

End of Year Meeting
Wayne Township Board of Trustees
Friday, December 31, 2010

Call to order: Chairman Don Wilson

Roll call: Paul Ritchey, Don Wilson, Harold Grosnickle, Sandra Borchers

Guests: Chief David Moulden, Sue Allen, Al Carrier

Prayer and Pledge: Waived

123110-1: Harold Grosnickle moved to pay all bills.

2nd by Paul Ritchey

Vote: PR, HG, DW

All Aye

Motion Carried

123110-2: Harold Grosnickle moved to approve the supplemental appropriation changes that is typed on the three page report that was discussed at the meeting of December 21, 2010 and that this line item transfer out of and into the appropriate line items be approved today and a copy of this three page line item appropriation changes be attached to the minutes of the meeting.

2nd by Don Wilson

Vote: PR, HG, DW

All Aye

Motion Carried

MINUTES

123110-3: Don Wilson moved to accept the minutes of November 29, 2010 as written.

2nd by Harold Grosnickle

Vote: PR, HG, DW

All Aye

Motion Carried

Upon the review of the December 6 meeting Harold Grosnickle objected to the detail of transcription. Don Wilson and Paul Ritchey were in agreement. Sandy Borchers was asked to relay this information to Joy.

123110-4: Harold Grosnickle moved to table the minutes of December 6, 2010 until the changes were made.

2nd by Don Wilson

Vote: PR, HG, DW

All Aye

Motion Carried

PUBLIC

Sue Allen asked for a copy of reports that Sandy had submitted to the Board.

REPORTS

Zoning

Al Carrier reported that YTD income was \$6,171.00.

Cemeteries

Paul Ritchey reported that YTD income was \$28,462.00.

Fire Department

Chief Moulden submitted a year end written report. He also reported:

43 Building fires in the Township

447 EMS responses

21 Hazardous conditions
30 Service Calls
12 Did Intent Calls
7 False Alarms
4 Severe National Disasters for a total of 564 runs.

Harold Grosnickle asked the Chief to add another column to compare to previous years. Chief Moulden also added that Fridays were the busiest days, with Saturdays and Mondays 2nd and 3rd respectively. He also reported response times were 43.4% were 6 minutes or less and 76.7% were 10 minutes or less. He is looking for improvement in those times when the new firehouse is completed. Chief Moulden also noted that we received mutual aid 18 times from other communities and gave mutual aid to other communities 56 times.

123110-5: Don Wilson moved to allow Jason Jewett, Dave Herlinsky and Chief Moulden to carry over any sick leave, vacation time of any remaining hours for the year 2010 to the year 2011.

2nd Paul Ritchey.

Vote: PR, HG, DW All Aye Motion Carried

Chief Moulden presented the Business Inspection Report. Harold Grosnickle noted that 100% of inspections have been made in 2010 which is in accordance with the Ohio Revised Code.

123110-6: Harold Grosnickle moved to accept the Fire and Inspection reports on 100% of the businesses in Wayne Township for the year 2010.

2nd by Don Wilson.

Vote: PR, HG, DW All Aye Motion Carried

123110-7: Harold Grosnickle moved to accept end of year report of WTF&R Statistical Information Report for the year 2010.

2nd by Paul Ritchey

Vote: PR, HG, DW All Aye Motion Carried

Chief Moulden reported on the number of hours part-time employees worked. No one exceeded the part time 1500 hour rule which includes training.

ROADS

Harold Grosnickle reported that there were no requests to carry over sick or vacation leave.

Sandra Borchers reported on the current CD investments. Discussion ensued about how to reinvest as well as discussion on a possible loan to the Fire Department for the new firehouse.

123110-8: Don Wilson moved to transfer \$80,000 out of the General Fund to the Fire Department in the form of a loan in regard to finishing out the new fire station for the added expenditures. There will be six annual payments to be made at 2.5% return. Legal Counsel will draw up the paperwork. This will happen in 2011.

2nd by Paul Ritchey.

Vote: PR, HG (abstained), DW All Aye Motion Carried

123110-9: Don Wilson moved to close out the smallest existing CD of \$100,000 for the year 2010 and place monies in funds assigned.

2nd by Harold Grosnickle

Vote: PR, HG, DW All Aye Motion Carried

123110-10: Don Wilson moved to reinvest the \$240,000 CD for the year 2011 at .5% interest.

2nd by Harold Grosnickle

Vote: PR, HG, DW All Aye Motion Carried

123110-11: At 12:15 pm. Harold Grosnickle moved to go into Executive Session under ORC 121.221G (1) to discuss employment compensation.

2nd by Don Wilson

Vote: PR, HG, DW All Aye Motion Carried

123110-12: Don Wilson moved to return from Executive Session at 12:20 p.m.

2nd by Paul Ritchey

Vote: PR, HG, DW All Aye Motion Carried

OVERLAY: The reason for this Executive Session was to discuss employee compensation.

123110-13: Don Wilson moved that Jason Browning receive a \$.15/hr. in wage increase, Chief David Moulden gets a 1.8% increase, Deputy Chief Jewett gets a \$2000/yr. increase from 40 to 42, Dave Herlinsky gets \$.25/hr., and Part-time Medics get \$.25/hr. except for Linda Cain who stays at same rate. Part-time EMT's get \$.25/hr., Paid On Call \$.25/hr., Joy Bierman \$.35/hr., Jason Browning \$.15/hr., Joe Combs \$.15/hr.,

Kathy Cromer and Al Carrier 1.8%. John Korfagen rate remains the same.

2nd by Paul Ritchey

Vote: PR, HG (abstained), DW All Aye Motion Carried

123110-14: Don Wilson moved to set compensations for Trustees and Clerk at the minimum amount permitted under ORC: Section 505.24 including cost of living raises, using the permitting process ORC: 505.24 through 507.09.

2nd by Harold Grosnickle

Vote: PR, HG, DW All Aye Motion Carried

123110-15: Don Wilson moved to allow Trustees and Clerk to attend hearings, seminars and conventions with re-imbursements of \$35/per day for meals, mileage at the IRS rate and hotel;

2nd by Harold Grosnickle

Vote: PR, HG, DW All Aye Motion Carried

123110-16: Don Wilson moved to adopt the Then and Now Certification upon the necessity of its usage.

2nd by Paul Ritchey.

Vote: PR, HG, DW All Aye Motion Carried

123110-17: Don Wilson moved that we continue his employment with John Korfagen in the year 2011 at current rate.

2nd by Paul Ritchey.

Vote: PR, HG, DW All Aye Motion Carried

123110-18: Don Wilson moved to approve the membership fees for the Clermont 20/20.

2nd by Paul Ritchey.

Discussion: Harold Grosnickle asked how much it was. Sandy replied we usually don't know until February.

Vote: PR, HG, DW All Aye Motion Carried

123110-19: Don Wilson moved to approve State and County Twp Association membership fees.

2nd by Paul Ritchey.

Vote: PR, HG, DW All Aye Motion Carried

GROUP HEALTH INSURANCE

123110-20: Don Wilson moved for the Township to reimburse out of pocket expenses for insurance when an employee opts out of the Township health insurance plan, including Employee, Employee's spouse and children, not to exceed 80% of the cost that would be incurred to insure the employee, Spouse and/or Children under the Township health insurance plan. A suggested change to your health insurance reimburse arrangement (HRA), to simplify your claims and reimburse practices would be this: "the Township will amend the Direct Pay HRA to reimburse up to \$1000 per person and up to a maximum of \$2000 per family for expenses qualified under Section 213D of the IRS code for any employee covered under the Township health insurance plan.

2nd by Paul Ritchey.

Vote: PR, HG, DW All Aye Motion Carried

123110-21: Harold Grosnickle moved to elect in order to reduce Health Insurance cost to provide hospitalization per person down to \$500 pursuant ORC-Auditor of State 96-002. This buy down is provided by the Township. A new voucher must be submitted along with expenditures to Fiscal Officer.

2nd Don Wilson

Vote: PR, HG, DW All Aye Motion Carried

123110-22: Harold Grosnickle moved that Wayne Twp provide coffee, tea, water and hot chocolate for the Maintenance Personnel, Administrative Personnel, Zoning and Cemetery Departments not to exceed \$150 a year.

2nd by Don Wilson

Vote: PR, HG, DW All Aye Motion Carried

123110-23: Harold Grosnickle moved that Wayne Township will provide the following for the Maintenance, Administrative, Zoning, Cemetery Department, Zoning Board of Appeals, Zoning Commission and one guest each for the Christmas Dinner not to exceed \$2,400 due the double zoning because of the bad weather in 2010.

2nd by Don Wilson

Vote: PR, HG, DW All Aye Motion Carried

123110-24: Don Wilson moved that the Township will provide Fire and Rescue access to the soft drink machine after runs, at the discretion of the Fire Chief. Refreshments including food items on the Fire and Squad runs and or training sessions, and association meetings as authorized by the Officer in charge at approval of the Fire Chief. Soft drinks are \$500 for the WTF&R.

2nd by Paul Ritchey.

Vote: PR, HG, DW All Aye Motion Carried

123110-25 Harold Grosnickle moved the Resolution that members of the WTF&R be allowed to attend the following conferences during the 2011 Fire Instructors Conference, Indianapolis, Indiana March 25, 2011 for cost not to exceed \$500 and EMS Expo, Las Vegas, Nevada, August 29-September 2, 2011 with cost not to exceed \$3,000, cost to cover registration, hotel, vehicle. Attendants pay their own way out there.

2nd by Don Wilson

Vote: PR, HG (abstained), DW All Aye Motion Carried

123110-26 Don Wilson moved that Wayne Township will provide the WTF&R with an annual Christmas Dinner and awards per the following: \$1200 for dinner and \$600 for awards.

2nd by Paul Ritchey

Vote: PR, HG, DW All Aye Motion Carried

123110-27: Don Wilson moved to establish the Trustees Compensation and Clerk for 2011 would be paid bi-weekly on salary basis.

2nd Paul Ritchey.

Vote: PR, HG, DW All Aye Motion Carried

123110-28: Don Wilson moved to hold the First Organizational Meeting on January 3, 2011 at 11 a.m.

2nd by Harold Grosnickle.

Vote: PR, HG, DW All Aye Motion Carried

123110-29: Harold Grosnickle moved for the Township to renew the contract with Water One for 2011.

2nd Don Wilson

Vote: PR, HG, DW All Aye Motion Carried

123110-30: Harold Grosnickle moved that for the first Monday night of the month will be the Regular Township Trustee Meeting at 7:00 P.M. and the third Monday of every month will be a work session if needed to be announced at the regular meeting and the Zoning Board of Commissions shall be on the first Wednesday of every other month unless there is an emergency.

2nd by Don Wilson.

Vote: PR, HG, DW All Aye Motion Carried

Don wanted it so noted that both Zoning employees will be here at the Township Hall from 4:30 p.m. to 7:00 p.m. on the first Wednesday of each month prior to the Zoning Commission meetings at 7:30 p.m. Regular Zoning hours are every Wednesday evening from 4:30 to 7:00 p.m.

123110-31: Harold Grosnickle moved that if any township employee is requested to be at any meeting by the Board of Trustees, they will receive up to one hour of compensation.

Discussion. Is it required that both Zoning Employees be here for the monthly meeting and if so do they both get an hour's pay? Harold replied that no, they are not required but can receive up to one hour's pay.

2nd by Don Wilson.

Vote: PR, HG, DW All Aye Motion Carried

123110-32: Harold Grosnickle moved that we reimburse mileage on Township business at the IRS rate of \$.50.

2nd by Don Wilson

Vote: PR, HG, DW All Aye Motion Carried

112310-33: Harold Grosnickle moved that we use the Township truck for all business outside the Township if at all possible to save the Township on mileage.

2nd by Don Wilson

Vote: PR, HG, DW All Aye Motion Carried

Harold Grosnickle wanted it so noted in the minutes that Joe Combs did not exceed 1500 hours this year.

112310-34: Don Wilson moved that we continue our Fire Chief as our Fiscal Management Consultant under the current contract amount.

2nd by Paul Ritchey.

Vote: PR, HG, DW All Aye Motion Carried

112310-35: Harold Grosnickle moved to provide hospitalization for all eligible full time people inclusive to the board with an out of pocket expense to all eligible personnel at 25% for the year 2011.

2nd by Don Wilson

Vote: PR, HG, DW All Aye Motion Carried

Harold informed the Board to know that snow amount for the month of December was excessive than what it has been in past Decembers and we had considerable expense but the brining did help us to cut cost. We did brine approximately 3 times in December.

Paul reported that removing the trees from the cemetery was delayed because of the snow. He is helping them to remove them now.

Don Wilson noted that there were 67 permits issued in 2010. This is payable and nonpayable.

Harold Grosnickle so noted that 3 of the 5 people on Shiloh Road have paid in full.

Sandy reported that information on deferred comp was placed in Trustee Mailboxes. She explained how it worked.

Chief noted that he turned in the Inventory for 2010. He also noted that the Board told him to do MVR checks on 10% of the members. He did 25%. No problems on any.

Chief provided an updated Building Project Budget. Copy attached to minutes. Chief asked the Board to approve monies for additional items needed to be purchased.

123110-36: Don Wilson moved to authorize Chief David Moulden to purchase furniture, computer network parts, phone and cabling and gear racks not to exceed \$34,680.

2nd by Paul Ritchey.

Vote: PR, HG, DW All Aye Motion Carried

Chief Moulden noted that the Board needs to appoint two people to the Volunteer Firefighters Dependence Fund. Bill and Liz Smith have who normally have that position have moved. Sue Allen said she would be willing to serve in that capacity.

123110-37: Don Wilson moved to grant Matt Wendle a request for Leave of Absence from Jan 1, 2011 to April 1, 2011.

2nd by Paul Ritchey.

Vote: PR, HG, DW All Aye Motion Carried

Chief Moulden noted that a settlement has been made with Chris Smith. There is no financial impact to the Township. Chris will be paid a \$100,000 settlement for having hurt his back in 2005.

Chief Moulden is working with Sandy on the PERK forms they are required to keep. Chief will be taking care of it from now on and have it sent in as they are required.

123110-38: Don Wilson moved to accept the 2011 Appropriations as prepared.

2nd by Paul Ritchey.

Vote: PR, HG, DW All Aye Motion Carried

123110-39: Don Wilson moved to adjourn the meeting 1:10 p.m.

2nd by Paul Ritchey.

Vote: PR, HG, DW All Aye Motion Carried

Don Wilson, Chairman

Harold Grosnickle, Vice Chairman

Paul Ritchey, Trustee

Sandy Borchers, Fiscal Officer