**Grafton Township Trustees Meeting Minutes**

**October 29, 2019**

The special scheduled meeting was called to order at 6:30 p.m. with the Pledge of Allegiance. Trustee Wesemeyer and Trustee Homer-Miller were in attendance. Fiscal Officer Amy Richards was also present. Trustee Haight was absent.

The purpose of these meeting was to approve the seasonal/part-time road worker job description and talk about the 5-year plan for the township.

Trustee Homer-Miller made a motion to approve the seasonal/part-time road worker job description, second by Trustee Wesemeyer. Christie yes and Carl yes. Motion carried. **20191029-01**

The next topic was the 5-year plan was discussed for each department.

|  |  |  |  |
| --- | --- | --- | --- |
| **5-Year Plan - Notes** | | | |
|  |  |  |  |
| **Cemetery** | | | |
|  | drainage | | |
|  |  | drainage ditch in Nesbitt | |
|  |  | pipe by road on west drive | |
|  | headstones | | |
|  |  | straighten stones | |
|  |  | purchase recycled headstones to replace damaged | |
|  | sign for Belden | | |
|  | grants? - look / apply for grants to help pay for improvements | | |
|  |  |  |  |
| **Fire / EMS** | | | |
|  | Exercise equipment - nautilus equipment needed instead of free weights | | |
|  | Gear - 10-year life | | |
|  |  | 23 sets of gear will need to be replaced in 5 years | |
|  |  | BWC wants 2 sets of gear due to cancer claims | |
|  | Hoses - 10-year life | | |
|  | ISO survey results - For rating to go lower, the following is needed. | | |
|  |  | increase water supply (i.e., hydrants) | |
|  |  | staff station (6:30 a.m. to 3:00 p.m. with 2 folks who have fire & basic EMS certifications) | |
|  | Policies & Procedures - document utilizing services of company like Lexipol | | |
|  | Staffing - Huge Issue! | | |
|  |  | Members are aging, & it is hard to get volunteers with the time commitment that is needed. | |
|  | Vehicles | | |
|  |  | Ambulance - replace within 10 years | |
|  |  | Truck we got from Finley (former Valley City) will need to be replaced in 8-10 years. | |
|  | Water heater | | |
|  |  | purchase & install tankless water heater (aka instant water heater - $3K+/-) for showers & washer | |
|  | Future | | |
|  |  | modify station to accommodate staffed facility | |
|  |  |  | dorms |
|  |  |  | change shower room entry to be accessible from fire department & add heat |
|  |  |  | add restroom facilities |
|  |  |  |  |
| **Hall** | |  |  |
|  | chairs - purchase 150 - 175 new / used | | |
|  | digital / electronic sign | | |
|  |  | What are the zoning restrictions? | |
|  | septic system | | |
|  |  | upgrade system &/or holding tank ($25K +/-) before health department starts inspections | |
|  |  | we have minimal water usage currently | |
|  |  |  |  |
| **Historical Society** | | | |
|  | If they go defunct, we'll inherit the vets park & another historic building. | | |
|  |  |  |  |
| **Park** | |  |  |
|  | Ball Fields | | |
|  |  | The front field is used the most. | |
|  |  | What is Hot Stove's plan for our fields - especially if more fields are added to Resevoir Park? | |
|  |  | Can we eliminate the small field (reduce maintenance)? | |
|  | Former Concession Stand Building | | |
|  |  | Convert to storage only (i.e., remove kitchen items) | |
|  |  | Replace rotted wood | |
|  |  | Add gutters, downspouts, siding, & metal roof | |
|  |  | Remove asphalt since it's causing water to flow into building | |
|  | Pavilion | | |
|  |  | Add gutters & downspouts - water line already eating into concrete | |
|  |  | Carl feels gutters & downspouts are not needed. | |
|  |  | Frank asked why we installed the under drainage that cost time & money if we are not installing gutters. | |
|  | Playground Equipment | | |
|  |  | Grant? | |
|  | Walking Path | | |
|  |  | Health Department grant? | |
|  |  | Include mile markers | |
|  |  | Add exercise stations along the way | |
|  |  |  |  |
| **Road Department** | | | |
|  | Equipment Purchases | | |
|  |  | mini excavator ($55K-$60K) - Bob & Chad will research & will get pricing on this. | |
|  |  |  | better for cemetery work; backup in case we have issues with backhoe; labor savings |
|  |  | one-ton has over 100K miles on it | |
|  |  | plow truck is from 2003 | |
|  |  | road side mower - ours is 30+/- years old | |
|  |  | trailer ($10K) | |
|  |  | tractor ($100K) | |
|  | Garage expansion | | |
|  |  | drawing / plans / timing | |
|  |  | Carl to contact Jason Mould of EMD Studios to complete drawings. | |
|  |  | We then can bid the project in early 2020. | |

Trustee Wesemeyer made a motion to adjourn the meeting, second by Trustee Homer-Miller. Carl yes and Christie yes. Motion carried. **20191029-02**

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**Trustee Homer-Miller, Chairperson Amy Richards, Fiscal Officer**