

RECORD OF PROCEEDINGS

Minutes of Austinburg Township

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held January 6, 2014

The January 6, 2014 meeting of Austinburg Township was called to order at 7:30pm. Trustees Jerry Burke, Byron Dutton, John Kusar, Ted, Ginny Seifert, John Beninato, and Phil Miller were present.

Res. 537-14 Byron moved John will be Trustee Chairman for 2014, and Byron will be Vice Chair. Jerry seconded. The roll call vote; Dutton, aye. Kusar, aye. Burke, aye.

Res. 538-14 Jerry moved to approve the minutes of the year end meeting of 2013 as written. John seconded. The roll; Burke, aye. Kusar, aye. Dutton, aye.

A letter was received from State Road Occupational regarding MIS Data Collection reporting. Barb will check with them about the report.

Res. 539-14 John moved to re-certify the zoning district map for 2014. Jerry seconded. The roll; Dutton, aye. Kusar, aye. Burke, aye.

John Beninato gave his zoning report. Discussion was held on property belonging to Norm Lemponen. It has been condemned by the County Building Dept. He currently is living in a trailer and is in need of housing. Ted Seifert stated his church is meeting with some agencies to see about getting Mr. Lemponen some assistance.

John B. said he would appreciate the trustees consider a raise for him this year. Ted S. said he believes John is doing a good job for the township. Byron said that Austinburg is one of the higher paying townships for zoning personnel. John B. said he believes he is knowledgeable and brings experience to the position. John K. suggested and discussion was held on eliminating one set of office hours to save John some of his expenses, making up for a raise. Jerry stated he thinks John deserves a raise at this time. John K. said he could try less hours for six months, and then the board will review the situation at that time and revisit the issue of a raise. John B. feels Wednesday from 3:00 to 5:00 will accommodate the township.

Res. 540-14 Byron moved to cut the zoning office hours to once per week, chosen by John Beninato, and appointments scheduled as John presently does. This will be revisited in six months. John K. seconded. The roll; Kusar, aye. Dutton, aye. Burke, aye.

Jerry reported he has spoken with the Illuminating Company regarding a street light that residents on Countryview inquired about. The engineering dept. will come up with a cost. Jerry stated that the residents there were also upset with the snowplowing done there. The dirt on their yards was plowed up with the snow. Jerry said after looking at the area, they had a valid complaint. Jerry will talk to Pete about it.

Res. 541-14 John moved Jerry will again be trustee liaison for roads, cemeteries, and buildings. Byron will be liaison for NAD, Fire Dept., and parks. John will be liaison for the newsletter, and zoning. Byron seconded. The roll; Burke, aye. Kusar, aye. Dutton, aye.

John gave copies of the work rules to the board and fiscal officer. These copies are the same one as Pete has for the roadmen. Jerry will bring copies down to the road crew. They will sign on the first page indicating they have received the current copy.

Discussion was held on personnel files for township employees. The board decided the files will be established. Jerry stated since files are going to be established, he would like to see annual evaluations conducted. These evaluations will be used when deciding raises. Also, the trustees would like the roadmen to give emergency contact information to be used in the case of an emergency. Jerry discussed the value of possibly installing a time clock for the roadmen to use.

Res. 542-14 Jerry moved the roadmen provide emergency contact information, to be kept for trustees to access in the case of an emergency. Byron seconded. The roll; Kusar, aye. Burke, aye. Dutton, aye. John will check with his company for examples of employee evaluation forms that the township could use.

Res. 543-14 Jerry moved to use State Road Occupational for township drug and alcohol testing. John seconded. The roll; Dutton, aye. Burke, aye. Kusar, aye.

Res. 544-14 John moved mileage reimbursement be paid at 50 cents per mile. Conference, lodging, and seminar costs be reimbursed at actual cost. Meals may be reimbursed up to \$50.00 per day, receipts required. Jerry seconded. The roll call vote; Kusar, aye. Dutton, aye. Burke, aye.

Res. 545-14 John moved to accept the employee work rules dispersed at tonight's meeting. The work week begins at 12:01 Monday to Midnight on Sunday. Jerry seconded. The roll;

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Dutton, aye. Kusar, aye. Burke, aye.

Res. 546-14 John moved to maintain the current zoning, cemetery, and town hall fees. These will be reviewed as needed. Extra fees have been added to Saturday funerals, that continue after noon. The fee will be \$150.00 per hour after noon. Zoning fees are going to be looked at by the board. Byron seconded. The roll; Burke, aye. Dutton, aye. Kusar, aye.

Res. 547-14 John moved to retain Bill Wilms as Fire Chief, John Beninato as Zoning Administrator, and Cindy Hejduk as town hall rental agent/custodian. Byron Dutton seconded. The roll; Burke, aye. Dutton, aye. Kusar, aye.

Res. 548-14 John moved township elected officials be paid on salary basis. Byron seconded. The roll; Kusar, aye. Dutton, aye. Burke, aye.

Res. 549-14 John moved the township will continue with a Health Reimbursement Account, HRA as the offered medical coverage. Jerry seconded. The roll; Dutton, aye. Kusar, aye. Burke, aye.

Res. 550-14 John moved township meetings will be held on the first and third Mondays of each month at 7:30pm. Meetings that fall on a legal holiday will be held on the following Tuesday. Byron seconded. The roll; Kusar, aye. Burke, aye. Dutton, aye.

Discussion was held at this time on raises for the roadmen. Jerry suggested the board consider equal amounts for each roadman across the board. He said the gap is widening each year when Pete gets a larger raise than the others. John suggested 50 cents per hour for each roadman. Jerry said he thought that was a little high. The board discussed the extra benefits allotted the roadmen in health care, clothing allowance, and year end stipends. Byron agreed a flat amount is a good idea. He suggested 35 cents per hour raise. He would like the roadmen to be made aware of what it costs the township for the benefits.

Res. 551-14 Byron moved the roadmen be given 35 cents per hour increase, and wants each man given the costs of their benefits, stipends, clothing, and PERS. With no other discussion, Jerry seconded. The roll; Burke, aye. Dutton, aye. Kusar, no.

John K. provided the trustees with a copy of current zoning fees and his suggestions on how he feels they should be adjusted. The board can review these for discussion later. He said Jerry and Byron should enter their ideas on zoning fees also.

Ted Seifert inquired about zoning board appointments. John K. said he would like to check with members of the commission at Wednesday's meeting.

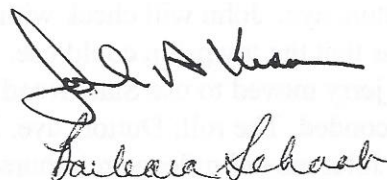
Byron said he is submitting his resignation at this time from the ZBA due to his election to township trustee.

Res. 552-14 John moved to accept Byron's resignation as stated due to the conflict of the two positions. Jerry seconded. The roll; Kusar, aye. Dutton, abstain. Burke, aye.

Res. 553-14 Byron moved to convene an executive session at 9:05pm, for discussion of pending legal matters involving the township as per ORC 121.22. John seconded. The roll call vote; Burke, aye. Kusar, aye. Dutton, aye.

Res. 554-14 John moved to adjourn the executive session and re-convene the regular meeting. Byron seconded. The roll; Burke, aye. Kusar, aye. Dutton, aye. No actions will be taken as a result of the executive session. No residents remained after the executive session.

Res. 555-14 John moved to adjourn the regular meeting. Jerry seconded. The meeting adjourned at 9:30pm.


John K. Schaub