

YORK TOWNSHIP

Special Meeting-Corona Virus Fund November 13, 2020

Trustees – Chairman Todd Zieja, William Pavlick, Richard Monroe,
Fiscal Officer Margaret (Peggy) Russell

Present:

Trustee Rick Monroe, Vice Chairman
Trustee Bill Pavlick
Fiscal Officer Margaret Russell

Fire Chief Jason Creamer
Dave Hull

Chairman Todd Zieja did not attend. Vice Chairman Monroe called the meeting to order at 4:00 p.m. He stated the meeting was being taped for transcription purposes only. The purpose of the meeting is to discuss the Cares Act Expenditures.

Baker, Dublikar, Beck, Wiley & Mathews are the attorneys we hired to review proposed spending to determine if spending the funding is consistent with the requirements of the Cares Act and subsequent US Treasury publications. After submitting two lists, one from the Fire Department and one from the township, they have returned our rational with their decisions. The Office of Ohio Budget and Management and the Auditor of State websites were reviewed with respect to the potential use of the Coronavirus Relief Fund money transferred to the Township. Trustee Rick Monroe and Chief Jason Creamer made themselves available to answer any questions regarding proposed expenses. The allocated funding must meet three criteria established in the CARES Act. (1). Expenditures are necessary due to the public health emergency,(2). The expenditures were not accounted for in the budget mist recently approved as of March 27, 2020, (3.) The expenditures were incurred between March 1, 2020 and December 30, 2020. Necessary means that the expenditure is reasonably necessary for its intended use in the reasonable judgment of a governmental officials for spending fund payments. The US Treasury guidelines also set forth specific examples of eligible expenditures which include the broad based statement that any other COVID-19 related expenses reasonably necessary to the function of government that satisfy the funds eligible criteria.

Fire Department Requests:

1. Wages of Fire and EMS Personnel (Est. \$115.000) Allowed – it is a no brainer in terms of acceptance.
2. Karcher PS 4/7 Hospital Grade disinfectant mister with 19 gallons Vital Oxide. Currently a couple designated department members clean with bleach, while wearing masks. Vital Oxide is similar to bleach, but without many of the harmful side effects and potential fabric damage. (\$2,974.00) Allowed
3. Four iPads with iPort Charging Case We have two, but we can add more so any truck which first responds can begin taking information. Additional iPads will cut down on cross contamination for department. (\$3,599.96) Allowed.
4. Masimo Rad-57 Handheld Oximeter – With breathing issues due to COVID it is a better monitor. We have one of these already (\$3,329.00) Allowed.
5. Virtual Meeting System including monitor, webcam and projector to allow for virtual meeting and online training (\$3,329) Allowed
6. Welch Allyn Sure Temp Plus Electronic Thermometer (\$515.91) Allowed

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Administration

1. Sierra 250 HD Pickup Truck – The township has one truck for zoning, parks, roads and cemetery used for transporting items, snow plowing, road maintenance and park maintenance. The fire department also has use of the truck. Due to the variety of uses of this truck, there is concern of cross contamination, as well as the inability for the two employees and Trustees to maintain social distance. Additional truck will allow for less interaction between employees. Further if an employee is exposed to COVID – 19 or if the existing single truck were contaminated with exposure and required extensive cleaning we would still have a vehicle to respond to road, park or any other emergencies. (\$34,649.99) Allowed. The submission to allow the plow package to be included in CARES act money, due to the possibility of weather related concerns about getting rescue vehicles down long driveways was denied. The existing guidelines do not allow for expenditures based on anticipated future needs. Denied
2. Heating and Cooling System for the Town Hall and Fire Complex. The existing heating system in the Administration building was installed several decades ago. After Trustee Monroe had the system here and in the town hall analyzed, it was determined that the existing system is too outdated to allow for upgrades to include the new iWave air purifiers. These use needle-point bi-polar ionization to create positive and negative ions. When the ions come in contact with mold, viruses and bacteria they remove the hydrogen molecules. Without them the pathogens have no source of energy and will die. The OMB has advised that ventilation or air circulation measures, if they are recommended by health professionals is an appropriate use of funds. The purpose of the Coronavirus Relief Funding is to allow governmental agencies to protect the public, their own employees, and safety personnel. While the OBM has stated the replacement of current equipment and or major facility updates or replacement is not a recommended use of funds, unless the update or upgrade has a direct tie to the need due to COVID-19. Here, as the Township's existing system cannot be upgraded it is necessary to replace the system. Trustee Monroe will obtain the necessary documentation demonstrating the upgrades are not feasible with the existing system, and the best way to protect employees and personnel is to install a new system. (\$22,950) Approved
3. Hand Sanitizer wall mounts and refills (\$484) Approved.
4. Laptop Computers, Monitors, Printers, (\$4,212.00) and Microphone and Speakers (\$1,000) The township would like to purchase computers to eliminate the requirement that administrative officials share computers, and would also allow them to work from home. Additionally, Township public meetings have been moved to the town hall to allow for social distancing. Due to the size of the room, acoustics and mask wearing, it has been difficult for the public to hear discussion of Trustees and public officials. Approved.
5. Kubota - \$65,204 The township would like to acquire an additional skid steer to allow for development of parks system. The development and improvement of public parks has not been deemed a necessity arising directly from COVID-19 pandemic. There is not a sufficient link between pandemic and developing the park system. Denied

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6. Picnic tables – Since the beginning of the pandemic there has been a noted increase in the influx of residents utilizing the existing picnic tables. The Township would like to purchase more picnic tables to allow for placing at greater distances to ensure social distancing. While Treasury and OBM guidance suggests that future development or expansion of facilities for anticipated future use is not a permitted expenditure; purchase to allow for social distancing of existing use would be permitted. Since the township has noticed an influx of use of the existing park system, the need created by this request is a public safety measure. Allowed.

Trustee Pavlick asked about audit procedures, and what will happen. While no one knows how this will look in the future, everyone agrees the auditing will be a nightmare for all involved. The State Auditors are hoping guidance becomes more clear. However all we can do as a township is follow the guidelines laid out, take council from recommended sources and do our best to be fiscally responsible with the funds.

The total receipt for the township 2272 Fund is \$194,463.52. \$155,117.53 is the unencumbered balance of the 2272 Fund. We have already paid for the truck, sanitizing wall mounts. The computers have been ordered. The decision to purchase all allowable items will be written into the Sample Resolution provided by the attorneys, and requisitions for all purchases were submitted and approved. Trustee Monroe will look into purchasing picnic tables. Chief Creamer is putting together a package for amplification (mics and speakers).

Payroll Adjustment- Due to the windfall of pandemic money, there are a couple accounting directions we can go. By adjusting each eligible payroll, the fire fund will be returned approved payroll expenses. Once these have been returned, they are able to be spent as the board directs. For example, if the board would like to use the money to purchase a Kubota, or a barn, money can be appropriated from the payroll line items to the other line items with board approval documented with the appropriation supplemental form as presented each meeting. This returned money does not have to be spent on COVID related items. If we do not use the money this year, it will roll over to next year's budget, and we are able to spend the money on any purchases deemed necessary by the board.

Discussion ensued about possible parks projects, including mulch vs. rubber base, paving the park parking lot, and location of parks storage building.

Motion to Adjourn by Monroe, second by Pavlick. Roll: Monroe, yes; Pavlick, yes.

Meeting adjourned 4:30pm

Richard Monroe, Vice Chairman

Margaret Russell, Fiscal Officer