

# MINUTES OF THE ROOTSTOWN TOWNSHIP TRUSTEES

## January 12, 2016

The regular meeting of the Rootstown Township Trustees opened at 5:30 p.m. on January 12, 2016. Those in attendance were Trustees David McIntyre, Linda Hankins and Joe Paulus, JoAnn Townend, Fiscal Officer, Chief Charles Palmer, Road Superintendent Bill Hahn, Zoning Inspector Mark Tirpak, Zoning Administrative Assistant Jordan Michael and Trustees Administrative Assistant Julie Gonzales.

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

**Resolution No. 2016-001** – Motion was made by Joe Paulus and seconded by Dave McIntyre to accept the minutes of December 21, 2015. Upon roll call the vote as follows: Linda Hankins, yea, Joe Paulus, yea, Dave McIntyre, yea.

**Resolution No. 2016-002** – Motion was made by Dave McIntyre and seconded by Joe Paulus to appoint Trustee Linda Hankins as Chairperson for 2016. Upon roll call the vote as follows: Dave McIntyre, yea, Linda Hankins, yea, Joe Paulus, yea.

**Resolution No. 2016-003** – Motion was made by Dave McIntyre and seconded by Linda Hankins to appoint Trustee Joe Paulus as Vice Chairman for 2016. Upon roll call the vote as follows: Linda Hankins, yea, Joe Paulus, yea, Dave McIntyre.

**Resolution No. 2016-004** – Motion was made by Joe Paulus and seconded by Dave McIntyre 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: Linda Hankins, yea, Joe Paulus, yea, Dave McIntyre, yea.

**Resolution No. 2016-005** – Motion was made by Joe Paulus and seconded by Dave McIntyre to continue using KeyBank 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: Linda Hankins, abstained, Joe Paulus, yea, Dave McIntyre, yea.

**Resolution No. 2016-006** – Motion was made by Dave McIntyre and seconded by Joe Paulus to keep the existing fee schedule for the Homeland Cemetery. The Zoning Fee Schedule has been tabled at this time. Upon roll call the vote as follows: Linda Hankins, yea, Joe Paulus, yea, Dave McIntyre, yea.

**Resolution No. 2016-007** – Motion was made by Dave McIntyre and seconded by Joe Paulus to adopt the current zoning member's stipend payment at \$35.00 for the chairperson and \$25.00 per member per meeting held and attended. Upon roll call the vote as follows: Linda Hankins, yea, Joe Paulus, yea, Dave McIntyre, yea.

**Resolution No. 2016-008** – Motion was made by Joe Paulus and seconded by Dave McIntyre to keep the current copy fee of .10 cents per page. Upon roll call the vote as follows: Linda Hankins, yea, Joe Paulus, yea, Dave McIntyre, yea.

**Resolution No. 2016-009** – Motion was made by Dave McIntyre and seconded by Joe Paulus to keep the current equipment valued under \$500.00 which is not covered by Ohio Revised Code to be included in the year-end Township property inventory. Upon roll call the vote as follows: Linda Hankins, yea, Joe Paulus, yea, Dave McIntyre, yea.

**Resolution No. 2016-010** – Motion was made by Dave McIntyre and seconded by Joe Paulus to re-appoint Joe Paulus as zoning liaison to re-appoint Linda Hankins fire liaison and Dave McIntyre as road and cemetery liaison. Upon roll call the vote as follows: Linda Hankins, yea, Joe Paulus, yea, Dave McIntyre, yea.

**Resolution No. 2016-011** – Motion was made by Joe Paulus and seconded by Dave McIntyre to keep the current mileage reimbursement rate of \$0.505 cents per mile. If an employee's personal car is used, actual total mileage should be reported and will be reimbursed at \$0.505 per mile in accordance with the Internal Revenue Service's Standard Mileage Rate. Upon roll call the vote as follows: Linda Hankins, yea, Joe Paulus, yea, Dave McIntyre, yea.

**Resolution No. 2016-012** – Motion was made by Dave McIntyre and seconded by Linda Hankins to re-appoint Joe Paulus as the Township Representative to the Portage County Regional Planning Commission and a member of the Zoning Commission as an alternate for 2016. Upon roll call the vote as follows: Linda Hankins, yea, Joe Paulus, yea, Dave McIntyre, yea.

### **FIRE CHIEF REPORT**

**Resolution No. 2016-013** - Motion was made by Dave McIntyre and seconded by Linda Hankins to identify the following members for the 2016 Board Members for the Volunteer Fire Fighters Dependents Fund.

- 1) Oscar A. Whittington
- 2) Daniel W. Frank
- 3) Ed Nichols
- 4) John C. Gordon
- 5) Marty Jenior

Upon roll call the vote as follows: Linda Hankins, yea, Joe Paulus, yea; Dave McIntyre, yea.

**Resolution No. 2016-014** – Motion was made by Linda Hankins and seconded by Joe Paulus to sign the annual contract with the Fire Company for 2016. Upon roll call the vote as follows: Linda Hankins, yea, Joe Paulus, yea, Dave McIntyre, yea.

Chief Palmer reported they have been working on the 2016 AFG grant for FEMA. It will be completed Friday. They are requesting new air packs and turnout gear for the members. The Fire Department's is responsible for paying 5% of the total cost of the grant.

They are in the process of updating the Fire Department's web page.

### **ROAD SUPERINTENDENT REPORT**

Bill reported the salt spreader on the new truck had a gap and Michael's Fabrication repaired it at no charge to the township.

The “No Dumping” signs that include the ORC# have been placed on Lynn Road.

Bill submitted his equipment inventory to the Trustees and JoAnn.

Bill informed John of the Park Commission Meeting on Thursday.

Cemetery

There was one funeral since the last meeting.

Park

Bill reported that Beaver Excavating has almost completed the GIS layout of the park. Bill will get a copy to Soil & Water once it is done.

Linda asked Bill to inform her of any activity at the park outside of the normal business hours of the Road Crew.

**ZONING INSPECTOR REPORT**

There were eight (8) acts of business.

- |                          |                       |          |
|--------------------------|-----------------------|----------|
| 1 – House                | 1 – Lot Split         | 1 - Sign |
| 1 – Shed                 | 1 – Combining of Lots |          |
| 2 – Agricultural Permits | 1 – Occupancy Permit  |          |

Jordan said there were 93 permits issued in 2015.

Jordan’s new hours for the Zoning Department are Monday – Friday 8:00AM – 10:00 AM and 2:00 PM – 4:00 PM.

Jordan reset the event calendar on the website for 2016.

Mark said the two (2) violation issues have been resolved.

**Resolution No. 2016-015** – Motion was made by Joe Paulus and seconded by Dave McIntyre to hire Cyndi Porter as the secretary for the Zoning Commission, Zoning Board of Appeals and Park Committee at a rate of \$50.00 per meeting. Upon roll call the vote as follows: Linda Hankins, yea, Joe Paulus, yea, Dave McIntyre, yea.

**FISCAL OFFICER**

**Resolution No. 2016-016** - Motion by Dave McIntyre and seconded by Joe Paulus to pay bills on file with the Fiscal Officer. Upon roll call the vote as follows: Linda Hankins, yea, Joe Paulus, yea, Dave McIntyre, yea.

Due to the yearly township conference held January 27<sup>th</sup> – 29<sup>th</sup>; JoAnn suggested rescheduling the Township Trustees Board Meeting to Monday, January 25, 2016 at 5:30 PM at the Town Hall.

### **CITIZENS COMMENTS**

Al Ballou asked the status of the railroad. Dave spoke to John Epling and he was going to make some phone calls to the Railroad. Dave has not heard back from Mr. Epling.

Mike Szabo asked the status of the curb-side recycling. The Trustees said Solid Waste District is drafting an agreement. JoAnn will contact the District Coordinator for an update.

Matt Baker of Pershing Drive is interested in vacating a portion of Broadway Street. JoAnn will check with Chris Meduri for the proper procedure.

### **6:04 PM - Public Hearing – Zoning Amendment Section 230.05B**

At the December 1, 2015 Zoning Commission public hearing, a motion was passed unanimously to amend Section 230.05 B of the Township Zoning Resolution to allow enforcement of agricultural buildings on lots less than one acre.

#### **Existing:**

B. Buildings or structures incident to the use of land for agricultural purposes, including, but not limited to barns, silos and roadside stands, on lots greater than one (1) acre but not greater than five (5) acres shall comply with the following:

1. All buildings and structures shall comply with the setback regulations set forth in the district in which the building or structure is located, except that buildings housing animals shall comply with Subsection C, below.
2. Each farm shall be permitted only one roadside stand or market located on the farm property, unless otherwise permitted by the district regulations.

#### **Proposed:**

B. Buildings or structures incident to the use of land for agricultural purposes, including, but not limited to barns, silos and roadside stands, on lots **five (5) acres or less** shall comply with the following:

1. All buildings and structures shall comply with the setback regulations set forth in the district in which the building or structure is located, except that buildings housing animals shall comply with Subsection C, below.
2. Each farm shall be permitted only one roadside stand or market located on the farm property, unless otherwise permitted by the district regulations.

**Resolution No. 2016-017** – Motion was made by Joe Paulus and seconded by Dave McIntyre to amend zoning amendment Section 230.05B upon the recommendation of the Rootstown Zoning Commission as follows:

B. Buildings or structures incident to the use of land for agricultural purposes, including, but not limited to barns, silos and roadside stands, on lots **five (5) acres or less** shall comply with the following:

1. All buildings and structures shall comply with the setback regulations set forth in the district in which the building or structure is located, except that buildings housing animals shall comply with Subsection C, below.

2. Each farm shall be permitted only one roadside stand or market located on the farm property, unless otherwise permitted by the district regulations.

There were no comments or concerns from the public. Upon roll call the vote as follows: Linda Hankins, yea, Joe Paulus, yea, Dave McIntyre, yea.

### **NEW BUSINESS**

Joe said there is a need to establish an Architect Review Board to establish guidelines to provide to zoning. Joe said they could contact with several agencies to save on the expense of an architect. They could seek possible grants. Each township would have their own input.

The Winter Conference is January 27-29, 2016.

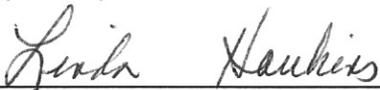
The Trustees received a letter from the County Engineer indicating their office would issue right-of-way permits if the Township is not interested. The Board agreed for the Road Department to process right-of-way permits at a fee of \$10.00 per permit.

**Resolution No. 2016-018** – Motion was made by Dave McIntyre and seconded by Joe Paulus to authorize a 3% cost of living raise (COLA) for all township employees effective the next pay period. Upon roll call the vote as follows: Linda Hankins, yea, Joe Paulus, yea, Dave McIntyre, yea.

**Resolution No. 2016-019** – Motion was made by Dave McIntyre and seconded by Joe Paulus to process the Road Crew clothing allowance in an amount of \$800.00 for 2016. Upon roll call the vote as follows: Linda Hankins, yea, Joe Paulus, yea, Dave McIntyre, yea.

**Resolution No. 2016-020** - There being no further business before the Board of Trustees, Chairman Hankins adjourned the meeting at 6:20 p.m.

Respectfully submitted,



Linda Hankins, Chairperson



JoAnn Townend, Fiscal Officer