

ORGANIZATIONAL MEETING

The 2025 Organizational meeting was called to order by Fiscal Officer, Bridgett Reeves. All trustees and fiscal officer were present.

#1/7/25 A Jean Morrison made a resolution to elect Bruce Lane for Chairman for 2025.

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

#1/7/25 B Bruce Lane made a resolution to elect Randal Almendinger for Vice Chairman for 2025.

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

#1/7/25 C Bruce Lane made a resolution to hold regular meetings on the 2nd Tuesday of each month at 7:00 P.M. at the Fire station Community Room.

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

#1/7/25 D Bruce Lane 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.

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

#1/7/25 E Bruce Lane made a resolution that the fiscal officer is permitted to buy office supplies, postage and equipment as necessary.

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

#1/7/25 F Bruce Lane made a resolution that the fiscal officer is permitted to transfer funds from one account to another within a fund.

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

#1/7/25 G Bruce Lane made a resolution that trustees will be paid by the salary method for the year 2025.

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

#1/7/25 H Bruce Lane made a resolution that the trustees and fiscal officer 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.

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

#1/7/25 I Bruce Lane made a resolution to carry over funds to pay bills until the 2025 Budget is approved.

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

#1/7/25 J Bruce Lane made a resolution that the fiscal officer, trustees and administrator will be paid once a month. Road men and fire department employees will be paid twice a month.

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

#1/7/25 K Bruce Lane made a resolution that expenses will be paid for trustees and fiscal officer to attend classes, training classes, etc (registration, mileage, meals).

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

#1/7/25 L Bruce Lane 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.

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

#1/7/25 M Bruce Lane made a resolution to approve the use of township funds for the purchase of insurance for elected officials while they are in office.

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

#1/7/25 N Randal Almendinger made a resolution to pay \$.67 per mile reimbursement for township business outside of the township.

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

#1/7/25 O Randal Almendinger made a resolution that if the fiscal officer should need help with the UAN computer system, the expenses incurred will be paid from the general fund.

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

#1/7/25 P Randal Almendinger made a resolution that in repairing and maintaining roads extra help will be hired and equipment rented when necessary.

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

#1/7/25 Q Randal Almendinger made a resolution to keep all zoning fees as they currently are but add a lot split fee of \$100.00.

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

#1/7/25 R Randal Almendinger made a resolution to pay members of the BZA \$50.00 per application and members of the Zoning Commission \$40.00 per meeting.

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

#1/7/25 S Randal Almendinger made a resolution to pay the secretary of the BZA and Zoning Commission \$300.00 per month.

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

#1/7/25 T Randal Almendinger made a resolution to make a resolution that the St. Albans Township Fire Department will be disposing of surplus, unneeded, unfit, or obsolete property including motor vehicles, road machinery, equipment, tools or supplies through the use of an internet auction GovDeals.com for the calendar year 2025.

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

#1/7/25 U Randal Almendinger made a resolution authorizing Todd Poole to incur obligations to repair township vehicles up to \$10,000.00 (entire resolution is on file).

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

#1/7/25 V Randal Almendinger made a resolution to give a 3% raise to 3 employees under the SAFER GRANT.

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

#1/7/25 W Jean Morrison made a resolution that the fiscal officer's payroll certification for 2025 be: 30% General Fund, 20% R&B and 50% Fire.

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

#1/7/25 X Jean Morrison made a resolution to hire Zoning Inspector, Woody Fox at \$850.00 per month.

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

#1/7/25 Y Jean Morrison made a resolution to hire Larry Smith at \$23.50 per hour, time and ½ for anything over 40 hours per week, 48 hours of paid personal time, 80 hours of paid vacation time, 11 paid holidays, health and dental insurance.

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

#1/7/25 Z Jean Morrison made a resolution to hire David Sapp at \$25.50 per hour, time and ½ for anything over 40 hours per week, 48 hours of paid personal time, 80 hours of paid vacation time, 11 paid holidays, health and dental insurance.

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

Bruce Lane made a motion to adjourn the Organizational meeting.
2nd by Jean Morrison. Roll call: Bruce Lane -yes, Jean Morrison -yes, Randal
Almendinger -yes. Meeting adjourned 6:29 P.M.

The January 7, 2025 meeting of St. Albans Township was called to order by Chairman, Bruce Lane.

All trustees and fiscal officer were present.

The minutes of the Records Retention meeting were approved.

The minutes of the End of year meeting were approved.

The fiscal officer read fund balances to date.

Mike Theisen gave the December Fire and EMS reports.

Woody Fox gave the December zoning report and stated that House Bill 315 passed. He read all of the changes that this will affect. 1 of which is no more need to advertise Public Hearings in the newspaper.

Dave Sapp said we have rec'd 50 ton of our 100 tons of salt to fill our contract.

The generator has been installed at the township garage.

Mike Washington asked if the trustees planned on attending the OTA conference in Columbus stating that there are lots of topics on taxing tools that could be beneficial to the township. All trustees said they do plan on attending.

Jeff Mitchell asked what the public hearing in February for Vanness is for? Bruce Lane responded it's a re-hearing because it was requested.

Bruce Lane told the public of an offer from Gateway CIC to purchase Fireman's Park for \$33,000.00 after they heard he was anxious to give it to the Village of Alexandria. The administrator is investigating further.

#1/7/25/AA Bruce Lane made a resolution to appoint the following people to the Volunteer Firefighters' Dependents Board for 2025: Mike Theisen, Randal Almendinger, Bruce Lane, Jean Morrison and Bridgett Reeves.

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

#1/7/25BB Bruce Lane made a resolution that section 613 of the St. Albans Township Zoning Resolution is hereby replaced in its entirety to read as follows: Section 613: Action by Board of Township Trustees. After the public hearing required by section 612, the board of township trustees shall act on the recommendation of the zoning commission within the timeline prescribed by ORC section 519.12.

The board of township trustees may adopt or deny the recommendation of the zoning commission or adopt some modification thereof by a majority vote.

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

#1/7/25CC Bruce Lane made a resolution to place a fire levy on the May 2025 ballot consisting of a renewal of 3 mills and 7 additional mills for a 5 year period of time.

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

The fiscal officer said at the direction of previous trustees \$30k has been put into a "rainy day" line item in the fire fund from the Liberty Township contract annually, however this year with the levy not passing, income is down considerably. Do the trustees still want to allocate \$30k to that line item this year since funds are tight or can it all be used for budgeting purposes?

Trustees said skip it this year and Mike Theisen agreed.

David Lees asked why they are putting such a big levy on. They need to start with just getting back what they had and then increasing from there if they need to. He does not feel that funds have been spent wisely.

Bruce Lane said they cannot operate on 2017 money, which is what the levy money is valued on, which is why the increase is necessary. They aren't looking to pad their pockets, they are just trying to operate.

Meeting was adjourned 7:11 P.M.

SPECIAL MEETING

The January 23, 2025 special meeting was called to order by Chairman, Bruce Lane. All trustees and Fiscal officer were present.

The purpose of this meeting is to make a resolution for the fire levy.

#1/23/25A Bruce Lane made a resolution determining that it is necessary to levy a tax outside the ten-mill limitation for fire protection and Emergency Medical Services and requesting the Licking County Auditor to certify the amounts described in Ohio Revised Code Section 5705.03 (B)(2).

2nd by Jean Morrison.

Roll call: Bruce Lane -yes, Randal Almendinger -yes, Jean Morrison -yes.

Resolution passed.

Bruce Lane made a motion to adjourn the special meeting.

2nd by Randal Almendinger. Roll call: Jean Morrison -yes, Bruce Lane -yes, Randal Almendinger -yes.

Meeting adjourned 5:33 P.M.

SPECIAL MEETING

The January 27, 2025 Special meeting was called to order by Chairman, Bruce Lane. All trustees and fiscal officer were present.

The purpose of this meeting is to declare it necessary to levy a tax in excess of the ten mill limitation for the fire department.

1/27/25 A Bruce Lane made a resolution declaring it necessary to levy a tax in excess of the ten mill limitation for fire department purposes (entire resolution is on file with the fiscal officer).

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

Jean Morrison made a motion to adjourn the special meeting.

2nd by Bruce Lane. Roll call: Bruce Lane -yes, Jean Morrison -yes, Randal Almendinger -yes. Meeting adjourned 5:03 P.M.