

CAMDEN TOWNSHIP BOARD OF TRUSTEES

JANUARY 4 2021

Chairman Trustee Ristas opened the **January 4, 2021 Organizational Meeting** with the Pledge of Allegiance at 7:00 p.m.

ROLL CALL: Hozalski, present; Woodrum, present; Ristas, present; Ciarrone, present

OTHERS PRESENT: None

AUDIENCE PARTICIPATION: None

MINUTES: The December 21, 2020 minutes will be approved at next regular meeting, January 4, 2021

2020 ORGANIZATIONAL RESOLUTIONS:

- 21-01** Trustee Ristas **moved** to set the 2021 mileage rate at \$.56/mile. Trustee Woodrum seconded the motion. All voted yes. Motion passed.
- 21-02** Trustee Hozalski **moved** to establish annual salaries for 2021 for Trustees Hozalski and Ristas at \$12,478 & current Fiscal Officer, J. Ciarrone at \$23,003, the maximum allowed by the ORC; annual salary for Trustee J. Woodrum, elected in 2019, will be \$13,144, all paid monthly. Trustee Ristas seconded the motion. All voted yes. Motion passed
- 21-03** Trustee Hozalski **moved** to nominate Trustee Ristas Chairman of Trustees for 2021. Trustee Woodrum seconded the motion. All voted yes. Motion passed and Ristas accepted.
- 21-04** Trustee Ristas **moved** to nominate Trustee Hozalski Vice Chairman of Trustees for 2021. Trustee Woodrum seconded the motion. All voted yes. Motion passed and Hozalski accepted.
- 21-05** Trustee Ristas **moved** to hire Adam Woodrum as Chief of the Camden Township Fire Department for 2021 at a revised annual salary of \$5,500 paid monthly, to pay him a wage of \$15.00 per hour for each emergency response, and for hours at offsite training; and to pay for time and costs for court proceedings related to Fire Department matters. Trustee Hozalski seconded the motion. Ristas, yes. Hozalski, yes. Woodrum Abstained. Motion passed.
- 21-06** Trustee Hozalski **moved** to establish Rate of Pay for 2021 the Assistant Fire Chief(s) at \$11.00 per hour, to pay the Fire Department Captains \$10.00 per hour, and to pay the Volunteer Fighters \$9.00 per hour. All paid monthly. Trustee Ristas seconded the motion. Ristas, yes. Hozalski, yes. Woodrum Abstained. Motion passed.
- 21-07** Trustee Hozalski **moved** to rehire Charles Allomong Jr. as Zoning Inspector of Camden Township for the year 2021 at an Annual salary of \$4,800 per year paid monthly, and to pay a wage of \$15.00 per hour for court time and zoning related expenses. Township to pay expenses for long distance phone calls, postage, office supplies and parking fees relating to zoning matters. Trustee Woodrum seconded the motion. All voted yes. Motion passed.
- 21-08** Trustee Ristas **moved** to establish Hourly Rate for Time Part Employees for 2021: For Part-time maintenance employees with CDL at \$16 per hour. Part-time maintenance employees at \$15.00 per hour. Part-time secretarial pay is established at \$15.00 per hour. Part-time custodial pay rate is established at \$15.00 per hour. All paid monthly. Pay may be adjusted in specific cases by the trustees. Trustee Woodrum seconded the motion. All voted yes. Motion passed.
- 21-09** Trustee Ristas **moved** to hire Part-Time Maintenance Employees for 2021: Hire part-time maintenance employees (J. Johnson, R. Izold) and retain S. Sauer as a seasonal employee at the hourly rate for which the part-time employee qualifies. Trustee Woodrum seconded the motion. All vote yes. Motion passed.
- 21-10** Trustee Ristas **moved** to hire Part-Time Secretarial Employees: (C. Parrish) as needed, at the rate of pay for part-time secretarial employees. Trustee Woodrum seconded the motion. All voted yes. Motion passed.
- 21-11** Trustee Ristas **moved** To confirm the intent to continue the Joint Meetings in 2021 with the Board of Appeals, the Zoning Commission and the Zoning Inspector. The Trustees approved the Joint meeting to be held at least once in the year 2021. The first meeting will be scheduled at a later date. Trustee Hozalski seconded the motion. All voted yes. Motion passed.

- 21-12** Trustee Woodrum **moved** to Give Authorization to Township Officers, Road Maintenance and Fire Chief to Incur Obligations of \$2,500 or less on behalf of the township without prior certification. Trustee Ristas seconded the motion. All voted yes. Motion passed.
- 21-13** Trustee Woodrum **moved** to Give Authorization for Fiscal Officer to make necessary adjustments to balance accounts for actual expenditures and amending appropriations with resolutions accordingly. Trustee Ristas seconded the motion. All voted yes. Motion passed.
- 21-14** Trustee Woodrum **moved** to pay upon request Membership Dues, Winter Conventions & Training Costs from the Ohio Township Assoc., 2021 County & State Dues for Three (3) Trustees and the Fiscal Officer; to pay the required registration fees, mileage, lodging, and meal (actual or up to \$40.00 without receipts) expenses for each of the members of the Board and the Fiscal officer, who attend the OTA Convention or other warranted events/meetings/training during the year 2021. Trustee Ristas seconded the motion. All voted yes. Motion passed.
- 21-15** Trustee Hozalski **moved** to continue the Camden Township's Investment Policy for 2020. Camden Township will invest funds through Certificates of Deposit, Savings Accounts, Money Market Accounts, Interest Bearing Checking Accounts and government investment pools. Trustee Ristas seconded the motion. All voted yes. Motion passed.
- 21-16** Trustee Hozalski **moved** to maintain Huntington as Depository for 2021 and to continue invest in STAROhio (government investment pool) and STARPlus (a federally insured cash account). Trustee Ristas seconded the motion. All voted yes. Motion passed.
- 21-17** Trustee Hozalski **moved** to approve Cemetery Fees for 2021 as follows: Costs may be adjusted if necessary. Trustee Ristas seconded the motion. All voted yes. Motion passed.

CEMETERY FEES

<u>CEMETERY GRAVE FEES</u>	<u>FOUNDATIONS</u>
Residents* -----\$250.00 per grave	Single-----\$125.00
Non-Resident -- \$800.00 per grave	Double-----\$225.00

GRAVE OPENING/CLOSING FEES

<u>REGULAR</u>	<u>CREMATION URNS</u>
Monday – Friday----- \$350.00	Monday-Friday-----\$150.00
Weekends & Holidays-----\$400.00	Weekends & Holidays-----\$175.00

- 21-18** Trustee Ristas **moved** to keep the Zoning Fee Schedule as printed. Fees may be adjusted due to costs of materials. Trustee Woodrum seconded the motion. All voted yes. Motion passed.

ZONING FEE SCHEDULE

FEE TO CALL SPECIAL MEETING BY RESIDENT	\$250.00
INSPECTION FEE FOR CONDITIONAL ZONING	\$ 25.00
FEE FOR ZONING APPLICATION:	
New Residence (up to 1,999 sq. ft.)	\$150.00
New Residence (2000 sq. ft. and larger)	\$200.00
Barns (12'x12' to 24'x24' non-agricultural)	\$ 25.00
Barns (larger than 24'x24' non-agricultural)	\$ 50.00
Enlarge Foundation for Expansion	\$ 25.00
Unattached Building (non-agricultural)	\$ 25.00
Pond or Swimming Pool (non-agricultural)	\$ 25.00
Erection of Sign (non-agricultural)	\$ 25.00

PLEASE NOTE: FEES FOR ZONING CERTIFICATE APPLICATION WILL BE DOUBLED IF ZONING CERTIFICATE IS NOT OBTAINED BEFORE CONSTRUCTION BEGINS.

COST OF ZONING BOOKS (each):

New Resident	FREE
Resident	\$15.00
Non-Resident	\$30.00
CD version	\$ 5.00
DRIVEWAY CULVERT INSTALLATION:	
Township to provide and install stone and pipe	\$325.00

Any Driveway Culvert Wider Than 24 Feet Will Be Charged \$13.00 per Foot Additional To the \$325.00 Culvert Installation Fee. Fees may be adjusted due to costs of materials.

21-19 Trustee Hozalski **moved** to set Zoning Wages at: \$30 per meeting Members & \$50 per meeting for Secretary and Chairman paid monthly. Trustee Ristas seconded the motion. Hozalski, yes. Ristas, yes. Woodrum abstained. Motion passed.

21-20 Trustee Hozalski **moved** to renew all policies in place in the Employee Manual. Trustee Ristas seconded the motion. All voted yes. Motion passed.

21-21 Trustee Ristas **moved** to Renew the Full-time Maintenance Contract for 2 years at the rate of pay \$22.00 per hour, Overtime @1.5, Vacation (3 weeks), Sick Time (4 hrs. /mo.), 10 Holidays, & Comp time up to 120 hrs. Paid monthly. Trustee Woodrum seconded the motion. All voted yes. Motion passed.

21-22 Trustee Woodrum **moved** to approve the security deposits and rentals fees for the 303 Complex and Recycle building per the schedule below. Trustee Hozalski seconded the motion. All voted yes. Motion passed.

303 COMPLEX:

- Mon – Thurs Meetings-----\$125 rent plus \$75 security deposit
- *Fri – Sun. (Twp resident)-----\$200 rent plus \$75 security deposit
- * Fri. – Sun. (non resident)-----\$375 rent plus \$125 security deposit
- Funeral Dinner for township residents or Camden resident burial – Free after \$75 security deposit.

RECYCLE BUILDING:

- Township residents-----\$25 rent plus \$25 security deposit
- Non-resident-----\$50 rent plus \$25 security deposit

21-23 Trustee Hozalski **moved** to reaffirm the meeting schedules set by Res. # 19-163: to hold the 2021 Board of Trustees meetings as follows: “Two meetings will be held each month on the first & third Monday. All regular meetings are at 7:30 p.m. at 42 Court Street in Kipton unless otherwise advertised. If a meeting falls on a holiday, the meeting will be held the next night, Tuesday. The Zoning Commission meetings for 2021 will be: March 10, June 9, September 8, and December 8 at 7:00 P.M. at 42 Court Street in Kipton.” Trustee Ristas seconded the motion. All voted yes. Motion passed.

21-24 Trustee Hozalski **moved** to appoint Jeff Linn Deputy Fire Prevention Officer for Camden Township for 2021. Trustee Woodrum seconded the motion. All voted yes. Motion passed.

The organizational meeting will be continued on January 12, 2021 to discuss the proposed 2021 permanent budget and 2021 purchase orders.

ADJOURNMENT: Trustee Hozalski **moved to adjourn** at 7:35pm. Trustee Ristas seconded the motion. All voted yes. Meeting adjourned.

NEXT MEETING: January 4, 2021 (Regular Meeting) 7:30 p.m. 42 COURT STREET, KIPTON

Fiscal Officer

Trustees