**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**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­\_ \_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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