

## RECORD OF PROCEEDINGS

Minutes of

Jerome Township Board of Trustees

Meeting

GOVERNMENT FORMS &amp; SUPPLIES 644-224-3339 FORM NO. 10148

Held

January 7, 2019

20

The Jerome Township Board of Trustees met in special session on January 7, 2019 at 7:00 p.m. for its organizational meeting. Ronald Rhodes called the meeting to order. Ronald Rhodes, Joe Craft and C.J. Lovejoy answered the roll call. Also in attendance were Robert Caldwell (Fiscal Officer), Doug Stewart (Fire Chief) and members of the public.

The first item on the agenda was the election of officers for the 2019 year. Mr. Rhodes nominated Joe Craft for Chairman. Mr. Craft accepted the nomination. It was moved by Ron Rhodes and seconded by C.J. Lovejoy that the Jerome Township Board of Trustees adopt the following resolution:

**The Jerome Township Board of Trustees appoint Joe Craft as Board Chairman for 2019.**

The vote resulted as follows:

Ronald Rhodes, yes  
Lonnie (Joe) Craft, yes  
Charles (C.J.) Lovejoy, yes

**The resolution carried. (Res. 19-001)**

Mr. Craft nominated C.J. Lovejoy for Vice Chairman. Mr. Lovejoy accepted the nomination. It was moved by Joe Craft and seconded by Ron Rhodes that the Jerome Township Board of Trustees adopt the following resolution:

**The Jerome Township Board of Trustees appoint C.J. Lovejoy as Board Vice Chairman for 2019.**

The vote resulted as follows:

Ronald Rhodes, yes  
Lonnie (Joe) Craft, yes  
Charles (C.J.) Lovejoy, yes

**The resolution carried. (Res. 19-002)**

The Board discussed the meeting dates and time for 2019. The Board discussed having one meeting of the month during day verses the evening. After weighing the pros and cons, it was moved by Joe Craft and seconded by C.J. Lovejoy that the Jerome Township Board of Trustees adopt the following resolution:

**The Jerome Township Board of Trustees will hold regular meetings for 2019 on the first and third Monday of each month at 7:00 p.m. at the Jerome Township Hall located at 9777 Industrial Parkway, Plain City, Ohio. In the event of a holiday falling on the regularly scheduled meeting night, the meeting will be held the following Tuesday night.**

The vote resulted as follows:

Ronald Rhodes, yes  
Lonnie (Joe) Craft, yes  
Charles (C.J.) Lovejoy, yes

**The resolution carried. (Res. 19-003)**

The Board set to approve the salaries for the Trustees and Fiscal Officer. It was moved by Ron Rhodes and seconded by Joe Craft that the Jerome Township Board of Trustees adopt the following resolution:

**The Jerome Township Board of Trustees approve the compensation of the Trustees and the Fiscal Officer using the annual salary method not to exceed the maximum amount set forth in Ohio Revised Code Section 505.24 and may be paid from the general fund or other funds in such proportions specified by the board and certified.**

The vote resulted as follows:

Ronald Rhodes, yes  
Lonnie (Joe) Craft, yes  
Charles (C.J.) Lovejoy, yes

**The resolution carried. (Res. 19-004)**

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GOVERNMENT FORMS &amp; SUPPLIES 844-224-3338 FORM NO. 10146

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The Board set to approve the attendance of the Trustees, Fiscal Officer and Zoning officer to attend conferences and training. It was moved by Joe Craft and seconded by C.J. Lovejoy that the Jerome Township Board of Trustees adopt the following resolution:

**The Jerome Township Board of Trustees approve the attendance of the Trustees, Fiscal Officer and Zoning officer to conferences and training and reimburse expenses as necessary for 2019.**

The vote resulted as follows:

Ronald Rhodes, yes  
Lonnie (Joe) Craft, yes  
Charles (C.J.) Lovejoy, yes

**The resolution carried. (Res. 19-005)**

Mr. Caldwell reported that the annual appropriation resolution for 2019 had been approved by the Board during the special meeting held on December 28, 2018. He asked the Board to approve a resolution establishing the Board of Trustees legal level of control and to establish a threshold amount for blanket purchase orders. It was moved by Ron Rhodes and seconded by Joe Craft that the Jerome Township Board of Trustees adopt the following resolution:

**The Jerome Township Board of Trustees establish the Board of Trustees legal level of budgetary control (the level at which the Township's Fiscal Officer may not reallocate appropriations without the approval of the Board of Trustees) shall be set at the Fund level. The Fiscal Officer shall have the authority to reallocate appropriations at the line item level within a fund. The Board also establishes a threshold amount for blanket purchase orders of \$5,000.**

The vote resulted as follows:

Ronald Rhodes, yes  
Lonnie (Joe) Craft, yes  
Charles (C.J.) Lovejoy, yes

**The resolution carried. (Res. 19-006)**

Mr. Caldwell presented the Board with the notice of 2019 billing rates and resolution from the law firm of Brosius, Johnson and Griggs, LLC. It was moved by Joe Craft and seconded by Ron Rhodes that the Jerome Township Board of Trustees adopt the following resolution:

**The Jerome Township Board of Trustees approve the Resolution Employing Township's Attorneys on an Annual Basis for the Year 2019 and encumber \$35,000 for the services of Brosius, Johnson and Griggs, LLC. In addition, that Township officials and employees must have the approval of two Trustees prior to engaging the attorneys on all matters unless they have been previously approved by the Board of Trustees.**

The vote resulted as follows:

Ronald Rhodes, yes  
Lonnie (Joe) Craft, yes  
Charles (C.J.) Lovejoy, yes

**The resolution carried. (Res. 19-007)**

The Board reviewed and discussed the cemetery fee schedule. Mr. Lovejoy stated that the recent increase in rates for out of township residents had slowed the sales to non-residents and therefore felt the current rates were sufficient. It was moved by Ron Rhodes and seconded by C.J. Lovejoy that the Jerome Township Board of Trustees adopt the following resolution:

**The Jerome Township Board of Trustees approve the 2019 cemetery fee schedule with no changes.**

The vote resulted as follows:

Ronald Rhodes, yes  
Lonnie (Joe) Craft, yes  
Charles (C.J.) Lovejoy, yes

**The resolution carried. (Res. 19-008)**

## RECORD OF PROCEEDINGS

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Jerome Township Board of Trustees

Meeting

GOVERNMENT FORMS &amp; SUPPLIES 614-224-9339 FORM NO. 101/09

Held

January 7, 2019

20

The Board reviewed and discussed the zoning fee schedule as provided by Mark Spagnuolo the Zoning Inspector. Changes to the schedule included adding a miscellaneous category to zoning application review in the amount of \$250, adding \$50 to the cost for a Board of Zoning Appeals transcript and adding a fee of \$100 for tabling a Trustees, Zoning Commission or Board of Zoning Appeals meeting. It was moved by Ron Rhodes and seconded by C.J. Lovejoy that the Jerome Township Board of Trustees adopt the following resolution:

**The Jerome Township Board of Trustees approve the 2019 zoning fee schedule to include adding a miscellaneous category to zoning application review in the amount of \$250, adding \$50 to the cost for a Board of Zoning Appeals transcript and adding a fee of \$100 for tabling a Trustees, Zoning Commission or Board of Zoning Appeals meeting.**

The vote resulted as follows:

Ronald Rhodes, yes  
Lonnie (Joe) Craft, yes  
Charles (C.J.) Lovejoy, yes

**The resolution carried. (Res. 19-009)**

The Board reviewed and discussed Township Hall usage and rental rates. It was moved by Ron Rhodes and seconded by C.J. Lovejoy that the Jerome Township Board of Trustees adopt the following resolution:

**The Jerome Township Board of Trustees approve the 2019 building rental fee schedule with no changes.**

The vote resulted as follows:

Ronald Rhodes, yes  
Lonnie (Joe) Craft, yes  
Charles (C.J.) Lovejoy, yes

**The resolution carried. (Res. 19-010)**

At 7:16 p.m. it was moved by Ron Rhodes and seconded by Joe Craft that the Jerome Township Board of Trustees adopt the following motion:

**The Jerome Township Board of Trustees adjourn into executive session pursuant to Ohio Revised Code Section 121.22(G)(1) to consider the appointment, employment and compensation of public employees.**

The vote resulted as follows:

Ronald Rhodes, yes  
Lonnie (Joe) Craft, yes  
Charles (C.J.) Lovejoy, yes

**The motion carried.**

At 8:00 p.m. it was moved by Ron Rhodes and seconded by Joe Craft that the Jerome Township Board of Trustees adopt the following motion:

**The Jerome Township Board of Trustees adjourn from executive session.**

The vote resulted as follows:

Ronald Rhodes, yes  
Lonnie (Joe) Craft, yes  
Charles (C.J.) Lovejoy, yes

**The motion carried.**

As a result of discussion in executive session, it was moved by Joe Craft and seconded by C.J. Lovejoy that the Jerome Township Board of Trustees adopt the following resolution:

**The Jerome Township Board of Trustees approve a three percent (3%) raise for Township full-time employees (excluding the Fire Division) effective the first pay period in January 2019.**

## RECORD OF PROCEEDINGS

Minutes of

Jerome Township Board of Trustees

Meeting

GOVERNMENT FORMS &amp; SUPPLIES 844-224-3338 FORM NO. 10146

Held \_\_\_\_\_ January 7, 2019 \_\_\_\_\_ 20 \_\_\_\_\_

The vote resulted as follows:

Ronald Rhodes, yes  
Lonnie (Joe) Craft, yes  
Charles (C.J.) Lovejoy, yes

**The motion carried. (Res. 19-011)**

As a result of discussion in executive session, it was moved by Joe Craft and seconded by Ron Rhodes that the Jerome Township Board of Trustees adopt the following resolution:

**The Jerome Township Board of Trustees approve a one dollar (\$1.00) per hour pay increase for Joe Bennett after the successful attainment of a CDL license and to pay for the cost of testing provided the test is passed.**

The vote resulted as follows:

Ronald Rhodes, yes  
Lonnie (Joe) Craft, yes  
Charles (C.J.) Lovejoy, yes

**The motion carried. (Res. 19-012)**

As a result of discussion in executive session, it was moved by Joe Craft and seconded by C.J. Lovejoy that the Jerome Township Board of Trustees adopt the following resolution:

**The Jerome Township Board of Trustees approve a per pay cell phone allowance of \$7.00 for those employees required to use their personal cell phone for work related matters on a regular basis.**

The vote resulted as follows:

Ronald Rhodes, yes  
Lonnie (Joe) Craft, yes  
Charles (C.J.) Lovejoy, yes

**The motion carried. (Res. 19-013)**

As a result of discussion in executive session, it was moved by Joe Craft and seconded by C.J. Lovejoy that the Jerome Township Board of Trustees adopt the following resolution:

**The Jerome Township Board of Trustees approve an increase in the rate of pay for members of the Zoning Commission and Board of Zoning Appeals to seventy-five dollars (\$75) per meeting effective January 1, 2019.**

The vote resulted as follows:

Ronald Rhodes, yes  
Lonnie (Joe) Craft, yes  
Charles (C.J.) Lovejoy, yes

**The motion carried. (Res. 19-014)**

As a result of discussion in executive session, it was moved by Ron Rhodes and seconded by Joe Craft that the Jerome Township Board of Trustees adopt the following resolution:

**The Jerome Township Board of Trustees appoint Aaron Wright to a five year term expiring December 31, 2023 on the Jerome Township Zoning Commission Board.**

The vote resulted as follows:

Ronald Rhodes, yes  
Lonnie (Joe) Craft, yes  
Charles (C.J.) Lovejoy, yes

**The motion carried. (Res. 19-015)**

As a result of discussion in executive session, it was moved by Ron Rhodes and seconded by Joe Craft that the Jerome Township Board of Trustees adopt the following resolution:

**The Jerome Township Board of Trustees appoint John Ward to a two year term expiring December 31, 2020 as an alternate on the Jerome Township Zoning Commission Board.**

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GOVERNMENT FORMS & SUPPLIES 844-924-3335 FORM NO. 10148

Held January 7, 2019 20

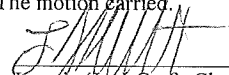
The vote resulted as follows:  
Ronald Rhodes, yes  
Lonnie (Joe) Craft, yes  
Charles (C.J.) Lovejoy, yes  
**The motion carried. (Res. 19-016)**

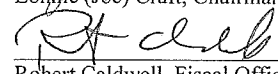
As a result of discussion in executive session, it was moved by Ron Rhodes and seconded by Joe Craft that the Jerome Township Board of Trustees adopt the following resolution:

**The Jerome Township Board of Trustees appoint Mark McMullen to a five year term expiring December 31, 2023 on the Jerome Township Board of Zoning Appeals.**

The vote resulted as follows:  
Ronald Rhodes, yes  
Lonnie (Joe) Craft, yes  
Charles (C.J.) Lovejoy, yes  
**The motion carried. (Res. 19-017)**

At 8:08 p.m. it was moved by Joe Craft and seconded by Ron Rhodes that the Jerome Township Board of Trustees adjourn. The motion carried.

  
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Lonnie (Joe) Craft, Chairman

  
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Robert Caldwell, Fiscal Officer