

WAYNE TOWNSHIP, BUTLER COUNTY
ORGANIZATIONAL MEETING MINUTES
JANUARY 2, 2019

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 6:00pm.

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.
There was no public discussion on the matter.
2. Motion for Chair.

Roll call was taken; all three ayes, 0 nays, 0 absent. Michael Truster was named chair of trustees for 2019. Motion Made by Bill Jones and Seconded by Ed Truster.

NOMINATION FOR VICE-CHAIR

1. Nomination(s) for Vice-chair.
2. Motion for Vice-chair.

Roll call was taken; all three ayes, 0 nays, 0 absent. Edward Truster was named vice-chair of trustees for 2019. Motion was made by Bill Jones and Seconded by Mike Truster.

CALL TO ORDER

I. Motion to reconvene meeting.

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

PROPOSED RESOLUTIONS:

2019-01) 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 Ed Truster followed by a second by Bill Jones. Roll call was taken; 3 ayes, 0 nays, 0 absent.

2019-02) To appoint MIKE TRUSTER as the elected official to serve on the Butler County Emergency Management Agency Executive Committee for 2019.

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.

2019-03) 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.

2019-04) To appoint BILL JONES as the Wayne Township representative to the Butler County Health Board.

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

2019-05) To terminate the position of Township Administrator.

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

2019-06) To appoint Daniel Hoit as the Road Superintendent and Zoning Administrator at an hourly rate of \$23.83 starting on the December 31, 2018 pay period..

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

2019-07) To appoint DOUG HOIT as the Fire Department Chief.

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

2019-08) To appoint DANIEL HOIT as the Fire Department Captain for 2019.

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

2019-09) To hold the 2019 Trustee meetings on the first and third Mondays of the each month at 7:00 PM in the Township Hall, except as follows:

1. January 22th-Tuesday meeting- 7pm (Monday 01-21-19 is Martin Luther King Day)
2. February 19th-Tuesday meeting – 7pm (Monday 02-18-19 is President’s Day)
3. September 3rd- Tuesday Meeting – 7pm (Monday 09-02-19 is Labor Day)

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

2019-10) 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 2nd regular Trustee meeting of the month 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.

2019-11) To approve the permanent 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 December of 2019.

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

2019-12) To approve the following 2019 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 Ed Truster followed by a second by Bill Jones. Roll call was taken; 3 ayes, 0 nays, 0 absent.

2019-13) 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.

2019-14) 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.

2019-15) The following cemetery rates for 2019 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.

- 2019-16) To approve the following travel, meeting and training expense policy for 2019.
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.

- 2019-17) Authorizing Political Subdivision to Participate in the State of OHIO COOPERATIVE PURCHASING for 2019 and to pay the annual fee of \$100.

A motion to adopt the resolution was made by Ed Truster followed by a second by Bill Jones. 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 17, 2018 meeting.

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

UNFINISHED BUISNESS

PRESENTATIONS

Road Maintenance Employee John Cassidy presented Trustees with quotes for insurance for all full time employees. Trustees heard proposal and asked John to get some questions answered and would table this discussion until the January Regular Trustees Meeting.

REPORTS

NEW BUSINESS

LEGISLATION

AUDIENCE OF TRUSTEES

AUDIENCE OF PUBLIC

EXECUTIVE SESSION

Mike Truster made a motion to enter into executive session for Personnel Matters (ORC 121.22(G)(1)) for the appointment, employment, demotion or compensation of a public employee. Ed Truster seconded the motion. Roll Call was taken; 3 ayes, 0 nays, 0 absent. Executive session at 6:55pm.

Motion to exit executive session was made by Mike Truster at 7:31pm, Seconded by Ed Truster. Roll Call was taken; 3 ayes, 0 nays, 0 absent.

NEXT MEETING

1. January Regular Trustee Meeting; Tuesday January 22nd, 2019 at 7:00 p.m. at the Township Hall.

ADJOURNMENT

A motion was made to adjourn the 2019 Trustees Organizational meeting by Edward Truster, followed by a second by Bill Jones. Roll call was taken; 3 ayes, 0 nays, 0 absent. The meeting was adjourned at 7:40pm

