

# RECORD OF PROCEEDINGS

## HARPERSFIELD TOWNSHIP TRUSTEES

The Board of Harpersfield Township convened in special session from 7:00 PM to 9:00 PM at 1210 LaFevre Road. Edward Demshar, Chairman called the meeting to order with the following members and visitors present:

Edward Demshar  
Sharon Rohrbaugh

Present  
Present

James Pristov  
Clifford Henry

Present  
Present

Employees: Everett Henry

Organizational Meeting - Dec 28-2011

It was moved by Mr. Pristov; seconded by Mr. Henry to appoint Mr. Pristov as Chairman and Mr. Henry as Vice Chairman for the year 2012; the Board voted unanimously in favor.

The Trustees will be representatives to the following: Jim Pristov, Northwest Ambulance District, Fire Department liaison, Fire Department Dependent Board; Ed Demshar, OTARMA, JEDD Boards, Road Department liaison; Cliff Henry, Health Department, Zoning Department liaison, Old Orchard Sewer district, newsletter liaison, Cemetery liaison, liaison with Time Warner, Chamber of Commerce, Fire Department Dependent Board, Rt. 534 Corridor Study.

Cliff made a motion to retain Les Tinner as Editor of the Township newsletter to be compensated \$100 per newsletter; Jim seconded; the Board voted unanimously in favor.

The Trustees will remain on the annual salary basis with the full amount allowed by State regulations according to the Township budget to be paid entirely from the General Fund.

Ed made a motion to hold the regular meetings of the Board on the first Monday of each month at 7 PM at Harpersfield Town Hall with the following exceptions: the meeting in January will be held on January 16th and because Labor Day falls on the first Monday, the first meeting in September will be on Tuesday, September 4<sup>th</sup>; Cliff seconded and the Board voted unanimously in favor.

Ed made a motion to reappoint Everett Henry as Road Supervisor; Stephen Robinson as skilled laborer and Richard Giffin as cemetery sexton; Cliff seconded; the Board voted unanimously in favor.

Ed made a motion that Everett Henry, Stephen Robinson, Richard Giffin receive a 3% per hour raise to go in to effect on January 1, 2012. The salaries per hour will be as follows: Everett Henry, \$19.08; Stephen Robinson, \$16.48; Richard Giffin, \$15.97. The rate for extra cemetery labor will be \$9.25 per hour; extra road department labor will be \$11.25 per hour. Per qualifications the position of road supervisor will be compensated \$100 per month (this amount will vary depending upon the qualifier); Jim seconded; the Board voted thusly: Demshar, yes; Pristov, yes; Henry, yes. Paychecks will continue to be issued on the Tuesday following the end of the pay period.

Jim made a motion to contract with Coyne Textiles to supply uniforms for the road department employees; the Township will pay up to \$100 per year per full time employee for a pair of shoes or boots. Ed seconded; the Board voted unanimously in favor.

Jim made a motion that the Drug and Alcohol Policy will remain as written and that the Board will participate in the 10 step program for the BWC; Ed seconded; the Board voted unanimously in favor.

Jim made a motion to reappoint Everett Henry as Fire Chief at an annual salary of \$8,100; this salary will be taken out of the General Fund (Everett will not be compensated for attending fire calls, training, drills, etc.). The Board set an amount of \$13,000 to be paid to the volunteer fire department for attending fire calls and training sessions. Assistants to the Fire Chief will receive \$300 (annually) plus attending fire calls. Ed seconded; the Board voted thusly: Pristov, yes; Henry, abstain; Demshar, yes.

Cliff made a motion to reappoint Margaret Miller to the position of Zoning Administrator at an annual salary of \$5,700 plus mileage of \$.45 per mile with the following stipulations: mileage to be paid on any out of township trips, mileage to be paid on any in township trips except to attend board meetings and to report to the Zoning Office, mileage to be calculated from the zoning office to destination and return. The motion was seconded by Jim, the Trustees voted thusly: Demshar, yes; Pristov, yes; Henry, yes.

Ed made a motion that the zoning permit fee schedule will remain the same. Cliff seconded; the Board voted unanimously in favor.

Cliff made a motion to reappoint Margaret Miller to the position of Zoning Clerk to be compensated \$45 per meeting and \$400 extra annually for typing and travel expenses. Zoning Board members will be compensated \$25 per meeting that is attended. Hugh Marshall, Chairman for the Zoning commission will be compensated \$150 extra annually for the amount of time that he puts in to research the zoning changes. Jim seconded, the Board voted unanimously in favor.

Ed made a motion that the cemetery fees will remain the same; Cliff seconded; the Board voted unanimously in favor.

Ed made a motion that the following amounts for traveling to township officials and township employees attending the conventions or schools of instruction will remain the same. Traveling \$.45 per mile; food at actual cost with receipt or a maximum of \$50 per day; actual lodging costs; actual parking or taxi fees. Receipts will need to be presented to the Fiscal Officer prior to reimbursement being issued. The above reimbursement will also include the Fire Chief, Road Supervisor, Zoning Board Members or any other person designated by the Trustees; Cliff seconded; the Board voted unanimously in favor.

The Records Board will consist of the Chairman of the Trustees and the Fiscal Officer.

It was moved by Ed; seconded by Cliff; vote unanimous to adopt the following amounts for the temporary appropriation resolution for the year 2012:

General Fund	\$558,391.76
Motor Vehicle License Fund	30,000.00
Gasoline Tax Fund	123,800.00
Road & Bridge Fund	457,650.00
Cemetery Fund	11,000.00
Zoning Fund	39,900.00
Fire Protection Levy	185,850.00
Permissive Motor Vehicle License Tax	31,000.00
St. Lighting Assessment Fund	23,600.00
General Bond fund	.73
General Note Fund	20040.00
OPWC (Barnum Rd)	40818.76
OPWC (Barnum Rd-Phase II)	99,500.00
NOPEC Grant funds	2650.50
Total Appropriations for 2012:	\$1,624,201.75

Ed made a motion to hire off-duty police officers from the Ashtabula County Sheriff's Department to monitor speeding on township roads for selective days and hours to be determined when needed for a budgeted amount of \$5,000; Jim seconded; the Board voted unanimously in favor.

Jim made a motion to retain Gary Somnitz to monitor and update the web page for the Township; Cliff seconded the motion, the Board voted unanimously in favor.

Ed made a motion to renew the property liability insurance with OTARMA for 2012 for a cost of \$17,362; Cliff seconded; the Board voted thusly: Demshar, yes; Pristov, yes; Henry, yes.

Volunteer fire Dependent's board members to serve are as follows: Trustees: Cliff Henry and Jim Pristov; fire Department: Greg Henry (as Chairman) and Monte Stoltz (as Secretary); Charles Virant, as the outsider.

Jim made a motion to accept the list of firemen as submitted by Chief Everett Henry:

- |               |              |
|---------------|--------------|
| Bob Wilhelm   | Ron Valitsky |
| Delno Henry   | Greg Henry   |
| Frank Henry   | Brian Henry  |
| Joe Henry     | Cliff Henry  |
| Otto Stoltz   | Monte Stoltz |
| Robert Stoltz |              |

Walt Redmond  
Arnold Scoville  
Ed Spoor  
James Sulecki  
Steve Robinson  
Rich Sheppard  
Brian Averill  
William Gallick  
Devin Linehan  
Charles Deutsch  
Ken Sochia  
Kyle Foote  
Randy Ozbolt  
Tyler Locy

Victor Weinmann  
Matt Rahija  
Jordan Stevenson  
Cecilia Lilac  
Brandon Averill  
Michael Berry  
Tom Goff  
Patrick Linehan  
Shane Wahl  
Gabe Accord  
Tom Perko  
Steve Ozbolt  
Paul Kimmy  
Jared Drenik

The motion to hire these firemen was seconded by Cliff; vote unanimous.

Cliff made a motion to accept the inventory asset report as reviewed and updated by the various departments; Jim seconded; the Board voted unanimously in favor and the report will be sent to the Ashtabula County Engineer.

The Fiscal Officer and the Board Chairman met for the annual meeting of the Records Commission. Sharon stated that at this time no records will be destroyed and will remain in storage.

Everett reported on information for a new back hoe. The tier 4 back hoe will be diesel with urea added and will not perform as efficient as the tier 3 model. There are only a few of the tier 3 models available; and it was recommended that if we wanted one to lock in on it immediately before they are all sold. Cliff made a motion to purchase a tier 3 model back hoe from Southeastern Equipment at a cost of \$54,727.60; this expenditure will be budgeted from 2012 expenses; Jim seconded; the Board voted unanimously in favor. Everett stated that the State bid figure was \$72,727.60 with an \$18,000 trade in.

The meeting was adjourned till January 16, 2012, at 7:00 PM at the Harpersfield Town Hall.

Edward Demshar

James Pristov

Sharon Rohrbaugh

Clifford Henry