

First Organizational Meeting
Wayne Township Board of Trustees
Tuesday, January 1, 2013

Call to order: Chairman Don Wilson opened the meeting at 11:16 a.m. Tuesday, January 1, 2013.

Roll call: Jason Ritter, Don Wilson, Harold Grosnickle, Sandra Borchers

Guests: Chief Moulden, Sue Allen, Jason Browning, Joe Combs

Prayer and Pledge: Waived

010113-1: Jason Ritter moved to pay all bills.

2nd by Harold Grosnickle

Vote: JR, HG, DW All Aye Motion Carried

010113-2 : Don Wilson moved to nominate Harold Grosnickle as Chairman for the year 2013

2nd by Jason Ritter

Vote: HG, DW, JR All Aye Motion Carried

Don Wilson then turned the floor over to Harold Grosnickle, the new Chair.

010113-3: Harold Grosnickle moved to nominate Jason Ritter as Vice Chairman for the year 2013

2nd by Don Wilson

Vote: HG, DW, JR All Aye Motion Carried

010113-4: Don Wilson moved to nominate Harold Grosnickle to oversee and maintain roads for 2013.

2nd by Jason Ritter

Discussion: Harold Grosnickle declined the position. He suggested Jason Ritter take the position and Jason accepted.

Vote: JR (No), HG (abstained) , DW (No) Motion Failed

010113-4: Don Wilson moved to nominate Jason Ritter to oversee and maintain roads for 2013.

2nd by Harold Grosnickle

Vote: JR, HG, DW All Aye Motion Carried

010113-5: Harold Grosnickle moved to nominate Don Wilson to oversee the Zoning Department for 2013.

2nd by Jason Ritter

Vote: HG, DW, JR All Aye Motion Carried

010113-6: Don Wilson moved to nominate Harold Grosnickle to oversee and act as Sexton for the cemeteries for the year 2013.

2nd by Jason Ritter

Vote: HG, DW, JR All Aye Motion Carried

010113-7: Don Wilson moved to nominate Harold Grosnickle to oversee and act as Trustee to serve on the Woodville Cemetery Joint Maintenance Board for 2013.

2nd by Jason Ritter

Vote: HG, DW, JR All Aye Motion Carried

010113-8: Harold Grosnickle moved to have all mileage reimbursement for Board Officials outside of the Township limits for Township business at the rate that conforms to IRS current mileage rates. Mileage includes inside or outside the Township limits on business. Included in this resolution that all employees and Board Members are to use the GMC pickup truck as the primary transportation if available and running.

2nd by Don Wilson

Vote: HG, DW, JR All Aye Motion Carried

010113-9: Don Wilson moved that Township pay periods for hourly employees will be on a 14 day pay period, including Chief and Deputy Chief. This motion is to include Trustees, Zoning and Maintenance.

2nd by Jason Ritter

Vote: HG, DW, JR All Aye Motion Carried

010113-10: Harold Grosnickle moved that completed time cards and sheets have totals turned in by Monday at 10:00 a.m. at the Township Hall following the 14 day pay period. Slide manila envelope under Clerk's office door if clerk is not here.

2nd by Don Wilson

Vote: HG, DW, JR All Aye Motion Carried

010113-11: Harold Grosnickle moved that all hourly and salary checks must include hourly breakdown and will be distributed by 12 Noon, Thursday following end of pay period.

**Note: Clerk will have checks at the Township Hall to sign each Wednesday after 4:00 p.m. for wages and payments of bills.

2nd by Jason Ritter

Vote: HG, DW, JR All Aye Motion Carried

010113-12: Harold Grosnickle moved to pay all Maintenance, Cemetery and Fire employee checks out of Road and Bridges, Cemetery and General Funds on a pro rate basis.

2nd by Jason Ritter

Vote: HG, DW, JR All Aye Motion Carried

010113-12: Harold Grosnickle moved that in the year 2013 that a portion of our Clerk's wages be paid 75% out of General, 20% out of Fire and 5% out of Roads.

2nd by Don Wilson

Vote: JR, HG, DW All Aye Motion Carried

010113-13: Harold Grosnickle moved that all Regular Trustee Meetings each month be on the first Thursday and third Thursday at 7:00p.m. The meeting on the third Thursday of the month will be held every other month and that meeting will be a regular meeting for the Board of Trustees to conduct Township business and will not be open for the public to speak. The first third Thursday of the month meeting will be held in February and consecutively thereafter in the even months.

2nd by Don Wilson

Vote: JR, HG, DW All Aye Motion Carried

010113-14: Don Wilson moved to authorize and hire on an Emergency basis contract labor: Cemetery at \$10.50/hr, Roads \$10.50/hr when full time employees are not available or assistance is needed.

2nd by Jason Ritter

Vote: HG, DW, JR All Aye Motion Carried

010113-15: Harold Grosnickle moved to approve the Then and Now Certification as needed for the year 2013.
2nd by Jason Ritter

Vote: JR, HG, DW All Aye Motion Carried

010113-16: Harold Grosnickle moved to approve Temporary Appropriations as follows:

General Fund: \$25,000

Fire Fund: \$30,000

Motor Vehicle License: \$ 3,000

Gasoline Tax: \$ 3,000

Road and Bridges: \$25,000

Perm. Motor Vehicle License: \$ 3,000

Ambulance and EMS: \$10,000

Cemetery: \$ 4,000

Zoning: \$ 1,500

Sp. Levy Squad: \$ 5,000

2nd Don Wilson

Vote: HG, DW, JR All Aye Motion Carried

010113-17: Jason Ritter moved to allow the Fire and Rescue Chief to incur expenses for Repairs and Supplies (per purchase) as necessary without Board approval up to \$2,000. New items over \$500 must have a Board approval, expenses made, to notify the Board at next Regular Meeting.

2nd by Don Wilson

Vote: HG, DW, JR All Aye Motion Carried

010113-18: Jason Ritter moved that the members of the WTF&R attend the following Fire Expo in Indianapolis, Indiana on April 22, 2013 not to exceed \$500.

2nd by Don Wilson

Vote: HG, DW, JR All Aye Motion Carried

010113-19: Jason Ritter moved that the Board of Trustees, depending upon the fund that they serve in, will be eligible upon logging and turning in to the clerk, time spent in their department or wages up to \$2,000 and/or hospitalization benefits up to \$2,000.

2nd by Don Wilson

Vote: HG, DW, JR All Aye Motion Carried

010113-20: Harold Grosnickle moved to go into Executive Session @ 11:40 a.m. under ORC121.22g (1) to consider the appointment, employment, discipline, promotion or compensation of public employee or official. Except as otherwise provided by law, no public body shall hold an executive session for the discipline of an elected official for conduct related to the performance of the elected official's official duties or for the elected official's removal from office. If a public body holds an executive session pursuant to division (G)(1) of this section, the motion and vote to hold that executive session shall state which one or more of the approved purposes listed in division (G)(1) of this section are the purposes for which the executive session is to be held, but need not include the name of any person to be considered at the meeting. Included in this motion this session is to discuss compensation for employees for the year 2013.

2nd by Don Wilson

Vote: HG, DW, JR All Aye Motion Carried

010113-21: Harold Grosnickle moved to return from Executive Session at 12:53 p.m.

2nd by Don Wilson

Vote: JR, HG, DW All Aye Motion Carried

Harold Grosnickle noted an overlay of the Executive Session was to discuss payroll raises for all employees for the year 2013.

010113-22: Harold Grosnickle moved to have an across the board pay increase for all employees of 1.7% with the exception of Joe Combs and Joe Combs will be moved to \$13.00 per hour.

2nd by Don Wilson

Vote: JR, HG, DW All Aye Motion Carried

Don Wilson was asked to serve as liaison to the Fire Department. Don Wilson announced to the Board that he will be stepping down as Trustee from the Board on November 30, 2013 and would not be able to fulfill the position of liaison to the Fire Department.

010113-23: Jason Ritter moved to appoint Harold Grosnickle to be the liaison to Wayne Township Fire Department and Rescue for 2013.

2nd by Don Wilson

Vote: JR, HG, DW All Aye Motion Carried

010113-24: Harold Grosnickle moved to adopt the usage of call logs for all departments: All logs shall have the original call log from booklet attached with the call, date, time and purpose. All to be turned in to the department head and liaison within 5 business days upon receipt of the call. Then they can file an updated copy every 30 days to the department head or liaison upon the completion of the issue settled.

2nd by Don Wilson

Vote: HG, DW, JR All Aye Motion Carried

010113-25: Harold Grosnickle moved to permit the Clerk to pre-register herself and up to 2 Trustees, or a total of up to three for the Winter Conference attendance.

2nd by Don Wilson

Vote: HG, DW, JR All Aye Motion Carried

010113-26: Harold Grosnickle moved to authorize the Clerk to make room reservations, for one evening for Winter Conference 2013. If necessary.

2nd by Don Wilson

Discussion ensued.

Vote: HG, DW, JR All Aye Motion Carried

010113-27: Harold Grosnickle moved that all monies under \$1,000 received by Township Clerk or any other Trustees or Department Heads be deposited within 48 hours upon receipt per business days. Over \$1,000 shall be deposited within 24 hours per business days by the Fiscal Officer then the Fire Chief, then the Trustee liaison of Cemeteries, then the Zoning liaison.

2nd by Don Wilson

Vote: HG, DW, JR All Aye Motion Carried

010113-28: Don Wilson moved to form a committee to interview any open position for Zoning or otherwise consist of 3 Trustees and 2 senior members of the Board for a total of 5 people.

2nd by Jason Ritter

Vote: HG, DW, JR All Aye Motion Carried

010113-29: Jason Ritter moved to establish a Budget Committee compromised of 3 Trustees, 1 Clerk and at least two other residents of the Township to be reviewed on a semi-annual basis.

2nd by Don Wilson

Vote: HG, DW, JR All Aye Motion Carried

Sue Allan agreed to continue on the committee.

010113-30: Harold Grosnickle moved to appoint Jason Ritter as liaison to the Township Officer employees and to oversee Township Building Maintenance.

2nd by Don Wilson

Amendment: This motion is amended to include that this person have a key to the supply room.

2nd by Don Wilson

Vote: JR, HG, DW All Aye Motion Carried

010113-31: Harold Grosnickle moved for the year 2013 for the Volunteer Firefighters Dependents Fund that we appoint Sue Allen and Kathy Cromer.

2nd by Don Wilson

Vote: HG, DW, JR All Aye Motion Carried

Chief Moulden presented the Fire Department evaluations for 2013. Trustees will review, then present them to the Fiscal Officer for record keeping.

The next Regular Meeting will be Thursday, February 7, 2013, the second meeting will be on the third Thursday in February

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010113-32: Harold Grosnickle moved that for the year 2013 health insurance premiums will be 75% paid by the Township, 25% paid by the employees and any employees not on the Health Insurance will be available to collect up to 75% of the premium for out of pocket expenses as long as it does not exceed what it would be if they were on the Township plan.

2nd by Don Wilson

Vote: JR, HG, DW All Aye Motion Carried

010113-32: Harold Grosnickle moved that as of today if any supplemental appropriation moves have been missed that we accept and adopt the entire 2012 printout of the entire year's changes for supplemental appropriations.

2nd by Don Wilson

Vote: JR, HG, DW All Aye Motion Carried

Harold Grosnickle would like to note in the minutes that the year 2012 was a good year. He appreciated the Board, Supervisors Don, Sandy, Jason Ritter, Chief Moulden and Jason Browning. Resident Sue Allen has also been an instrumental help to all of us. He extended his thanks.

Don Wilson reported that the total income for Zoning for the whole year was \$5,585.00. Permit numbers sold were #146 through #212. Don will give them to Sue Allen to review.

010113-33: Don Wilson moved so that if any money is needed for the Zoning Department, we will pull cash down from cash carry over.

2nd by Jason Ritter

Discussion ensued regarding the amount to be pulled down. Motion reworded.

010113-33A: Don Wilson moved that we have the flexibility to pull from Cash Carryover in Zoning any money needed from the General Fund to cover the Zoning Department for the year 2013.

2nd by Jason Ritter

Vote: JR, HG, DW All Aye Motion Carried

FIRE – Chief Moulden

1. Chief Moulden received a letter of resignation from Fire Fighter Paramedic Matt Brown. Matt had a job change at his full time job and did not feel he could meet the requirements of Wayne Township.

010113-34: Harold Grosnickle moved to accept the resignation of Fire Fighter Paramedic Matt Brown as of today, January 1, 2013.

2nd by Don Wilson

Vote: JR, HG, DW All Aye Motion Carried

1. Chief Moulden recommended the Board hire Brandon Hess as a Fire Fighter in training for Wayne Township Fire and Rescue on a one-year probationary basis at no current pay rate until certified. Once certified he will be Paid-On-Call basis effective today, January 1, 2013.

010113-35: Harold Grosnickle moved to hire Brandon Hess as a Fire Fighter in training for Wayne Township Fire and Rescue on a one-year probationary basis at no current pay rate until certified. Once certified he will be Paid-On-Call basis effective today, January 1, 2013.

2nd by Don Wilson

Vote: JR, HG, DW All Aye Motion Carried

1. Chief Moulden presented a state bid on a Cabin Chassis for the Mini Pumper. It is a 2013 regular cab 4 wheel drive, 18,000 lb., Ford F550 with the following options of a 30-day tag, a tow hitch, all terrain tires, backup alarm, running boards and a diesel engine. Not included in the standard specs I got them from the contractor, a PTO Pump, the XL Detour which gives larger headlights. Total for the truck will be \$37,665.50 on a state contract. Funds of \$42,000 were appropriated in the 2013 budget. Funds are to come from line items #2191 and #2281 funds.

010113-36: Harold Grosnickle moved to purchase a 2013 Ford F550, 4 wheel drive Cab and Chassis to replace the chassis under the Mini Pumper under a State Contract with the equipment that is attached to the minutes. The purchase price of \$37,665.50 to be paid for 100% with Fire Department monies budgeted out of the 2013 revenue line item numbers 2191 and 2181, without pulling any cash funds down to be paid in full at time of delivery.

2nd by Don Wilson

Discussion: Jason Ritter asked what we would do with the old truck. That would have to be determined later.

Vote: JR, HG, DW All Aye Motion Carried

Chief Moulden will no longer be issuing Burn Permits. There are no statutory laws that requires us to issue burn permits. Chief Moulden met with Hamilton County EPA who has the authority over burn permits. The Ohio Fire Code allows anybody to burn as long as it does not exceed 3 ft. in diameter and 2 ft. high which is essentially a camp fire. Anything other than that requires and Ohio EPA.

permit. Although the Ohio EPA has enforcement authority, they are not going to enforce burn permits unless it really becomes a problem. The Chief has pamphlets from the Hamilton County EPA than can be given to citizens for EPA requirements. In order to get an Ohio EPA burn permit, one must pull the paperwork off of the internet, take it to the local Fire Chief for a signature. At the most, a permit will most likely not be enforced.

Harold Grosnickle moved to request from the County and State Advanced Real Estate tax monies for the year 2013.
2nd by Don Wilson

Vote: JR, HG, DW All Aye Motion Carried

010113-37: Harold Grosnickle moved to adjourn the meeting at 1:44 p.m.
2nd by Don Wilson

Vote: HG, DW, JR All Aye Motion Carried

Don Wilson, Chairman

Harold Grosnickle, Vice Chairman

Paul Ritchey, Trustee

Sandy Borchers, Fiscal Officer