



Jerusalem Township Board of Trustees Re-Organizational Meeting
Held on January 3, 2018

The Board of Trustees of Jerusalem Township met in non-regular session, Re-Organizational meeting on the above date at 10:00 a.m. in the Office of the Trustees, 9501 Jerusalem Road, Curtice, Ohio 43412

Trustee Joe Kiss opened the meeting with a moment of silence followed by the pledge of allegiance With the members as listed during roll call:

Beau Miller, present
Dave Bench, present
Joe Kiss, present

Nominations for Positions:

Nominations are now open on the floor for the position of chairman for the Jerusalem Township Trustees for 2018. Mr. Kiss nominated Mr. Bench, chairman of the Jerusalem Township Trustees. Mr. Miller seconded the motion with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

The nominations are now open for vice-chairman for the board of trustees for 2018. Mr. Miller nominated Mr. Kiss. Mr. Bench seconded the motion, with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Bench took over the meeting and said that a motion was needed to keep the meeting of the board of trustees on the 2nd and 4th of the month. Mr. Bench also suggested that we have the meeting twice a month, no breaks in the summertime and to also change the meeting start time to 7:00 p.m. Mr.

Bench made the motion to the changes noted above. Seconded by Mr. Kiss with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Bench made a motion that in 2018 we take roll call and the meetings should be done by Roberts Rules of Order. As well, if the fiscal officer is present they will take roll call, when motions are made, the chairman will say who made the motion and who seconded it. Also, it was mentioned that the we conduct a rotating roll beginning alphabetically allowing everyone a chance to voice first and to vote last. Seconded by Mr. Miller with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Bench made a motion that Mr. Miller will take over the hall rentals, Mr. Kiss will be the head of the cemetery, Mr. Bench will head roads and bridges and trustee board members will serve as committee members on these boards. Seconded by Mr. Kiss with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Kiss made a motion for Mr. Kiss, Mr. Bench and Mr. Miller to share and oversee the township personnel. Mr. Miller seconded the motion with roll call

Dave Bench, yes
Ron Sheahan, yes
Joe Kiss, yes

Motion carried.

Mr. Kiss made a motion for Mr. Kiss, Mr. Bench and Mr. Miller to oversee the township solid waste program. Seconded by Mr. Bench with roll call as follows:

Dave Bench, yes
Beau Miler, yes
Joe Kiss, yes

Motion carried.

Mr. Kiss made a motion to retain Mr. Bench, Joel Moszkowicz, Ray Gall, Joyce Schmidt and Katie Larson on the Audit Committee. Seconded by Mr. Miller with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Kiss made a motion to adopt the resolution determining the Trustees and the Fiscal Officers compensation for 2018 will be made by the percentage method. Seconded by Mr. Bench with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Kiss made a motion to match the State of Ohio mandate of wages for the Trustees and the Fiscal Officer. The salaries are set by the Ohio General Assembly of the State of Ohio. Seconded by Mr. Miller with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Kiss stated that the next motion will pay the medical, dental, vision and life insurance. The Trustees and Fiscal Officer may pay 10% of the annual wages for health insurance premiums.

Mr. Kiss made a motion that we continue providing medical, life, dental and vision insurance for eligible employees, spouse and the officers, employees and immediate dependents. Medical Mutual through Sprouse Insurance with HAS 3000/6000. The township will maintain a balance in a separate account at \$25,000 and pay the first \$3000.00 in deductible for the covered persons. Seconded by Mr, Miller with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Kiss made a motion that we continue the Jerusalem Township purchasing policy. The resolution is in place. Seconded by Mr. Bench with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Kiss made a motion that we keep the Jerusalem Township travel policy in place. Seconded by Mr. Bench with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Kiss said that we have three separate credit cards, Road and Bridge director with a line of credit of \$3000.00, the Fire Chief will have a line of credit of \$3000.00 and the Trustees will have line of credit of \$3000.00. Mr. Kiss made a motion to keep all the other policies of the Jerusalem Township credit card policy along with the above lines of credit for the Chief, Road and Bridge Director and Trustees. Seconded by Mr. Miller with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Kiss made a motion that we retain and keep in place the Jerusalem Township vehicle policy. Seconded by Mr. Miller with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Bench made a motion to increase the Road Superintendent Kevin Chapman and employee Eric Schuffenecker wages 2% an hour from 2017. Mr. Chapmans 2018 wage per hour will be \$26.01 and Mr. Schuffenecker's wage per hour will be \$19.38. Seconded by Mr. Kiss with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Kiss made a motion that general labor rate of pay for temporary help is to be set at \$12.75 an hour and temporary help with a valid CDL license is set at \$15.00 an hour. Seconded by Mr. Miller with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Bench made a motion to pay Mr. Chapman and Mr. Schuffenecker in a 14 day pay cycle for the 2018 year. Seconded by Mr. Miller with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Bench made a motion that Mr. Chapman or Mr. Schuffenecker attends the first boarding meeting of every month to provide information regarding the maintenance of the township and will be compensated 2 hours of pay at time and a half for the meeting attendance. Seconded by Mr. Miller with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Bench made a motion that the zoning inspector, Linda Rossler be paid \$850.00 per month with an additional hourly wage of \$19.10 per hour over 40 hours a month. Seconded by Mr. Kiss with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Bench made a motion to reimburse the zoning inspector for personal vehicle mileage at the current Federal Mileage Reimbursement rate. In addition, the zoning inspector will provide proof of insurance to the Trustees as soon as possible and as requested through the year. The rate is \$.505 a mile. Seconded by Mr. Miller with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Kiss made a motion to pay the recreational director Mike Skitwoski \$850.00 per month for the 2018 year. As well as a monthly report, be submitted for time tracking purposes. Seconded by Mr. Miller with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Bench made a motion stating that the recreation director and or an appointed board representative attend the first board of trustees meeting every month to provide current information regarding the recreation board. Seconded by Mr. Kiss with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Miller made a motion to increase the pay of the fire department members to 2% across the board and to also increase the rate of pay for fire inspectors while completing inspections to \$19.10 an hour. The Fire Chiefs pay will be \$21,930.00 per year, Assistant Chiefs pay will be \$18.36 an hour and per credit, Captains pay will be \$17.20 an hour and per credit, Lieutenants pay will be \$16.06 an hour and per credit, Fire Fighters and EMT's pay will be \$14.76 and hour and per credit. It was also decided to make a Probationary pay from \$14.48 in 2017 to \$14.28 in 2018. General part time labor pay will be \$10.50 an hour. Seconded by Mr. Kiss with roll call as follows:

Dave Bench, no
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Bench made a motion that we have a representative from the fire department, Chief or appointed person at each of the meetings to provide current information regarding fire department business. Seconded by Mr. Kiss with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Bench made a motion to pay the fire department on a quarterly basis for 2018 for those members in Social Security and Medicare. Some older OPER members will have to be made by month due to new regulations. Seconded by Mr. Kiss with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Bench made a motion to appoint Mr. Kiss and himself along with Chief Parasiliti and resident Mark Sattler to the board of dependents fund for the fire department in 2018. Seconded by Mr. Miller with roll call as follows.

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Bench made a motion for new members to select OPERS or Social Security/Medicare for their retirement package. Seconded by Mr. Kiss with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Bench made a motion that all money received by the township employee board members will need to be given to the fiscal officer immediately upon receipt and bank deposits no later than the third business day of the receipt of money in accordance with the bank institutions normal business hours. Furthermore, the fiscal officer will make available a deposit slip book so that checks can be deposited into the financial institution in a timely fashion in the absence of the fiscal officer.

Seconded by Mr. Miller with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Kiss made a motion that we allow an annual clothing allowance for Superintendent Kevin Chapman and Eric Schuffenecker in the amount of \$250.00 per person per year. Seconded by Mr. Miller with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Bench made a motion regarding the hall rental fees for 2018 be \$150.00 for residents with a \$150.00 refundable damage deposit, \$225.00 non-resident with a \$225.00 refundable damage deposit, a \$100.00 clean up charge if necessary and a \$50.00 charge if alcohol is served. Seconded by Mr. Kiss with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Bench made a motion regarding hall usage to fire department members, retired fire department members, trustees, fiscal officer, recreation director and all township employees and personnel, limited to one time per year, rental of the hall free of charge nothing that the alcohol charge along with the \$100.00 clean up charge if necessary. Seconded by Mr. Kiss with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Bench made a motion to increase cemetery fees in 2018 with changes as follows below:

Township Resident (per grave)	\$200.00
Non-Resident (per grave)	\$850.00
Burial (8am to 3 pm) *	\$500.00
Burial (Scheduled prior to 3 pm but extending past 3 pm)	\$100.00 per hour

Burial (Saturday) +	\$650.00
Burial (Sunday and Holiday / Holiday Weekend)	\$1,200.00
Burial of stillborn or infant (less than one year old)	\$200.00
Cremation Burial	\$200.00
Cremation Burial (Saturday) +	\$350.00
Cremation Burial (Sunday and Holiday / Holiday Weekend)	\$550.00
Disinterment	\$1,200.00
Disinterment and Reburial	\$1,500.00
Foundation	\$40.00 per square foot

* No burials can be scheduled after 3 pm

+ No burials can be scheduled after Noon

Holidays include: New Years Eve, New Years Day, MLK Jr. Day, Presidents Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Christmas Eve and Christmas Day

Seconded by Mr. Miller with roll call as follows:

Dave Bench, yes

Beau Miller, yes

Joe Kiss, yes

Motion carried.

Mr. Bench made a motion to adopt the following Zoning fee changes below along with the addition of new permit types for the 2018 year. The motion will also include the list below of names of BZA members for 2018.

Residential Zoning Permit	\$40.00
Commercial Zoning Permit	\$125.00
Deck Permit *	\$35.00
Demolition Permit – Fill Permit *	\$35.00
Fence Permit *	\$35.00
Home Occupation Permit	\$35.00
Pool Permit *	\$35.00
Pond Permit	\$35.00
Sign Permit	\$35.00
Amendment to Resolution	\$300.00
Appeal for Modification – BZA	\$400.00
Condition Use Permit	\$400.00
Site Plan Review (with advertising)	\$300.00
Special Use Permit	\$200.00
Zoning Change	\$400.00
Copy costs	\$.05 per page
Zoning Resolution *	\$6.00

Cutting of Noxious weeds

\$200.00 per hour

* Indicates new permit

Butch Berger, term expire 2021

Richard Carsten, term expire 2022

Barb Gall, term expire 2022

Sandra Pegler, term expire 2019

Jim Barron, became regular member

Ron Hansen, moved to alternate

Seconded by Mr. Kiss with roll call as follows:

Dave Bench, yes

Beau Miller, yes

Joe Kiss, yes

Motion carried.

Mr. Bench made a motion to compensate quarterly the recreation board members, board of zoning appeals and zoning board members \$30.00 per each meeting attended in the 2018 year. Seconded by Mr. Kiss with roll call as follows

Dave Bench, yes

Beau Miller, yes

Joe Kiss, yes

Motion carried.

Mr. Bench made a motion stating payments made on time, all invoices need to be provided to the fiscal officer by the Sunday prior to the regular scheduled meeting. Checks will be reviewed, approved and signed by the Trustees at each regular scheduled meeting and at any other time to be determined by the Fiscal Officer. Seconded by Mr. Kiss with roll call as follows:

Dave Bench, yes

Beau Miller, yes

Joe Kiss, yes

Motion carried.

Mr. Bench made a motion to set a \$7,500.00 limit on regular blanket purchase orders for the 2018 year. Super blanket purchase orders limit will be \$25,000.00. Seconded by Mr. Kiss with roll call as follows:

Dave Bench, yes

Beau Miller, yes
Joe Kiss, yes

Motion carried.

Mr. Bench made a motion to approve the temporary appropriations for 2018 will be \$325,000.00 to begin the year. Seconded by Mr. Kiss with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Joe Kiss, yes

Motion carried.

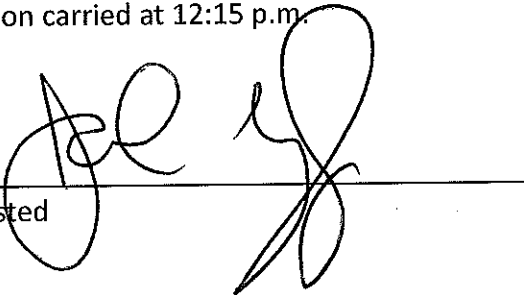
The final motion for permanent appropriations will be after January 31, 2018 but not later than March 31, 2018. These appropriations will be presented to the Trustees and Directors prior to approval.

With no further business before the Board, Mr. Kiss made a motion to adjourn today's Re-Organizational meeting. Seconded by Mr. Miller with roll call as follows:

Beau Miller, yes
Dave Bench, yes
Joe Kiss, yes

Motion carried at 12:15 p.m.

Attested

A handwritten signature in black ink, appearing to be "Beau Miller", written over a horizontal line.

Approved

A handwritten signature in black ink, appearing to be "Dave Bench", written over a horizontal line.