

YEAR-END ORGANIZATIONAL MEETING Resolution 25-01

The Leroy Township Trustees met in regular session on Dec. 17, 2024, at the Leroy Township Community Room for the purpose of:

Setting wages and appointments for the new year 2025. Commencing on the first of January 2025. Or the first ending pay period of the new year 2025.

Present were: Heather Shelton, Richard VanPelt, Trustees, Lexi Brown Fiscal Officer, Kristi Milo Assistant to the Fiscal Officer, Fire Chief Mike Toman, and Vickey Doles FD Secretary.

Richard VanPelt, Chairman (2nd yr.) opened the meeting.

ZONING:

REAPPOINT NOEL Siverston as Zoning Inspector

Will discuss at next meeting.

OFFICE ASSISTANT TO:

Motion by **Heather Shelton** to appoint Sara as the Township Office assistant (staying as RD Secretary, and now helping with zoning, Fiscal Office, and Cemeteries) at an hourly rate of \$20, not to exceed 30 hours per week. 2nd by Rich, All in favor.

ZONING SECRETARY:

Motion by **Heather Shelton** to appoint Andrea McKinstry as zoning secretary and set her salary per meeting as \$50, with an additional \$13.75 for hours worked. seconded by Rich, all in favor.

ZONING BOARDS:

Motion by **Heather Shelton** to set reimbursement of \$50 per meeting for both zoning boards, seconded by Rich, all in favor.

Heather Shelton made a motion that the Zoning Commission meet eight times for the year, with one additional floater date if needed. Dates to be set by the zoning commission. Rich seconded the motion; all were in favor.

REAPPOINT OR REPLACE EXPIRING ZONING BOARD MEMBERS:

ZONING APPEALS: GREG MILLER TERM EXPIRES 12/31/24

ZONING COMMISSION: RICH HNIZDIL TERM EXPIRES 12/31/24

WE HAVE OPEN POSITIONS

Motion by **Heather Shelton** to appoint Greg Miller to the zoning appeals board for a 5-year term, commencing January 1, 2025. Seconded by Rich, all in favor.

ZONING ATTORNEY, RON GRAHAM

Motion by **Heather Shelton** to re-appoint Ron Graham, Attorney at Law to represent Leroy Township. The current rate is \$500 per month, to attend Zoning Commission meetings and as requested and Board of Zoning Appeals, also the first Trustee meeting of each month or other meetings as requested by Trustees. Ron's Hourly rate remains at \$105 per hour. 2nd by Rich, all in favor.

OFFICE STAFF: ALL PARTTIME:

CEMETERY SEXTON:

Motion by **Rich VanPelt**, to reappoint Jennifer Greig -cemetery sexton with an hour rate of \$18 OR a salary of seconded by Heather, all in favor.

WEB COORDINATOR:

Motion by **Heather Shelton** to appoint Jeremy Szydowski as web coordinator with a yearly stipend of \$1000. 2nd by Rich, all in favor.

OFFICE ASSISTANT:

Motion by **Heather Shelton** to set office assistant Kristi Milo's hourly rate at \$18. 2nd by Rich VanPelt, all in favor.

JANITORIAL:

Motion by **Rich VanPelt** to set Kristi Milo and Sara Jusko a weekly rate at \$50 for Community Center, \$50 for the Road Garage and \$25 for Townhall. Sara to clean the town hall twice a month, and Road Dept weekly. Kristi to clean the community room once a week. 2nd by Heather, all in favor.

RECREATION DIRECTOR:

Motion by **Heather Shelton** to re-appoint Brandy Hanusosky as recreation director with a yearly stipend of \$500, 2nd by Rich, all in favor.

FIRE DEPARTMENT:

Motion by **Rich VanPelt** to re-appoint Mike Toman, as part-time fire chief at a yearly salary INCREASE to \$22,260 payable bi-weekly, seconded by Heather, all in favor.

FIREFIGHTERS

FIRE CHIEF: RECOMMENDATIONS:

(FIREFIGHTERS PAY: (all received \$.50/hr raise in 2024)

Vickey Doles pay will be increased to \$23 per hour.

FIRE DEPT. SECRETARY FULLTIME:

Motion by **Richard VanPelt** to appoint **Vickey Doles as safety officer**. Her yearly salary is \$1,200.00. Payable in December of each year. 2nd by Heather, all in favor.

ROAD DEPT. FULLTIME:

Motion by **Rich VanPelt** to re-appoint (We do not have a supervisor at this time) as road dept. supervisor, 2nd by Heather, all in favor.

Motion by **Rich VanPelt** to increase Braden Brewster's hourly to \$23.10. 2nd by Heather, All in favor.

Motion by **Heather Shelton** to increase Rick Doles to \$22.05 hour and Rudy Veselko \$21.63 per hour, 2nd by Rich, all were in favor.

GENERAL TOWNSHIP

Motion by **Heather Shelton** 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. Lunches will be reimbursed only if employees must spend the night for related township business, 2nd by Rich, all in favor.

Motion by **Rich Van Pelt** to advertise for bids for all materials for the road dept. (limestone, cold and hot patch, dust control, cinders, salt, fuel. Seconded by Heather Shelton, all in favor.
Bids are to be advertised twice, once in the News Herald and once on the township web site, which will meet the bidding requirements. Bids are to be opened at the second meeting in February 2025, at 6:00 p.m.

The following departments will be headed by:

Road Dept: Jason Rodgers

Fire Dept: Rich Van Pelt

Cemeteries: Rich VanPelt

Parks: Heather Shelton

Zoning: Heather Shelton

Motion by Rich, seconded by Heather, all in favor.

Meeting dates for the year 2025 shall be as follows @ 6:00 P.M. at the community center

January 6 approves temporary appropriations and payroll and/or bills. Time: 4pm

January: 6 & 21	July: 8
February: 4 & 18	August: 12
March: 4 & 18	September: 2 & 16
April: 1 & 15	October: 7 & 21
May: 6 & 20	November: 18
June: 10	December: 2 & 16 @ 4pm

Motion by **Heather Shelton**, to accept meeting dates, 2nd by Rich, all in favor.

Motion by **Richard VanPelt** to accept payroll, and appointments for 2025, resolution 25-02, seconded by Heather. Poll of the vote: Heather aye, Rich aye.

Motion by **Heather Shelton**, to pay all bills, 2nd by Rich, all in favor.

NEXT MEEETING MONDAY, JANUARY 6 @4pm Community Center.

There being no further business, **Rich VanPelt** made a motion to adjourn, 2nd by Heather, all in favor.

Richard VanPelt, Chairman

Alexandra Brown, Fiscal Officer