

Held on December 28, 2020

The Board of Harpersfield Township convened in special session from 2:30 PM to 4:45 PM in the Harpersfield Township Administration Building. Raymond Gruber Jr, Chairman, called the meeting to order with the following members and visitors present:

|               |         |                   |         |
|---------------|---------|-------------------|---------|
| James Pristov | Present | Raymond Gruber Jr | Present |
| Edwin Spoor   | Present | Sharon Rohrbaugh  | Present |

Employee: Cody Craine; Jared Petro; Larry Lister; Tim Boling

Visitors: Angela Henry; Jeff Lang; Richard Leskovic

It was moved by Mr. Pristov; seconded by Mr. Gruber to appoint Mr. Pristov as Chairman and Mr. Spoor as Vice Chairman for the year 2021; the Board voted unanimously in favor.

The Trustees will be representatives to the following:

Jim: Northwest Ambulance District, Fire Department liaison, Fire Department Dependent Board, JEDD Board alternate; PACE vice chairman

Ed: Health Department, Zoning Department liaison, Fire Department Dependent Board; Chamber of Commerce; PACE chairman

Ray: Road and Cemetery Department liaison, JEDD Board Member, OTARMA, newsletter liaison, NOPEC

Ray made a motion to retain Renee Hanyok as Editor of the Township newsletter to be compensated \$100 per newsletter; the newsletter will be published twice per year in March and September; 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.

Ray made a motion to hold the Board of Trustee's regular meetings on the second and fourth Monday of each month with exception of January; June; July; August and December that will be held one meeting each month during 2021 on the following dates:

January 18

February 8 and 22

March 8 and 22

April 12 and 26

May 10 and 24

June 14

July 12

August 16

September 13 and 27

October 11 and 25

November 8 and 22

December 13 and organizational meeting

Jim seconded, the Board voted unanimously in favor.

Ray made a motion to retain Cody Craine as Road Supervisor; Jared Petro as Road Maintenance/Mechanic; Tim Bowling as Cemetery Sexton/Road Maintenance; Ed seconded; the Board voted thusly: Gruber, yes; Spoor, yes; Pristov, yes

Ray made a motion to give the road department employees the following salary changes to go into effect on January 1, 2021:

Cody Craine as Road Supervisor: \$21.97

Jared Petro as Road Maintenance/Mechanic: \$20.98

Tim Bowling as Cemetery Sexton/Road Maintenance (will no longer have split pay): \$18.57

Road Supervisor will be compensated \$100 per month.

The rate for extra labor will be adjusted accordingly as needed.

Jim seconded; the Board voted thusly: Gruber, yes; Spoor, yes; Pristov, yes

Paychecks will continue to be issued on the Tuesday following the end of the pay period.

Ray made a motion that normal Road Department hours will be 7 AM to 3:30 PM except from Memorial Day through Labor Day normal hours will be 6 AM through 2:30 PM; Jim seconded; the Board voted unanimously in favor.

Jim made a motion to contract with Cintas to supply uniforms for the road department employees with the exception that on call/as needed part time personnel will not be supplied with uniforms and

employees within the probationary period will not be eligible for uniforms until formally hired full time. The Township will compensate up to \$150 per year per full time employee for a pair of work shoes or boots. Ed seconded; the Board voted unanimously in favor.

Ray made a motion that the road department employees will perform their jobs following the Employee Handbook Policy under the supervision of the Road Supervisor; Jim seconded; the Board voted unanimously in favor.

Jim made a motion to appoint Frank Henry as Fire Chief at an annual salary of \$11,000; Frank will not be compensated for attending fire calls, training, drills, etc. The Board set an amount of \$18,000 to be divided amongst the volunteer firemen for attending fire calls and training sessions. Assistants to the Fire Chief will receive \$500 (annually) plus attending fire calls. Ed seconded; the Board voted thusly: Gruber, yes; Spoor, yes; Pristov, yes

Ed made a motion to retain Larry Lister as Zoning Administrator with the annual salary of \$5,150 and healthcare reimbursement of \$10,000 (maximum for family), Jim seconded; Board voted thusly: Pristov, yes; Gruber, yes; Spoor, yes.

Zoning Administrator will not be reimbursed mileage for 2021.

Office hours are to be: Monday 5 PM to 7 PM and Thursday 9 AM to 11 AM all year; when necessary to meet with residents by appointment. The office hours can be modified by the Zoning Administrator with approval of the Board of Trustees.

Zoning fee schedule will remain the same for 2021 with two changes: Ed made a motion to charge \$50 for lot splits that Larry assist property owners and \$30 for any demolitions that occur in the township to be effective January 1, 2021; Jim seconded; the Board voted thusly: Pristov, yes; Spoor, yes; Gruber, yes

Sharon informed Ed that Don Bowling's term on the BZA board has expired and needs to be renewed at the BZA organizational meeting and Ed Eckart's term on the Zoning Commission has expired and needs to be renewed at the ZC organizational meeting. Sharon recommended that Cliff Henry be contacted to ask if he will remain on the BZA board for one more year. Sharon pointed out that the BZA is in need of alternates.

Ed made a motion to retain Debbie Riffle in the position of Zoning Clerk; she will be compensated \$50 per meeting and \$500 extra annually. Zoning Board members will be compensated \$35 per meeting that they attend. Jim seconded; the Board voted thusly: Gruber, yes; Spoor, yes; Pristov, yes

Cemetery Fees will remain the same for 2021.

Jim made a motion that the following amounts for township officials and township employees to attend the convention or school of instruction will remain the same. Traveling \$.50 per mile; food at actual cost with receipt or a maximum of \$50 per day; actual lodging cost; 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; Ed seconded; the Board voted unanimously in favor.

The Records Board will consist of the Chairman of the Trustees and the Fiscal Officer. Sharon stated that at this time no records will be destroyed and will remain in storage.

It was moved by Jim; seconded by Ed vote unanimous to adopt the following amounts for the temporary appropriation resolution for the year 2021:

|  |              |
|--|--------------|
| General Fund                             | 102,904.     |
| Gasoline Tax Fund                        | 65,000.      |
| Road & Bridge Fund                       | 185,423.75   |
| Cemetery Fund                            | 4,000.       |
| Zoning Fund                              | 2,900.       |
| Fire Protection Levy Fund                | 52,600.      |
| Street Lighting Assessment               | 5,000        |
| Permissive Vehicle Tax                   | 8,000        |
| Building Loan interest                   | 4,300.       |
| CARES                                    | 2,667.81     |
| Total Temporary Appropriations for 2021: | \$432,795.56 |

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

Ray made a motion to renew the property liability insurance with OTARMA for 2021; the cost will be \$28,689; Ed seconded; the Board voted unanimously in favor.

Volunteer Fire Dependent's Board members to serve are as follows: Trustees: Jim & Ed; fire department: Greg Henry, Chairman and Monte Stoltz, Secretary; Larry Lister as the outsider.

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

|                    |                 |                 |
|--------------------|-----------------|-----------------|
| Bob Wilhelm        | Ron Valitsky    | Cody Craine     |
| Delno Henry        | Greg Henry      | Brian Henry     |
| Frank Henry, Chief | Monte Stoltz    | John Rahija     |
| Walt Redmond       | Matt Rahija     | Josh DeMarco    |
| Ed Spoor           | Patrick Linehan | Ken Holcomb     |
| James (JJ) Hawk    | Gabe Acord      | Erika Perko     |
| Brad Loudermilk    | Steve Ozbolt    | Grant Durain    |
| Ed Pristov         | Randy Ozbolt    | Garrett Stamper |
| Paul Kimmy         | Rich Sheppard   | Everett Henry   |
| Ken Sochia         | William Distler | Daniel Goff II  |
| Tim Bowling        | Frank Virant    | Kevin Hunt      |
| Alexis Sanchez     | Braden Bilicic  |                 |

The motion to accept these firemen was seconded by Ed; vote unanimous

Jim made a motion to allocate \$1,300 to the Geneva Senior Center for the transportation of Township residents; Ed seconded; the Board voted: Gruber, abstain; Spoor, yes; Pristov, yes

Cody listed projects/concerns for the road department for 2021:

Continue working on Clay Mill Issue 2

Contact the County Engineer for center line painting: LaFevre Rd, Chestnut St, West St, Spire, State Rd, Bishop Rd, Walter Main Rd

Paving of: Walter Main Rd (Rt. 84 to twp line), State Rd, (Rt. 534 to South River Rd); Bishop Road (Harpersfield Rd to concrete section)

Dust control: 50,000 gallons of CRS-2 and 10,000 AEP

Finish old town hall building with painting soffets and install new gutters

Trim back hill on Matson Rd

New snow plow and hitch on the 2010 Mack (approx cost \$15,328) Ray made a motion to order these but need to be put on after snow season; Jim seconded; the Board voted unanimously in favor

Wants a larger chipper to take limb size of 15 inches; approx cost for a gas model is \$45,000; Ed voiced concern of diesel being a better unit

Tim informed the Board that he would like to purchase a cement mixer at an approx cost of \$4,000 Jim made a motion to purchase a cement mixer up to \$4,000; Ed seconded; the Board voted unanimously in favor

Tim would like to have pavilions at Unionville and Harpersfield cemeteries to have the burials so people attending the funerals would be out of the elements and mud etc. The Board agreed to have Tim pursue this and get estimates and agreed to what plots would be eliminated for sale

Angela Henry reported for Frank that the tuition grant has been submitted.

The Board discussed the issue of Tim and Jared requesting to be on vacation twice in 2021 at the same time leaving Cody solo working in the Township. The Board voiced concerns that we can have bad snow storms in April and mowing and road projects are still happening in September. Ray read from the handbook that the decision is up to the Road Supervisor but that the Board reserve the right to refuse or cancel vacation schedules.

Meeting adjourned until January 18, 2021

Raymond Gruber Jr

Edwin Spoor

James Pristov

Sharon Rohrbaugh