

Draft

HUNTINGTON TOWNSHIP TRUSTEES
45955 STATE ROUTE 162 WELLINGTON OHIO 44090

Minutes of January 6, 2020

The Huntington Township Trustees met in regular session at 7:00 PM at the Township Hall. Meeting called to order with the pledge of Allegiance by Jed Lamb. Also present were Walter Rollin, Dennis Finkel, Robert Holmes, Dean Finkel, Michelle Hall, Lauren Ksiazek, Frances Rollin and Sheila Lanning.

2019 Board of Trustee Chairman Lamb turned the meeting over to the Fiscal Officer. Floor was open for nominations to Chairman for 2020, **Motion** by Holmes and second by Lamb to nominate Rollin Chairman for 2020. Hearing no further nominations a vote was taken with 2 yeas and 1 abstain (Rollin). Floor open for nominations to Vice Chairman for 2020 with a **Motion** by Lamb and second by Rollin to nominate Holmes to Vice Chairman. Hearing no further nominations, a vote was taken with 3 yeas. Fiscal Officer turned the Organizational meeting over to 2020 Chairman Rollin.

Motion by Lamb with a second by Holmes to approve the minutes of special scheduled meeting December 30, 2019. Roll call: 3 yeas.

Chairman Rollin introduced Lorain County Office on Aging Executive Director Lauren Ksiazek. Ksiazek stated there were seven meals sent to Huntington residents in 2019. Asked if there were suggestions on how to get the word out to residents about meals on wheels. Suggestion was to contact the Church; Frances Rollin took down contact information to pass along. Ksiazek may present their program at the Church Community Meal and will send an email about all the services they offer. Lamb indicated the Trustees would be willing to sign an MOU with the same terms as 2019. Holmes asked if there were discussions on coordinating with other entities like Wellington's Well Help. Ksiazek stated they are coordinating but there is a lack of outreach to Huntington.

Chairman Rollin read the following **Resolutions**:

- 2020-1** **Motion** by Holmes with a second by Lamb to authorize Appropriation amendments for year 2020 as presented. Roll call: 3 yeas.
- 2020-2** **Motion** by Lamb with a second by Holmes to hold Trustee meetings the first and third Mondays of the month at 7:00 PM. All favorable, **Motion** carried.
- 2020-3** **Motion** by Holmes with a second by Lamb to appoint Sheila Lanning recycling coordinator. All favorable, **Motion** carried.
- 2020-4** **Motion** by Lamb with a second by Holmes to appoint Dennis Finkel as Zoning Inspector and Sheila Lanning as Zoning Secretary. All favorable, **Motion** carried.
- 2020-5** **Motion** by Holmes with a second by Lamb to appoint Rollin representative for the Fire Board and Lamb as alternate. All favorable, **Motion** carried.
- 2020-6** **Motion** by Lamb with a second by Rollin to appoint Holmes as representative for the Ambulance Board and Rollin as alternate. All favorable, **Motion** carried.
- 2020-7** **Motion** by Lamb with a second by Holmes to appoint Rollin in charge of the Cemetery. All favorable, **Motion** carried.

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2020-8 *Motion* Holmes with a second by Lamb to appoint Rollin representative on the Senior Citizen's Board (Thrive, Southern Lorain County Office on Aging). All favorable, *Motion* carried.

2020-9 *Motion* by Rollin with a second by Lamb to appoint Holmes as an alternate to the Water Board for 2020. All favorable, *Motion* carried.

Resolution 2018-43 appointing Lamb to a 4-year term as Huntington Township representative on the Rural Lorain Water Board previously passed 11-5-2018.

2020-10 *Motion* by Holmes with a second by Rollin to appoint Lamb to the LORCO board for 2020 and Holmes as ALTERNATE. All favorable, *Motion* carried.

2020-11 *Motion* by Lamb with a second by Holmes to pay mileage to the Trustees, Fiscal Officer, Zoning Inspector, and employees when they use their own vehicle for travel outside the Township on Township business at the rate the government allows, with the exception of the Zoning Inspector to be paid for all his own mileage on Township business. All favorable, *Motion* carried.

2020-12 *Motion* by Lamb with a second by Holmes to advertise for stone bids with an opening date of February 17 at 7:00 PM. All favorable, *Motion* carried.

2020-13 *Motion* by Holmes with a second by Rollin to use recycled supplies and products in the Township whenever possible and practical. All favorable, *Motion* carried.

2020-14 *Motion* by Lamb with a second by Holmes that Huntington Township abides by the OSHA standards and complies with their regulations where it applies in the Township. All favorable, *Motion* carried.

2020-15 *Motion* by Holmes with a second by Lamb to purchase biodiesel and diesel fuel from Sunrise, Inc., and unleaded from Marathon Oil Co. located by Chet & Fran's Store and BP stations with the Township BP Card during 2019. All favorable, *Motion* carried.

2020-16 *Motion* by Lamb with a second by Holmes to authorize the Fiscal Officer to purchase the necessary supplies during the year, not to exceed \$500.00 per purchase. All favorable, *Motion* carried.

2020-17 *Motion* by Holmes with a second by Lamb to pass a resolution that the Township complies with ADA standards wherever possible. All favorable, *Motion* carried.

2020-18 *Motion* by Lamb with a second by Holmes to set the rental rates for the Township School Building second floor Hall at \$125.00 for nonresidents including chairs and tables. Use of the Township School Building is free to residents. No smoking or alcohol permitted. All favorable, *Motion* carried.

2020-19 *Motion* by Lamb with a second by Holmes to set cemetery rates for all Cemetery lots:

Township Residents Single Lot \$200.00, Double Lot \$400.00

Non-Residents Single Lot \$400.00 Double Lot \$800.00

Fee for opening/closing grave \$400.00 for weekdays, \$450.00 for Saturdays until noon & Holidays, no Sunday burial. After noon on Saturdays is additional \$200.00. Fee for opening and closing for cremation or infant is \$200.00. Fee for disinter/reintern \$400.00. Fee for footers for monuments is \$15.00 per cubic foot, with a minimum charge of \$200.00. One burial and one cremation allowed per lot. If a grave is open in inclement weather resulting in extra cost to the Township, this cost passed to the family. There is

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no disinter/reintern for cremation when full burial subsequently done on same lot. All favorable, *Motion* carried.

2020-20 *Motion* by Holmes with a second by Rollin to pay the Zoning Commission and Zoning Board of Appeals members \$25.00 per meeting. The Zoning Inspector will be paid \$225.00 per month and Secretary \$300.00 per month. Zoning permit fees will be .15 (fifteen cents) per square foot with a \$50.00 minimum. The occupancy permits will be \$30.00. The fee for a conditional permit will be \$200.00 for the first year and the renewal fee will be \$100.00 per year thereafter. The permit for a pond will be \$30.00. Vote: All favorable, *Motion* carried.

2020-21 *Motion* by Lamb with a second by Holmes to pay Trustees a monthly salary, rather than a per diem. All favorable, *Motion* carried.

2020-22 *No action on Salaries at the 1-6-2020 meeting Motion* by _____ with a second by _____ to pay, Ron Pflaum, Mike Moskal, and Frank Miller part-time employees at the hourly rate of \$_____. John Pipcak at the hourly rate of \$_____, other part-time help that is necessary will be paid an hourly rate at the discretion of the Trustees. Dimitri Szynal will be paid \$_____ per hour. Jill DeMarco will be paid \$_____ for janitorial work.

2020-23 *No action on Salaries at the 1-6-2020 meeting Motion* by _____ with a second by _____ to keep Dennis Finkel as full time employee at a pay of \$_____ per hour, or \$_____ per year or a ___% raise. Provide health insurance with Finkel paying ___% of health care premium costs. Finkel given ___ weeks' vacation that cannot to be carried over to the next year. He will be paid for ___ weeks' vacation if not taken by end of year. Sick time at _____ days or _____ hours per year. The Board expects 2080 hours of paid salary, which includes the following, paid Holidays: New Year's, Christmas, Thanksgiving, Labor Day, Independence Day, Memorial Day, and Veterans Day. Work hours are 8:00 am to 4:30 pm Monday through Friday with ½ hour unpaid lunch and two 15 minute breaks. Hours beyond normal schedule for plowing and cemetery work will not be compensated in overtime; however, they will be credited as flextime. Flex time will be used within the following three weeks after it is earned. All efforts made to not accumulate flextime. All favorable, *Motion* carried.

2020-24 *Motion* by Lamb with a second by Holmes to add reimbursement of Health Insurance premiums to Township Benefit plan as described in the Township Policy adopted 2-1-2016 by Resolution 2016-25. All favorable, *Motion* carried.

2020-25 *Motion* by Lamb with a second by Holmes to set the following Township fees: Zoning Resolution book \$10.00 per copy, Resident Garbage drop off \$2.00 for 30-gallon bag and \$4.00 for lager bag. Resident dumpster day: Second pick-up truck drop off \$5.00, larger than pick-up \$20.00, dump truck \$30.00. All favorable, *Motion* carried.

2020-26 *Motion* by Holmes with a second by Lamb to authorize 10% health care premium charge for any Elected Official who elects coverage through the Township. All favorable, *Motion* carried.

2020-27 *Motion* by Lamb with a second by Holmes to authorize plowing Findley State Park access driveway if requested. All favorable, *Motion* carried.

2020-28 *Motion* by Holmes with a second by Lamb to authorize moving September Trustee meeting to Wednesday September 9, 2020 in honor of Labor Day Holiday. All favorable, *Motion* carried.

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2020-29 Motion by Lamb with a second by Rollin to authorize using Cravener Creative for website and Facebook maintenance in 2020. Vote taken: 2 yea and 1 abstain (Holmes), **Motion** carried.

2020-30 Motion by Rollin with a second by Lamb to authorize an MOU with Lorain County Office on Aging to donate all aluminum can proceeds for January 1st to December 31st 2020 to the Office on Aging for meals on wheels. All favorable, **Motion** carried.

Financial Report for December 2019: \$448,775.17 year to date revenue, \$402,627.02 year to date expenditures and \$319,159.48 Bank balance.

COMMITTEE REPORTS:

WATER BOARD- nothing

LORCO- nothing

AMBULANCE- Holmes: Heat installed in the satellite ambulance bay, two chairs delivered to the office. Waiting on security cameras and door security. Need to move recycle signs. Hopefully up and running 2-1-2020, newspapers are calling about progress. Making a photo album. Rollin: Skip said they would be here 6:00 AM to 6:00 PM. Holmes: Hopefully building a 24/7 satellite in two or three years.

SHERIFF- 15 incidents in the Township in December

FIRE- Rollin: annual recognition dinner is 1/25/2020 at Eagles at 5:00 PM.

OPWC- nothing

SWAC- Lamb- interpretation of email to Lorain County Engineer is that no letter needed from the Township to the County to close out the Griggs Road project.

ZONING BUSINESS/NEWS- Lanning: reminder that Zoning Appeals Board organizational meeting and Conditional permit renewal meeting needs scheduled. Finkel: Honoshofsky occupancy permit not yet issued.

THRIVE- Rollin: no meeting until March.

OFFICE ON AGING- nothing

CEMETERY- nothing

ROAD AND EQUIPMENT MAINTENANCE – No additional word on the Gradall MOU. No further information on Huntington road signs. Discussion on quotes received for new cement outside of the recycling building. **Motion** by Lamb with a second by Holmes to pay full amount of lower quote received, not to exceed \$6,000.00 for concrete with reinforcement. Installed per weather permitting. Roll call: 3 yeas.

RECYCLE- Aluminum cans to be taken to recycling this week.

TRASH CONSORTIUM- nothing

EMPLOYEES- Finkel and Rollin on jury duty but not yet called.

OLD BUSINESS-

LAND USE PLAN- Finkel: Columbia Township considering their Zoning Resolution Book same as their Land Use Plan.

TRAILER ON BURSLEY ROAD- Finkel: it is going this week.

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BURSLEY AND CLARK ROAD- Finkel: several of the vehicles have license plates. Holmes: had two calls from neighbors and looks like nothing has changed.

WIRELESS ROUTER- *Motion* by Lamb with a second by Rollin to authorize the purchase of a wireless router for the Office not to exceed \$100.00. Suggested calling Armstrong also. Roll call: 3 years. Lamb: will review the credit card policy at the next meeting.

NEW BUSINESS-

NOACA- received notice of Long-Range Transportation Plan Press Conference 1/28/2019.

CORRESPONDENCE/ANNOUNCEMENTS-

Capital Budget Grant application reminder. Discussion on new Lorain County Building Department. The Health department is supposed to be doing some plumbing inspections. Finkel: they are not qualified for plumbing.

Winner of the \$25.00 Marathon gift card is Hines.

Motion by Lamb with a second by Holmes to adjourn. All favorable, meeting adjourned at 8:18 PM.

Signed Chairman

Attest, Fiscal Officer