

## **MINUTES OF THE ROOTSTOWN TOWNSHIP TRUSTEES**

### **January 8, 2013**

The regular meeting of the Rootstown Township Trustees opened at 5:30 p.m. on January 8, 2013. Those in attendance were Trustees Brett Housley, Joe Paulus and Diane Dillon, JoAnn Townend, Fiscal Officer, Bill Hahn, Jim Mahood, Chief Duffy and Julie Gonzales.

JoAnn Townend, Fiscal Officer opened the meeting at 5:30 PM.

**Resolution No. 2013-001** – Motion was made by Diane Dillon and seconded by Joe Paulus to appoint Trustee Brett Housley as Chairperson for 2013. Upon roll call the vote as follows: Brett Housley, yea, Joe Paulus, yea, Diane Dillon, yea.

**Resolution No. 2013-002** – Motion was made by Diane Dillon and seconded by Brett Housley to appoint Trustee Joe Paulus as Vice Chairman for 2013. Upon roll call the vote as follows: Brett Housley, yea, Joe Paulus, yea, Diane Dillon, yea.

**Resolution No. 2013-003** – Motion was made by Joe Paulus and seconded by Diane Dillon to continue the current times and dates for the Township Trustee Board Meetings commencing at 5:30 p.m. on the 2nd and 4th Tuesday of each month at the Rootstown Town Hall. Upon roll call the vote as follows: Brett Housley, yea, Joe Paulus, yea, Diane Dillon, yea.

**Resolution No. 2013-004** – Motion was made by Diane Dillon and seconded by Joe Paulus to continue using Key Bank as the Township checking account and Star Ohio as the Township savings/investment account as recommended by the Township Fiscal Officer. Upon roll call the vote as follows: Brett Housley, yea, Joe Paulus, yea, Diane Dillon, yea.

**Resolution No. 2013-005** – Motion was made by Joe Paulus and seconded by Diane Dillon to keep the existing fee schedule for Zoning and Homeland Cemetery at this time. Upon roll call the vote as follows: Brett Housley, yea, Joe Paulus, yea, Diane Dillon, yea.

**Resolution No. 2013-006** – Motion was made by Diane Dillon and seconded by Joe Paulus to keep the current copy fee of .10 cents per page. Upon roll call the vote as follows: Brett Housley, yea, Joe Paulus, yea, Diane Dillon, yea.

**Resolution No. 2013-007** – Motion was made by Joe Paulus and seconded by Diane Dillon to keep the current equipment value at \$500.00 not covered by Ohio Revised Code to be included in the year-end Township property inventory. Upon roll call the vote as follows: Brett Housley, yea, Joe Paulus, yea, Diane Dillon, yea.

**Resolution No. 2013-008** – Motion was made by Diane Dillon and seconded by Joe Paulus to re-appoint Brett Housley as zoning liaison to re-appoint Diane Dillon as park and fire liaison and Joe Paulus as road and cemetery liaison. Upon roll call the vote as follows: Brett Housley, yea, Joe Paulus, yea, Diane Dillon, yea.

**Resolution No. 2013-009** – Motion was made by Joe Paulus and seconded by Diane Dillon to amend the current mileage reimbursement rate of \$0.555 cents per mile to \$0.565. If an employee's personal car is used, actual total mileage should be reported and will be reimbursed at \$0.565 per mile according to the Internal Revenue Service's Standard Mileage Rate. Upon roll call the vote as follows: Brett Housley, yea, Joe Paulus, yea, Diane Dillon, yea.

**Resolution No. 2013-010** – Motion was made by Joe Paulus and seconded by Diane Dillon to appoint Brett Housley as the Township Representative to the Portage County Regional Planning Commission and Joe Paulus as an alternate for 2013. Upon roll call the vote as follows: Brett Housley, yea, Joe Paulus, yea, Diane Dillon, yea.

**Resolution No. 2013-011** – Motion was made by Diane Dillon and seconded by Joe Paulus to accept the minutes of December 27, 2012. Upon roll call the vote as follows: Brett Housley, yea, Joe Paulus, yea, Diane Dillon, yea.

### **ZONING INSPECTOR REPORT**

Jim reported there were 67 permits issued in 2011 and 82 issued in 2012.

The zoning violations in 2011 were 29 and 51 in 2012.

Jim's is having electrical issues with his computer.

Jim reported Mr. Reynolds from the Lion's Club requested an agreement with the Trustees to use the Town Hall. JoAnn will create a license agreement. The Board agreed for Jim not to make special trips to the Town Hall to salt/shovel the sidewalk or turn on the heat when the Town Hall is scheduled.

Jim reported the dishwasher at the rental house is not working. Jim presented several quotes from Lowe's and Home Depot.

**Resolution No. 2013-012** – Motion was made by Brett Housley and seconded by Joe Paulus to purchase an Amana dishwasher from Home Depot in an amount of \$259.00 to install at the rental house. Upon roll call the vote as follows: Brett Housley, yea, Joe Paulus, yea, Diane Dillon, yea.

### **ROAD DEPARTMENT REPORT**

Bill reported the Sterling truck is at CTR; they are replacing the u-joints and a hydraulic leak.

Bill received several quotes to replace the floor grates for the garage at the Town Hall.

**Resolution No. 2013-013** – Motion was made by Joe Paulus and seconded by Diane Dillon to purchase galvanized grates from Michael Fabricating in an amount not to exceed \$880.00 to be installed at the garage of the Town Hall. The Road Crew will install them. Upon roll call the vote as follows: Brett Housley, yea, Joe Paulus, yea, Diane Dillon, yea.

Bill received a call from a resident on Rootstown Road requesting a "deaf person ahead" sign and to include a blinking light installed at the sharp curve. Bill said they are very costly, but the resident agreed to pay for it. Bill said the light runs on a battery which costs \$15.00 and typically needs replaced once a year. The Board agreed for Bill to temporarily install a "deaf child at play" sign while Joe contacts OTARMA to verify the rules and regulations.

Bill spoke to NEOMED regarding a road bond obtained through the County Engineer for Loretta Drive; due to the construction of NEOMED construction and damage of the road.

### Cemetery

There was one full burial since the last meeting.

Bill gave copies of his 2012 Inventory to the Trustees and JoAnn.

Joe received an e-mail from a resident on Rootstown Road stating her mail box was damaged while the road crew was snow plowing. Bill said he spoke to her today and he does not recall hitting a mail box. This occurred several weeks ago and she is asking to be reimbursed for the pole she purchased at Lowe's in the amount of \$27.73. The Board agreed that according to the Township policy, we will replace a resident's mail box/pole but not reimburse. The Board asked Bill to present a something to be put on the Township web site.

The Board discussed the Township personnel manual.

**Resolution No. 2013-014** – Motion was made by Joe Paulus and seconded by Diane Dillon to authorize of the extension of drug and alcohol testing consortium agreement between Working Partners and the Rootstown Township Board of Trustees. Upon roll call the vote as follows: Brett Housley, yea, Joe Paulus, yea, Diane Dillon, yea.

### **FIRE CHIEF REPORT**

**Resolution No. 2013-015** – Motion was made by Diane Dillon and seconded by Joe Paulus to agree to renew the Fire Company agreement in an amount of \$4,800.00. Upon roll call the vote as follows: Brett Housley, yea, Joe Paulus, yea, Diane Dillon, yea.

### **FISCAL OFFICER**

**Resolution No. 2013-0016** - Motion by Diane Dillon and seconded by Joe Paulus to pay bills on file with the Fiscal Officer. Upon roll call the vote as follows: Brett Housley, yea, Joe Paulus, yea, Diane Dillon, yea.

### **UNFINISHED BUSINESS**

The Board discussed the Joint Board Meeting. Joe suggested asking the members to get ideas as to what they want to discuss. Diane suggested inviting Chris Meduri to attend.

The Board agreed not to move forward with the railroad quiet zone due to liability issues. Brett will contact Mr. Epling.

**Resolution No. 2013–0017** - Motion by Brett Housley to adjourn at 6:50 p.m.

Respectfully submitted,

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Brett Housley, Chairman

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JoAnn Townend, Fiscal Officer