

# RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS &amp; SUPPLIES 844-224-3338 FORM NO. 10148

January 4, 2024

Held \_\_\_\_\_

20  
~~6:30~~ p.m. \_\_\_\_\_

The Washington Township Trustees met in special session with Euler and Powell present. Chairman Euler presided. No guests in attendance.

Trustee Euler gave Oath of Office to Trustee Steven Powell and Fiscal Officer Kristel Beyer.

Nominations for the New Year 2024 chairman were opened. Powell made a motion to nominate David Smith for Chairman, seconded by Euler. Powell moved to close nominations, Euler seconded. Roll Call: Powell – yes, Euler – yes. Motion approved. Powell made a motion to nominate Steven Powell as Vice Chairman, seconded by Euler. Powell moved to close nominations, Euler seconded. Roll Call: Powell – yes, Euler – yes. Motion approved.

Powell stated we are here to discuss our yearly organization. Euler made a motion, seconded by Powell to retain Isaac Puffer as the Township Road Superintendent. His salary is to be twenty-nine dollars and fifty cents (\$29.50) per hour. This is to be based on a forty (40) hour week with any additional time to be overtime at a rate of one and one half times the regular rate. The work week will be Monday thru Sunday. He is to receive the following paid holidays: New Year's Day, Martin Luther King Jr. Day, Presidents Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day and Christmas Day. The trustees authorize Isaac to make ordinary purchases for supplies, maintenance and repairs. They authorize the fiscal officer to pay Isaac on the fifteenth and the last day of each month, unless that date falls on the weekend, in which case he will be paid on the first working day of the following week. He will receive four hours per pay period for sick pay and may be allowed unlimited sick leave up to the hours accumulated. Upon retirement or termination of job, Isaac will be paid for unused sick leave up to 240 hours' maximum. The trustees reserve the right to verify the use of sick pay. In addition, he is to receive three weeks of vacation with pay at a time that is agreeable to the trustees up to an accumulated total of 240 hours. The motion also includes that Isaac receive medical/prescription insurance in which he is to pay for one-third of the premium. The dental/vision insurance will be offered through the Township. The life insurance can be up to 3 times his yearly salary, to be paid by the employee if coverage is desired. Roll Call: Powell – yes, Euler –yes. Motion approved.

Powell made a motion, seconded by Euler that extra general labor be paid a minimum of fourteen dollars (\$14.00) per hour to a maximum of seventeen dollars (\$17.00) per hour for a CDL effective January 1, 2024, when acting in a capacity that requires a CDL, to be determined by the trustees at the time of hire. The extra labor assisting the Road Supervisor must be at least sixteen years of age and not to go over a maximum of ten thousand dollars (\$10,000) per year. When that amount has been reached, the trustees will decide whether there are funds to cover any other labor. The extra labor is only for cutting grass, plowing snow, cutting brush, picking up leaves, durapatching and using the chipper. Road Supervisor is to report a projection of extra labor for the month at the monthly meeting. Roll Call: Euler – yes, Powell – yes. Motion approved.

Euler made a motion, seconded by Powell for the following fire officer pay levels effective immediately: Fire Chief - \$3,000/year plus \$18 for expenses incurred for each hour of training and each call response attended, Assistant Fire Chief - \$1,500/year plus \$18 for expenses incurred for each hour of training and each call response attended, Max of two (2) Captains - \$750/year plus \$18 for expenses incurred for each hour of training and each call response attended, Lieutenants - \$18 for expenses incurred for each hour of training and each call response attended. Balance of fire fighters will receive \$15 for expenses incurred for each hour of training and each call response attended. The Chief, Assistant Chief, and (2) Captains yearly compensations are to be paid twice a year at the first part of July and the first part of December. The chief and assistant chief are authorized to make ordinary purchases for supplies, repairs and maintenance of fire equipment and for the department. Training will be once a month. The trustees will pay for the meal only expenses incurred at the fire fighter's banquet in December. The trustees will pay for this banquet as additional compensation. The motion also includes that each fireman have 54 hours of training every three years per State requirements or be removed from the fire department. Roll call: Powell – yes, Euler – yes. Motion approved.

Euler moved that the township continue the equipment rental contract with the Village of Tontogany at the following rates: Truck (or tractor) only—twenty-seven dollars (\$27.00) per hour; truck & driver—forty-five dollars (\$45.00) per hour; truck and two drivers—fifty-five dollars (\$55.00) per hour. Conditions as set forth in the 1989 contract (reissued January 1, 1999) and outlined in the minutes of the November 1, 1988 meeting. The contract will be renewed each year at the organizational meeting. The motion also includes that as long as the village does not charge the township for use of the leaf vacuum, the village will not be charged for use of the truck when used in the same manner. Powell seconded the motion. Roll call: Euler – yes, Powell – yes. Motion approved.

Powell moved the members of the Township Zoning Commission and Zoning Board of Appeals and all alternates be compensated for expenses incurred at a rate of thirty-five dollars (\$35.00) per meeting attended. Educational meetings for board members are to be compensated at the same rate. Both Zoning Board secretaries are to be compensated for expenses incurred at a rate of fifty dollars (\$50.00) per meeting attended. The Zoning Commission is to meet only at the direction of the trustees. Euler seconded the motion. Roll call: Euler – yes, Powell – yes. Motion approved.



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Continued

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6:30 pm.

Euler moved the trustees and fiscal officer be paid the current published IRS mileage rate per mile while on township business outside of the township. This also applies to others authorized by the trustees. Powell seconded the motion. Roll call: Powell – yes, Euler – yes. Motion approved.

Powell moved that Chad Baranski be retained as Zoning Inspector and is allowed to use the small township vehicle for township business. His wage will remain three hundred twenty-five dollars (\$325) per month for the issuing of permits and making the necessary inspections. He will be required to attend eight (8) regular Trustees meetings per year to receive a year-end bonus and if he attends at least eight (8) regular meetings or more then he would receive the performance bonus of \$50.00 per regular trustee's meetings attended, not to exceed \$600.00, which will be paid to him at the year-end meeting in December. The trustees will make sure that zoning is the first topic to be addressed at each meeting. Euler seconded the motion. Roll call: Powell – yes, Euler – yes. Motion approved.

Powell moved the trustees meet on the third Wednesday of each month. They will meet at 6:30 p.m. at the township building. Euler seconded the motion. Roll call: Euler – yes, Powell – yes. Motion approved.

Powell moved the fiscal officer be authorized to deposit money in the Huntington Bank regular checking account, Star Ohio account and/or certificates of deposit and also to transfer money from the Star Ohio account to the checking account as needed to pay bills. The authorized signees of the checks are Abel Euler, Steven Powell, David Smith and Kristel Beyer. Euler seconded the motion. Roll call: Powell – yes, Euler – yes. Motion approved.

Powell moved the salary for the trustees and the fiscal officer be paid monthly from the General Fund. Euler seconded the motion. Roll call: Euler – yes, Powell – yes. Motion approved.

Euler made a motion to use township funds to pay supplemental hospital, disability and cancer insurance for the trustees, fiscal officer and full time employees up to seven hundred dollars (\$700.00) per year per trustee or fiscal officer and full time employee. The individual would pay anything over this amount. The motion also includes health insurance coverage for township officials and full time employees if needed and requested according to 505.60 of the ORC. Powell seconded the motion. Roll call: Euler – yes, Powell – yes. Motion approved.

Euler made a motion, seconded by Powell to pay for motel room, registration fee and up to a maximum amount of sixty dollars (\$60.00) actual expenses for food per day and compensation of the current published IRS mileage rate per mile for both the winter and summer conferences and any training if any trustees and/or fiscal officer attend. Roll Call: Euler – yes, Powell – yes. Motion approved.

The Trustees looked over the current zoning permit fees and cemetery fees. Powell made a motion, seconded by Euler to keep the Zoning Permit Fees and Cemetery Fees the same. Roll Call: Powell – yes, Euler – yes. Motion approved. Powell made a motion that cemetery headstone foundations are a minimum of 24 inches deep and a foot wider than the monument on each side in the areas we can, seconded by Euler. Roll Call: Powell – yes, Euler – yes. Motion Approved.

Powell moved to approve the Work Agreement between the Wood County Engineer and Washington Township for year 2024, Euler seconded. Roll Call: Powell – yes, Euler – yes. Motion Approved.

Trustees reviewed the Credit Card Policy. Powell moved to continue the credit card policy and credit limit of \$15,000 per card for Fiscal Officer and Road Supervisor and \$2,500 for Fire Chief, seconded by Euler. Roll Call: Powell – yes, Euler – yes. Motion approved.

Trustees reviewed the Cemetery Rules, Regulations and Restrictions. Powell moved to accept the Cemetery Rules, Regulations and Restrictions as written, Euler seconded the motion. Roll Call: Euler – yes, Powell – yes. Motion Approved.

Because of no further business, the meeting was adjourned at 6:40 pm.

Approved by: Kristel Beyer

St Powell  
JHW-SL