

# The Williamsburg Township Board of Trustees

**December 26, 2006**

The Williamsburg Township Board of Trustees met on Monday December 26, 2006 to transact business. Chairman Henning called the meeting to order at 7:30 PM, and all joined in the Pledge of Allegiance to the Flag. James Danbury, Bari Henning and Jim Taylor answered the roll call. Also present were Fiscal Officer, Gregory W. Carson, Richard Malott, Yvonne Malott, John Merz, Brian Tatman and Earl Whiteman.

Mr. Henning motioned to approve the minutes of the last meeting. Mr. Taylor second. All yeas. Mr. Carson presented a financial report, including a comprehensive account of expenditures and receipts and the trustees accepted it.

Mr. Taylor motioned to pay the attached bills. Mr. Henning second. All yeas.

## **Cemetery & Maintenance Report**

Mr. Henning said that he received a letter from ODOT asking for certification of 18.11 miles of road as our road mileage. The trustees and Mr. Whiteman agree that this is correct, so the Chairman signed the certification to mail back to ODOT. Mr. Whiteman said that the recycling people took out the big containers and put in smaller ones and there are people dropping off trash to be recycled and it is blowing all over the cemetery. Mr. Whiteman said that he has left messages with the county about this and he plans to leave messages every day until they call him back. Mr. Whiteman said that the cemetery deeds have been moved to the Township hall and the filing card system is left at the cemetery building so that if one of the buildings is to burn down, there would be a file left. Mr. Danbury asked if we should get a fire proof file cabinet. Mr. Henning said that he thinks we should get the records filed on computer and kept in multiple locations. He said that this will take a long time to complete, but it will be worth it. Mr. Taylor suggested a Microsoft Access database. Mr. Whiteman said that the Stop Ahead signs on Musgrove Road have been moved to the proper distance. He said that Duke Energy marked the gas lines today, but they are on the opposite side of the street, but the shut offs are on the cemetery side of the street. He said that this doesn't make sense, so he is going to call them to see which is correct. Mr. Whiteman said that South Eastern Equipment brought them a used backhoe to test, because Mr. Whiteman said that the little bucket on the other tractor is getting torn up on the big jobs, so he thinks we need a backhoe. John Merz from Southeastern Equipment gave a price on the used backhoe. Mr. Henning motioned to purchase the 1999 Case Model 580SL for \$24,800.00 Mr. Taylor second. All yeas. Mr. Henning said that we also needed to purchase some accessories. Mr. Henning motioned to purchase a used 24 inch bucket and a new 42 inch ditching bucket and a pattern control changer for \$5,186. Mr. Danbury second. All yeas.

## **Zoning Report**

Mrs. Malott presented a zoning report.

## **Emergency Services Report**

Mr. Malott said that he received some information from an energy company saying that they can save us money on our gas rates. He said that he will research it further. Mr. Henning said that we received a contract from Sterling Township for fire services for 2007. Mr. Danbury motioned to approve this contract a rate of \$20,000 with 2 equal payments on 4/1/2007 and 10/1/2007. Mr. Taylor 2<sup>nd</sup>. All yeas. Mr. Malott said that he had received a few applications for the fire position. He said that there is a group of fire chiefs that do interviews for other fire departments and make recommendations in order to show impartiality in the interviewing process, because there are often local people apply for the job, however Mr. Malott asked if the trustees wanted this group to do the interviewing or if the trustees want to do the interviewing or if they want Mr. Malott to do the interviewing. The trustees would like to see the group of fire chiefs do the interviews and rate the interviewees like they do with other townships. Mr. Malott said that he will continue to receive applications through 12/31/06 and then set up the interviews shortly thereafter. He asked what we want to do with the 1978 fire pumper. He said that there are companies that will try to sell it for us. He said that he thinks it might be worth up to \$10,000, but that is a guess. Mr. Taylor said that the pagers have arrived at the County. He said that the county is paying for part of them and the township is paying for the rest. He said that the console upgrade hasn't been done at the county yet, so the pagers won't work until the upgrade is done, which is expected by the end of February. The pager company has invoiced us, but it is the county's fault that the pagers won't work, so Mr. Malott feels that we need to pay for the pagers, because it is not the pager companies fault. Mr. Taylor said that it will be upgraded by the end of February according to the County. Mr. Taylor motioned to pay Bearcomm \$9,754.50 for the pagers. Mr. Danbury second. All yeas. Mr. Malott said that he had a request to attend a conference in March. He said that usually four people attend and the registration is \$275 and it is for 2 nights. Mr. Henning motioned to send up to four people to this conference and to pay all necessary expenses. Mr. Taylor second. All yeas.

Mr. Henning motioned to go into executive session at approximately 8:50 p.m. to discuss personnel matters. Mr. Taylor second. All yeas. Mr. Henning motioned to return from executive session at approximately 9:10 p.m. Mr. Taylor second. All yeas.

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The chairman turned the meeting over to the Fiscal Officer to take nominations for Chairman for next year. Mr. Henning nominated Mr. Taylor for Chairman. Mr. Danbury second. Mr. Carson closed the nominations hearing no further motions. All yeas. Mr. Carson asked for nominations for Vice Chairman. Mr. Henning motioned to nominate Mr. Danbury for Vice Chairman. Mr. Taylor second. Mr. Carson closed the nominations hearing no further motions. All yeas. Mr. Carson turned the meeting back over to the old chairman.

Mr. Taylor motioned to re-appoint Earl Whiteman as Cemetery Sexton & Road Maintenance Supervisor with no raise per Mr. Whiteman's request. Mr. Danbury second. All yeas.

Mr. Danbury motioned to re-appoint Richard Malott as Fire Chief at a salary of \$12,500. Mr. Henning second. All yeas.

Mr. Taylor motioned to re-appoint Yvonne Malott as Zoning Administrator and Trustee Secretary with a \$0.45/hour raise. Mr. Danbury second. All yeas.

Mr. Taylor motioned to give Kevin Wiedemann, Mary McCarty, Doris Smith and Brian Tatman a \$0.45/hour raise. Mr. Henning second. All yeas.

Mr. Henning motioned to give Judy Morgan a \$0.33/hour raise as part time fire/EMS secretary.

Mr. Taylor second. All yeas.

Mr. Henning motioned to give Barbara Mueller a \$0.33/hour raise as zoning secretary. Mr. Taylor second. All yeas.

Mr. Taylor motioned to pay Danny Bolender \$10.00/hour. Mr. Danbury second. All yeas.

Mr. Henning motioned to pay part time EMT & Fire people \$10.85/hour. Mr. Taylor second. All yeas.

Mr. Taylor motioned to pay part time paramedics \$11.50/hour. Mr. Henning second. All yeas.

Mr. Taylor motioned to leave the EMS and fire volunteer's pay per run at \$10.00/run. Mr. Henning second. All yeas.

Mr. Danbury motioned to pay all zoning board and ZBA members \$20.00/meeting. Mr. Taylor second. All yeas.

Mr. Taylor motioned to pay the Trustees and Fiscal Officer the maximum compensation allowed per ORC and to pay in 12 equal installments. Mr. Danbury second. All yeas.

Mr. Henning motioned to pay the Trustees and Fiscal Officer's expenses to both the winter and summer conferences if they decide to attend. Mr. Danbury second. All yeas.

Mr. Henning motioned to pay \$0.485/mile for personal automobile use on township business, which is the same as the IRS rate. Mr. Taylor second. All yeas.

Mr. Taylor motioned to pay \$45.00/day without receipts for meals at any conference or out of town trip on township business. Mr. Henning second. All yeas.

Mr. Danbury motioned to pay \$200.00 for Memorial Day expenses. Mr. Taylor second. All yeas.

Mr. Taylor motioned to furnish Health Insurance for all qualified employees including trustees and fiscal officer. Mr. Danbury second. All yeas.

Mr. Danbury motioned to pay the Fiscal Officer and Trustee's state and local township association dues. Mr. Taylor second. All yeas.

Mr. Taylor motioned to appoint the chairman and vice-chairman to the Fire Dependency Board.

Mr. Henning second. All yeas.

Mr. Danbury motioned to pay up to \$200.00 per fireman and up to \$400.00 per EMS volunteer for clothing. Mr. Taylor second. All yeas.

Mr. Taylor motioned to pay \$100.00/month for cleaning the township hall. Mr. Henning second. All yeas.

Mr. Taylor motioned to pay PERS employee rates at 9.5% and employer rates at 13.85% per PERS rules or to change them as needed if PERS adjusts the rates. Mr. Danbury second. All yeas.

Mr. Taylor motioned to pay OPFPF employee rates at 10% and employer rates at 14% per OPFPF rules or to change them as needed if OPFPF adjusts the rates. Mr. Danbury second. All yeas.

Mr. Taylor motioned to set meeting dates as the second and fourth Monday of each month at 7:30 p.m. with the exception of Memorial's Day's meeting will be on 5/29/07 and Christmas Eve's meeting will be on 12/26/07. Mr. Henning second. All yeas.

Mr. Henning motioned to set the temporary budget equal to approximately 25% of the current budget. Mr. Taylor second. All yeas.

Mr. Taylor motioned to adjourn at approximately 9:45 p.m. Mr. Henning second. All yeas.

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Fiscal Officer

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Chairman