

**WAYNE TOWNSHIP, BUTLER COUNTY
ORGANIZATIONAL MEETING MINUTES
JANUARY 3, 2022**

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

Wayne Township Trustees

ED TRUSTER
BILL JONES
TIM TAYLOR

Road/Zoning

DANIEL HOIT

Fiscal Officer

LAURA DALEY

CALL TO ORDER

Bill Jones called the meeting to order at 7:05pm

PLEDGE OF ALLEGIANCE

Pledge was held; all stood.

ROLL CALL

Roll Call was taken; Bill Jones, Ed Truster and Tim Taylor were all present. Laura Daley was also present.

MEETING ADJOURNMENT SINE DIE

Laura Daley motioned to adjourn Sine Die at 7:06pm.

NOMINATION FOR CHAIR

Tim Taylor nominates Bill Jones, Edward Truster seconds; Roll call; Bill Jones abstain, Ed Truster yes, Tim Taylor yes.

NOMINATION FOR VICE-CHAIR

Ed Truster nominates Tim Taylor, Bill Jones seconds; Roll Call; Bill Jones yes, Ed Truster yes, Tim Taylor yes.

CALL TO ORDER

Bill Jones Called the meeting to order at 7:08pm.

PROPOSED RESOLUTIONS:

- 2022-01) 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. Ed Truster motioned, Tim Taylor second; Roll call was held, all ayes.
- 2022-02) To appoint ___ Tim Taylor ___ as the elected official to serve on the Butler County Emergency Management Agency Executive Committee for 2021. Ed Truster motioned, Bill Jones second; Roll call was held, all ayes.
- 2022-03) To appoint ___ Bill Jones ___ and ___ Tim Taylor ___ 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. Ed Truster motion, Tim Taylor second; Roll call – all ayes.

2022-04) To appoint ___Bill Jones_ as the Wayne Township representative to the Butler County Health Board. Ed Truster motioned, Tim Taylor second; Roll Call- all ayes.

2022-05) To appoint Austin Young as the Road Superintendent. Ed Truster nominated, Bill Jones second; Roll call-2 ayes, 0 nays, 0 absent, Tim Taylor abstain.

2022-06) To appoint ___Doug Hoit_ as the Fire Department Chief. Ed Truster motioned, Tim Taylor second; Roll Call – all ayes.

2022-07) To appoint ___Daniel Hoit__ as the Fire Department Captain for 2021. Ed Truster motioned, Tim Taylor second; Roll Call- all ayes.

2022-08) To hold the 2021 monthly Trustee meetings on the third Monday of each month at 7:00PM in the Township Hall, except as follows:

1. January 18th-Tuesday meeting – 7PM (Monday 01-17-22 is Martin Luther King Day).
2. February 22nd-Tuesday meeting – 7pm (Monday 02-21-22 is President's Day)

Ed Truster motioned, Tim Taylor second; Roll Call- all ayes.

2022-09) 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. Ed Truster motioned, Tim Taylor second; Roll Call – all ayes.

2022-10) To approve the permanent appropriations and authorize the Fiscal Officer to make all intra-fund transfers and appropriations modifications as listed per the attached permanent budget for January through December of 2020. Laura Daley presented some changes to the appropriations, and after reviewing every line item of the 2022 FY budget. Tim Taylor motioned, Ed Truster seconded; Roll call- all ayes.

2022-11) To approve the following 2022 pay schedule:

1. Road Superintendent/Zoning Administrator/
\$20.00 to \$27.00 per hour.

2. Road Department:

Labor 1 - \$10.00 to \$15.99 per hour.

Labor 2 - \$14.00 to \$17.99 per hour.

Labor 3 - \$16.00 to \$19.99 per hour.

Labor 4 - \$18.00 to \$21.99 per hour.

Labor 5 - \$20.00 to \$23.99 per hour.

Labor 6 - \$22.00 to \$25.99 per hour

3. Fire Department:

Run Pay: Firefighters and BLS/ALS- \$14/ Run

IN-training employees, 50% of run pay during probationary period. Not to exceed one year within hire date unless approved by the Fire Chief.

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-	\$5/ hr. (22:00 – 06:00; 2 members/shift)

It was discussed that officers need to meet to consider the rates of the fire department and compare rates to other local departments for a possible increase. The Trustees will consider those increases at that time. Tim Taylor motioned, Bill Jones seconded; Roll Call- 2 ayes, 0 nays, 0 absent, Ed Truster abstained.

2022-12) 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. Ed Truster motioned, Tim Taylor seconded; Roll Call- all ayes.

2022-13) The following Trustees will assume oversight of the care and maintenance of the following cemeteries:

___Ed Truster_____ - Shiloh, Brelsford and Old Jacksonburg

___Tim Taylor_____ - Cotton Run (SR 73 near Cotton Run)

___Bill Jones_____ - Simonson Chapel

Ed Truster Motioned, Tim Taylor seconded; Roll Call- all ayes.

2022-14) The following cemetery rates for 2022 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

The Trustees determined they would like Daniel to also look into these rates to see if an increase is needed as well by comparing to other local townships. Ed Truster motioned, Tim Taylor seconded; Roll Call – all ayes.

2022-15) To approve the following travel, meeting and training expense policy for 2022.

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 reimbursed at state approved rate.

Tim Taylor motioned, Seconded by Ed Truster; Roll call- all ayes.

2022-16) To amend Resolution 2022-11 by reinstating Township Administrator position with a pay scale of \$20.00-\$27.00 an hour.

Ed Truster motioned, Seconded by Bill Jones; Roll call- all ayes.

2022-17) To appoint Daniel Hoit as Township Administrator.

Ed Truster motioned, seconded by Tim Taylor; Roll call- all ayes.

2022-18) To approve a 1.75% Cost of Living increase for all full-time employees beginning the first payroll in Fiscal year 2022.

Tim Taylor motioned, seconded by Ed Truster; Roll call- all ayes.

2022-19) To approve a pay increase of \$0.30 an hour for Road Superintendent duties after the COL increase for Austin Young.

Ed Truster motioned, seconded by Bill Jones; Roll call- 2 ayes, 0 nays, 0 absent, Tim Taylor abstained.

APPROVAL OF MINUTES

1. Business to be conducted at Regular January Meeting

AUDIENCE OF PUBLIC

None.

AUDIENCE OF TRUSTEES

None.

NEXT MEETING

1. Regular Trustee monthly meeting being held on January 18th, 2022 at 7:00 p.m.

ADJOURNMENT

Ed Truster motioned for adjournment, Tim Taylor Seconded; Roll Call-all ayes. 8:04pm

