

Allen Township Trustees

November 5, 2013

The Allen Township Trustees met in regular session at 7:00 p.m. in the Allen Township Center with all members in attendance.

The minutes of October 1, 2013 were read and approved as read.

The Fiscal Officer presented a list of warrants and electronic payments totaling \$25,071.42. Flanagan moved to pay these bills with Stacy seconding the motion. Roll call - all yes.

Flanagan moved to accept Matt Stacy's offer to rent the 14.0 acres of farm ground north of the Allen Township Center for \$1,500 per year for the 2014 and 2015 farming seasons that was presented at the last meeting.. Huffman seconded the motion. Flanagan – yes; Huffman – yes; Stacy - abstained. The Fiscal Officer will provide Matt with an acceptance letter.

Fire Chief Hickman advised that the hydrant flushing has been completed. Josh Walter has been added to the ATVFD roster.

The Trustees presented and discussed their respective monthly road inspections. The documented observations were reviewed with action plans being developed where appropriate and noted on the inspection forms.

Flanagan presented an estimate from Ed Thomas of the Hancock County Engineer's office in the amount of \$3,538.32 to replace all of the Allen Township Road signs. The current signs are old, and by today's standards, small (6") and the reflectivity has diminished. The new signs would be 9" in height with High Intensity Prismatic Facing. Stacy made a motion to have all of the road signs replaced for \$3,538.32. Flanagan seconded the motion. Roll call - all yes.

Huffman advised that the issue of residing the shelter house is still being evaluated.

Flanagan moved to renew the Fire Protection Contract with Cass Township at \$18,000.00 for 2014. Stacy seconded the motion. Roll call - all yes.

Schimmoller advised that he met with Cathy Gonzalez of KLA Risk Consulting a couple of weeks ago to perform a risk assessment on Allen Township. OTARMA has contracted with KLA Risk Consulting to perform risk assessments periodically to provide townships with recommendations to limit their liability exposure. Although a formal report is forthcoming, Schimmoller shared some of the recommendations that will be included in this report. Documenting routine road inspections, pre-trip inspections for road equipment, hold harmless agreements for contract employees, certificate of insurance for contract work, and liability insurance riders for the various sports groups using the Sportsplex were stressed to maintain a firm liability position for the township. It is also recommended that the Sportsplex lease be adjusted to include the Midget Football program. Cathy advised that the state auditor's office will be looking for pre-trip and road inspection form documentation during the next audit.

Meeting adjourned at 8:15 p.m.

The next regular meeting will be December 3, 2013 at 7:00 p.m.

Approved,

Mark J. Schimmoller, Fiscal Officer
(Proper notice given by publishing & posting with agenda.)

Edward Huffman, Chairman