

WAYNE TOWNSHIP, BUTLER COUNTY
ORGANIZATIONAL MEETING MINUTES
JANUARY 2, 2018

5967 Jacksonburg Road, Trenton, Ohio 45067 Phone 513-424-9661

Wayne Township Trustees

MICHAEL TRUSTER
ED TRUSTER
BILL JONES

Administrator/Zoning

DANIEL HOIT

Fiscal Officer

LAURA DALEY

CALL TO ORDER

The meeting was called to order at 6:20pm.

PLEDGE OF ALLEGIANCE

The pledge of allegiance was said by all in attendance.

ROLL CALL

Roll call was taken; all three trustees were present.

MEETING ADJOURNMENT SINE DIE

1. Motion to adjourn sine die and to appoint the Fiscal Officer as temporary chair.

A motion was made by Bill Jones, followed by a second by Edward Truster. Roll call was taken, 3 ayes, 0 nays, 0 absent.

NOMINATION FOR CHAIR

1. Nomination(s) for Chair.
Edward Truster nominated Michael Truster for chair as he has sat on the board the longest.
Bill Jones seconded his nomination.
2. Discussion
There was no public discussion on the matter.
3. Motion to close nomination for Chair.
A motion to close nominations was made by Bill Jones, followed by a second by Mike Truster.
4. Motion for Chair.
Roll call was taken; all three ayes, 0 nays, 0 absent. Michael Truster was named chair of trustees for 2018.

NOMINATION FOR VICE-CHAIR

1. Nomination(s) for Vice-chair.
Bill Jones nominated Edward Truster for vice-chair as he received the most votes to be seated on the board of trustees per the election. Michael Truster seconded his nomination.
2. Discussion
There was no discussion from the public on this matter.
3. Motion to close nomination for Vice-chair.
A motion to close nominations was made by Bill Jones, followed by a second by Michael Truster.
4. Motion for Vice-chair.
Roll call was taken; all three ayes, 0 nays, 0 absent. Edward Truster was named vice-chair of trustees for 2018.

CALL TO ORDER

1. Motion to reconvene meeting.
A motion to reconvene the meeting was made by Edward Truster to reconvene, followed by a second by Bill Jones.

PROPOSED RESOLUTIONS:

2018-01) That all public meetings including but not limited to the regular monthly Trustee meetings, Trustee special meetings, Zoning Board meetings and Board of Zoning Appeals meetings shall be at a minimum video and audio recorded, saved and stored according to the requirements of record retention. The meetings will be broadcasted live via Facebook Live on the Wayne Township Butler County, Ohio page.

A motion to adopt the resolution was made by Bill Jones followed by a second by Edward Truster. Roll call was taken; 3 ayes, 0 nays, 0 absent.

2018-02) To appoint MIKE TRUSTER as the elected official to serve on the Butler County Emergency Management Agency Executive Committee for 2018.

A motion to adopt the resolution was made by Edward Truster followed by a second by Bill Jones. Roll call was taken; 3 ayes, 0 nays, 0 absent.

2018-03) To appoint BILL JONES and MIKE TRUSTER to serve as Trustee members of the Ohio Firefighters Indemnity Board. Doug Hoit (Chairman), Edward Truster (Secretary) and Gary Fall will continue to represent the Fire Department and the community on the Board.

A motion to adopt the resolution was made by Edward Truster followed by a second by Bill Jones. Roll call was taken; 3 ayes, 0 nays, 0 absent.

2018-04) To appoint BILL JONES as the Wayne Township representative to the Butler County Health Board.

A motion to adopt the resolution was made by Edward Truster followed by a second by Michael Truster. Roll call was taken; 3 ayes, 0 nays, 0 absent.

2018-05) To appoint DANIEL HOIT as the Township Administrator for 2018.

A motion to adopt the resolution was made by Michael Truster followed by a second by Bill Jones. Roll call was taken; 3 ayes, 0 nays, 0 absent.

2018-06) To appoint CHRIS MARCUM as the Road Superintendent.

A motion to adopt the resolution was made by Edward Truster followed by a second by Bill Jones. Roll call was taken; 3 ayes, 0 nays, 0 absent.

2018-07) To appoint DOUG HOIT as the Fire Department Chief.

A motion to adopt the resolution was made by Bill Jones followed by a second by Edward Truster. Roll call was taken; 3 ayes, 0 nays, 0 absent.

2018-08) To appoint DANIEL HOIT as the Fire Department Captain for 2018.

A motion to adopt the resolution was made by Bill Jones followed by a second by Edward Truster. Roll call was taken; 3 ayes, 0 nays, 0 absent.

2018-09) To hold the 2018 monthly Trustee meetings on the third Monday of the each month at 7:00 PM in the Township Hall, except as follows:

1. January 16th-Tuesday meeting- 7pm (Monday 01-15-18 is Martin Luther King Day)
2. February 20th-Tuesday meeting – 7pm (Monday 02-19-18 is President's Day)

A motion to adopt the resolution was made by Bill Jones followed by a second by Michael Truster. Roll call was taken; 3 ayes, 0 nays, 0 absent.

2018-10) To authorize the Fiscal Officer to pay all qualified bills by check containing at least two Trustee signatures. A report of all paid and unpaid expenses shall be listed and presented at the next available regular monthly Trustee meeting for approval by the Board.

A motion to adopt the resolution was made by Edward Truster followed by a second by Bill Jones. Roll call was taken; 3 ayes, 0 nays, 0 absent.

2018-11) To approve the temporary appropriations and authorize the Fiscal Officer to make all intra-fund transfers and appropriations modifications as listed per the attached temporary budget for January through March of 2018, inclusive.

A motion to adopt the resolution was made by Bill Jones followed by a second by Edward Truster. Roll call was taken; 3 ayes, 0 nays, 0 absent.

2018-12) To approve the following 2018 pay schedule:

1. Administrator:

\$20.00 to \$25.00 per hour based on 2,080 annual work hours, salary.

2. Road Department:

Labor 1 - \$10.00 to \$13.99 per hour.

Labor 2 - \$14.00 to \$15.99 per hour.

Labor 3 - \$16.00 to \$17.99 per hour.

Labor 4 - \$18.00 to \$19.99 per hour.

Labor 5 - \$20.00 to \$21.99 per hour.

Labor 6 - \$22.00 to \$23.99 per hour

3. Fire Department:

Run Pay: Firefighters and BLS (EMR and EMT-B)- \$12/ Run

ALS (EMT-I and EMT-P) - \$13/Run

Fire Chief - \$1800 annually + Run Pay based on Certification

Asst. Fire Chief - \$1200 annually + Run Pay based on Certification

Squad Captain - \$1800 annually + Run Pay based on Certification

Fire Captain - \$1200 annually + Run Pay based on Certification

Fire Lieutenant - \$600 annually + Run Pay based on Certification

Fire Lieutenant - \$600 annually + Run Pay based on Certification

Squad Lieutenant - \$600 annually + Run Pay based on Certification

Squad Lieutenant - \$600 annually + Run Pay based on Certification

Squad on-Call Pay- \$3/ hr. (22:00 – 06:00; 2 members/shift)

A motion to adopt the resolution was made by Bill Jones followed by a second by Edward Truster. Roll call was taken; 3 ayes, 0 nays, 0 absent.

2018-13) Full time and part time employees shall be paid bi-weekly, life squad on-call payments shall be paid monthly and Fire/Life Squad run pay shall be paid annually unless otherwise modified by resolution and a majority vote of the Trustees.

A motion to adopt the resolution was made by Edward Truster followed by a second by Bill Jones. Roll call was taken; 3 ayes, 0 nays, 0 absent.

2018-14) The following Trustees will assume oversight of the care and maintenance of the following cemeteries:

ED TRUSTER

_____ - Shiloh, Brelsford and Old Jacksonburg

MIKE TRUSTER - Cotton Run (SR 73 near Cotton Run)

BILL JONES - Simonson Chapel

A motion to adopt the resolution was made by Bill Jones followed by a second by Edward Truster. Roll call was taken; 3 ayes, 0 nays, 0 absent.

2018-15) The following cemetery rates for 2018 shall be as follows:

Gravesite

Township resident \$450

Non-township resident \$750

Fee to transfer deed of grave site \$25

Burial (Opening and closing of grave)

Township residents \$500

Weekends and holidays \$800

Non-township residents \$700

Weekends and holidays \$900

Baby (Birth to 10 years old) \$300

Weekends and holidays \$400

Cremation burial (Maximum two urns with vault per lot-only one marker)

Township resident \$200

Weekend and holidays \$350

Non-township resident \$250

Weekend and holidays \$450

Disinterment (Must have court order)

Township or Non-township resident \$800

Foundation removal \$500 (Headstone is owner's responsibility for removal)

Baby \$250

Foundation removal \$500 (Headstone is owner's responsibility for removal)

Cremation \$250

Foundation

Headstone with two-inch border \$0.45 per sq. inch

Military marker \$75

A motion to adopt the resolution was made by Edward Truster followed by a second by Bill Jones. Roll call was taken; 3 ayes, 0 nays, 0 absent.

2018-16) The following Zoning Commission member(s) shall be renewing their 5 year term starting January 2, 2018:

Andrew Beiser; Term expires 2/15/ 2018

A motion to adopt the resolution was made by Bill Jones followed by a second by Edward Truster. Roll call was taken; 3 ayes, 0 nays, 0 absent.

2018-17) The following Board of Zoning Appeal member(s) shall be renewing their 5 year term starting January 2, 2018:

Brenda Duncan; Term Expired 11/19/2017

Michael Braun; Term Expires 11/19/2018

A motion to adopt the resolution was made by Edward Truster followed by a second by Bill Jones. Roll call was taken; 3 ayes, 0 nays, 0 absent.

2018-18) To approve the following travel, meeting and training expense policy for 2018.

1. Parking receipts will be reimbursed in full with qualifying receipt(s).
2. Meals, hotels and transportation will be fully paid with qualifying receipts to authorized meetings, training and events. Alcohol shall not be reimbursed.
3. Package deals that include extended stay with substantial discounts may be used if financially beneficial to the Township.
4. Mileage to be reimburse at state approved rate.

A motion to adopt the resolution was made by Edward Truster followed by a second by Bill Jones. Roll call was taken; 3 ayes, 0 nays, 0 absent.

2018-19) Authorizing Political Subdivision to Participate in the State of OHIO COOPERATIVE PURCHASING for 2018 and to pay the annual fee of \$100.

A motion to adopt the resolution was made by Bill Jones followed by a second by Edward Truster. Roll call was taken; 3 ayes, 0 nays, 0 absent.

APPROVAL OF MINUTES

1. A motion to approve, amend or deny the minutes of the December 18, 2017 meeting.

A motion to table the approval of the Dec. minutes was made by Edward Truster followed by a second by Bill Jones. Roll call was taken; 3 ayes, 0 nays, 0 absent.

UNFINISHED BUISNESS

PRESENTATIONS

REPORTS

NEW BUSINESS

1. Butler Rural Electric Cooperation, Inc.-Community Connection program.
 - Trustee discussion
 - Public input-none.

2. Announcement of the Butler County Trustees Association meeting held at the Wayne Township Fire Hall January 11, 2017 at 6 p.m.
 - Catering by Joyce Schul, Sponsored and Paid for by Franklin Equipment Rental
 - Trustee discussion
 - Public input -none.
3. Discussion regarding Township credit cards, whom should have access and standards and storage for use.
 - Two cards will be added for Trustee use but will be stored in safe at Township building. Trustees using card must be for approved use.
 - Public input -none.
4. Employee handbook - multiple corrections needed, Trustees will work on corrections and approve per section. This is a timely process.
5. Indigent burial policy needs completed.

LEGISLATION

AUDIENCE OF TRUSTEES

Bill Jones thanked all those that went out and voted to make these changes to the board of Trustees; he stated he is committed to making the changes needed. He thanked the voters for their confidence in Ed Truster and himself.

Edward Truster dittoed Bill Jones comments, thanking the voters for giving them a chance to make what was believed to be needed for our Township.

Mike Truster gave an explanation regarding the public discussion portion of the meeting stating that the Trustees all agreed that they would like to give the audience more of a chance to be heard before decisions are made, he hoped those changes were seen tonight. He will be responsible for keeping public comments to a maintainable length so that meetings do not become too lengthy.

AUDIENCE OF PUBLIC

EXECUTIVE SESSION

NEXT MEETING

1. Road Maintenance Meeting January 4th, 2018 at 7:00 p.m. at the Township Hall.
2. Regular Trustee monthly meeting being held on January 18th, 2018 at 7:00 p.m. at the Township Hall.

ADJOURNMENT

A motion was made to adjourn the 2018 Trustees Organizational meeting by Edward Truster, followed by a second by Michael Truster. Roll call was taken; 3 ayes, 0 nays, 0 absent. The meeting was adjourned at 8:17pm

