



# Meeting Agenda/Minutes

Regular Monthly Meeting  
Wednesday, December 18, 2013  
6:00 p.m. – 8:21 p.m. EST

**Attendees:**

Brian G. Hans, Chairman (absent)/ Regis V. Thoma, Vice-Chairman  
Brent A. Patten, Supervisor / Nadine A. Neff, Secretary/Treasurer  
Paul McEachin, Supervisor Elect

*Please note that this meeting was not recorded in its entirety because the batteries in the recording device died.*

AGENDA ITEM	ACTION
Call to Order	Supervisor Regis Thoma called the meeting to order at 6:00 p.m. and the Pledge of Allegiance was recited.
Approve Meeting Agenda	Supervisor Regis Thoma motioned to approve the Meeting Agenda; Supervisor Brent Patten seconded the motion. ROLL CALL: The motion was approved by all present members of the Board.
Approve Meeting Minutes	Supervisor Regis Thoma motioned to approve the November 2013 meeting minutes and the Budget meeting minutes; Supervisor Brent Patten seconded the motion. ROLL CALL: The motion was approved by all present members of the Board
Approve Treasury Report	Supervisor Brent Patten motioned to approve the Treasury Report; Supervisor Regis Thoma seconded the motion. ROLL CALL: The motion was approved by all present members of the Board.
Public Comment	<p><u>Rocco Lanalotto - Uniforms</u> Rocco Lanzalotto expressed his opinion regarding employee uniforms.</p> <p><u>Hartle Subdivision – Meeting Times</u> Ken Hartle asked the Board of Supervisors to change the meeting times back to seven o'clock p.m. The Board advised that they were going to discuss that matter.</p> <p>Supervisor Regis Thoma motioned to approve the Hartle Subdivision, drawing by S. D. Graff, project number 13-175; Supervisor Brent Patten seconded the motion. ROLL CALL: The motion was approved by all present members of the Board.</p>
Correspondence	<p><u>E-Mail from Resident Cindy Hindman and Brenda Wolfe re: St. Joe Road Ditch Line</u> Nadine Neff read to the Board an e-mail received from Cindy Hindman and Brenda Wolfe regarding St. Joe Road. Supervisor Brent Patten stated that we will take a look at the area in question in the spring.</p>
Staff Reports	<p><u>Roadmaster – Lonny Jewart</u> Lonny Jewart asked the Board to approve the purchase of a plow from Center Township. Supervisor Brent Patten opposed the purchase because the plow was not eleven feet wide.</p> <p>Lonny Jewart asked the Board to approve the purchase of a telescoping pole saw from Butler Power Equipment. The purchase of the saw was tabled.</p> <p>Supervisor Brent Patten asked if the roller was taken down for repairs and Lonny Jewart stated that it has not.</p>



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AGENDA ITEM	ACTION
Old Business	<p><u>St. Joe Road Stormwater Erosion Issues</u> This matter was already discussed during Public Comment.</p> <p><u>Township Building Repairs</u> Olsen Engineering has not submitted the necessary documents to obtain the required building permit from Richardson Inspection Services.</p> <p><u>Hohn v. Oakland Township</u> Nothing new to report.</p> <p><u>2004 Anti-Skid Bid Opening</u> No bids were received. Supervisor Regis Thoma motioned to rebid the materials needed; Supervisor Brent Patten seconded the motion. ROLL CALL: The motion was approved by all present members of the Board.</p> <p><u>Tractor Sale</u> This matter was tabled.</p> <p><u>Earned Income Bank Balance</u> The Board of Supervisors signed a letter to Sherry Filges requesting that all monies and records be turned over to the Township.</p> <p><u>Worker's Compensation Insurance</u> Nadine Neff presented the figures for the insurance to the Board. As discussed in previous meetings, the policy for the Volunteer Fire Department has been split from the Township employees. The premiums were approximately \$8,000 more than last year.</p> <p><u>Hidden Driveway Sign Policy</u> After a discussion, the Board felt that it was best to table this matter so that the incoming Supervisor can have a say in how the policy should be.</p>
New Business	<p><u>2014 Budget Review and Approval</u> Supervisor Regis Thoma motioned to approve the 2014 Budget; Supervisor Brent Patten seconded the motion. ROLL CALL: The motion as approved by all present members of the Board.</p> <p><u>Agricultural Security Area Roster</u> Supervisor Regis Thoma motioned to accept Resolution 2013-10; Supervisor Brent Patten seconded the motion. ROLL CALL: The motion was approved by all present members of the Board.</p> <p><u>Fire Tax Fund Distribution</u></p>



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Supervisor Regis Thoma motioned to give \$5,855.18 to Oneida Valley Volunteer Fire Department; Supervisor Brent Patten seconded the motion. ROLL CALL: The motion was approved by all present members of the Board

Code Enforcement Officer Resignation

Nadine Neff resigned her position as Code Enforcement Officer effective January 6, 2014. Supervisor Brent Patten motioned to advertise the position in the Butler Eagle; Supervisor Regis Thoma seconded the motion. ROLL CALL: The motion was approved by all present members of the Board.

Olsen Engineering Invoices

Nadine Neff presented to the Board of Supervisors a report of all invoices received and paid to Olsen Engineering in 2013. After a discussion of the large invoice for the Edgemark driveway, Supervisor Brent Patten motioned to have Nadine Neff talk to Edgemark regarding reimbursement; Supervisor Regis Thoma seconded the motion. ROLL CALL: The motion was approved by all present members of the Board.

Nadine Neff was asked to get RFP's (Request for Proposals) from other engineering firms in the area.

Planning Commission Appointments

Supervisor Regis Thoma motioned to appoint John Cook and Matthew Neff to seats on the Oakland Township Planning Commission vacated by Heather Schneider and Ed Deary; Supervisor Brent Patten seconded the motion. ROLL CALL: The motion was approved by all present members of the Board.

PSATS CDL POST-ACCIDENT POLICY

Supervisor Regis Thoma motioned that all employees read and sign the post accident policy and procedures; Supervisor Brent Patten seconded the motion. ROLL CALL: The motion was approved by all present members of the Board.

There was then a discussion about the policy and the Board asked Nadine Neff to ask James Wheeler at PSATS for clarification.

Organizational Meeting

Supervisor Regis Thoma motioned that we hold the Organizational Meeting at 7:00 p.m. on Monday, January 6, 2014; Supervisor Brent Patten seconded the motion. ROLL CALL: The motion was approved by all present members of the Board.

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Signing of the Time Sheets

The Board of Supervisors reviewed and signed the employee time sheets for the previous month.

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Approval to Pay Bills and Payroll	Supervisor Brent Patten motioned to pay the bills on hand and to pay payroll for the next month; Supervisor RegisThoma seconded the motion. ROLL CALL: The motion was approved by all members of the Board.
Meeting Adjournment	Supervisor Brent Patten motioned to adjourn the meeting at 8:21 p.m.; Supervisor Regis Thoma seconded the motion. ROLL CALL: The motion was approved by all present members of the Board.