

**Wayne Township Board of Trustees
First Organizational Meeting
January 1, 2016**

Call to Order: Warren Walker moved to open the meeting at 11:55 a.m.

Roll Call: Warren Walker, Harold Grosnickle, Jason Ritter, Sandra Borchers

Guests: Jeff Markovic, Sue Allen, Chief David Moulden

Prayer and Pledge: Waived

010116-01: Jason Ritter moved to pay all bills.

2nd by Harold Grosnickle

Vote: HG, WW, JR

All Aye

Motion Carried

- Carl Jason Ritter submitted his Bond to the Trustees for his next four year term as Trustee as elected and was sworn in by the Fiscal Officer.
- Sandra Borchers presented her bond to the Trustees. Official Office start date is 4-1-2016.

010116-02: Warren Walker moved to nominate Harold Grosnickle as Chairman for the year 2016.

2nd by Jason Ritter

Vote: JR, WW, HG

All Aye

Motion Carried

Warren Walker then turned the floor over to Harold Grosnickle, the new Chair.

010116-03: Harold Grosnickle moved to nominate Jason Ritter as Vice Chairman for the year 2016.

2nd by Warren Walker

Vote: WW, HG, JR

All Aye

Motion Carried

010116-04: Jason Ritter moved to nominate Harold Grosnickle to oversee and maintain roads for 2016.

2nd by Warren Walker

Vote: WW, HG, JR

All Aye

Motion Carried

010116-05: Warren Walker moved to nominate Jason Ritter to oversee the Zoning Department for 2016.

2nd by Harold Grosnickle

Vote: WW, HG, JR

All Aye

Motion Carried

010116-06: Harold Grosnickle moved to nominate Warren Walker to oversee and act as Sexton for the cemeteries for the year 2016.

2nd by Jason Ritter

Vote: WW, HG, JR

All Aye

Motion Carried

010116-07: Harold Grosnickle moved to nominate Warren Walker to oversee and act as Trustee to serve on the Woodville Cemetery Joint Maintenance Board for 2016.

2nd by Jason Ritter

Vote: WW, HG, JR

All Aye

Motion Carried

010116-08: Harold Grosnickle moved to appoint Jason Ritter to be the liaison to Wayne Township Fire Department and Rescue for 2016.

2nd by Warren Walker

Vote: HG, JR, WW

All Aye

Motion Carried

010116-09: Harold Grosnickle moved to have the mileage reimbursement be at State allowable rate.

2nd by Jason Ritter

Vote: WW, HG, JR

All Aye

Motion Carried

010116-10: Jason Ritter moved to permit the Clerk to pre-register herself and up to 2 Trustees for the OTA Winter Conference attendance on Jan. 27 thru 30.

2nd by Warren Walker

Vote: WW, HG, JR

All Aye

Motion Carried

010116-11: Harold Grosnickle moved to authorize the Fiscal Officer to make room reservations, for one evening for the OTA Winter Conference 2016.
2nd by Warren Walker

Vote: JR, HG, WW All Aye Motion Carried

010116-12: Harold Grosnickle moved to buy down to \$1,000 deductible expenses per family on our already established HRA account under section 105 of the IRS code.
2nd by Jason Ritter

Vote: JR, HG, WW All Aye Motion Carried

010116-13A: Harold Grosnickle moved to change the Group Health Ins. From Anthem Gold Blue Access PPO 2000/4000 Contract IZBA which would create a savings to the Township.
2nd by Warren Walker

Vote: JR, HG, WW All Aye Motion Carried

010116-13: Harold Grosnickle moved that all monies under \$1,000 received by Township Clerk or any other Trustees or Department Heads be deposited within 48 hours upon receipt per business days. Over \$1,000 shall be deposited within 24 hours per business days by the Fiscal Officer then the Fire Chief, then the Trustee liaison of Cemeteries, then the Zoning liaison.
2nd by Jason Ritter

Vote: WW, HG, JR All Aye Motion Carried

010116-14: Warren Walker moved to establish a Budget Committee comprised of 3 Trustees, 1 Clerk and at least two other residents of the Township to be reviewed on a semi-annual basis.
2nd by Harold Grosnickle

Vote: HG, WW, JR All Aye Motion Carried

010116-15: Harold Grosnickle moved to appoint Jason Ritter to be the liaison to Wayne Township Fire Department and Rescue for 2016.
2nd by Warren Walker

Vote: WW, HG, JR All Aye Motion Carried

010116-16: Warren Walker moved that Township pay periods for hourly employees will be on a 14 day pay period, including Chief and Deputy Chief. This motion is to include Trustees, Zoning and Maintenance.
2nd by Jason Ritter

Vote: HG, WW, JR All Aye Motion Carried

010116-17: Warren Walker moved that completed time cards and sheets have totals turned in by Monday at 10:00 a.m. at the Township Hall following the 14 day pay period. Slide manila envelope under Clerk's office door if clerk is not here.
2nd by Jason Ritter

Vote: JR, HG, WW All Aye Motion Carried

010116-18: Jason Ritter moved that all hourly and salary checks must include hourly breakdown and will be distributed by 12 Noon, on the Thursday following end of pay period.
2nd by Warren Walker

Vote: WW, HG, JR All Aye Motion Carried

010116-19: Harold Grosnickle moved to pay all Maintenance Employees out of Cemetery, Road and Bridge, and General Funds on a pro rated basis. All Fire/EMS Employees out of funds 2111, 2281 & 2191.
2nd by Jason Ritter

Vote: WW, HG, JR All Aye Motion Carried

010116-20: Warren Walker moved that in the year 2016 that a portion of our Clerk's wages be paid 75% out of General, 20% out of Fire and 5% out of Roads.
2nd by Jason Ritter

Vote: JR, HG, WW All Aye Motion Carried

010116-21: Harold Grosnickle moved that all Regular Trustee Meetings each month be on the 2nd Wednesday and 4th Wednesday at 7:00p.m. The meeting on the 4th Wednesday of the month will be held every other month and that meeting will be a

regular meeting for the Board of Trustees to conduct Township business and will not be open for the public to speak. The first 4th Wednesday of the month meeting will be held in February and consecutively thereafter in the even months.

2nd by Jason Ritter

Vote: JR, HG, WW

All Aye

Motion Carried

- The 2nd Jan. Meeting will be a Special Meeting held on Jan. 13, 2016 at 7p.m. The purpose will be to work on 2016 Appropriations.
- The next Regular Meeting will be Feb. 10th, 2016 at 7 p.m.

010116-22: Jason Ritter moved to authorize and hire on an Emergency basis contract labor: Cemetery at \$10.50/hr, Roads \$10.50/hr when full time employees are not available or assistance is needed.

2nd by Harold Grosnickle

Vote: HG, WW, JR

All Aye

Motion Carried

010116-23: Harold Grosnickle moved to use Then & Now Certificates of purchase as needed in 2016.

2nd by Warren Walker

Vote: WW, JR, HG

All Aye

Motion Carried

010116-24: Jason Ritter moved for the year 2016 for the Volunteer Firefighters Dependents Fund that we appoint Sue Allen and Jason Jewett.

2nd by Warren Walker

Vote: HG, WW, JR

All Aye

Motion Carried

- Chief Moulden presented the Fire Department evaluations for 2016. Trustees will review, and then present them to the Fiscal Officer for record keeping.

010116-25: Harold Grosnickle moved that for the year 2016 health insurance premiums will be 80% paid by the Township, and 20% paid by the employees.

2nd by Warren Walker

Vote: WW, JR, HG

All Aye

Motion Carried

010116-26: Harold Grosnickle moved that as of today if any supplemental appropriation moves have been missed that we accept and adopt the entire 2016 printout of the entire year's changes for supplemental appropriations.

2nd by Warren Walker

Vote: WW, JR, HG

All Aye

Motion Carried

010116-27: Jason Ritter moved that we have the flexibility to pull from Cash Carryover in Zoning any money needed from the General Fund to cover the Zoning Department for the year 2016.

2nd by Warren Walker

Vote: WW, JR, HG

All Aye

Motion Carried

010116-28: Harold Grosnickle moved that the Trustees & Fiscal Officer shall be paid on a salary basis bi-weekly.

2nd by Warren Walker

Vote: WW, HG, JR

All Aye

Motion Carried

010116-29: Harold Grosnickle moved that the Fiscal Officer shall be paid from funds 1000 at 70%, 2031 at 10% and 2111 at 20% of her salary.

2nd by Jason Ritter

Vote: WW, HG, JR

All Aye

Motion Carried

- Chief Moulden emailed Mr. Ramos regarding the Edenton Station, and has not gotten a response.
- Chief Moulden emailed McCarty Associates. New rates would apply if the new building construction is bid out separately.
- Warren Walker will talk with Jason Ritter regarding the Zoning Commission & Zoning Board of Appeal members whose terms are expiring.

010116-30: Jason Ritter moved to have employee cell phones of Jason Browning, Sandy Borchers, and Chief David Moulden paid at full amount.
2nd by Harold Grosnickle

Vote: WW, HG, JR All Aye Motion Carried

010116-31: Jason Ritter moved that Scott Nause, Kevin Castle and Jason Jewett submit their phone bill for a \$40.00 reimbursement monthly for Township usage.
2nd by Harold Grosnickle

Vote: WW, HG, JR All Aye Motion Carried

010116-32: Jason Ritter moved to reduce the last payment that WTF&R makes to the Township of \$13,600 to 12,100 so WTF&R can recognize the Paid On Call employees for their valuable service.
2nd by Warren Walker

Vote: WW, HG, JR All Aye Motion Carried

010116-33: Harold Grosnickle moved to adjourn at 2:30 p.m.
2nd by Jason Ritter

Vote: WW, HG, JR All Aye Motion Carried

Harold Grosnickle, Chairman

Carl Jason Ritter, Vice Chairman

Warren Walker, Trustee

Sandra Borchers, Fiscal Officer