

MINUTES OF MEETING OF RANDOLPH TOWNSHIP TRUSTEES & FISCAL OFFICER page 276

Organizational Meeting Tuesday, January 02, 2007, 7:00 a.m. Town Hall

FO opened the meeting by asking for nomination for Chairman. Klodt moved for Lang as Chairman, Horning seconded, RCV 3 yes. (present 3 Trustees, FO, Bill Carter, D Kolasky, B Siegfert, G Harrison, L Klodt, M Rodenbucher arrived late). FO asked for nomination for Vice Chairman. Lang moved for Horning, Klodt seconded, RCV 3 yes. FO asked to set meetings, times, etc., Lang moved to hold meetings 7:30 p.m. 2nd & 4th Thursdays in Town Hall, variances from these dates will be advertised in the paper, Klodt seconded, RCV 3 yes. Lang took over the meeting.

Lang moved to have the Department Assignments as follows: Lang: EMS, Fire, Cemetery, Buildings, Machinery & Equipment; Horning: Roads, Sewer, NOPEC alternate, Planning, Parks & Cable; Klodt: Zoning, NOPEC, Community Betterment & Health Board, Klodt seconded, RCV 3 yes.

Lang moved to have the Road Assignments as follows: Lang: Schroeder, Luli, Shaffer, Aberagg, Swartz, Belding, Alexander W, Eberly W & Trump; Horning: Bassett E & W, Wilkes, Taylor, Fairgrounds, Olde Mill Allotment; Klodt: Alexander E, Horning, Eberly E, Thomas, Unger, Matti, Pamer, Dibble, Maxwell, German Church, Klodt seconded, RCV 3 yes.

Lang moved to pay Trustees & FO by salary according to state guidelines, FO & Chairman as Investment Officers, Bill Carter as Deputy & Assistant FO with no pay; pay \$.44 per mile for outside county travel; Records Commission is FO, Chairman & George Klag; Audit Committee is FO, 3 Trustees & Kolasky; retain outside counsel as needed, Klodt seconded, RCV 3 yes.

Lang moved to retain Janice Adelman, Nancy Breidmeier & Carol Kline as Park Commission, Horning seconded, RCV 3 yes.

Lang moved to retain Larry Klodt as Road Supervisor @ \$19.80 per hr & T Pfile @ \$19.20 per hr & hire extra labor @ \$7 per hr if needed up to 20 hrs per week; improve roads by force account if cost is less than \$25,000 per mile by twp employees, charge \$5.00 per ft. beyond the 30-foot length of culvert plus pipe & stone billed to resident, Horning did not want to go with the 5% raises as we have to have an end and suggested 3%, if they get too high we will not get other things done & suggested putting the 3% into their retirement. Klodt wants to keep them happy and it would be hard to replace them if they leave us, does agree we need a cap on wages, suggested 5% this year and nothing next year. Horning suggested discussion when meeting with employees on new handbook but wants 3% across the board. Lang moved to retain L Klodt @ \$19.41 per hr & T Pfile @ \$18.85 per hr, Horning seconded, RCV 2 yes, Klodt abstained.

Lang moved to pay Diane Bunker \$17.76 per hr, pay fire attendance \$1,000 per qtr, part timers @ \$10.50 per hr; captains Calvin Eyre & Mike Lang Jr; Fire Inspectors: Lang Sr, Lang Jr, Diane Bunker, Andy Hamilton & retain Ravenna Twp. for dispatching; Klodt seconded, Horning questioned D Rodenbucher being replaced as captain, Lang stated Rodenbucher wanted to step down, RCV 3 yes.

Lang moved to retain M Rodenbucher as Twp. Adm. @ \$15 per hr, Klodt seconded, Horning asked about the 3% raise for her, Lang stated they paid her high to start last year, need to keep her there, Klodt agreed, RCV 3 yes.

Lang moved to retain D Kolasky as ZI, secretary to zoning boards, JMV, dog control & other misc. duties @ \$10 per opening, \$35 per zoning meeting, pay zoning boards \$20 per meeting up to 18 per year, Klodt seconded, discussion on a raise. Klodt stated 3% and do away with the opening fee but have him as IT person as he keeps up the website and manages Community Service Workers for us, which would add \$2. per hour to a total of \$15.44 per hr. Horning stated that these duties have been part of his job and does not want to create another position, sees need to keep all within reason but feels we need to keep more balance in raises. Klodt stated we would pay a lot more if we went outside to get website updates & does not think the pay is unreasonable. Lang mentioned the good fact that the ZI is available for errands, etc., which is needed and we should adjust the pay. Horning suggested up openings to \$10 & \$15 per hr. RCV 3 yes for \$15.00 per hr & \$10 per opening.

Lang suggested, for discussion, considering \$25 cleaning fee for rentals, if building is left clean the \$25 would be refunded. Klodt stated there should be a flat \$25 tacked on to the rentals for cleaning. Horning

MINUTES OF MEETING OF RANDOLPH TOWNSHIP TRUSTEES & FISCAL OFFICER page 277

suggested a substantial deposit. D Kolasky stated he should not be expected to come up each time the buildings are used to inspect them he does come up late to make sure buildings are locked, etc. , we do need to set a date when this goes into effect as there are bookings set at the old rates. Lang stated the non-resident party be upped to \$150. Horning stated the people paid for this and suggested a deposit as part of the services. Lang stated the part time RFD workers check the buildings after rentals. Lang suggested \$75 resident security deposit, \$150 non-resident. Klodt suggested the security deposit at the beginning of each year for civic groups. Horning suggested keeping the same but if they trash the place then address it if it is not cleaned up. Donna Yoder's salary was suggested by Lang at \$325 per month. Klodt was thinking about the Administration Building cleaning which she does, having Twp. Adm. do that. Horning stated the Twp. Adm. has a full plate now and cleaning is Donna Yoder. Horning did not realize Yoder would also get retirement benefits. Lang moved to have rentals \$35 for meetings for residents \$50 non-residents; parties for residents \$75 plus \$75 refundable deposit, \$150 non-residents with \$75 refundable deposit & Donna Yoder @ \$80 per week cleaning of all buildings, Klodt seconded, RCV 3 yes.

Lang moved to charge the following Zoning fees: single dwelling \$60; duplex \$100; driveway \$20; oil & gas drive \$100; conditional & variance permits \$150; road boring \$50; rezoning \$200; storage shed, swimming pool, hot tub, garage, signs, lot splits \$25; residential addition or deck \$30; commercial/industrial building or addition \$75 plus \$.01 per sq. ft. to maximum of \$225; multi-family site plan review \$225; zoning books \$20; zoning CD \$5; page copies \$.25 Lang wondered if it was necessary to charge for copies; Land Use Books \$65; tape copies \$10 each available in 7 working days if possible Klodt seconded. Discussion by Horning commented on copies that the \$.25 is our expense per the sunshine rules. RCV 3 yes.

Lang moved to charge cemetery fees of: \$7 for extra help if needed to maximum of 20 hrs. per week; 4 graves per family @ \$150 each & residents with honorable discharge get 1 free for their use; non-residents 4 graves per family @ \$300 each; cremation weekdays \$50, weekends/holidays \$100; interment weekdays \$250, weekends/holidays \$400; foundations \$30 per cu. Ft; infant burials \$100 weekdays \$150 weekends/holidays; disinterment \$500; re-interment \$250; on regular lot permit 1 casket burial & 1 cremation or 4 cremations with no casket burial, Klodt seconded, RCV 3 yes. Lang wants to address the upright headstones in all of west cemetery at a later meeting.

Lang moved to grant full-time employees 7 sick days non-accumulative per year; vacation of 5 days after 1 year; 10 days after 2 years; 15 days after 8 years; 20 days after 15 years & 25 days after 25 years, holidays observed: New Years, MLK, Presidents, Memorial, Independence, Labor, Columbus, Veterans, Thanksgiving, Christmas taken as scheduled unless approve by Trustees prior to day & 1 week vacation may be carried over if approval given; Klodt seconded, RCV 3 yes.

FO presented year end temporary balances as no bank statement has been received to date of \$727,517.85. Klodt moved to appropriate the balances, Horning seconded, RCV 3 yes.

Fund Number	Fund Name	% of Total Cash Balance	Fund Cash Balance	Investment Balance	Checking Balance	
1000	General	18.462	\$134,313.40	\$73,720.75	\$60,592.65	
2011	Motor Vehicle License Tax	0.484	3,522.34	0.00	3,522.34	
2021	Gasoline Tax	8.317	60,509.91	11,945.19	48,564.72	
2031	Road and Bridge	42.801	311,387.76	157,509.28	153,878.48	
2041	Cemetery	2.059	14,976.20	0.00	14,976.20	
2111	Fire District	17.800	129,501.03	1,141.86	128,359.17	
2181	Zoning	0.047	339.92	0.00	339.92	
2191	EMT/AMBULANCE FUND	0.720	5,240.45	0.00	5,240.45	
2231	Permissive Motor Vehicle Licen	8.221	59,809.08	24,953.35	34,855.73	
2901	CEMETERY BEQUEST FUND	0.568	4,129.47	4,129.47	0.00	
2902	GUNTHIER TRUST FUND	0.521	3,788.24	3,202.39	585.85	
3105	General (bond) (note) Retireme	0.000	0.05	0.00	0.05	
4402	Public Works Commission Projec	0.000	0.00	0.00	0.00	
All Funds Total			\$ 727,517.85	\$ 276,602.29	\$ 450,915.56	
					Less Secondary Balance	\$ 0.00
					Available Primary Checking Balance	\$ 450,915.56

MINUTES OF MEETING OF RANDOLPH TOWNSHIP TRUSTEES & FISCAL OFFICER page 278

Projects to be considered in 2007:

Trees in West Cemetery

Generator for Town Center Complex

Gazebo or shelter at old school property

Fire pumper/tanker at \$325,000

Klodt wants to find grant money for the park improvements – as a side bar last week the Fire Department received a grant of \$247,000 for a new tanker truck because of work by Becky, Diane, Mike & Lois Lang. There are dollars out there, we should ask for them.

Horning added the Unger Road OPWC project

Lang added sidewalks.

Meeting adjourned at 8:00 a.m.

A handwritten signature in cursive script, reading "Rebecca L. Carter". The signature is written in dark ink and is positioned in the lower-left quadrant of the page.