

Williamsburg Township Board of Trustees Minutes

December 26, 2007

The Williamsburg Township Board of Trustees met on Wednesday December 26, 2007 to transact business. Chairman Taylor 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, Guy Bainum, Richard Malott and Earl Whiteman.

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

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

Cemetery & Maintenance Report

Mr. Whiteman said that the starter was bad on the Farmtrac Tractor and it was replaced, however he is going to have the old one rebuilt so that he has a spare one. He said that Lani Palmer stopped by while he was on vacation and told Mr. Tatman that she is the only living heir to the Lukemire family and she wants to have them transferred into her name. There are graves in Frank Lukemire and Wilbur Lukemire's names. Mr. Danbury said that his wife's maiden name is Lukemire and she knows that there are other living heirs that could question this. Mr. Henning said that Mr. Whiteman should contact her and ask her about other relatives and to talk to the trustees if there are any questions.

Emergency Services Report

Mr. Malott gave a copy of Sterling Township's fire contract for 2008. He said that we should receive about \$450 on a grant for the fire pumps. He said that we received a letter asking for members of the fire dependency board. He said that our billing for fire/EMS runs has been increasing and it is hard to get it done in the 2 days per week that Judy Morgan currently works. Mr. Henning motioned to allow Judy Morgan to work up to 24 hours/week for billing if needed. Mr. Taylor second. All yeas. Mr. Malott said that he wrote a letter to ODOT about the most recent wreck at Dela Palma Road asking when a turn light would be installed as promised by ODOT as a "future" project. Mr. Henning said that he talked to Senator Niehaus about it and he told him that he would talk to the ODOT director about it.

Mr. Danbury said that it has been good working with everyone for the past 12 years and if anyone needs any help, please don't hesitate to call. Mr. Taylor said that the County Auditor's office is having a training session for anyone who is interested in learning about tax levies, etc. Mr. Bainum said that he plans to attend. Mr. Taylor and Mr. Henning said that they plan to go also. Mr. Danbury gave his township credit card to the Fiscal Officer to destroy and he gave his keys to the chairman. Mr. Henning said that he contacted Lloyd Hauck about the inside flags at the township hall. He said that he replaced the eagle on the Ohio flag, because eagle's only go on US Flags. He ordered a staff for the county flag and it will be in soon. Mr. Henning said that he talked to the Sheriff's office about the taser for our Deputy and it is ordered. Mr. Henning said that he talked to Eric Ely about all of the road repairs in the Commons of Eastfork Subdivision and Mr. Ely described the process involved in turning over roads to the township. He said that any pipe in this subdivision where they had found sand leaking into it, they fixed. Mr. Danbury asked what would happen if the pipes come apart in the future. Mr. Henning said that he expressed his concerns to Mr. Ely about the pipes and roads in this subdivision. He said that they will be inspecting the pipes with TV cameras on the next section to turn over before the roads are turned over to the township. Mr. Danbury motioned to nominate the Williamsburg Rotary Club as our Salute to Leaders recipient for the Clermont 20/20 award. Mr. Henning second. All yeas. Mr. Carson reported that he talked to OTARMA about bonds for the zoning administrator and cemetery sexton and OTARMA will provide them for free, so the paperwork has been submitted and we should receive them soon. He said that he talked to Frank Rayles from Blackburn Fetter Insurance about everyone else and Mr. Rayles told him that everyone else is covered under our CNA Surety bond that we purchase. Mr. Henning motioned to reappoint Doug Chambers as an alternate to the Zoning Board for 2 years and Lucy Snell as an alternate to the Zoning Board for 2 years and Doug McPhillips as a member of the Zoning Board for 5 years. Mr. Taylor second. All yeas. Mr. Henning said that Social Security has set the cost of living raise as 2.3%. Mr. Henning suggested a formula for everyone's raises, because he feels that if we give everyone the same percentage, then the gap keeps getting wider on the highest paid v/s lowest paid. With his formula, the full time employees would get \$0.35/hour each. With his formula, the part time employees would get \$0.25/hour each.

The chairman turned the meeting over to the Fiscal Officer to take nominations for Chairman for next year. Mr. Danbury nominated Mr. Henning for Chairman. Mr. Taylor second. Mr. Carson closed the nominations hearing no further motions. All yeas. Mr. Carson asked for nominations for Vice Chairman. Mr. Danbury motioned to nominate Mr. Taylor for Vice Chairman. Mr. Henning 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. Henning motioned to re-appoint Richard Malott as Fire Chief at a salary of \$13,000. Mr. Taylor second. All yeas.
Mr. Danbury motioned to re-appoint Yvonne Malott as Zoning Administrator and Trustee Secretary with a \$0.35/hour raise. Mr. Taylor second. All yeas.
Mr. Henning motioned to give all full time employees a \$0.35/hour raise. Mr. Danbury second. All yeas.
Mr. Henning motioned to give Mark Burba a merit raise of \$0.65/hour, plus the raise listed above for full time employees. Mr. Taylor second. All yeas.
Mr. Taylor motioned to give all part time employees a \$0.25/hour raise. 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. Taylor motioned to pay all zoning board and ZBA members \$20.00/meeting. Mr. Danbury second. All yeas.
Mr. Henning motioned to pay the Trustees and Fiscal Officer the maximum compensation allowed per ORC and to pay in 12 equal installments. Mr. Taylor second. All yeas.
Mr. Danbury motioned to pay the Trustees and Fiscal Officer's expenses to both the winter and summer conferences if they decide to attend. Mr. Taylor second. All yeas.
Mr. Taylor motioned to pay \$0.505/mile for personal automobile use on township business, which is the same as the IRS rate. Mr. Henning second. All yeas.

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

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

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

Mr. Taylor motioned to pay PERS employee rates at 10.0% and employer rates at 14.00% per PERS rules or to change them as needed if PERS adjusts the rates. Mr. Henning 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. Henning motioned to set meeting dates as the second and fourth Monday of each month at 7:30 p.m. with the exception of the 4th Monday in May, because it's a Holiday, so the meeting will be on 5/27/2008. Mr. Taylor second. All yeas.

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

Mr. Danbury motioned to adjourn at approximately 8:55 p.m. Mr. Taylor second. All yeas.

Fiscal Officer

Chairman