

Draft

HUNTINGTON TOWNSHIP TRUSTEES
45955 STATE ROUTE 162 WELLINGTON OHIO 44090

Minutes of January 3, 2022

The Huntington Township Trustees met in regular scheduled session at 7:00 PM at the Township Hall. Meeting called to order with the pledge of Allegiance by Robert Holmes. Also present were Walter Rollin, Matt Combs and Sheila Lanning. Holmes turned the meeting over to the Fiscal Officer. Lanning opened the floor to nominations for 2022 Chairman. Holmes nominated Rollin to 2022 Chairman, second by Rollin. Roll call: two yeas. Rollin opened nominations for 2022 Vice Chairman. Holmes nominated Lamb to Vice Chairman, second by Rollin. Roll call: two yeas.

Motion by Holmes with a second by Rollin to approval the minutes of December 30th, 2021 as written. Roll call: two yeas. **Motion** by Holmes with a second by Rollin to approve the financial reports for December 2021 with year to date revenue \$602,263.30, year to date expenditures \$510,166.19 and bank balances of \$399,666.08. Roll call: two yeas.

- 2022-1** **Motion** by Rollin 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.
- 2022-2** **Motion** by Rollin with a second by Holmes to appoint Sheila Lanning recycling coordinator. All favorable, **Motion** carried.
- 2022-3** **Motion** by Holmes with a second by Rollin to appoint Sheila Lanning as Zoning Secretary. All favorable, **Motion** carried.
- 2022-4** **Motion** by Holmes with a second by Rollin to appoint Rollin representative for the Fire Board and Holmes as alternate. All favorable, **Motion** carried.
- 2022-5** **Motion** by Rollin with a second by Holmes to appoint Holmes as representative for the Ambulance Board and Rollin as alternate. All favorable, **Motion** carried.
- 2022-6** **Motion** by Rollin with a second by Holmes to appoint Rollin in charge of the Cemetery. All favorable, **Motion** carried.
- 2022-7** **Motion** by Holmes with a second by Rollin to appoint Rollin representative on the Senior Citizen's Board (Thrive, Southern Lorain County Office on Aging). All favorable, **Motion** carried.
- 2022-8** **Motion** by Holmes with a second by Rollin to appoint Holmes as an ALTERNATE to the Water Board for 2022. All favorable, **Motion** carried

Resolution 2018-43 passed 11/5/2018 on Motion by __Rollin__ with a second by __Holmes__ to appoint __Jed Lamb__ to the Rural Water Board for a four (4) year term.

- 2022-9** **Motion** by Rollin with a second by Holmes to appoint Lamb to the LORCO board for 2022 and Holmes as an ALTERNATE, All favorable, **Motion** carried.
- 2022-10** **Motion** by Holmes 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. Rate set for 2022 \$.56 per mile (as of 12/5/2021)
- 2022-11** **Motion** by Holmes with a second by Rollin to advertise for stone bids. All favorable, **Motion** carried. Bid opening date is set at Feb 7, 2022 at 7:00 PM
- 2022-12** **Motion** by Rollin with a second by Holmes to use recycled supplies and products in the Township whenever possible and practical. All favorable, **Motion** carried.

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- 2022-13** *Motion* by Rollin 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.
- 2022-14** *Motion* by Rollin with a second by Holmes 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 2022. All favorable, *Motion* carried.
- 2022-15** *Motion* by Rollin with a second by Holmes to allow the Fiscal Officer to purchase the necessary supplies during the year, not to exceed \$500.00 per purchase. All favorable, *Motion* carried.
- 2022-16** *Motion* by Rollin with a second by Holmes that the Township complies with ADA standards wherever possible. All favorable, *Motion* carried.
- 2022-17** *Motion* by Holmes with a second by Rollin to set the rental rates for the Township School Building second floor Hall at \$125.00 for non residents including chairs and tables. Use of the Township School Building is free to residents. No smoking or alcohol permitted and scheduling is done by calling 440-647-5100. All favorable, *Motion* carried.
- 2022-18** *Motion* by Rollin 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 until 5:00 PM with additional \$200.00 for evenings after 5:00 PM and Saturdays. Fee for opening and closing for cremation and/or infant is \$200.00 for weekdays until 5:00 PM with additional \$200.00 for evenings after 5:00 PM and Saturdays. There are no Sunday or Holiday burials. 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 opened in inclement weather resulting in extra cost to the Township, this cost will be passed on to the family. There is no disinter/reintern for cremation when full burial subsequently done on same lot. All favorable, *Motion* carried.
- 2022-19** *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 Secretary \$400.00 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. All favorable, *Motion* carried.
- 2022-20** *Motion* by Rollin with a second by Holmes to pay Trustees a monthly salary, rather than a per diem. All favorable, *Motion* carried.
- 2022-21** *Motion* by Holmes with a second by Rollin to pay John Pipcak at the hourly rate of \$14.00, Dimitri Szynal will be paid \$18.00 per hour. Jill DeMarco will be paid \$12.00 per hour for janitorial work. Other part-time help that is necessary will be paid an hourly rate at the discretion of the Trustees. All favorable, *Motion* carried.
- 2022-22** *Motion* by Holmes with a second by Rollin to keep Matthew Combs as full time employee. Rate of pay: \$22.00 per hour. Use of Township pickup truck to travel to and from home and only company business. The Township will provide health insurance with employees paying 10% of health care premium costs. Employees to be given 4 weeks' vacation that can not to be carried over to the next year. They will be paid for 2 weeks vacation if not taken by end of year. Sick time provided at 12 days or 96 hours per year. The Board expects 2080 hours of paid salary which includes the following 12 paid Holidays: New Years, Martin Luther King Jr. Day, Washington-Lincoln's Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving, Day After Thanksgiving and Christmas. Work hours are 8:00 am to 4:30 pm Monday through Friday with ½ hour

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unpaid lunch and two 15 minute paid breaks. Hours paid beyond normal scheduled 40 hour week for plowing and cemetery work will not be compensated in overtime, however they will be credited as Comp time. Comp time earned at time and ½ to meet Fair Labor Standards on time paid over 40 hours per week. Comp time will be used within the following three months after it is earned. All efforts will be made to not accumulate comp time. All favorable, **Motion** carried.

2022-23 Motion by Rollin 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

2022-24 Motion by Rollin 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, \$4.00 for larger bag, Resident Dumpster day: 2nd pick-up truck drop off \$5.00, larger than pick-up \$20.00, dump truck \$30.00. All favorable, **Motion** carried

2022-25 Motion by Rollin with a second by Holmes to authorize 10% health care premium charge for any Elected Official who elects coverage through the Township. All favorable, **Motion** carried.

2022-26 Motion by Holmes with a second by Rollin to authorize plowing Findley State Park access driveway if requested. All favorable, **Motion** carried.

2022-27 Motion by Rollin with a second by Holmes to authorize using Cravener Creative for website and Facebook in 2022. All favorable, **Motion** carried.

2022-28 Motion by Holmes with a second by Rollin to move the July 4th meeting to Tuesday July 5th and the September 5th meeting to Tuesday September 6th. All favorable, **Motion** carried.

2022-29 Motion by Holmes with a second by Rollin to donate aluminum proceeds to Office on Aging for meals on wheels. All favorable, **Motion** carried.

COMMITTEE REPORTS:

AMBULANCE- Holmes: meeting January 11th, 2022. Training tomorrow cancelled due to COVID.

SHERIFF- 25 calls in December

FIRE- Rollin: meeting Wednesday

ZONING- Holmes: called Ferguson about property on Griggs Road, he said the realtor is taking care of it. Called again and found out Ferguson in hospital with COVID and his wife died at home. Will talk over the containers with a new Zoning Inspector is hired. Received email on Knapp septic system on Clark Road, the health district is overseeing the installation of new home system.

THRIVE & OFFICE ON AGING- Rollin: nothing

CEMETERY- Lanning: no further word on Tiffany Sexton's fathers' foundation.

ROADS and EQUIPMENT: Combs: cylinder on plow for International needs repaired. Asked for information on vendor for heated wiper blades. Will get stone bid tabulation sheets, bid opening is February 7th at 7:00 PM. Will look into NIMS certification.

RECYCLING- Holmes: everything going along ok at this time. Combs: request approval to take down the inside shack so more equipment can fit in the garage. **Consensus** to authorize removing the shack formerly used for recycling employees.

TRASH CONSORTIUM- next meeting January 19th, 2022

PREVIOUS BUSINESS:

Holmes: getting a list of tools and their cost to Lyn. Dennis Finkel said to donate them to the Township before he passed away. Lanning: Trustees can make motion to donate items with the listed cost and provide to Lyn for tax purposes.

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NEW BUSINESS:

Holmes: will order new business cards with updated information including Township email address. **Motion** by Holmes with a second by Rollin to authorize a credit card for Combs and a fuel (BP) card. Roll call: two yeas. Reminder to Trustees to provide healthcare reimbursement documentation.

Motion by Holmes with a second by Rollin to adjourn. All favorable, meeting adjourned at 8:09 PM.

Signed Chairman

Attest, Fiscal Officer