15,500. Mr. Gene Stump asked if those were state bid prices, and Mr. Cole said that Ford came in under state bid price. Mr. Gene Stump asked what the maximum price was for bid. He is in favor of purchasing a truck but would like to sit with the individuals involved in the decision before picking which truck. Mr. Clark stated he would also like to look at SUV's. Chief Morton stated that we could also possibly approach Mickey Smith about any grant funds. Further talks were tabled until financial questions were answered.

NEW BUSINESS:

Mr. McFarland requested a special meeting later in the month to approve the Annual Appropriations Resolution. The date and time were decided for January 21 at 5pm. Mr. McFarland will send a meeting notice to The Courier with specific language.

Mr. Gene Stump made a motion to approve paying for and sending Assistant Fire Chief Brandon Andrews to the Ohio Township Association Winter Conference, meals and hotel. Mr. Evan Stump seconded the motion.

Vote: E. Stump – yes, G. Stump – yes, K. Clark - yes. Motion carried.

Mr. McFarland presented the Trustees with Resolution #4-2025: A Resolution Authorizing the Fiscal Officer To Prepare Warrants As Needed, In Between Trustees' Monthly Sessions When Necessary With Fiscal Year 2025. Mr. Gene Stump made a motion to approve Resolution #4-2025 as submitted. Mr. Ken Clark seconded the motion. Vote: E. Stump – yes, G. Stump – yes, K. Clark - yes. Motion carried.

Mr. Gene Stump made a motion to approve Resolution #5-2025 Authorizing Payment of Listed And/Or Attached Purchase Orders. Mr. Evan Stump seconded. Vote: E. Stump – yes, G. Stump – yes, K. Clark - abstain. Motion carried.

FINANCIAL BUSINESS:

No financial business this month.

ADJOURNMENT:

With no further business before the Trustees, Mr. Ken Clark moved to adjourn. Mr. Gene Stump seconded the motion. Vote: E. Stump – yes, G. Stump – yes, K. Clark - yes. Motion carried. Meeting adjourned.

ATTEST:



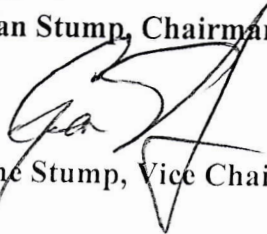
Shawn McFarland, Fiscal Officer



Kenneth Clark, Trustee



Evan Stump, Chairman



Gene Stump, Vice Chairman

- I assigned months that captains and their lieutenants are responsible for the report ensuring that they are completed by the 10th day of the following month.
- We have built a much better communication line with the Board Members, Fiscal Officer and Township Operation Manager.
- We have hired Ohio First Responder Grants LLC and worked endlessly to complete the application in a timely manner. This was a complete team effort from every person I mentioned above and my team.
- I applied for the Columbia Gas and Hancock Wood, Marcs, and commerce grants this year.
- We've implemented a Crisis Management Officer for our department.
- We hosted a Motorsports Certification course, TECC Training, (2) 36 certification courses through Apollo, County Chiefs Meetings, CPR courses.
- I set up the account to get all our members' vehicles registered who want to run emergent in their POV on OFIRMS site.
- I restructured the new truck committee and we all worked very well in the build of the new ladder while making the trip to Pierce.
- We held the 6 month reviews with every member of this fire department twice as our SOP state.
- We created a probationary practical to ensure the growth and knowledge of our new members.
- We restructured the yearly practicals.
- We created our training schedule for the entire year and posted it for members to visually see. This gave them the ability to get certain outside training if they wanted.
- We trained all members to use the ESO website for report data logging.
- We've added the training section to ESO so that we can log everything department wise in one system.
- We have built an SOP for our accountability system. We purchased new placards for every member. We are also starting to train on the usages of this system for familiarization.
- We have restructured our uniform SOP to keep certain items nice.
- We recorded our biggest public relations year that I can remember in the last 9 years. Millstream, High School Football, Parades, Funday, and many other community events.

New Business

- I was able to complete our Strata Site Portal for both schools. I spoke with Deputy Couch and he gave me permission to rearrange and set up our portal to the way the books were. I now have every staging point set in the system for all of our units and neighboring units that are auto aided. I also have requested a training session with Couch to meet with our department to give members knowledge of how to navigate the portal. As of now we can only have 3 representatives with login credentials. Assistant Andrews,

G. Cole, and I are the only people capable of logging into the system. We must log in every 30 days to get a new access pin.

- All documents were accepted with Ohio First responder Grants LLC and have been submitted for the AFG and BWC grants. I can't thank Fiscal Officer Mcfarland, Cole, and the Assistant Chiefs for all their help. Mcfarland was able to get the Sam account processed in record time and we owe it all to him for his determination to follow up daily on this to get it processed in the time we needed. Thank you.
- We held our first crisis debris meeting after a fatality call. We had 7 members attend the meeting. The members with direct involvement most were present. We will be getting some language around and placed into our SOP's for this to be a mandate. I believe with us being a younger department that this will help with the overall mental stability of our members. We see and endure a lot of things and this is one way we can help.
- I have advised the Parade truck committee that they are to provide me with a monthly inspection sheet by this coming week. We will inspect and road test the truck monthly going forward.
- I have scheduled a motorsport certification course to be held at our station for February 15-16, 2025. The instructors have offered us a discounted rate again if we are willing to cover their hotel cost and fuel. I will get a member count and have a total for a motion by the next meeting.
- We have renewed our charter contract with Apollo Adult Careers. They will be hosting a 36 hour certification course at the station starting January 6, 2025. They will be performing the majority of their practicals at Apollo this course.
- All members completed the 2024 annual practicals.
- I registered the members' vehicles that were inspected and have received the 2025 stickers and handed them out.
- I applied for the commerce grant for 2024 Training through charters as it would allow me to.
- Assistant Chief Andrews has applied for the commerce equipment grant.
- I have renewed the department VFDF certification.
- We have received the 2024 turnout gear order. Still waiting on Boots, Helmets, and Nomex hoods.
- Reminder: We would like to invite all the Trustees, Maintenance staff, and Fiscal Officer to the 2024 Banquet January 12, 2025 at 6:00 pm. The event will be held at the fire department in the bays.
- I placed the order for the new K12. I don't think it will be officially ordered until February so we can pay for it due to not writing checks in January.
- We took a few chainsaws out of service for chain replacement. They have been repaired and are back in service.
- I plan to purchase (2) 25 ft. log chains to be placed on 565 due to not having any.

- I plan to order (2) sets of collapsible cones due to several being run over during calls by traffic. We have been adding it to the reports for cost recovery.
- I would like to look into the cost difference for the township to guarantee recovery from the cost recovery company that we use.
- The front office has posted and sold a few items for the department in december. Thank you Cole and Janes for setting all that up.
- We plan to list several old pagers that we can no longer use this month.
- Ben Weihi has decided to go inactive with the fire department. Ben has turned in all equipment issued to him.
- This will be the second meeting for the accountability sop add in. I would like to make a motion to place the new procedures into our sop. MOTION
- I sent out 5 sets of turnout gear this week to Turnout LLC to be decontaminated due to blood getting on it during an MVA extrication.
- We will be starting the renewal process to renew our medical license.
- I have probationary contracts that need to be signed for members attending school for certifications.
- Captain Mcfarland regenerated a new contract. It is a little more in depth.
- We currently have two members attending a 36 hour course and one member who is taking his fire one course.
- I would like to work with the Fiscal Officer to generate a letter for when someone resigns or is terminated that he/she would have 30 days to return our equipment that we issued to the said individual or be billed the cost of new equipment. Due to the cost. Everything we purchase PPE wise has a time deadline, we should not be waiting to get equipment back for months.
- The Assistant Chiefs and I will be starting 6 month evaluations in february.
- Only update on the ladder truck is we moved the shoring plugs back in between the doors on the driver side instead of near the front bumper.
- I would like to remove Cody Bachorik as an employee and from the Fire Department for failing to comply with the SOP's. Cody has run 2 calls in 2024 and has not attended any training nor provided any training hours for our records, truck check. Cody has failed to complete the 10 percent of runs, 50 percent of in house training, truck inspection, and business meetings. We have no training hours for the last two years if we would be audited by the state. MOTION
- I would like to have a discussion pertaining to the assistant chiefs and my salaries due to the meetings, workload increase, expectations, and the increase of township call volume.

Application For New Members

- None

Upcoming Training

- Fire Business Meeting: January 2, 2025 at 7:00 pm
- Truck Checks: January 9, 2025 at 7:00 pm
- Fire Training: January 16, 2025 at 7:00 pm
- Officer Meeting: January 23, 2025 at 7:00 pm
- Medical Training: January 30, 2025 7:00 pm

Other events

- Training will be SCBA air conservation training.
- Annual Fire Department Banquet Jan 12, 2025 @ 6:00 pm

Chief Month

- 12/01/24 Department Chiefs phone conference
- 12/05/24 Fire Business/ Association Meeting
- 12/08/24 Department Chiefs phone conference
- 12/10/24 Township Trustee Meeting
- 12/12/24 Department Truck Checks
- 12/15/24 Department Chiefs phone conference
- 12/19/24 Department Training
- 12/22/24 Department Chiefs phone conference
- 12/26/24 Department Officers meeting rescheduled to Jan 2nd.
- 12/27/24 I spent 6 hours Building Strata Site.
- 12/28/24 I applied for the commerce training reimbursement grant.
- 12/29/24 Department Chiefs phone conference.

Trustee Papers

- Trustee Agenda, Contracts for Probationary Members attending schooling. Copy of VFDF for Cole records.



Ohio Department of Transportation

Office of Technical Services

2024 Township Highway System Mileage Certification

Note: This form must be submitted to ODOT no later than March 1, 2025 or county mileage will be certified by default based on the best information available.

The total certified mileage at the end of Calendar Year 2023 for LIBERTY Township
in HANCOCK County was 54.443 miles

As certified by the Board of Township Trustees or reported by the Director of Transportation.
in accordance with the provisions specified in the Ohio Revised Code, Section 4501.04.

Consider all mileage changes that occurred in CY 2024 and determine the net increase or decrease in mileage.
Add the net change to the 2023 certified mileage above and fill in the new total below.

We the undersigned, hereby certify that as of December 31, 2024

the township was responsible for maintaining 54.428 miles of public roads.

[Signature]
Signature of Chairman of Board of Township Trustees

1/8/25
Date

[Signature]
Trustee Signature

01-08-2025
Date

Trustee Signature

Date

County Engineer Signature

Date

Comments:

Please return a completed, signed copy of this form along with proper documentation of any changes made to:

Ohio Department of Transportation

Office of Technical Services

Mail Stop #3210

1980 West Broad St. 2nd Floor

Columbus, Ohio 43223

Attn: Aaron Shvach (614) 466-5135 or aaron.shvach@dot.ohio.gov

COPY
Original Mailed 1/9/2025

Summary of 2024 ODOT Changes
for Roads in HANCOCK County,
Township 10 , LIBERTY

Certified Mileage for 2023 : 54.443 Miles

TWP	10	Route:	T	Route Name:	Change:	0.000
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Reason For Change

TWP	10	Route:	T 00080	Route Name:	TR 80	Change:	-0.015
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Reason For Change

PER ODOT PID 112280

INTERCHANGE IMPROVEMENT PROJECT INVOLVING AN EXTENSION TO TR 80

TR 80 EXTENDED TO OLD ALIGNMENT OF SB RAMP FROM SR 15 TO NEW ROUNDABOUT AT US
68. THEREFORE, OLD ALIGNMENT ENDING AT PRIVATE TR 80242 RETIRED

A TOTAL OF 0.015 MILES REMOVED FROM TR 80 IN LIBERTY TWP

Total Changes: -0.015

Certified Mileage For: 2024 : 54.428 Miles

[illegible]

Meeting Date: 1/8/2025

Time: 6:00 Pm

Address

Phone

15/16 Cypress LK

(419) 722-9322

10379 Township Road 94

567-294-9799

10379 Mp. Rd. 94

419-202-6057

816 W Melrose Ave Apt 1502

567-301-6057

8823 SR12 W.

567.429.9755