

Held on December 31, 2021

The Board of Harpersfield Township convened in special session from 10 AM to noon in the Harpersfield Township Administration Building. James Pristov, 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: Larry Lister; Tim Boling

It was moved by Mr. Pristov; seconded by Mr. Gruber to appoint Mr. Spoor as Chairman and Mr. Gruber as Vice Chairman for the year 2022; 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 2022 on the following dates:

January 24

February 14 and 28

March 14 and 28

April 11 and 25

May 9 and 23

June 20

July 18

August 15

September 12 and 26

October 10 and 24

November 14 and 28

December 12 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 the first full pay in January 2022:

Cody Craine as Road Supervisor: \$24.00

Jared Petro as Road Maintenance/Mechanic: \$22.00

Tim Bowling as Cemetery Sexton/Road Maintenance: \$19.60

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; Ed 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; Ed seconded; the Board voted unanimously in favor.

Jim made a motion to retain Frank Henry as Fire Chief at an annual salary of \$11,400; 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" and this will not include volunteer time spent working at fish fry dinners or beef roast weekend. 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 \$7,400 and healthcare reimbursement of \$5,450 (maximum for single), Jim seconded; Board voted thusly: Pristov, yes; Gruber, yes; Spoor, yes.

Zoning Administrator will not be reimbursed mileage for 2022.

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 2022.

Sharon informed Ed that Cliff Henry's term on the BZA board has expired and needs to be renewed at the BZA organizational meeting and Paula Pristov's term on the Zoning Commission has expired and needs to be renewed at the ZC organizational meeting. Sharon pointed out that the Zoning Commission 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 2022.

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 \$.58 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 2022:

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.
Total Temporary Appropriations for 2022:	\$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 2022; the cost will be \$29,810; Ed seconded; the Board voted unanimously in favor.

Volunteer Fire Department'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	Andrew Thompson
Frank Henry, Chief	Monte Stoltz	John Rahija
Walt Redmond	Matt Rahija	Josh DeMarco
Ed Spoor	Patrick Linehan	Ken Holcomb
Gabe Acord	Erika Perko	
Grant Durain	Ed Pristov	Garrett Stamper
Paul Kimmy	Rich Sheppard	Everett Henry
Ken Sochia	Daniel Goff II	
Tim Bowling	Kevin Hunt	
Alexis Sanchez	Braden Bilicic	

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

Jim made a motion to allocate \$1,500 to the Geneva Senior Center for the transportation of Township residents; Ed seconded; the Board voted: Gruber, abstain; Spoor, yes; Pristov, yes

Meeting adjourned until January 24, 2022

Raymond Gruber Jr

Edwin Spoor

James Pristov

Sharon Rohrbaugh