

## ORGANIZATIONAL MEETING

The January 3 2023 organizational meeting was called to order by Fiscal Officer, Bridgett Reeves.

**#1-2023 Bruce Lane** made a resolution to elect Randal Almendinger as Chairman of the board for 2023.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger- abstain. Resolution passed.

Randal Almendinger then took over the meeting.

**#2- 2023 Randal Almendinger** made a resolution to elect Bruce Lane as Vice Chairman for 2023.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison -yes, Bruce Lane – abstain, Randal Almendinger -yes. Resolution passed.

**#3-2023 Randal Almendinger** made a resolution to hold regular meetings on the 2<sup>nd</sup> Tuesday of each month at 7:00 P.M. at the fire station community room.

2<sup>nd</sup> by Bruce Lane. Roll call: Jean Morrison -yes, Bruce Lane-yes, Randal Almendinger. Resolution passed.

**#4-2023 Randal Almendinger** made a resolution that emergency or special meeting notices will be posted on the township website and time permitting may be advertised in the Newark Advocate.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

**#5-2023 Randal Almendinger** made a resolution that the fiscal officer is permitted to transfer funds from one account to another within a fund.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

**#6-2023 Randal Almendinger** made a resolution that the fiscal officer is permitted to buy office supplies, postage and equipment as necessary.

2<sup>nd</sup> by Bruce Lane. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

**#7-2023 Randal Almendinger** made a resolution that the trustees will be paid by the salary method for the year of 2023.

2<sup>nd</sup> by Bruce Lane. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

**#8-2023 Randal Almendinger** made a resolution that the fiscal officer and trustees salaries will be as stated in the amended senate bill of the Ohio Revised Code, and to be the maximum permitted per the Ohio Revised Code.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

**#9-2023 Randal Almendinger** made a resolution to carry over funds to pay bills until the 2023 budget is approved.

2<sup>nd</sup> by Bruce Lane. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

**#10-2023** Randal Almendinger made a resolution that trustees and fiscal officer will be paid once a month. Road men and fire dept. employees will be paid twice a month.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

**#11-2023** Randal Almendinger made a resolution that expenses will be paid for trustees and fiscal officer to attend classes, training classes, registration, mileage, meals, etc.

2<sup>nd</sup> by Bruce Lane. Roll call: Jean Morrison- yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

**#12-2023** Randal Almendinger made a resolution that it will be the discretion of the trustees as to what gets paid for from township funds for township events, employee morale or whatever else the trustees deem necessary.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed

**#13-2023** Randal Almendinger made a resolution approving the use of township funds for the purchase of insurance for elected officials while they are in office.

2<sup>nd</sup> by Bruce Lane. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

**#14-2023** Randal Almendinger made a resolution that 56.0 cents per mile will be paid for township business outside of the township.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

**#15-2023** Randal Almendinger made a resolution if the fiscal officer should need help with the UAN computer system the expenses incurred will be paid from the general fund.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

**#16-2023** Randal Almendinger made a resolution that in repairing and maintaining roads extra help will be hired and equipment rented when necessary.

2<sup>nd</sup> by Bruce Lane. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

**#17-2023** Randal Almendinger made a resolution that zoning fees stay as they currently are.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

**#18-2023** Randal Almendinger made a resolution that members of the BZA receive \$25.00 per application and the secretary receives an additional \$30.00 per

application, Members of the zoning commission receive \$25.00 per application and the secretary an additional \$30.00 per application, and \$25.00 per regular monthly meeting and the secretary an additional \$30.00 per regular monthly meeting.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

**#19-2023 Randal Almendinger** made a resolution to keep EMS billing rates as they currently are.

2<sup>nd</sup> by Bruce Lane. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

**#20-2023 Randal Almendinger** made a resolution that St. Albans township Fire Dept will be using GovDeals to dispose of surplus,unneeded, obsolete or unfit property including motor vehicles, road machinery, tools or supplies. (entire resolution is on file)

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger- yes. Resolution passed.

**#21-2023 Bruce Lane** made a resolution authorizing Randal Almendinger to incur obligations of up to \$10,000.00 for the repair of township vehicles (entire resolution is on file).

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -abstain. Resolution passed.

**#22-2023 Bruce Lane** made a resolution that the raise for the fire chief for 2023 will be pension pick up of 6.25%.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

**#23-2023 Bruce Lane** made a resolution that the payroll certification for 2023 for the fiscal officer be: General fund 30%, R&B 20% and Fire District %50%.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

**#24-2023 Bruce Lane** made a resolution to hire Tom Frederick as zoning inspector at a rate of \$800.00 per month.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

**#25-2023 Bruce Lane** made a resolution to hire Larry Smith at a rate of \$21.50/hour and time ½ for anything over 40 hours per week, 3 paid personal days (can be broken up into 4 hour incremenets), 11 paid holidays, health and dental insurance.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

**#26-2023 Bruce Lane** made a resolution to hire David Sapp at a rate of \$23.50/hour, time and ½ for anything over 40 hours per week, 4 paid personal days

(can be broken up into 4 hour increments), 5 paid vacation days (can be broken up into 4 hour increments), 11 paid holidays, health and dental insurance.

2<sup>nd</sup> by Randal Almendinger. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

Randal Almendinger made a motion to adjourn the organizational meeting.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Meeting adjourned.

The January 3, 2023 meeting was called to order by Chairman, Randal Almendinger. All trustees and fiscal officer were present.

The minutes of the December 29, 2022 public hearing were approved.

The minutes of the December 29, 2022 records retention meeting were approved.

The minutes of the December 29, 2022 end of year meeting were approved.

Jim Lenner said the meeting that was suppose to happen on January 5<sup>th</sup> headed by VanBuren has been changed to January 23<sup>rd</sup>.

Jim has received 3 models to use for an employee handbook from the Ohio Township Association and Randal Almendinger is getting 1 from Harrison Township.

Jim presented a form based cod map to be discussed with the zoning commission.

Mike Theisen said Safer officially started 1/1/23.

Mike asked trustees to think about the budget and what direction they want to go for the future. He would like to have a meeting but wants trustees to prepare for it.

Randal Almendinger made a resolution to amend resolution #14 from the organizational meeting to be 65.5 cents per mile.

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

Randal Almendinger said they need to start thinking about what road they would like to do maintenance on this year. They are considering Battee Rd and Legend Lane.

**#27-2023** Bruce Lane made a resolution that the township picks up 6.25% of the fire chief's OP&F pension fund. (entire resolution on file).

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

**#28-2023** Randal Almendinger made a resolution that the township picks up 12.25% of the full time fire department employees pension fund (entire resolution is on file).

2<sup>nd</sup> by Jean Morrison. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes. Resolution passed.

JEDDs were discussed.

Meeting was adjourned 7:58 P.M.