

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held _____

_____ 20_____

2021 REORGANIZATION MEETING JANUARY 2, 2021

Chairman Fredrick Houston called the January 2, 2021 Ellsworth Township Organizational meeting to order at 9:00 am. A roll call was taken to establish a quorum: Chairman Fredrick Houston - present, Vice Chairman Robert Toman - present, Trustee William Spellman - present. Also in attendance were Fiscal Officer James DeCenso, Fire Chief Ted Smith, Maintenance Supervisor Matt Stroney, and Zoning Inspector Wayne Sarna. The Pledge of Allegiance was recited.

Chairman Houston gave an overview of the reorganization meeting process. He then opened the floor for nominations for the 2021 Ellsworth Board of Trustees' Chairman and Vice-Chairman.

Motion 2021-2: Trustee Spellman nominated Trustee Robert Toman as 2021 Board Chairman. Chairman Houston seconded the motion. The roll call vote was all in favor. The meeting was turned over to 2021 Chairman Toman.

Motion 2021-3: Trustee Houston nominated Trustee Spellman as 2021 Vice-Chairman. Chairman Toman seconded the motion. The vote was all in favor.

The following was discussed and entered into the record by resolution below. All rates are effective immediately unless otherwise specified:

DATE AND TIME OF MEETING: 2nd WEDNESDAY MONTH, 7:00 P.M., 6:45 P.M. for Work Session
Announcements for special and regular meetings will be placed in the Warren Tribune - Mahoning Cty Addition, posted on the Township's Website and on the Township's sign in front of the Admin/Fire Bldg.

MAINTENANCE: \$22,000 hour for 32 to 40 hours per week for full time Maintenance supervisor. Hospitalization, Life Insurance, holidays, sick leave, personal time, comp hours, and flextime for burials is provided. The board left open the ability to change the hourly rate upon review of the Supervisors performance appraisal.

SEASONAL HELP: \$8.55 HR. AS NEEDED

EXPERIENCED SEASONAL LABOR: \$10.00 HR. AS NEEDED

MILEAGE: CURRENT RATE of \$.575 per mile as per Jan 1, 2020 IRS rate

POLICIES: CONTROL: Use numbered receipt books. Also Purchase Order and Requisition numbering by department.

TRUSTEES: Paid monthly salary from the General Fund.

AUDIT COMMITTEE: To be made up of trustees and to meet with the auditor after an audit.

CONTRACTED LABOR: May be hired as needed by Trustee's approval through a temporary labor company. Rate as negotiated by Board.

CREDIT CARD: Credit cards can be used for all necessary purchases. All gasoline and diesel fuel purchases will be made with a credit card. Maintenance department may continue to make purchases with accounts or use credit card. Adherence to Credit Card Policy is mandatory.

RELATED PARTY: There will be no related parties doing business with the township.

TRAVEL: The Township will reimburse the trustees, fiscal officer, zoning officer, and any other authorized employee for travel outside the township at the mileage rate per mile. The township will reimburse the trustees, fiscal officer, and any other authorized employee \$30.00 per day for meals when attending conventions with no receipt required. Hotel expenses will be paid at the double room rate and will include parking fees and turnpike fees with receipts. Two trustees must sign the summary report of expenses when reimbursement is requested. Other township employees and volunteer firemen will be reimbursed at the same current rate per mile and for meetings and training as pre-approved by trustees. Trustees, Fiscal Officer, and any attendee as approved by the trustees are given permission to attend all OTA conferences and meetings.

BANK: Farmers National Bank, Canfield - Depository, sweep, checking

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January 2, 2021 Organizational Meeting Minutes - Continued

accounts and Certificates of Deposits.

INSURANCES:

All insurances are to be offered to all elected trustees, the fiscal officer and full-time maintenance workers. **Those eligible for Medicare A, B and D may choose to be reimbursed for Medicare Parts B, D and a Medicare Supplement plan that does not exceed the group plan benefits. Reimbursement must be less than any current group coverage costs and must abide by ORC 505.60, ORC 505.601, OAG Opinions 2015-021 and 2017-007.**

CEMETERY:

RESIDENTS: \$300 SINGLE LOT; \$500 DOUBLE LOT
NON-RESIDENTS: \$1,000 SINGLE LOT; \$2,000 DOUBLE LOT
RESIDENT: SINGLE NICHE: \$1,750, DOUBLE INURNMENT
Purchased together: \$2,500; 2nd INURNMENT Purchased at Later Date: \$1,300. PRICING INCLUDES NICHE and INURNMENT.
NON-RESIDENT: SINGLE NICHE: \$3,500, DOUBLE INURNMENT
Purchased together: \$5,250; 2nd INURNMENT Purchased at Later Date: \$2,600. PRICING INCLUDES NICHE and INURNMENT.
CREMATION IN-GROUND BURIAL \$200.

INTERMENT \$600.

INFANT with ANOTHER'S GRAVE \$75.

NO SUNDAY/HOLIDAY BURIALS; SATURDAY \$150 surcharge
MOMUMENTS 36" DEPTH AND 3" ADDED TO THE PERIMETER
OF THE MOMUMENT. IN HOUSE or AUTHORIZED
CONTRACTOR by CEMETERY SEXTON: monument foundations at
\$.95 per square inch.

FIREFIIGHTERS' STIPENDS:

EACH FIRE CALL or ON-SITE TRAINING
JUNIOR or PROBATIONARY: \$8.50
36 HOUR FIREFIGHTER: \$15.00
FIREFIGHTER I: \$16.00; FIREFIGHTER II: \$17.00
INSTRUCTOR or INSPECTOR ADD \$1.00 ea. CERTIFICATION
FIRE FIGHTERS PAID MONTHLY AS EMPLOYEES

FIRE DEPARTMENT OFFICERS: CHIEF: \$550 MONTHLY PLUS STIPENDS

SALARY PLUS STIPEND FOR CALL, DRILL and/or TRANSPORTS

ASSISTANT CHIEF(S): \$1,000 YEAR PLUS STIPENDS
SAFETY OFFICER: \$1,000 YEAR PLUS STIPENDS
BATTALION CHIEF(S): \$800 YEAR PLUS STIPENDS
CAPTAIN(S): \$500 YEAR PLUS STIPENDS
LIEUTENANT(S): \$300 YEAR PLUS STIPENDS

EMS SERVICES:

TRANSPORTS OR CALL SHIFTS:
\$26.00 EMR CERTIFICATION TRANSPORT
\$30.00 BASIC CERTIFICATION-TRANSPORT, \$90.00 CALL SHIFT
\$35.00 INTERMEDIATE CERT.-TRANSPORT, \$105.00 CALL SHIFT
\$40.00 MEDIC CERT.-TRANSPORT, \$120.00 CALL SHIFT
EACH EMS CALL/DRILL, NOT ON SHIFT or NO TRANSPORT:
\$8.50 JUNIOR or PROBATIONARY
\$15.00 EMR CERTIFICATION
\$19.00 BASIC CERTIFICATION
\$23.00 INTERMEDIATE CERTIFICATION
\$27.00 MEDIC CERTIFICATION

ZONING DEPARTMENT:

ZONING INSPECTOR \$750 PER MONTH
ZONING BOARD CHAIRMAN \$45/MEETING
ZONING SECRETARY/MEMBER \$100/REG. MTGS.
& \$100 FOR WORKSHOP MEETINGS.
ZONING MEMBERS & ALTERNATE \$40 PER MEETING
ZONING APPEALS CHAIRMAN \$45/MEETING
ZONING APPEALS SECRETARY/MEMBER \$100/MEETING
ZONING APPEALS MEMBERS & ALTERNATE \$40/MEETING

ZONING BOARDS:

UPON MISSING THREE UNEXCUSED WORKSHOP OR
REGULAR MEETINGS A YEAR, A ZONING BOARD OR
ZONING APPEALS BOARD MEMBER WILL BE REPLACED.

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January 2, 2021 Organizational Meeting Minutes – Continued

A COPY OF THEIR MONTHLY MINUTES IS TO BE SUBMITTED TO TRUSTEES (WHEN ADOPTED).

FACILITY RENTAL:

HALL RENTAL \$85, KEY and CLEANING DEPOSIT \$25, PAVILION RENTAL \$25

HOLD HARMLESS:

ANY ORGANIZATION USING OR WORKING ON ANY TOWNSHIP PROPERTY MUST SIGN THE HOLD HARMLESS FORM. ANY PERSON RENTING TOWNSHIP HALL OR FIRE HALL MUST SIGN HOLD HARMLESS FORM.

PUBLIC RECORD:

THERE WILL BE A PUBLIC RECORDS POLICY, AND RECORDS RETENTION POLICY, POSTED AND AVAILABLE FOR REVIEW. TOWNSHIP WILL PARTICIPATE IN OHIO'S OPEN CHECKBOOK PROGRAM.

SUNSHINE LAW:

COMPLIANCE WITH THE OHIO SUNSHINE LAW

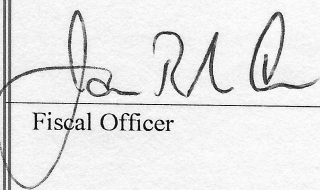
TAX ADVANCES:

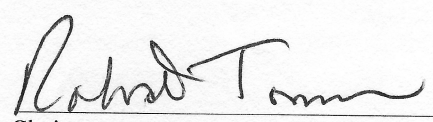
THE FISCAL OFFICER IS AUTHORIZED TO ACCEPT BOTH FIRST AND SECOND HALF ADVANCES WHEN MADE AVAILABLE BY A COLLECTING BODY.

Motion 2021-4: Trustee Houston made a motion to accept the reorganization minutes as read. And to appoint Trustees Spellman and Toman to the Fire Fighter Dependency Board. Trustee Spellman seconded the motion. The roll call vote was all in favor.

The regular monthly meeting will follow a short break.

At 9:40 am, Trustee Houston made a motion to adjourn. Trustee Spellman seconded the motion. The roll call vote was all in favor.


Fiscal Officer


Chairman


Trustee


Trustee