

**ELIZABETH TOWNSHIP BOARD OF TRUSTEES  
MIAMI COUNTY, OHIO  
REGULAR MEETING MINUTES OF MAY 5, 2021**

The Elizabeth Township Board of Trustees held a Regular Meeting on May 5, 2021, at 5710 E. Walnut Grove Road, Troy, Ohio at 7:00 p.m. William D. Sutherly, President, called the meeting to order and the Fiscal Officer called the roll. The following members were present:

President	William D. Sutherly	EMS	Steve Trusty-Absent	Bill Hershberger
Vice Pres.	John R. Ryman	ETCC	Nic Rice	Laura Sutherly
Trustee	Greg D. Dilts	Zoning	Sam O'Neal	
Fiscal Officer	Mary Ann Mumford		Randy Mott	

The following order of business was established:

- ITEM # 1 Meeting with representative from Miami County Sheriff's Department
- ITEM # 1A Laura Sutherly-Agtivation
- ITEM # 2 Meeting with representative from EMS
- ITEM # 3 Meeting with representative from ETCC
- ITEM # 4 Presentation of Bills-Authorization for payment
- ITEM # 5 Meeting with representative from Zoning
- ITEM # 6 Presentation of the Minutes of the previous Meetings on April 21, 2021
- ITEM # 7 Fiscal Officer's Report
- ITEM # 8 COMMITTEE REPORTS:
  - A. William D. Sutherly-Equipment and Cemeteries
  - B. John R. Ryman- Buildings and Personnel
  - C. Greg D. Dilts-Roads
- ITEM # 9 Any other business to be transacted.
- ITEM # 10 ADJOURNMENT

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**ITEM # 1** There was no new business from the Sheriff's Department.

**ITEM # 1A** Laura Sutherly was present and discussed with the board ADA compliance of the township website. Laura said there have been precedents set on both sides. It comes down to whether someone would challenge the township or not. Laura said at this point the chance of being challenged is slim, due to the symbol on the website showing it is ADA compliant. The board discussed getting the zoning manual loaded once it is updated. Laura suggested the board contact the county prosecutor for an opinion on the matter. Mr. Ryman said he would contact the prosecutor.

Mary Ann asked Laura for assistance in retrieving old email. Laura said she would look into the matter.

**ITEM # 2** Mr. Trusty was absent.

**ITEM # 3** Mr. Rice said \$1,550.00 was receipted in during the last two weeks. There are currently 380 members including spouses and dependents. Mr. Rice said the 17 membership difference from the last meeting, is due to people not renewing. Mr. Rice asked the board to approve a Summer Membership price of \$90.00 for the period of May 6-August 31, 2021 for residents and \$110.00 for the same period for non-residents. Mr. Rice said the row machine has gone up since the last meeting and would like additional funds to purchase the rower from Amazon. Mr. Rice asked the board to purchase a Stihl weed eater from Koenig Equipment. A weed eater would be helpful at the ETCC. Mr. Ryman said he and Nic talked, and Nic will continue to use the time clock for reporting his hours including maintenance hours. Mr. Rice will use the separate maintenance time sheet to list hours worked and what was completed during those specific hours. The board discussed buying staff T-shirts for ETCC and maintenance employees.

**ELIZABETH TOWNSHIP MEETING MINUTES OF MAY 5, 2021, CONTINUED:**

A Motion by William D. Sutherly, Seconded by John R. Ryman to approve the \$90.00 Summer Membership Fee for residents from May 6, -August 31, 2021 and \$110.00 Membership Fee for non-residents for the same period. VOTE: Mr. Ryman-yes, Mr. Dilts-yes, Mr. Sutherly-yes. William D. Sutherly, President, declared the Motion carried.

A Motion by John R. Ryman, Seconded by William D. Sutherly to allow Nic to purchase the row machine from Amazon with the township credit card up to \$1,400.00. VOTE: Mr. Ryman-yes, Mr. Dilts-yes, Mr. Sutherly-yes. William D. Sutherly, President, declared the Motion carried.

A Motion by Greg D. Dilts, Seconded by William D. Sutherly to allow Nic to purchase a Stihl weed eater of choice from Koenig Equipment up to \$300.00 using the township account. VOTE: Mr. Ryman-yes, Mr. Dilts-yes, Mr. Sutherly-yes. William D. Sutherly, President, declared the Motion carried.

A Motion by John R. Ryman, Seconded by William D. Sutherly to have Nic Rice continue to use the time clock for reporting maintenance hours, along with the standard maintenance time sheet reporting what was done. VOTE: Mr. Ryman-yes, Mr. Dilts-yes, Mr. Sutherly-yes. William D. Sutherly, President, declared the Motion carried.

**ITEM # 4** Fiscal Officer presented bills for payment for \$22,980.17. A Motion by Greg D. Dilts, Seconded by William D. Sutherly to approve the bills for \$22,980.17 as presented. VOTE: Mr. Ryman-yes, Mr. Dilts-yes, Mr. Sutherly-yes. William D. Sutherly, President, declared the Motion carried.

**ITEM # 5** Mr. O'Neal said he had a request for a structure build in Shaggy Bark. Mr. O'Neal said due to the covenants in Shaggy Bark the building does not follow the allowable criteria of the covenant. The board discussed that the individual could go before his neighbors with his plan and get their approval for the structure. The board of appeals could be used, but the covenants would still need to be followed.

Mr. Mott suggested that if it passes the township zoning guidelines, the Miami County Prosecutor could sign off on a disclaimer that if the individual moves forward, without following the covenants, it becomes their problem that they did not follow the covenant.

Mr. Mott said the Agri-Tourism update is with the Miami County Planning and Zoning Board and will be reviewed on May 18, 2021. Mr. Mott is going to see if Tom Wallace will attend the review. Once the review is completed it will come back to the township board for approval.

Mr. Mott said he spoke to Jane Thompson and Jerry Tipton at the health department about the properties on Dayton Brandt and State Route 201. They went out to check the properties and both properties meet the criteria for issuing the order to remove trash and debris from the properties. They said the board should act as quickly as possible. The board will research contacts to complete the removal of trash and discuss in more detail, after research is complete.

**ITEM # 6** The previous Regular Meeting Minutes on April 21, 2021 were approved as presented.

**ITEM # 7** Mary Ann shared various financial reports with the board and they were duly noted. The May bank rec was shared with the board.

Mary Ann said she is still waiting on Jonathan Azoff from the Treasurer's Office to get the funds from Minster rolled to Star SMA. Mary Ann said several emails have gone unnoticed from Mr. Azoff. Mr. Sutherly said he will call his contact and get things moving. Mary Ann said usbank is looking at terms of their investments to see if usbank can send some funds as well.

Mary Ann said she received a Legal Opinion from the Miami County Prosecutor's Office regarding a trustee renting the rental space at the EMS building from the township. Mr. Ryman said he requested the Opinion. The Opinion stated that it would not be allowable, for a trustee to rent an office space from the township.

**ITEM # 8** COMMITTEE REPORTS

- A. William D. Sutherly-Cemeteries/Equipment
- B. John R. Ryman-Buildings and Personnel
- C. Greg D. Dilts-Roads

**ELIZABETH TOWNSHIP MEETING MINUTES OF MAY 5, 2021, CONTINUED:**

Mr. Sutherly said Randy has sharpened the blades and changed the filters on the mower. The Support wheel bracket for the side arm will cost approximately \$1,000.00 from Apple Farm Service. Mr. Sutherly said the wheel bracket will help save the equipment and has an adjustable height of the cut. A Motion by William D. Sutherly, Seconded by Greg D. Dilts to purchase the support wheel bracket for the side arm of the mower from Apple Farm Service for \$1,000.00. VOTE: Mr. Ryman-yes, Mr. Dilts-yes, Mr. Sutherly-yes. William D. Sutherly, President, declared the Motion carried.

Mr. Ryman said he was going to contact Shannon to get the motor on the a/c unit installed in the rental space at the EMS building. Mr. Ryman said we can advertise the space for rent on the township website and could put a sign out front of a space available for rent. Mr. Dilts said we need to make sure the tenant understands they cannot interfere with the daily traffic and happenings of the EMS operations. Mr. Ryman said we can set limitations of use on the rental.

Mr. Mott said there was an arc reported in the upstairs room at the EMS building. Mr. Mott said while checking the arc it was discovered that the smoke detector and carbon monoxide detector was removed. Mr. Mott said he will check it out further and make sure the detectors get put back up. The board discussed having the EMS guys haul the boxes upstairs and go through things that need cleaned up.

Mr. Dilts had no new business to discuss.

Mr. Sutherly said he spoke with Dan Baker at the Miami County Engineer's Office and he said the township has a 20' Right of Way on Sanders Road to the creek. Mr. Baker has the documentation for the board.

**ITEM # 9** Mr. Ryman shared updated pages of the Approved Employee Handbook.

**ITEM # 10** A Motion by William D. Sutherly, Seconded by Greg D. Dilts, to adjourn at 8:27 p.m.

**APPROVED MAY 19, 2021**

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William D. Sutherly, President

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John R. Ryman, Vice President

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Greg D. Dilts, Trustee

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Mary Ann Mumford, Fiscal Officer

