

## MINUTES OF THE ROOTSTOWN TOWNSHIP TRUSTEES

### January 10, 2012

The regular meeting of the Rootstown Township Trustees opened at 5:30 p.m. on January 9, 2012. Those in attendance were Trustees Diane Dillon, Brett Housley and Joe Paulus, JoAnn Townend, Fiscal Officer, Bill Hahn, Jim Mahood, Van Black, and Julie Gonzales.

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

**Resolution No. 2012-001** – Motion was made by Brett Housley and seconded by Joe Paulus to appoint Trustee Diane Dillon as Chairperson for 2012. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

**Resolution No. 2012-002** – Motion was made by Joe Paulus and seconded by Diane Dillon to appoint Trustee Brett Housley as Vice Chairman for 2012. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

**Resolution No. 2012-003** – Motion was made by Brett Housley and seconded by Joe Paulus 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: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

**Resolution No. 2012-004** – Motion was made by Brett Housley 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: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

**Resolution No. 2012-005** – Motion was made by Brett Housley and seconded by Joe Paulus to keep the existing fee schedule for Zoning and Homeland Cemetery at this time. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

**Resolution No. 2012-006** – Motion was made by Joe Paulus and seconded by Brett Housley to keep the current copy fee of .10 cents per page. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

**Resolution No. 2012-007** – Motion was made by Brett Housley and seconded by Joe Paulus 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: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

**Resolution No. 2012-008** – Motion was made by Brett Housley 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. The Board also agreed to appoint Joe Paulus to the Portage County Regional Planning Commission and appoint Brett Housley as an alternate. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

**Resolution No. 2012-009** – Motion was made by Brett Housley and seconded by Joe Paulus to amend the current mileage reimbursement rate of \$0.51 cents per mile to \$0.55.5. If an employee's personal car is used, actual total mileage should be reported and will be reimbursed at \$0.55.5 per mile according to the Internal Revenue Service's Standard Mileage Rate. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

**Resolution No. 2012-010** – Motion was made by Brett Housley and seconded by Joe Paulus to appoint Steve Brown, who is serving as an alternate to the Zoning Commission Board to Helen Vari's term ending December 31, 2016. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

**Resolution No. 2012-011** – Motion was made by Brett Housley and seconded by Diane Dillon to accept the minutes of December 27, 2011. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, abstained.

### ROAD DEPARTMENT REPORT

Bill completed his drug training class.

The heater at the New Milford Road Building has been fixed. Bill has not received an invoice.

**Resolution No. 2012-012** – Motion was made by Joe Paulus and seconded by Brett Housley to replace the swing pins on the backhoe from Southeastern Equipment in an amount not to exceed \$520.89. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

**Resolution No. 2012-013** – Motion was made by Joe Paulus and seconded by Brett Housley to replace the blower motor on the heater on the Sterling truck from CTR in an amount not to exceed \$300.46. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

**Resolution No. 2012-014** – Motion was made by Joe Paulus and seconded by Brett Housley to replace a tire on the Chevy truck from Kaufmann's Tire in an amount not to exceed \$308.53. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

**Resolution No. 2012-015** – Motion was made by Joe Paulus and seconded by Brett Housley to replace a pump that rusted and a new line from Wise's in an amount not to exceed \$1,146.11. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

**Resolution No. 2012-016** – Motion was made by Joe Paulus and seconded by Brett Housley to purchase the first order of stop signs to be in compliance with the State Sign Reflectivity Policy. The signs will be purchased from Municipal Signs in an amount not to exceed \$736.00. The crew is only working on the stop signs as this time. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

They are approximately half way through replacing the stop signs.

Bill suggested installing concrete blocks at the New Milford Road site around the gravel. They will need approximately 70 blocks. Typically the blocks cost \$60.00 per block; the Hot Stove can get them for \$10.00 per block. Bill would like approval to purchase 70 blocks and Hot Stove would like to purchase 23 blocks, but would like the Township to haul them to the park. The Board agreed for Bill to move forward.

Bill submitted the equipment inventory to JoAnn.

Bill reported they were having difficulty opening the garage doors. They contacted H&W Doors and apparently the frequency on the doors had to be adjusted. Bill has not received an invoice.

The Board agreed for the crew to move any "permanent" records to the storage center. Bill will make a list of the records to be destroyed.

Bill would like to schedule a budget meeting with JoAnn and possibly Joe.

Bill gave the Trustees a list of roads that desperately need chip and sealed.

### **Cemetery**

There were no funerals since the last meeting.

Paula Hluch was present on behalf of the Rootstown Alumni Association; the association would like to replace the stadium at the school. The association is interested in applying for an Innovation Ohio Loan Fund Program, which provides loans for acquisition, construction, and related costs of technology, facilities, and equipment. One of the guidelines requires a collaborative effort agreement with the township, school, NEOMED, etc. The deadline is March. The Trustees agreed to discuss this issue and will be in contact with the association.

Barbara Knapp was present she purchased a cemetery plot in 2008 for \$700.00. She picked out a plot close to her family; someone is now buried in the plot she purchased. Bill was able to give her another plot, and is pleased with the new location, but she would like to be reimbursed \$350.00 because the current costs of the plots are cheaper now than in 2008. The Board agreed to reimburse Barbara Knapp \$350.00, but this would not set a precedent, but due to special circumstances.

**Resolution No. 2012-017** – Motion was made by Joe Paulus and seconded by Brett Housley to reimburse Barbara Knapp \$350.00 the difference of a cemetery plot she purchased in 2008 that was inadvertently sold. Mrs. Knapp has agreed to another location in Homeland Cemetery. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

### **ZONING INSPECTOR REPORT**

There was one (1) act of business.

Four violation letters were issued.

- ü 2 – Inoperable Vehicles
- ü 2-Nuisance

One variance was granted for Four Points Architectural Service representing the Apartment Complex on Sabin Drive.

In 2011 there were 67 permits issued totally \$8,329.00.

In 2010 there were 80 permits issued totally \$6,225.00.

Jim said the person renting the house next door asked if the Trustees would be willing to sell. The Board agreed they are not interested in selling the house.

Brett would like to set the Joint Board Meeting for the end of February.

### **FIRE CHIEF REPORT**

Diane reported during training on the new ladder truck it was damaged by one of the bay garage doors.

**Resolution No. 2012-0018** – Motion was made by Diane Dillon and seconded by Brett Housley to identify the following members for the Volunteer Fire Fighters Dependents Fund.

- 1) Oscar A. Whittington
- 2) Daniel W. Frank

Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

### **RESIDENT'S COMMENTS**

Roger Carpenter was present and informed the Board he is interested in being on the Zoning Commission. Brett asked that he submit a letter of interest. Mr. Carpenter also mentioned that his wife is interested in the secretary position for the Zoning Commission.

### **NEW BUSINESS**

The Board asked Julie to contact Hot Stove to check the status of the agreement the Township has with them.

Diane reported she and other employees have been having trouble with the HPA and Burnham & Flowers as well as the debit cards. They are not working properly for the health benefits.

### **FISCAL OFFICER**

**Resolution No. 2012-0019** - Motion by Brett Housley and seconded by Joe Paulus to pay bills on file with the Fiscal Officer. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

The Board discussed the Zoning Department.

Diane asked the Trustees for goals for 2012 from their departments.

**Resolution No. 2012-0020** - Motion by Diane Dillon to adjourn at 7:25 p.m.

Respectfully submitted,

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Diane Dillon, Chairperson

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JoAnn Townend, Fiscal Officer