

**RECORD OF PROCEEDINGS
MINUTES OF THE KINGSTON TOWNSHIP BOARD
OF TRUSTEES MEETING
Monthly Board Meeting
4063 Carters Corner Road
Sunbury, OH
April 5, 2022 7:00 p.m.**

The Kingston Township Board of Trustees meeting was called to order by Chairman M. Roy.

ROLL CALL: M. Roy-yea; Shively-yea; Akers-yea; Willyerd-yea; Stites-yea; and Crowl-yea.

SPECIAL GUEST: Kelly Kincaid – Delaware County Health Department
Doug Riedel-Delaware County Engineers Office Ins. Agency
David Fisher-Attorney at Law -Kepart-Fisher
And Paula G. Sloan, V.P. Nationwide Realty
And Dave Holtzmuller-Senior Attorney-Nationwide Realty
John Hower-Rinehart, Walters, Danner
Mark Fowler-Delaware County Prosecutors Office

PUBLIC INPUT: Kingston Township resident Joyce Bourgault presented the trustees a “Community Building with Neighbors” event that she would like to hold at the new township building on April 30, 2022. This would be an event hosted by Ms. Bourgault and Louise Douce, and open to any Kingston Township resident to discuss building a sense of community, and discuss, and find common values of our neighbors.

A formal policy on the use of the new township building has not been established yet, a onetime meeting would be permitted as requested. It was suggested by the trustees to postpone the date of April 30, 2022 until a later date so that the meeting could be published in the township newsletter. The new date will be Saturday, May 21, 2022 starting at 10:00 a.m. at the new township building located at 4063 Carters Corner Road, Sunbury, OH. The meeting will last approximately 1 hour.

Attorney David Fisher of Kepart Fisher, Paula Sloan V.P. of Nationwide Realty, and Dave Holtzmuller, also of Nationwide Realty discussed the current Northstar Development, and wanted to see if the trustees were open to discussion on changing the development. The trustees explained that they would review any request that they want to submit, but may not be interested in increasing the density. A proposal from Nationwide Realty may be submitted at a later date.

MINUTES: The Minutes for the Regular Board meeting on March 1, 2022 was reviewed by the trustees. A motion to approve the minutes as submitted was made by Akers. A second was made by Shively. Vote: M. Roy-yea; Shively-yea; and Akers-yea.

FINANCE: Finance report given by Roy. The **March 2022** bank statement is in balance. Financial reports distributed to trustees for review. A motion to accept the finance report as given was made by Shively, with a second by M. Roy. Vote: Shively-yea; M. Roy-yea and Akers-yea.

Roy presented a DRAFT Records Retention Policy. This will be reviewed by the Trustees, Zoning Department, and the Roads Department for review. A formal approval will be requested at the May 2022 meeting so that it can be submitted to the Ohio History Connection and State Auditor for approval.

OLD BUSINESS: New Township Building discussions

Discussed the status of new township building. Morton Buildings will complete the final punch list items that was discussed with them in the next few weeks. Working on exterior signs. 3 businesses have been contacted for a quote (Waterford Signs, Moore Signs, and Sure Signs).

The office furniture that was donated from the Delaware General Health District will be delivered on Monday April 8, 2022.

A motion by Akers was made to accept the proposal from Vision Concept Technology Quote #VCTQ007644V4 as submitted. This is for the New Facility Network and Security for the township building located at 4063 Carters Corner Road. The cost of the project is \$20,940.00. These funds will come from The American Rescue Plan (ARP) funds. Second by Shively. Vote: M. Roy-yea; Shively-yea; Akers-yea.

John Hower of Rinehart Walters Danner Insurance Agency presented the annual renewal insurance policy for the township. After the presentation, a motion by Akers was made to renew the policy, and issue check # 10466 in the amount of \$8,969.00. Second by Shively. Vote: Shively-yea; M. Roy-yea; and Akers-yea;

NEW BUSINESS: Trustee M. Roy discussed getting rid of old equipment and miscellaneous items at the old township building and the maintenance building. The trustees will meet at the maintenance building on April 12, 2022 to review items to dispose of. A public auction was discussed to have in July 2022.

A community open house was discussed for the residents to come and see the new township building. The date of Sunday, June 12, 2022 from 2-4 p.m. was made. More information will be made available at a later date.

PORTER-KINGSTON FIRE DISTRICT: No report

ROADS: Crowl presented his report from the Roads Department. A Request for Engineering was for made for drainage on Beacom road. Trustee Shively is working on job description for the road department position. Crowl will be retiring in 2022 and a new job description is needed in order to post this position.

Doug Riedel from the Delaware County Engineers Office discussed the following:

May 9, 2022 the Todd Street "East Kingston Township" project is on the agenda with the Delaware County Commissioners. Crowl to attend the Public Hearing.

Crack Sealing bids for 2022 are in. For Kingston Township, (4) estimates have been obtained for the following roads:

Northstar	\$ 2,945.00
Rosecrans	\$12,028.00
Twigg Hupp	\$17,050.00
Todd Street	\$19,840.00

A motion by Shively was made to accept the estimates from J&A Construction Inc. to crack seal two of the township roads as proposed. Those are Northstar and Rosecrans for a total of \$15,000.00. Second by M. Roy. Vote: Akers-yea; M. Roy-yea; and Shively-yea. Twigg Hupp and Todd Street will be considered in the fall of 2022.

CEMETERY –

ZONING UPDATE: The March 2022 Zoning Report was presented by Dave Stites and Dave Willyerd. 6 permits were issued for March. 2 Lot Split request, 2 Agricultural exemptions, 1 new build, and 1 pole barn permit.

Tom Filbert chairman of the Kingston Township Zoning (KZC) commission attended the meeting and gave the trustees an update on projects the Zoning Commission is working on. The Kingston Township Comprehensive Plan passed in 2008 and is being reviewed by the commission for possible updates. (KZC) commission is working on a survey to present to the residents of Kingston Township. This will help guide the commission with any policy changes and development decision for the future. A motion by Shively was made to authorize the commission to spend up to \$1,000 for the purpose of conducting a survey to the township residents. A second was made by Akers. Vote: M. Roy-yea; Shively-yea; and Akers-yea.

Steve Smith chairman of the Kingston Township Zoning Appeals also attended the meeting to give an update with the Zoning Appeals board. The trustees appreciated both chairman attending the meeting and giving them updates.

OTHER BUSINESS:

With no further business, a motion by M. Roy was made to pay the current bills, and to Adjourn the meeting until Thursday May 5, 2022 (Moved meeting date due to election

taking place on May 3, 2022). A Public Notice will be posted. Second by Shively.
Vote: Akers-yea; M. Roy-yea; and Shively-yea.

Minutes approved this 5th day of May 2022.

Chairman M. Roy



Vice-Chairperson Shively:



Trustee Akers:



Fiscal Officer Roy

