

THE WASHINGTON TOWNSHIP BOARD OF TRUSTEES

January 9, 2018

The Washington Township Board of Trustees met this date in regular session for the purpose of transacting business of the Township, and for the purpose of holding their organizational meeting. Fiscal Officer Phillip M. Shaw called the meeting to order and asked everyone to stand for the pledge of allegiance.

1. The Fiscal Officer asked for nominations for President of the Board of Trustees of Washington Township. Mr. Coad nominated Mr. Stevenson; seconded by Mr. Smith. Vote: Mr. Coad, yes; Mr. Smith, yes; Mr. Stevenson, yes. Motion carried. The Fiscal Officer declared Mr. Stevenson President and turned the meeting over to him.
2. Mr. Stevenson asked for nominations for Vice-president of the Board of Trustees of Washington Township. Mr. Coad nominated Mr. Smith; seconded by Mr. Stevenson. Vote: Mr. Stevenson, yes; Mr. Smith, yes; Mr. Coad, yes. Motion carried.
3. Mr. Stevenson asked for nominations for the representative from Washington Township to the Utica EMS Board. Mr. Coad nominated Mr. Stevenson; seconded by Mr. Smith. Vote: Mr. Stevenson, yes; Mr. Smith, yes; Mr. Coad, yes. Motion carried.
4. Mr. Stevenson asked for nominations for the representative from Washington Township to the Utica Fire Department Board. Mr. Smith nominated Mr. Coad; seconded by Mr. Stevenson. Vote: Mr. Stevenson, yes; Mr. Smith, yes; Mr. Coad, yes. Motion carried.
5. Mr. Stevenson asked for nominations for the representative from Washington Township to the Licking County Board of Health. Mr. Stevenson nominated Mr. Smith; seconded by Mr. Coad. Vote: Mr. Stevenson, yes; Mr. Smith, yes; Mr. Coad, yes. Motion carried.
6. Mr. Stevenson asked that Utica Fire Chief Craig Fisher, or his replacement, be the Fire Prevention Officer for Washington Township. Motion made by Mr. Smith; seconded by Mr. Coad. Vote: Mr. Stevenson, yes; Mr. Smith, yes; Mr. Coad, yes. Motion carried.
7. Resolution 18-01 - HIRING THE ROAD SUPERINTENDENT AND SETTING OF WAGES: Mr. Smith moved to retain Terry Banks as Road Superintendent for the year 2018, and that the rate of pay be set at \$20.00 (\$19.50 in 2017) per hour and that he be paid at the rate of time and one-half for overtime above 40 hours per week. Vacation time to be earned at .1 hours per hour worked, to a maximum of 120 hours (\$2400.00). Phone allowance will be \$41/month. The Road Superintendent will receive one hour, per wage cost, to attend each Trustee meeting. The Road Superintendent **OR ASSISTANT ROAD SUPERINTENDENT** will attend each Trustee meeting. Mr. Coad seconded. Vote: Mr. Stevenson, yes; Mr. Smith, yes; Mr. Coad, yes. Motion carried.
8. Resolution 18-02 – ASSISTANT ROAD SUPERINTENDENT AND SETTING OF WAGES: Mr. Smith moved that Branden McDaniel be re-appointed as Assistant Road Superintendent for the year 2018, and that the rate of pay be set at \$18 (\$16.25 in 2017) per hour and that he be paid at the rate of time and one-half for overtime above 40 hours per week. This position will include the duties of attending Trustee meetings (in the absence of the Road Superintendent), create and maintain all vehicle maintenance records, update inventory of property including culverts, and assisting the Road Superintendent with day-to-day tasks to maintain the Township roads. Mr. Coad seconded. Vote: Mr. Stevenson, yes; Mr. Smith, yes; Mr. Coad, yes. Motion carried.

Mr. Coad moved that the pay rate for road employees will be \$13.50 (\$13.25 in 2017) per hour for time worked, not including time for lunch break. Mr. Stevenson seconded. Vote: Mr. Stevenson, yes; Mr. Smith, yes; Mr. Coad, yes. Motion carried.

9. Resolution 18-03 - ALLOWING EXPENSES AND AUTHORITY AND RETAINING ZONING INSPECTOR:

Item 1

That the necessary expenses incurred by the Township Officials while in attendance at National, State and County Association meetings and in the performance of official business of the Township be allowed at cost and that mileage be allowed at 54.5 cents per mile; and garage and telephone expenses be allowed at cost.

Item 2

That each Trustee be given authority to take care of any emergency as deemed necessary and that each Trustee be allowed to instruct the Road Superintendent and/or Assistant Road Superintendent in handling emergencies.

Item 3

That the Fiscal Officer be allowed to purchase ordinary and necessary office supplies as needed; and, that the Fiscal Officer be allowed to demand advances from the County Auditor when needed or available.

Item 4

That the zoning inspector, James L. Dickson, be retained and that his salary be set at \$280.50 per month and that he be allowed mail expenses, telephone expenses and mileage at 54.5 cents per mile for travel while on Township business. Also that the prior resolution passed by the Trustees apply for meeting reimbursement.

Item 5

That the State and Local dues for the Township Associations be paid by the Township.

Mr. Coad moved for the adoption of the five-part resolution, seconded by Mr. Smith. Vote: Mr. Stevenson, yes; Mr. Smith, yes; Mr. Coad, yes. Motion carried.

10. Resolution 18-04 - Mr. Smith moved to retain Gary Stradley on the Township's Zoning Commission, and Jeff Esty on the Township's Zoning Board of Appeals for the years 2018-2025. Additionally, the Board appoints Frank Hall as an alternate on the Zoning Commission and Eric Adams as an alternate on the Zoning Board of Appeals (alternates will serve a one-year term). The Township will reimburse each member of the zoning commission \$25.00 per meeting for costs incurred in performing their duties. The Township will reimburse the Chairman of the Zoning Board of Appeals \$50 per case and \$25 to each member for costs incurred while performing their duties. Seconded by Mr. Coad. Vote: Mr. Stevenson, yes; Mr. Smith, yes; Mr. Coad, yes. Motion carried.
11. Resolution 18-05 – Mr. Smith moved that all elected officials of Washington Township be paid for services rendered in accordance with ORC.505.24 and 507.09. Seconded by Mr. Coad. Vote: Mr. Stevenson, yes; Mr. Smith, yes; Mr. Coad, yes. Motion carried.
12. Resolution 18-06 - Mr. Smith moved to allow elected officials and the Road Superintendent to use Township credit cards to purchase products and services necessary in the performance of their duties. Any and all purchases made by using the Township's credit cards will be necessary, and directly related, to fulfilling the cardholder's position with the Township. Any purchases made, exceeding these requirements, will be personally the financial responsibility of the cardholder, and a full refund will be made to the Township. Seconded by Mr. Stevenson. Vote: Mr. Stevenson, yes; Mr. Smith, yes; Mr. Coad. Motion carried.
13. Resolution 18-07 - DATE AND TIME OF MEETING: Mr. Smith moved that the regular meetings for 2018 be held on the second and fourth Tuesdays of each month at 7:30 PM in the office of the Trustees at 10905 Mt. Vernon Road, Utica, Ohio (**In 2018, the second meeting in December will be held on Wednesday, December 26**). Seconded by Mr. Coad. The pledge of allegiance will be included prior to each meeting. Special meetings will be posted on the Township office door. Vote: Mr. Stevenson, yes; Mr. Smith, yes; Mr. Coad, yes. Motion carried.
14. Resolution 18-08 – The Board appoints Mr. Stevenson as the Township's representative to the Licking County Tax Incentive Review Council (TIRC). The Board further appoints Mr. Coad as an alternate representative. (The Fiscal Officer shall provide a true copy of this resolution to the Licking County TIRC.) Motion made by Mr. Smith; seconded by Mr. Stevenson. Vote: Mr. Stevenson, yes; Mr. Smith, yes; Mr. Coad. Motion carried.

Mr. Smith moved to adjourn from the organizational meeting; seconded by Mr. Stevenson. Vote: Mr. Stevenson, yes; Mr. Smith, yes; Mr. Coad, yes. Motion carried.

Present for the regular meeting were Mr. Stevenson, Mr. Coad, Mr. Smith, Phil Shaw, Terry Banks and Branden McDaniel.

Mr. Stevenson called the meeting to order and asked for the roll call. Mr. Stevenson, present; Mr. Smith, present; Mr. Coad, present.

Mr. Coad moved to waive the reading and approve the minutes from the December 26, 2017 meeting; seconded by Mr. Smith. Vote: Mr. Stevenson, yes; Mr. Smith, yes; Mr. Coad, yes. Motion carried.

The following bills were examined by the Board:

5388	Terry J. Banks	41.00
5389	Franklin G. Coad	799.14
5390	Rex J. Stevenson	657.36
5391	Nelson A. Smith	260.87
5392	Phillip M. Shaw	1,021.15
5393	Village of Utica	200.00
5394	James L. Dickson	246.83
5395	Terry J. Banks	786.61
5396	Branden L. McDaniel	624.82
5397	James L. Dickson	70.35
5398	Treasurer of State / UAN	468.00
5399	PNB Visa	514.26
5400	Co-Alliance, LLP	1,014.87
5401	Utica Feed & Hardware	12.56
5402	Small's Sand & Gravel, Inc.	<u>155.78</u>
	TOTAL	\$6,873.60

Mr. Smith moved to approve the obligations and amounts as presented; seconded by Mr. Coad. Vote: Mr. Stevenson, yes; Mr. Smith, yes; Mr. Coad, yes. Motion carried. I certify there are sufficient funds in the depository and checks have been issued in payment of the same.

Phillip M. Shaw, Fiscal Officer

Mr. Stevenson moved to approve the bank statement and related reports; seconded by Mr. Smith. Vote: Mr. Stevenson, yes; Mr. Smith, yes; Mr. Coad, yes. Motion carried.

Public Concerns and Comments:

No concerns or comments.

Reports of Employees & Appointees:

1. Road Superintendent Terry Banks reported: they plowed snow; they have plenty of salt and shot; they received new cutting edges for the snow plows; worked on closing in the windows in the shop; and, looked into the cost of renting an asphalt grinder to smooth out the humps in the Township's roads.

Reports:

1. The Board reported that the Stickle Road bridge is scheduled to be replaced in 2018.

Old Business:

1. The Board is still looking into hiring someone to clean the Township's office area.
2. Mr. Stevenson reported that establishing enterprise zones only affects the ability of the Township to grant future tax abatements for businesses.

New Business:

1. The Board reported that they received the mileage for the Township for the year 2018, totaling 22.335 miles.
2. Resolution 18-09 – Mr. Smith moved to accept the mileage of 22.335 miles from the Licking County Engineer for the year 2018. Seconded by Mr. Stevenson. Vote: Mr. Stevenson, yes; Mr. Smith, yes; Mr. Coad, yes. Motion carried.
3. The Fiscal Officer presented the Board with temporary appropriations to start the year 2018, totaling \$141,050.00.
4. Resolution 18-10 – Mr. Smith moved to accept the temporary appropriations to the year 2018 as follows: General - \$60,000.00; MVL - \$5,000.00; Gas Tax - \$44,550.00; Road & Bridge - \$31,500.00. Total = \$141,050.00. Seconded by Mr. Stevenson. Vote: Mr. Stevenson, yes; Mr. Smith, yes; Mr. Coad, yes. Motion carried.

With no public present, Mr. Coad motioned to adjourn, seconded by Mr. Smith. Vote: Mr. Stevenson, yes; Mr. Smith, yes; Mr. Coad, yes. Motion carried.

Rex J. Stevenson, President

Franklin G. Coad, Board Member

Nelson A. Smith, Vice President

Phillip M. Shaw, Fiscal Officer