

Draft

HUNTINGTON TOWNSHIP TRUSTEES
45955 STATE ROUTE 162 WELLINGTON OHIO 44090

Minutes of January 4, 2021

The Huntington Township Trustees met in special scheduled session at 6:30 PM at the Township Hall. Meeting called to order with the pledge of Allegiance by Walter Rollin. Also present were Jed Lamb, Robert Holmes, Dennis Finkel, Lyn Ickes and Sheila Lanning.

Motion by Holmes with a second by Lamb to approve the minutes of the December 29, 2020 special scheduled meeting as written. Roll call: three yeas. **Motion** by Lamb with a second by Holmes to approve the December 2020 financial reports with year to date revenue of \$513,461.75, expenditures of \$525,052.26 and bank balance of \$307,568.97. Roll call: three yeas. Lanning: received OTARMA safety grant of \$500.00 and presented charts with revenue and expenditures from 2013 through 2020.

Rollin turned the meeting over to Lanning for the election of 2021 officers. Lanning: floor open for nominations to Chairman. **Motion** by Lamb with a second by Rollin to nominate Holmes as Chairman for 2021. Roll call: three yeas. **Motion** by Holmes with a second by Rollin to nominate Lamb as Vice Chairman for 2021. Roll call: three yeas. Lanning turned the meeting over to 2021 Chairman Holmes.

- 2021-1** **Motion** by Holmes with a second by Lamb to hold Trustee meetings the first and third Mondays of the month at 7:00 PM. All favorable, **Motion** carried.
- 2021-2** **Motion** by Holmes with a second by Lamb to appoint Sheila Lanning recycling coordinator. All favorable, **Motion** carried.
- 2021-3** **Motion** by Holmes with a second by Lamb to appoint Dennis Finkel as Zoning Inspector and Sheila Lanning as Zoning Secretary. All favorable, **Motion** carried.
- 2021-4** **Motion** by Holmes with a second by Lamb to appoint Walter Rollin representative for the Fire Board and Robert Holmes as alternate. All favorable, **Motion** carried.
- 2021-5** **Motion** by Rollin with a second by Lamb to appoint Robert Holmes as representative for the Ambulance Board and Walter Rollin as alternate. All favorable, **Motion** carried.
- 2021-6** **Motion** by Holmes with a second by Lamb to appoint Walter Rollin in charge of the Cemetery. All favorable, **Motion** carried.
- 2021-7** **Motion** by Holmes with a second by Lamb to appoint Rollin representative on the Senior Citizen's Board (Thrive, Southern Lorain County Office on Aging). All favorable, **Motion** carried.
- 2021-8** **Motion** by Rollin with a second by Lamb to appoint Holmes as an ALTERNATE to the Water Board for 2021. 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.

- 2021-9** **Motion** by Holmes with a second by Rollin to appoint Lamb to the LORCO board for 2021 and Holmes as an ALTERNATE, All-favorable, **Motion** carried.
- 2021-10** **Motion** by Holmes with a second by Lamb 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.
- 2021-11** **Motion** by Holmes with a second by Lamb to advertise for stone bids. All favorable, **Motion** carried.

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2021-12 *Motion* by Holmes with a second by Lamb to use recycled supplies and products in the Township whenever possible and practical. All favorable, *Motion* carried.

2021-13 *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.

2021-14 *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 2021. All favorable, *Motion* carried.

2021-15 *Motion* by Holmes with a second by Lamb to allow the Fiscal Officer to purchase the necessary supplies during the year, not to exceed \$500.00 per purchase. All favorable, *Motion* carried.

2021-16 *Motion* by Holmes with a second by Lamb that the Township complies with ADA standards wherever possible. All favorable, *Motion* carried.

2021-17 *Motion* by Holmes with a second by Lamb 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.

2021-18 *Motion* by Holmes with a second by Lamb 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 \$200.00 for weekdays, \$250.00 for Saturday and additional \$200.00 after noon on Saturday. 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.

2021-19 *Motion* by Holmes with a second by Lamb to pay the Zoning Commission and Zoning Board of Appeals members \$25.00 per meeting. The Zoning Inspector will be paid \$250.00 per month and Secretary \$350.00 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.

2021-20 *Motion* by Holmes with a second by Lamb to pay Trustees a monthly salary, rather than a per diem. All favorable, *Motion* carried.

2021-21 *Motion* by Holmes with a second by Lamb to pay, Ron Pflaum, Mike Moskal, and Frank Miller part-time employees at the hourly rate of \$12.50. John Pipcak at the hourly rate of \$ 13.85, other part-time help that is necessary will be paid an hourly rate at the discretion of the Trustees. Dimitri Szynal will be paid \$17.25 per hour. Jill DeMarco will be paid \$11.35 for janitorial work. All favorable, *Motion* carried.

2021-22 *Motion* by Holmes with a second by Lamb to keep Dennis Finkel as full time employee at a pay of \$24.62 per hour, provide health insurance with Finkel paying 10% of health care premium costs. Finkel to be given 4 weeks' vacation that cannot 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 that includes the following paid Holidays: New Year's, Christmas, Thanksgiving, day after Thanksgiving Labor Day, Independence Day, Memorial Day, 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

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in overtime; however, they will be credited as Comp time. Comp time will be earned at time and ½ to meet Fair Labor Standards on time worked 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.

2021-23 Motion by Holmes with a second by Lamb 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

2021-24 Motion by Holmes with a second by Lamb 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

2021-25 Motion by Holmes with a second by Lamb to authorize 10% health care premium charge for any Elected Official who elects coverage through the Township. All favorable, **Motion** carried.

2021-26 Motion by Holmes with a second by Lamb to authorize plowing Findley State Park access driveway if requested. All favorable, **Motion** carried.

2021-27 Motion by Holmes with a second by Lamb to authorize moving September 6th meeting to Tuesday September 7th in honor of Labor Day Holiday. All favorable, **Motion** carried.

2021-28 Motion by Lamb with a second by Rollin to authorize using Cravener Creative for website and Facebook services in 2021. Lamb= yes, Rollin= yes Holmes= abstained. **Motion** carried.

Motion by Holmes with a second by Lamb to close the organizational meeting. Roll call: three yeas. Meeting closed at 7:46 PM.

The Huntington Township Trustees met in special scheduled session at 7:47 PM at the Township Hall. Meeting called to order with the pledge of Allegiance by Robert Holmes. Also present were Jed lamb, Walter Rollin, Dennis Finkel, Lyn Ickes and Sheila Lanning.

COMMITTEE REPORTS:

WATER BOARD: meeting next week

LORCO: meeting next week

AMBULANCE: meeting upcoming

SHERIFF: 6 calls in December, Deputy Sprouse has been temporarily moved to patrol duty.

FIRE: Rollin: Thinking of event in July to show the new addition to the public.

OPWC: nothing

SWAC: Holmes: water on Griggs Road did not overflow the road but did come up to the top of the roadside ditches. Contacting the engineer's office to look into possible debris plugging the culvert.

ZONING BUSINESS/NEWS- Lanning: Letters of appreciation sent to Ernest Hartman, Steve Eichinger and Denzil StClair. Zoning Appeals Board organizational meeting set for 1/27/2021 at 7:00 PM. Lyn Ickes: the land use plan is moving along; believe 1 hour a month will not be enough time for the Zoning Commission to complete. Asked if any objection to more than one meeting per month. The Board members will also have to be able to do some homework. **Motion** by Lamb with a second by Holmes to authorize the Zoning Commission to meet up to twice a month until July 2021 and authorize the Fiscal Officer to advertise the meetings as appropriate. Roll call: three yeas. Lyn Ickes: not sure of any implications of working as a consultant for the Township. There is a storm water grant for planning that the Trustees could consider to cover the costs of the proposed zoning overlay. **Motion** by Holmes with a second by Rollin to reimburse Lyn Ickes

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for any expenses incurred in the development of the Land Use plan or the development of a new Zoning Overlay. Roll call: three yeas. Lamb: appointing Lyn Ickes to the Zoning Commission is an option. **Motion** by Lamb with a second by Holmes to appoint Lyn Ickes to the Zoning Commission Board replacing a resignation and expiring 12/31/2021. Roll call: three yeas.

THRIVE & OFFICE ON AGING: nothing

CEMETERY: Lanning: full burial on Thursday for Ardith Roberts, total burials in 2020 set a record at 17 with 5 lots sold.

ROADS and EQUIPMENT: nothing

RECYCLING- Rollin: talked to Mike Moskal and he is still working but did not turn in a time card.

TRASH CONSORTIUM: nothing

EMPLOYEES: nothing

OLD BUSINESS: Land Use Plan and Zoning discussed under Zoning Committee

NEW BUSINESS: Lanning: mileage for 2021 is .56 a mile for Township business and Ohio minimum wage for 2021 is \$8.80 hour.

CORRESPONDENCE/ANNOUNCEMENT: Winter conference in on line this year, on 2/3/2021 there is a session on "Importance of updating land use plan and zoning code. Lanning will ask about cost and inform the Zoning Board members. OTARMA board of elections ballot received, **Motion** by Holmes with a second by Lamb to select Funk and Schwab. Roll call: three yeas.

PUBLIC PARTICIPATION: nothing

Motion by Lamb with a second by Rollin to adjourn. All favorable, meeting adjourned at 8:21 PM.

Signed Chairman

Attest, Fiscal Officer