

**Draft**

HUNTINGTON TOWNSHIP TRUSTEES  
45955 STATE ROUTE 162 WELLINGTON OHIO 44090

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Minutes of January 8, 2018

The Huntington Township Trustees met in special session at 7:00 PM at the Township Hall. The meeting was called to order with the pledge of Allegiance by Walter Rollin. Also present were Jed Lamb, Robert Holmes, Dennis Finkel, Frances Rollin, Dimitri Szynal and Sheila Lanning.

**Motion** by Lamb with a second by Rollin to approve the minutes of the December 30, 2017 special scheduled meeting as amended to replace International with Kenworth. Roll call: 3 yeas. **Motion** by Rollin with a second by Lamb to approve the December Financial report showing Year to date Revenue of \$486,439.39 and Year to Expenditures of \$446,874.72 with cash balance of \$255,672.84. Roll call: 3 yeas. Rollin turned the meeting over to the Fiscal Officer to open the floor to nominations for Chairman and Vice Chairman.

Lanning asked for nominations for Chairman of Board of Trustee: **Motion** by Lamb with a second by Rollin to nominate Holmes the 2018 Chairman. Roll call: 3 yeas  
**Motion** by Holmes with a second by Rollin to nominate Lamb as the 2018 Vice Chairman. Roll call: 3 yeas. Lanning turned the meeting over to 2018 Chairman Holmes.

**Holmes reported:** December Sheriff reports 10 incidents in the Township. A task force on hoarding will hold a meeting on 1-16-18, posted on the web and Facebook. SWAC committee meeting minutes available for review.

**2018-1** **Motion** by Lamb with a second by Rollin to hold Trustee meetings the first and third Mondays of the month at 7:00 PM. All favorable, **Motion** carried.

**2018-2** **Motion** by Holmes with a second by Lamb to appoint Lanning recycling coordinator. All favorable, **Motion** carried.

**2018-3** **Motion** by Lamb with a second by Rollin to appoint Dennis Finkel as Zoning Inspector and Sheila Lanning as Zoning Secretary. All favorable, **Motion** carried.

**2018-4** **Motion** by Holmes with a second by Lamb to appoint Rollin representative for the Fire Board and Holmes as alternate. All favorable, **Motion** carried.

**2018-5** **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.

**2018-6** **Motion** by Holmes with a second by Lamb to appoint Rollin in charge of the Cemetery. All favorable, **Motion** carried.

**2018-7** **Motion** Holmes with a second by Lamb to appoint Dottie Pogorelc representative on the Senior Citizen's Board (Thrive, Southern Lorain County Office on Aging). All favorable, **Motion** carried.

**2018-8** **Motion** by Holmes with a second by Rollin to appoint Lamb to the Rural Water Board for a four (4) year term beginning January 1, 2018 and ending December 31, 2021 and Holmes as an ALTERNATE. All favorable, **Motion** carried.

**2018-9** **Motion** by Holmes with a second by Rollin to appoint Lamb to the LORCO board for 2018 and Rollin as an ALTERNATE. All favorable, **Motion** carried.

**2018-10** **Motion** by Lamb with a second by Rollin 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, who will be paid for all his own mileage on Township business. All favorable, **Motion** carried.

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- 2018-11** *Motion* by Holmes with a second by Rollin to advertise for stone bids. All favorable, *Motion* carried.
- 2018-12** *Motion* by Lamb with a second by Rollin to use recycled supplies and products in the Township whenever possible and practical. All favorable, *Motion* carried.
- 2018-13** *Motion* by Holmes with a second by Lamb that Huntington Township abides by the OSHA standards and complies with their regulations where it applies in the Township. All favorable, *Motion* carried.
- 2018-14** *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 2018. All favorable, *Motion* carried.
- 2018-15** *Motion* by Holmes with a second by Lamb to allow the Fiscal Officer to purchase the necessary supplies during the year. All favorable, *Motion* carried.
- 2018-16** *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.
- 2018-17** *Motion* by Lamb with a second by Rollin 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.
- 2018-18** *Motion* by Holmes with a second by Rollin 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 \$150.00. 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 will be passed to the family. There is no disinter/reintern for cremation when full burial subsequently done on same lot. All favorable, *Motion* carried.
- 2018-19** *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 \$200.00 per month and Secretary \$275.00 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: 2 yeas, Lamb abstained, *Motion* carried.
- 2018-20** *Motion* by Holmes with a second by Lamb to pay Trustees a monthly salary, rather than a per diem. All favorable, *Motion* carried.
- 2018-21** *Motion* by Holmes with a second by Rollin to pay, Ron Pflaum, Mike Moskal, and Frank Miller part-time employees at the hourly rate of \$13.00. John Pipcak at the hourly rate of \$ 13.32, other part-time help that is necessary will be paid an hourly rate at the discretion of the Trustees. Dimitri Szynal will be paid \$15.50 per hour. Jill DeMarco will be paid \$10.64 for janitorial work. All favorable, *Motion* carried.
- 2018-22** *Motion* by Holmes with a second by Rollin to keep Dennis Finkel as full time employee at a pay of \$21.07 per hour, or 3% raise. Provide health insurance with Finkel

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paying 10% of health care premium costs. Finkel to be given 4 weeks' vacation that cannot to be carried over to the next year. He will be paid for 2 weeks' vacation if not taken by end of year. Sick time at 12 days or 96 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 months be credited as flextime. Flex time will be used within the following three after it is earned. All efforts will be made to not accumulate flextime.

**2018-23** Discussion on the Health Care reimbursement contained in the Township Policy. Lanning to provide further information on the subject for the next meeting.

**2018-24** *Motion* by Lamb with a second by Rollin to rescind reserve account 4903 Capital Project Equipment Fund per ORC 5705.13. All favorable, *Motion* carried.

**Rollin reported:** CDL physical documents provided to Township. Fire District annual recognition dinner is 1-27-18. Fire Chief Wetherbee to attend a meeting in the future to present the Fire District annual report. Asked about equipment status, Finkel stated the hydro fitting on the Plow needed repaired and received the cutting edges. Salt not ordered yet, contract for the 2018-2019 year coming up in March. Finkel heard salt delivery is 6-8 weeks out. Will order tomorrow and will have to get from the County if we are in dire need. Oil furnace broke down in Garage and repaired. Discussion on setting date for 2018 Stone bids, *Motion* by Holmes with a second by Lamb to set the bid opening for Township stone at February 19<sup>th</sup>, 2018 at 7:00 PM. Roll call: 3 yeas.

**Jed reported:** Asked about plowing of Cemetery drive, Finkel stated it is plowed after roads. Rural Water and LORCO meetings are this week. Thrive 8:00-9:30 Thursday.

**Fiscal Officer reported:** Received notice that new credit cards are being sent by end of month. Applied for Gratis plates. Copier contract is up at end of month, meeting with new sales representative of MT Business. Updated Emergency Management emails of Trustees.

**Road Foreman reported:** Need to set the Zoning Board of Appeals annual conditional permit renewal meeting. There are four conditionals that need renewed: Taxidermy, McCafferty, Snowmobile and Ukrainian.

**Public comments:**

Winner of \$25.00 Marathon card is Whitney.

*Motion* by Rollin with a second by Holmes to adjourn. All favorable, meeting adjourned at 8:11 PM.

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Signed Chairman

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Attest, Fiscal Officer