

Trustee Chairman Hozalski opened the **February 6, 2023** meeting with the Pledge of Allegiance at 7:30 p.m.

ROLL CALL: Chairman Trustee Hozalski; Vice-Chairman Trustee J. Woodrum, present; Trustee Ristas, present; Fiscal Officer Ciarrone, present.

OTHERS PRESENT: C. Allomong, A. Schultz, K. Williams, P. Hicks

AUDIENCE PARTICIPATION: Mr. Williams was here to ask about having a business in his barn. It's an online store although there is stock in his barn and the business is currently his only means of income, he says. The Zoning Inspector was here and said it was an ongoing issue and he gave him an application for a conditional use permit. Mr. Williams is seeking a conditional use permit.

Ms. Schultz was here and wanted to make her concerns known about the store in the barn. She's had cars pulling into her driveway. There is another neighbor who was concerned also but could not make it to the meeting.

On a separate issue, Trustee Hozalski mentioned to Ms. Schultz that a survey is being done to keep a ditch clear along her property.

MINUTES: Trustee Woodrum moved to approve the **January 17, 2023** minutes. Trustee Ristas seconded the motion. All Trustees voted yes. Motion carried.

ZONING INSPECTOR'S REPORT:

1. Permits that were issued: #23-01 to Mike Lutz for new residence at 50578 Austin Rd; #23-02 to Pat Klingshirn for new construction of accessory building; #23-03 to Scott Kyser for new construction of an accessory building; #23-04 to Scott Kyser for new residence at 14677 SR 511.

FIRE CHIEF'S REPORT

1. There are a few tickets left for the reverse raffle on March 4 at the county fairgrounds.
2. The fire department is in the process of applying for grants for a new fire engine.

MAINTENANCE REPORT:

1. Discussed roads to chip and seal this year. A list is being developed to submit to the county engineer.

TRUSTEE'S REPORT:

- CLCJAD Ambulance Report: Trustee Woodrum reported that the CLCJAD is working with Mercy-Allen hospital on old and new contract
- LORCO Report: Trustee Woodrum is working on a possible USDA grant contact through LORCO
- ODOT Random Drug Test: no one was pulled for testing
- RLCWA Report: Trustee Ristas attended a meeting last week

1. There are three projects that Trustee Hozalski has been working on with SWAC. We might be able to do the culvert project on Baird Road North in house by figuring up labor costs of our employees and put that in as payment. Trustee Hozalski will do more research.

FISCAL OFFICER'S REPORT:

#23-33

1. The county auditor sent back our permanent appropriations resolution from last meeting due to over-appropriation in the ARPA funds, which was done in error. A revised permanent appropriations resolution was reviewed. Trustee Ristas moved with

Resolution 23-33 to approve the permanent appropriations for 2023 of **\$1,089,439.83**. Trustee Woodrum seconded the motion. All voted yes and the resolution was passed.

#23-34

1. Trustee Hozalski moved with **Resolution 23-34** to approve regular purchase order #12 for Ohio Edison. Trustee Ristas seconded the motion. All voted yes and the resolution was passed.
2. The Trustees approved the use of the 303 facility by JCR Seed company to have a meeting for dealers of agricultural seeds on 2/13/23.

OLD BUSINESS:

#23-35

1. Trustee Hozalski moved with **Resolution 23-35** to amend the Henrietta Township fire services contract from \$8500 to \$10,000 and send to the Henrietta Township Trustees for approval. Trustee Ristas seconded the motion. All voted yes and the resolution was adopted.

#23-36

2. Trustee Hozalski moved with **Resolution 23-36** to use ARPA funds to pay for the new AED equipment we will be receiving. Trustee Woodrum seconded the motion and all voted affirmative. The resolution was approved.
3. The Trustees gave the go ahead to send Gary Randolph a receipt for payment of plots he bought in the cemetery. A letter will also be sent.

NEW BUSINESS:

1. The Fiscal Officer will send credit card information to Trustee Woodrum to order a new card for the Maintenance Supervisor since he is the administrator on the card.
2. The Custodian job duties were discussed and having her submit notes with her time card to document duties performed during the month. Also, the key from a rental of the 303 facility is still missing and the renters have been contacted.
3. The Fiscal Officer wanted verification of if the township has 12 or 10 paid holidays. The employee handbook allows 10 but there are documents floating around that list 12. The correct answer is 10.
4. The opioid settlement information was distributed and will be reviewed.

PAY BILLS:

Trustee Ristas moved to **pay the bills** provided the fiscal officer says the funds are in place. Trustee Woodrum seconded the motion. All voted yes. Motion passed.

ADJOURNMENT: Trustee Woodrum moved to **adjourn the meeting at 9:05**. Trustee Hozalski seconded the motion. Meeting adjourned.

NEXT MEETING: Board of Trustees Meeting Tuesday, February 21 at 7:30 p.m. at 42 Court Street, Kipton, Ohio. (due to President's Day)

Fiscal Officer

Trustees