

JACKSON TOWNSHIP

Montgomery County

**Work Session Meeting
January 21, 2026**

49 E. Walnut Street, Farmersville, Ohio 45325
Telephone (937) 696-3010



Mr. Michael Moyer, Trustee President, called the Jackson Township Board of Trustees Work Session Meeting, to order on **Wednesday, January 21, 2026**, at 12:00 p.m. Attendance was as follows:

ELECTED OFFICIALS:		Present	Absent
Michael Moyer	Trustee President	X	
Ryan Hodson	Trustee Vice President	X	
Jim Erisman	Trustee	X	
Elizabeth Kozarec	Fiscal Officer	X	
TOWNSHIP:			
Chief Mark Bruner	Police Dept.		X
Chief Jeff Erisman	Farmersville Fire Dept.		X
Kristen Hamaker	Zoning, Refuse, Park Administrator		X
Doug Pohl	Road Superintendent		X

VISITORS: None

This work session was to discuss the current Maternity policy and sick leave policy. Mrs. Kozarec passed out our current maternity policy and the response she received from our Prosecuting Attorney who asked their HR contact to respond. It was agreed that our policy is antiquated and should be updated; the trustees asked Mrs. Kozarec to develop a new policy that would incorporate six weeks off for a natural birth, eight weeks for a cesarean birth along with adoption, parental leave, and family leave. It was noted that due to the fact that we do not have more than 50 employees we are not part of the FMLA federal leave; trustees did think something like this should be addressed.

Sick leave policy that Chief Bruner brought up in the meeting was then discussed. Mrs. Kozarec provided documentation that shows that former Chief Schade did not have more than 1,440 hours accrued sick leave at the time of his retirement (attached) and Mr. Moyer stated he found an employee handbook from 1999 that had the 1,440 hour cap in it. Mr. Hodson stated he felt it needed to be changed, Other entities that Mr. Moyer contacted were far less than the 1,440 hours – other options were discussed as some entities allow sick hours over the cap to be converted into vacation time at a rate of 3 to 1. The Trustees then talked about a policy manual; Mrs. Kozarec stated she really liked the one that is provided free of charge by OTARMA (our insurance company) and asked that she be allowed to look into this and compare with Lexipol that seems to be great with local, state, federal but not so helpful with specific policies like sick, maternity, bereavement, etc. Mr. Hodson stated he wants all employees to receive the handbook and sign that they have received it. Mrs. Kozarec said she would get the maternity policy together and send to each of them for their approval/suggestions/changes.

MOTION TO ADJOURN the meeting was made by Mr. Moyer

Signed by:

Attested by:

Michael Moyer, President

Elizabeth Kozarec, Fiscal Officer