

MINUTES OF THE ROOTSTOWN TOWNSHIP TRUSTEES

January 25, 2016

The regular meeting of the Rootstown Township Trustees opened at 5:30 p.m. on January 25, 2016. Those in attendance were Trustees Linda Hankins, Joe Paulus and David McIntyre, JoAnn Townend, Fiscal Officer, Chief Charles Palmer, Road Superintendent Bill Hahn, Zoning Administrative Assistant Jordan Michael and Trustees Administrative Assistant Julie Gonzales.

Resolution No. 2016-021 – Motion was made by Dave McIntyre and seconded by Joe Paulus to accept the minutes of January 12, 2016. Upon roll call the vote as follows: Linda Hankins, yea, Joe Paulus, yea, Dave McIntyre, yea.

ROAD SUPERINTENDENT REPORT

Bill said since the crew no longer uses Cintas for uniforms, he requested a letter be sent cancelling the Township's account.

Bill received two quotes to install a 4'X7' digital sign for the Town Hall. He will contact NOPEC to see if there are any grants available.

There was one funeral since the last meeting.

Dave informed the Trustees that the Road Department's new truck is at the Ohio Township Association Winter Conference Trade Show in Columbus. They gave the Township a loaner to use.

ZONING INSPECTOR REPORT

There was one (1) permit issued for a sign.

Jordan reported the Zoning Commission met last week and the Zoning Board of Appeals will be meeting next week. Cyndi has been transcribing the meeting minutes.

FISCAL OFFICER

Resolution No. 2016-022 - 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.

CITIZEN'S COMMENTS

Daniel Englehart attended on the behalf of his Mother who owns property on Case Avenue. Mr. Englehart indicated that his Mother would like to sell her property and requested the Trustees to remove the park gate at Case Avenue. Mr. Englehart realizes there is an easement in place with the Township and is willing to work with the Trustees. The Trustees discussed putting in shrubbery or a fence. The Board agreed for Bill to give the paperwork to Chris Meduri for legal counsel.

UNFINISHED BUSINESS

The Trustees reviewed the draft recycling agreement as presented by Solid Waste District Coordinator Bill Steiner. Joe will compile the changes from the other two Trustees and inform Mr. Steiner. Al Ballou asked if a resident or business wishes to donate their cans or cardboard to another agency (i.e. school) would they be permitted. The Trustees will review the contract to see if there is a clause in the draft agreement indicating it is allowable.

Dave received an email from the railroad regarding the quiet zone. The only information that was included was an invoice for \$5,200.00. Trustee McIntyre said it was not itemized and gave no clarification. Linda said since she is chairperson this year, she would contact the railroad to verify. JoAnn will forward Linda the email.

JoAnn received an explanation from Chris Meduri regarding the Broadway vacation request. Chris said as long as it does not include certified Township mileage it does not have to go through the Board of Commissioners. Bill will check the road certification.

Park Commission members Andrea Steinlechner and Jason Opritza attended. Linda said once the GIS map is completed the Commission suggested the property be surveyed. Bill said Beaver Excavating said the map should be completed last week. He will contact them. He said they would also survey the park land. Once he receives the GIS map they will take it to Portage County Soil & Water Conservation to proofread and give their recommendations. It should take them several days to proofread. Andrea asked if the Commission should use the current park design or start over. There were questions to move the concession stand. Joe said a master plan needs to be done to design the park. JoAnn said if we decide to hire an engineering firm over the amount of \$50,000 we would be required to have qualification statements from engineering firms. The Board agreed to wait until the GIS map is completed by Beaver Excavating before they move forward.

Andrea asked for the specifications on the grant that was awarded for the park. Dave said we have two years to spend the money once it has been given to us. The grant needs to be approved by the senate first.

Andrea asked if there are any by-laws created for the Park Commission. Joe said he believes by-laws are not needed. The Park Commission gathers information and reports to the Trustees.

Curt Wise said a fence needs to be installed to stop people from coming onto his property. The 6' mound acts as a sound barrier but doesn't stop people from coming on his property. Mr. Wise said a resolution was adopted last year to hire architects to provide the layout of the park.

There are currently seven members and 2 alternates on the Park Commission. Joe asked if all members were attending the meetings. Andrea said there is one person that missed a meeting. Joe suggested moving an alternate to a member if they are having difficulty attending.

FIRE CHIEF REPORT

The Fire Department will be participating in the Career Opportunity Day at the high school on Friday, March 18th.

Chief Palmer reported the random drug testing information has been updated with University Hospitals Portage Medical Center. They will be testing 50% of their employees this year.

Chief Palmer is in the process of getting their driver abstracts completed for the insurance company. He will forward the information to Columbus Bureau of Motor Vehicles.

Chief Palmer presented the Trustees a copy of a letter of support Chief Lang of Randolph Township.

Chief Palmer gave the Trustees an updated list of hourly rates for the firefighters.

Chief Palmer said they are speaking to legal counsel regarding an incident in Marsh Creek Subdivision (Pine & Kelly Avenues). NEOMED students were using these roads and the fire department approved putting up barriers and Marsh Creek removed them, dug up the road and planted trees. He will keep the Trustees informed.

Resolution No. 2016-023 – Motion was made by Linda Hankins and seconded by Joe Paulus for the Rootstown Township Trustees to move into executive session at 7:05 PM to discuss personnel compensation and property. Upon roll call the vote as follows: Linda Hankins, yea; Joe Paulus, yea, David McIntyre, yea.

Resolution No. 2016-024 - Upon conclusion of the above referenced discussion a motion was made by Dave McIntyre and seconded by Linda Hankins for the Rootstown Township Trustees to move out of executive session at 7:45 PM. Upon roll call the vote as follows: Linda Hankins, yea; Joe Paulus, yea, David McIntyre, yea.

After exiting Executive Session, the Trustees took the following action:

Resolution No. 2016-025 – Motion was made by Joe Paulus and seconded by Dave McIntyre to increase the rate of the secretary position (Cyndi Porter) for the Zoning Commission, Zoning Board of Appeals and Park Committee to \$75.00 per meeting instead of \$50.00 per meeting. Upon roll call the vote as follows: Joe Paulus, yea, Linda Hankins, yea; David McIntyre, yea.

Resolution No. 2016-026 - There being no further business before the Board of Trustees, Chairperson Hankins adjourned the meeting at 7:46 p.m.

Respectfully submitted,



Linda Hankins, Chairperson



JoAnn Townend, Fiscal Officer