

# RECORD OF PROCEEDINGS

Minutes of

Meeting

2015 REORGANIZATION MEETING

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

JANUARY 4, 2014

Held \_\_\_\_\_ 20 \_\_\_\_\_

On January 3, 2015, at 9:52 a.m. the 2014 Trustee Chair Fredrick Houston called the Organizational Meeting to order. A roll call was taken to establish a quorum: Trustees William Spellman, Fredrick Houston, and Robert Toman – all present. Also in attendance were Fiscal Officer Karen Grittie, Fire Chief Robert Sternburg, EMS Director Brian O'Neil, Maintenance Supervisor Matt Stroney, Zoning Inspector Wayne Sarna and 7 visitors. The Pledge of Allegiance was recited.

Chairman Houston gave an overview of the reorganization meeting process. Trustee Spellman nominated Trustee Toman as Chairman, seconded by Trustee Houston. The vote was all in favor. The meeting was turned over to the Chairman Toman

Trustee Houston nominated Trustee Spellman as vice chairman, second by Chairman Toman. The vote was all in favor.

The following was read:

DATE AND TIME OF MEETING: 2nd WEDNESDAY, 7:00 P.M., 6:45 P.M. WORK SESSION  
Announcements for special and regular meetings will be in the Youngstown Vindicator.

MAINTENANCE: \$20.50 hour for 32 to 40 hours per week for full time Maintenance supervisor. Hospitalization, Life Insurance, holidays, sick leave, personal time, comp hours, and flexibility for burials. Trustee Houston made a motion to increase the wage by \$.50 per hour and to be bonded, seconded by Trustee Spellman. The vote was all in favor.

SEASONAL HELP: \$8.10/HR. AS NEEDED

EXPERIENCED SEASONAL LABOR: \$10.00 HR. AS NEEDED

MILEAGE: CURRENT RATE of \$.56 per mile

POLICIES: CONTROL: Use numbered receipt books.  
TRUSTEES: Paid monthly from General Fund.  
AUDIT COMMITTEE: To be made up of trustees and to meet with the auditor after an audit.  
CREDIT CARD: Credit cards will 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.  
RELATED PARTY: There will be no related parties doing business with the township.  
TRAVEL: The Township will reimburse the trustees, fiscal officer, and zoning for travel outside the township at the IRS rate per mile. The township will reimburse the fiscal officer and trustees \$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 IRS rate per mile and for meetings and training preapproved by trustees. Trustees and Fiscal Officer are given permission to attend all OTA conferences and meetings. Ellsworth has adopted a public records policy and it is posted and available for review.

BANK: Farmers National Bank, Canfield – Depository, sweep, and checking accounts.

INSURANCES: All insurances are to be offered to all elected trustees, the fiscal officer and full time maintenance workers.

CEMETERY LOTS: RESIDENTS: \$275. SINGLE: \$475. DOUBLE  
OUT OF TOWN: \$550 SINGLE \$950 DOUBLE per Sexton.  
CREMATION \$125.  
INTERMENT \$475.  
INFANT/ANOTHER'S GRAVE \$75.  
NO SUNDAY/HOLIDAY BURIALS; Saturday \$125 additional  
MOMUMENTS 36" DEPTH AND 3" ADDED TO THE PERIMETER.  
OF THE MOMUMENT. IN HOUSE: monument foundations at \$.60 per square inch.