

The organizational meeting of St. Albans Township was called to order by fiscal officer Bridgett Reeves.

All trustees and fiscal officer were present.

The first order of business is to entertain a resolution to elect a chairman for 2019.

**#1-2019** Jean Morrison made a resolution to elect Randal Almendinger as chairman of the board for 2019.

2<sup>nd</sup> by Bruce Lane. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –abstain. Resolution passed.

**#2-2019** Bruce Lane made a resolution to elect Jean Morrison as Vice Chairman of the board for 2019.

2<sup>nd</sup> by Randal Almendinger. Roll call: Jean Morrison –abstain, Bruce Lane-yes, Randal Almendinger –yes. Resolution passed.

**#3-2019** Randal Almendinger made a resolution to hold regular meetings on the 2<sup>nd</sup> Tuesday of each month at 7:00 P.M. at the fire station community room.

2<sup>nd</sup> by Bruce Lane. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Resolution passed.

**#4-2019** Randal Almendinger that emergency or special meeting notices will be posted on the township website and time permitting may be advertised in the Newark Advocate.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Resolution passed.

**#5-2019** Randal Almendinger made a resolution that the fiscal officer is permitted to buy office supplies, postage and equipment as necessary.

2<sup>nd</sup> by Bruce Lane. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Resolution passed.

**#6-2019** Randal Almendinger made a resolution that the fiscal officer is permitted to transfer funds from one account to another within a fund.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Resolution passed.

**#7-2019** Randal Almendinger made a resolution that trustees will be paid by the salary method for 2019.

2<sup>nd</sup> by Bruce Lane. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Resolution passed.

**#8-2019** Randal Almendinger made a resolution that the fiscal officer and trustees salaries will be as stated in the amended senate bill of the Ohio Revised Code and to be the maximum permitted per the Ohio Revised Code.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Resolution passed.

**#9-2019** Randal Almendinger made a resolution to carry over funds to pay bills until the 2019 budget is approved.

2<sup>nd</sup> by Bruce Lane. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Resolution passed.

**#10-2019 Randal Almendinger** made a resolution that the trustees, fiscal officer and fire department employees will be paid once a month. Road men will be paid twice a month. The fiscal officer is permitted to draw up warrants and have them signed by 2 trustees to pay these employees at the end of the month.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Resolution passed.

**#11-2019 Randal Almendinger** made a resolution that expenses will be paid for trustees and fiscal officer to attend training classes, classes, etc (registration, meals, mileage). 2<sup>nd</sup> by Bruce Lane. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Resolution passed.

**#12-2019 Randal Almendinger** made a resolution that it will be the discretion of the trustees as to what gets paid for from township funds for township events, employee morale or whatever else the trustees deem necessary.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Resolution passed.

**#13-2019 Randal Almendinger** made a resolution approving the use of township funds for the purchase of insurance for elected officials while they are in office.

2<sup>nd</sup> by Bruce Lane. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Resolution passed.

**#14-2019 Bruce Lane** made a motion that 53.5 cents per mile will be paid for township business outside of the township.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Resolution passed.

**#15-2019 Bruce Lane** made a motion that if the fiscal officer should need help with the UAN computer system, the expenses incurred will be paid from the general fund. 2<sup>nd</sup> by Randal Almendinger. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Resolution passed.

**#16-2019 Bruce Lane** made a motion that in repairing and maintaining roads extra help will be hired and equipment rented when necessary.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Resolution passed.

**#17-2019 Bruce Lane** made a resolution to keep zoning fees as they currently are.

2<sup>nd</sup> by Randal Almendinger. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Resolution passed.

**#18-2019 Bruce Lane** made a resolution to pay fire department volunteers \$50.00 per year.

2<sup>nd</sup> by Randal Almendinger. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Resolution passed.

**#19-2019 Bruce Lane** made a resolution to pay members of the BZA \$20.00 per application and the secretary an additional \$30.00 per application. Members of the Zoning Commission \$20.00 per application, and the secretary an additional \$30.00 per application. Members of the Zoning Commission \$20.00 per regular monthly meeting and the secretary an additional \$30.00 per regular monthly meeting. 2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Resolution passed.

**#20-2019 Bruce Lane** made a resolution that St. Albans Township will be disposing of surplus, unneeded, obsolete, or unfit property including motor vehicles, road machinery, equipment, tools or supplies through the use of an internet auction GovDeals.com for the calendar year 2019 (entire resolution is on file with the fiscal officer).

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Resolution passed.

**#21-2019 Jean Morrison** made a resolution that the payroll certification for the fiscal officer for 2019 be as follows: 30% General fund, 20% R&B, 50% Fire District.

2<sup>nd</sup> by Bruce Lane. Roll call: Jean Morrison –yes, Bruce Lane-yes, Randal Almendinger –yes. Resolution passed.

**#22-2019 Jean Morrison** made a resolution to hire Tom Frederick as zoning inspector for 2019 at \$650.00 per month.

2<sup>nd</sup> by Randal Almendinger. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Resolution passed.

**#23-2019 Jean Morrison** made a resolution to hire part time employee Tony Tritt at a rate of \$15.00 per hour.

2<sup>nd</sup> by Bruce Lane. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Resolution passed.

**#24-2019 Jean Morrison** made a resolution to hire Charles Montgomery at a rate of \$19.50 per hour, time and ½ for anything over 40 hours per week, 9 personal days and 15 vacation days (all can be broken up into 4 hour increments), 10 paid holidays and health and dental insurance.

2<sup>nd</sup> by Randal Almendinger. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Resolution passed.

The minutes of the January meeting were read and approved as read.

The minutes of the Records Retention meeting were read and approved as read.

The fiscal officer read fund balances to date.

Tom Cunningham complemented the trustees on getting a lot of things accomplished in 2018 that needed to be done.

Jim Jasper said the village will have a “Community Festival” on May 11<sup>th</sup>.

Rick Roberts asked the trustees if there are any zoning rules against having storage containers on a property. He said the address of 4432 Mounts Rd. has some and he would like Tom to look into it.

Heather Roberts said she received a letter from our EMS billing company that she is being sent to collections because of a payment for EMS services that was in fact made. She is very unhappy about being a tax payer and receiving this bill but even more unhappy and wants someone to talk to the EMS billing company to get her out of collections. Steve Scovell said he will take care of it tomorrow and will be in touch with Heather, also stating that this is not the 1<sup>st</sup> issue they have had with the EMS billing company.

Tom Frederick gave a listing of all zoning permits from 2018.

Mike Theisen gave the Fire and EMS reports since the end of year meeting.

Mike and Steve said they would like to pursue looking into other EMS billing companies. They are required to give a 60 day notice to end our current contract with MedBill.

Tom Cunningham suggested they not end the relationship with MedBill until they have another company in line to take over in fear of MedBill not completing all of the work then.

Randal Almendinger made a motion to have the fire department look into other EMS billing companies.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Motion carried.

Bruce Lane said he has been in contact with an architect for the township building. It will be an approximate cost of \$7200.00. Bruce will get a couple more bids. Bruce said he has looked into getting Pre Cast concrete blocks to hold different size gravel, and feels they are good idea.

Bruce said in looking over the bid from Yoders for the township building they did not include Dura Columns, which will increase the bid by \$3200.00 making the bid total \$75,784.00.

Randal Almendinger said residents on Jug street are still having well issues and he has made Eagon aware of it.

Randal Almendinger made a motion to authorize Bruce Lane to purchase the concrete blocks from Buckeye Concrete.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Motion carried.

Bruce Lane said they have had more issues with trees falling over from outside of the right of way and going across the road. He has talked to the prosecutor about this because the township has a lot of dead trees outside of the right of way and property owners do not want to pay to have them taken care of. The prosecutor is checking on the nuisance law regarding this, which would assess the property

owners tax bill when this happens and the township has to pay someone to clean it up.

Jean Morrison made a motion to make an amendment to the motion made at the December 27<sup>th</sup> meeting for the BZA and the Zoning Commission members to be appointed for a 5 year term, not a 4 year.

2<sup>nd</sup> by Randal Almendinger. Roll call: Jean Morrison –yes, Bruce Lane –yes, Randal Almendinger –yes. Motion carried.

Checks were signed.

Meeting was adjourned.