

YEAR-END ORGAZATIONAL Resolution 18-01
The Leroy Township Trustees met in special session for their annual
Organizational meeting on Friday, December 29, 2017, at 3:00 pm., at the Leroy
Community Center

Present were: Heather Shelton, Richard VanPelt, Chuck Klco, and Sharon Rodgers.

Heather Shelton, Chairman, (2nd year) presented the following resolution and ask for its adoption.

Setting wages and appointments for the New Year 2018, commencing with the first of January 2018, or the first ending pay period of the New Year 2018

The Fiscal Officer advised that the Township budget is very limited with local government funds and other funds being cut by the State. Our funds coming in remain the same, while the cost of supplies, materials, and repairs continues to increase. Our carry-over balances have been used. A freeze on any wage increases was advised.

Zoning: Myron hire date was 2004. Last pay raise to \$770.00 2015.

Motion by Rich VanPelt to re-appoint Myron Telencio, as Leroy Township Zoning Inspector with a monthly wage of \$770.00. Chuck Klco, 2nd the motion. All were in favor. Motion by Heather to reduce the zoning inspector's monthly salary for time spent away from his duties, once he has been gone for over 30 days. Monthly salary shall be reduced by ½ for each additional 30 days he is absent from his duties as zoning inspector, out of state, which is equal to, \$385.00, or by \$12.83 per day. He shall inform the fiscal officer of his planned absence. 2nd by Rich, all were in favor. While it is recognized that Myron does make and receive phone calls related to zoning issues, and does maintain computer access, the Township does need a zoning presence during this time. Motion by Rich to also reimburse the zoning inspector or assistant zoning inspector \$50.00 for each court filing and each court hearing, 2nd by Chuck, all were in favor.

Assistant Zoning Inspector: Motion by Heather to re-appoint Shawn Parker, assistant zoning inspector. Current hourly rate to remain at \$10.00 per hour. Total work hours not to exceed 240 per year. (Resolution 11-20). Exception will be during the months that Myron is out of State; Shawn will be paid \$10.00 per hour for each additional hour during this period. Motion 2nd by Rich, all were in favor.

Zoning Secretary:

Motion by Heather to pay the zoning secretary, Julie Himmelman, \$45.00 per meeting, plus any additional hours at \$9.00/hr. Seconded by Rich, all in favor.

Zoning Boards:

Motion by Heather to reimburse both zoning boards, \$ 45.00 per meeting seconded by Rich, all were in favor.

Motion by Heather that the zoning commission meet seven times a year, with one additional floater date if needed. Dates to be set by the zoning commission. Rich seconded the motion, all in favor.

It is the understanding of the Trustees that Dennis Keeney has resigned from the zoning commission board. His term expires 12-31-2017. Chuck made a motion to not re-appoint Dennis Keeney to the zoning commission, 2nd by Rich VanPelt, all were in favor.

Motion by Heather to appoint Dan Himmelman to the zoning commission board for a five year term, commencing January 1, 2018. (replaces Dennis Keeney). Seconded by Rich, all in favor.

Motion by Heather to appoint Steve McKee, as an alternate board member to the zoning commission board for a 5-year term, commencing January 1, 2018. Seconded by Rich, all in favor.

Chuck made a motion to re-appoint Stu Bennett to the board of appeals for a five year term commencing 1-1-18. Heather 2nd the motion, all were in favor.

Cemetery Sexton(s)

No appointment at this time.

Townhall:

Motion by Rich VanPelt to reappoint Al Hunt to clean the townhall, at a yearly rate of \$480.00. Equal to twice per month at \$20.00 each. Also to clean the community room once per week, at 35.00 per week, defined in prior agreement. 2nd by Chuck, all in favor.

Recreation Director:

Motion by Heather Shelton, to re-appoint Brandy Hanusosky, as recreation director with a yearly stipend of \$420.00, 2nd by Chuck, all in favor.

Web Site Coordinator: Motion by Heather to re-appoint Debbie Lefelhoc as our web site coordinator. The web coordinator is paid a yearly stipen of \$420.00. Rich 2nd the motion, all were in favor.

Fire Chief:

Motion by Rich VanPelt to re-appoint Mike Shoff, as part-time fire chief at a yearly salary of \$15,500.00 per year,(current salary), payable bi-weekly, seconded by Heather, , all in favor. Salary to be re-evaluated at a later date.

Motion by Rich VanPelt to maintain one fulltime firefighter, and all part-time firefighters, including the full time secretary at their present wage until the future budget is reviewed. Any increase in the state minimum wage, shall be complied with effective January 1, 2018. Motion 2nd by Heather, all in favor.

Road Department Full-Time:

Motion by Chuck Klco to re-appoint Rich VanPelt III. as road dept. supervisor, seconded by Heather Shelton, all in favor.

Motion by Chuck to re-appoint Vickey Doles as safety officer, (yearly stipend of \$1,200.00,) 2nd by Rich, all in favor.

Motion by Chuck to set the road dept. supervisor's hourly rate currently at (\$24.25 per hour.) Seconded by Heather Shelton, all in favor. .

Part-time Road Employees:

Summer Help:

For Road Dept.

First year \$9.00 per hour.

After first year, based on evaluation by supervisor increase to, if deemed appropriate,

2nd yr. \$9.50

Motion by Chuck to set hourly part-time seasonal help at starting rate of \$9.00 hr. including flaggers. Second year increase to \$9.50, pending individual evaluation by road supervisor. .* any increase in the state minimum wage shall be adhered to.

Road patching work, additional snow plowing and side road mowing, the starting rate is \$10.00/hr. Bob Greene, part-time road employee, will be on an "as needed" basis, at \$12.32/hr.,2nd by Heather 2nd the motion, all in favor. All rates to remain the same as were paid in 2017.

Motion by Rich VanPelt to pay all expenses incurred by the Trustees, and Fiscal Officer, related to township business if absolutely necessary, including, hotel expenses, mileage at the Federal rate, and maximum of \$25.00 per day for food. Seconded by Chuck, all in favor.

Motion by Rich VanPelt to reimburse any employees, mileage at the federal rate, hotel, food and any other expenses related to official township business necessary to maintain current status or continuing education. Meals will be reimbursed only if employee has to spend the night for related township business, maximum of \$25.00 per day for food. Seconded by Chuck, all in favor.

Motion by Chuck Klco to advertise for bids for all materials for the road dept. (limestone, cold and hot patch, dust control, cinders, salt, fuel. Seconded by Rich VanPelt, all in favor.

Bids to be advertised twice, once in the News Herald and once on the township web site, which will meet the bidding requirements.

Bids must be received by 7 p.m. on Monday, February 26th at Leroy Township Hall, 6684 Paine Rd., or sealed bid mailed to Leroy Township, Fiscal Office, at 13028 Leroy Center Rd., Painesville, Oh. 44077. Motion 2nd by Rich, all were in favor.

Opening date for bids shall be: Monday, February 26th at 7:00 p.m.

Meeting dates for the year 2018 shall be as follows @ 7:00 P.M.

Monday:

January 8,

February 12 & 26

March 12 & 26

April 9 & 23

May 7 & 21

June 11

July 9

August 13

September 10

October 1 & 15

November 5 & 19

December 3 & (Thursday 27th-annual reorganizational meeting)

Motion by Chuck Klco, to accept meeting dates, seconded by Rich VanPelt, all in favor.

Motion by Chuck to accept payroll, and appointments for 2018, resolution 01-18, seconded by Heather, poll of the vote: Klco, aye, VanPelt, aye, Heather Shelton, aye.

Motion by: Chuck Klco, to pay all bills, 2nd by Heather Shelton, all in favor.

The first regular meeting of the New Year will be January 8, 2018, at 7 p.m.

At Leroy Township Hall.

Heather made a motion to appoint Rich VanPelt, chairman, this is for two consecutive years, 2nd by Chuck, all were in favor.

Heather Shelton shall oversee: Fire Department and Recreation

Rich VanPelt shall oversee: Cemeteries and Zoning

Chuck Klco shall oversee: Road Department

There being no further business, the meeting was adjourned.

Heather Shelton, Chairman

Sharon E. Rodgers, Fiscal Officer