

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held _____ 20____

2019 REORGANIZATION MEETING JANUARY 4, 2019

Chairman Robert Toman called the January 4, 2019 Ellsworth Township Organizational meeting to order at 7:03 pm. A roll call was taken to establish a quorum: Chairman Robert Toman - present, Vice Chairman William Spellman – present Trustee Fredrick Houston – 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 Toman gave an overview of the reorganization meeting process. He then opened the floor for the 2019 Ellsworth Board Chairman.

Trustee Houston nominated Trustee William Spellman as 2019 Board Chairman. Chairman Toman seconded the motion. The roll call vote was all in favor. The meeting was turned over to 2019 Chairman Spellman.

Trustee Toman nominated Trustee Houston as 2019 vice chairman. Chairman Spellman 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 Youngstown Vindicator, posted on the Township's website and on the Township's sign in front of the Admin/Fire Building.

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 \$.58 per mile as per Jan 1, 2019 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.
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.
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 accounts and Certificates of Deposits.

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~~January 4, 2019 Organizational Meeting Minutes – Continued~~

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

CEMETERY: RESIDENTS: \$300 SINGLE LOT; \$500 DOUBLE LOT
NON-RESIDENTS: \$1,000 SINGLE LOT; \$2,000 DOUBLE LOT
CREMATION IN-GROUND BURIAL \$200.
INTERMENT \$500.
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: monument foundations at \$.60 per square inch.

FIREFIIGHTERS: \$15.00 EACH FIRE CALL or ON-SITE TRAINING
FIRE FIGHTERS PAID MONTHLY AS EMPLOYEES

FIRE DEPARTMENT OFFICERS: CHIEF: \$550 MONTHLY PLUS STIPENDS
SALARY PLUS STIPEND FOR ASSISTANT CHIEF(S): \$1,000 YEAR PLUS STIPENDS
CALL, DRILL and/or TRANSPORTS 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:
\$21.00 EMR CERTIFICATION – CALL SHIFT OR TRANSPORT
\$25.00 BASIC CERTIFICATION – CALL SHIFT OR TRANSPORT
\$30.00 INTERMEDIATE CERT. – CALL SHIFT OR TRANSPORT
\$35.00 MEDIC CERTIFICATION – CALL SHIFT OR TRANSPORT
\$15.00 EACH EMS CALL, NOT ON SHIFT or NO TRANSPORT

ZONING DEPARTMENT: ZONING INSPECTOR \$700 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.
A COPY OF THEIR MONTHLY MINUTES IS TO BE
SUBMITTED TO TRUSTEES (WHEN ADOPTED).

FACILITY RENTAL: HALL RENTAL \$75, KEY and CLEANING DEPOSIT \$25,
PAVILION RENTAL \$25

HOLD HARMLESS: ANY ORGANIZATION USING 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.

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January 4, 2019 Organizational Meeting Minutes – Continued

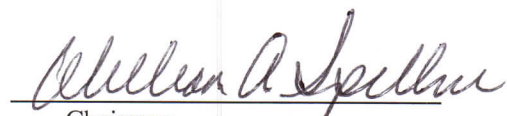
Trustee Toman made a motion to accept the reorganization minutes as read. Trustee Houston seconded the motion. The roll call vote was all in favor.

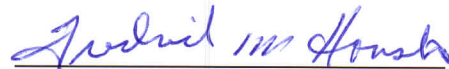
Chairman Spellman made the motion to appoint Trustee Toman and Trustee Houston to the Fire Fighter Dependent Board. Trustee Houston seconded the motion. The roll call vote was all in favor.

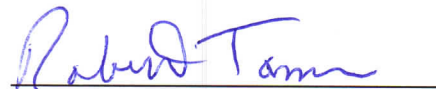
The regular monthly meeting will follow after a short break.

At 8:05 pm, Trustee Houston made a motion to adjourn. Trustee Toman seconded the motion. The roll call vote was all in favor.


Fiscal Officer


Chairman


Trustee


Trustee