

Jackson Township Board of Trustees
Special Meeting Minutes
January 19, 2017

Mr. Moyer called the meeting to order at 6:00 p.m. with roll call. Trustees: Mr. Moyer, Mr. DeVilbiss and Mr. Gillman were all present.

Visitors: No Visitors

Visitor Comments: No visitor comments.

At 6:01 Mr. Moyer made a motion to move into executive session, asking Chief Schade to join them. Mr. Gillman seconded the motion. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Gillman – Yes Motion passed. At 6:26 p.m. Mr. Moyer made a motion to return to regular session, seconded by Mr. Gillman. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Gillman – Yes Motion passed. No action was taken from executive session.

Fire: Not present

Police: Chief Schade informed the trustees he ordered the 2017 Dodge, getting it for \$30.00 less than the original cost of \$21,257.00. Chief Schade stated he is considering hiring Greg Gillman as a part time employee starting at \$30.00 @ hr. to do maintenance work on the police vehicles. Mr. Gillman stated he will use the parts account already established with the police department, but will use his own equipment. Chief Schade stated he will contact our attorney, Jonathan Ketter, to make sure this is something we could do, and asked Mrs. Winkler to check with OPERS to make sure we can make contributions from both the General Fund and the Police Fund for Mr. Gillman. Mrs. Winkler said she will contact OPERS tomorrow. Chief Schade had no further business.

Road: Not Present

Park: Not Present. Mr. DeVilbiss stated Doug Hardyman would like the Township to set up a credit card account for the Park Board members. Mrs. Winkler informed the trustees that according to the Township's Credit Card Policy, the Park Board has authority to use the Township credit cards, as well as receiving reimbursement for a purchase on their personal credit cards if for any reason they do not have access to the Township credit cards. Mr. DeVilbiss stated the Park Board would like to purchase a television with a DVD player for use at the Community Center. Discussion followed on where this purchase could be made. Sam's Club was a suggestion. Mrs. Winkler informed the trustees that we already have an established account at Sam's Club with the pool - maybe Mr. Hardyman could check to see if his name could be added to the existing account. Chief Schade offered to order the television on his Amazon account. The cost may be less expensive and has free shipping available. If this is something the Park Board would like to do, Chief Schade said he would need the exact make and model of the television they would like when ordering. Once purchased, the Park Board could reimburse him. Mr. DeVilbiss said he would let Mr. Hardyman know what has been discussed. Mr. DeVilbiss stated Jeff Tully has always been out at the pool, making sure everything is being taken care of and securing a gator for the summer work each year. Since the current Park Board members have not worked much in this area, Mr. DeVilbiss suggested the board consider paying Mr. Tully an hourly rate to take care of the pool area this summer, seeing he is familiar with this job. Mr. Moyer stated he has been informed that Joyce Pohl, Doug Pohl's wife, may be interested in serving on the Park Board. Mr. Moyer then made a motion to appoint Joyce Pohl to the Park Board for fiscal year 2017. Mr. DeVilbiss seconded the motion. Vote: Mr. Moyer – Yes Mr. DeVilbiss – Yes Mr. Gillman – Yes Motion passed. Mr. Moyer stated they still need to find one more person willing to serve on the Park Board. No further discussion regarding the park.

Zoning/Refuse: Not Present

Technical Writer: Not present

Fiscal Officer: No new business

Trustees:

Mr. Moyer: Mr. Moyer wanted to discuss the 2017 trustees' salary. Mr. Moyer suggested each of the trustees could work with one of the other departments in order to split the amount of the trustees' annual compensation. He suggested that he could work with the Police Dept., Mr. DeVilbiss work with the Road Dept., and Mr. Gillman work with the Refuse Dept. Mrs. Winkler asked Mr. Moyer to verify that he wants her to add the 60% of the compensation they are not receiving from the General Fund, to each of the funds of the departments he just mentioned to help compensate for their annual salaries. Mr. Moyer responded by saying yes. Mrs. Winkler stated the Police and Road funds may be able to accommodate such an increase, but was not sure about the Refuse fund. Mrs. Winkler stated she would review the temporary budget and appropriations and let the trustees know her findings at the next trustee meeting. Mrs. Winkler reminded the trustees they can split their compensation among all funds – they do not have to limit their work out of just one fund. Discussion followed on justifying the amount of time worked in each department. Mrs. Winkler also reminded the trustees that when they do put time into another department, they need to certify the percentage of time worked in that department and turn in their certification sheet to her each month. If the certification sheet is not turned in, their compensation will come from the General Fund as stated in Resolution 2017-02. Mr. Moyer had no further business.

Mr. DeVilbiss: . Mr. DeVilbiss stated he spoke with Mr. Pohl regarding the CINTAS contract. Mr. DeVilbiss said Mr. Pohl suggested getting rid of the rugs and have CINTAS begin supplying the Road Dept. with uniforms and the cleaning of those uniforms. If needed, Mr. Pohl could use the funds he has appropriated for uniform allowance to help pay for this service. Chief Schade suggested getting township logo shirts for the road employees and logo signs for all township vehicles. All agreed this would be a good idea. Chief Schade also suggested the uniforms should be a standardized safety color. Discussion followed. Mr. DeVilbiss said he would check with CINTAS on this. Mr. DeVilbiss stated he would like to change the name of the Road Department to Service Department. Discussion followed. Mrs. Winkler said she would check with Local Government Services and UAN to see what the process would be to make a name change. Mr. DeVilbiss asked if everyone agreed to get rid of the CINTAS rugs and buy new ones to replace them. All agreed. Mr. DeVilbiss stated he emailed govdeals.com to verify an account could be set up in the township trustees' name. Mr. DeVilbiss went to the title bureau and received the salvage title for the Bolin camper. The trustees went through the camper to see if anything was salvageable. Nothing of value was found. The trustees decided to place the camper on govdeals.com with a minimum bid of \$1000.00. Discussion followed on the minimum bid and description of the camper. Mr. DeVilbiss informed the trustees he is meeting with Susan Schepis-Laux, who is with Mote and Associates, to get information on her position as a grant writer. Mr. DeVilbiss stated Ms. Schepis-Laux said she could attend the next trustee meeting to answer any questions they may have. Mr. DeVilbiss had no further business.

Mr. Gillman: No new business.

With no further business, Mr. Moyer made a motion to adjourn the meeting. Mr. Gillman seconded the motion. Meeting was adjourned at 6:26 p.m.

Submitted by: _____
Diana Winkler, Fiscal Officer

Attested by: _____
Michael Moyer, President