

RECORD OF PROCEEDINGS

Minutes of

Jerome Township Board of Trustees

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held November 6, 2019 20

The Jerome Township Board of Trustees met in regular session on November 6, 2019 at 7:00 p.m. Board Chairman Joe Craft called the meeting to order and led the Pledge of Allegiance. Ronald Rhodes, Joe Craft and C.J. Lovejoy answered the roll call. Also in attendance were Robert Caldwell (Fiscal Officer), Eric Snowden (Zoning Coordinator/Inspector), Doug Stewart (Fire Chief/Director of Departments) and members of the public.

Mr. Craft presented the agenda which was reviewed, modified as necessary and approved.

Executive Session

At 7:04 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)(8) to consider confidential information related to marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiate with other political subdivisions respecting requests for economic development assistance, provided that both (a) the information is directly related to a request for economic development assistance that is to be provided or administered under any provision of Chapter 715 of the Ohio Revised Code, or that involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project, and, (b) a unanimous quorum of the public body determines, that the executive session is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project.

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

At 7:24 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 Ron Rhodes that the Jerome Township Board of Trustees adopt the following resolution:

The Jerome Township Board of Trustees ^{approve} the Resolution Authorizing the Township Fire Chief or Other Appropriate Township Official to Provide the Notices to the Jonathan Alder Local School District and the Tolles Career and Technical Center Required by Ohio Revised Code Sections 5709.73 and 5709.83 in Connection with Proposed Tax Increment Financing.

The vote resulted as follows:
Ronald Rhodes, yes
Lonnie (Joe) Craft, yes
Charles (C.J.) Lovejoy, yes
The resolution carried. (Res. 19-102)

Mr. Caldwell presented minutes for approval. It was moved by C.J. Lovejoy and seconded by Joe Craft that the Jerome Township Board of Trustees adopt the following motion:

The Jerome Township Board of Trustees waive the reading and approve the following minutes:
• Special meeting of August 15, 2019

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Held November 6, 2019 20

- Special meeting of August 20, 2019
- Regular meeting of August 20, 2019
- Regular meeting of August 22, 2019
- Regular meeting of August 29, 2019
- Regular meeting of September 3, 2019
- Regular meeting of September 5, 2019
- Special meeting of September 17, 2019 (no quorum)
- Regular meeting of September 17, 2019 (no quorum)
- Special meeting of September 25, 2019
- Special meeting of October 1, 2019
- Regular meeting of October 1, 2019
- Regular meeting of October 3, 2019

The vote resulted as follows:

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

Robert Caldwell, Fiscal Officer, provided the Board with updated financial reports (receipt account status, appropriation status and fund status). Mr. Caldwell presented the pending warrants as detailed in the "Pending Warrant Report," for payment. The Fiscal Officer certified that there were sufficient funds to pay the bills. 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 warrants 40523 through 40571 and 99081 through 99083 for payment.

The vote resulted as follows:

Ronald Rhodes, yes
 Lonnie (Joe) Craft, yes
 Charles (C.J.) Lovejoy, yes
The resolution carried. (Res. 19-103)

Mr. Caldwell reported that he was in receipt of the notice of healthcare renewal which has indicated an increase in premiums of 15.24%. He indicated that the Townships' broker would be meeting with Chief Stewart and him in the coming weeks to review.

Mr. Caldwell also reported that he was in receipt of a refund from Ohio Insurance Services for adjustments made by the insurance carrier for prior years in the amount of \$25,393.

Mr. Caldwell informed the Board that he had received a notice of the Township's proportionate share of legal fees in the Stark County litigation. He recommended the Board get an update on the matter before approving payment. The Board was in agreement.

Public Participation

Adam Schirg, the Superintendent of Fairbanks Local School District, introduced himself to the Board indicating he was trying to meet all of the political entities within the school district. The Board discussed school capacity, managed growth and the monitoring of growth.

Barry Adler indicated that the Board was in receipt of a petition for a township zoning referendum since September 3, 2019 and have not taken action. He also referenced the recent denial by the voters of the Rolling Meadows rezoning amendment.

Department Reports

Director of Departments

Doug Stewart indicated that the side door to the Township Hall had been replaced and he has received quotes for the additional work previously discussed including replacement of windows, replacement of the front doors and the installation of a security door. He indicated that the total cost is estimated at \$30,000. He added that the security door would not restrict access during non-working hours such as when the building is rented. It was also indicated that the windows were installed in 1982 and the replacements would be energy efficient. It was moved by Ron Rhodes and seconded by Joe Craft that the Jerome Township Board of Trustees adopt the following resolution:

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The Jerome Township Board of Trustees approve the expenditure of up to \$30,000 for improvements at the Township Hall including replacement of windows, replacement of the front doors and the installation of a security door.

The vote resulted as follows:

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

The resolution carried. (Res. 19-104)

Mr. Stewart that the Road Division trucks were taken in for their annual inspection. During that inspection it was determined that the original estimated repair costs for the 2006 International were not sufficient due to the discovery of an air leak, a fuel leak and issues with the exhaust. The revised estimate is quoted at \$12,000. He reported that the truck has 42,000 miles on it and he has looked at the current pricing of a Ford F750 at around \$110,000. The Board was in agreement that now, going into the winter season, was not the time to incur the cost of a new truck and agreed that repairing the truck was the proper course of action. 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 \$12,000 for the repairs of the 2006 International truck.

The vote resulted as follows:

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

The resolution carried. (Res. 19-105)

Mr. Stewart indicated the need for additional seasonal snowplow drivers for the Road Division. He asked the Board for approval to hire two part-time drivers. 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 giving the Director of Departments the authority to hire two seasonal employees for snowplowing.

The vote resulted as follows:

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

The resolution carried. (Res. 19-106)

Mr. Stewart reported that he had been approached by the individual who has provided maintenance of the baseball field with a contract to provide that maintenance for this season. Mr. Lovejoy indicated that for providing this maintenance the individual receives first choice of dates for use of the field and in turn the Township saves on labor costs that would otherwise be needed to maintain the field. It was moved by C.J. Lovejoy and seconded by Joe Craft that the Jerome Township Board of Trustees adopt the following resolution:

The Jerome Township Board of Trustees approve the agreement with Randell Rust for the maintenance of the baseball field.

The vote resulted as follows:

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

The resolution carried. (Res. 19-107)

Mr. Stewart provided to the Board an update on the operations of the zoning department. He stated that when the new zoning coordinator/inspector was hired, he challenged him to update the current processes. He then read a letter from Allen Shepherd of Evergreen Land Company providing praise for the improvements he has seen in the department.

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Planning/Zoning

Eric Snowden outlined for the Board some of the changes he is making and items he is addressing.

- Securing records and files
- Creating a permitting calendar
- Creating checklists
- Making procedural changes for efficiency
- Developing a handbook

He went on to state that to increase the efficiency process it would be beneficial to use a zoning software. He indicated that three demos have been reviewed with quotes being sought. He indicated the software would focus on customer service by providing a web based public facing product to provide updates on the zoning process. Once all the quotes are received he will provide additional information to the Board at the first meeting in December.

Mr. Snowden reported to the Board that the comprehensive plan is ten years old. As such he was informed by the LUC that they will provide services to update the plan at no cost but would not be able to start the project until 2022 as they are currently updating the plans for counties. He recommended that based upon timing and cost, that the Board consider updating the land use plan now and wait to update the rest of the comprehensive plan until later when it could be done at no cost. The Board was in agreement. In addition the Board asked about the status of the Route 33 overlay. Mr. Snowden reported that public hearing was being scheduled for December but he needed more time to review the plan as it directly relates to the Jerome Township Zoning Resolution.

Fire Division

Doug Stewart, Fire Chief, thanked those voters who supported the levy proposal which failed and encouraged those who voted against it to reach out to him to discuss why they voted against it.

Chief Stewart presented the Board with a resolution provided by the Union County Prosecutor for the sale of 2002 Fire Engine by accepting sealed bids. 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 adopt the Resolution Authorizing the Disposition of Certain Personal Property No Longer Needed for Public Use for the disposition of the 2002/2003 Smeal Fire Engine.

The vote resulted as follows:

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

The resolution carried. (Res. 19-108)

Old Business

Mr. Craft indicated that this meeting was the first opportunity for the full Board to address the petition for a township zoning referendum filed with the Township. He indicated that he as a question for legal counsel that he would like answered prior to voting on certification. He added that yes, the Board has missed the two week window for certifying but have been instructed that it can be done at a later time. Therefore, he is unable to vote tonight and the Board took no action.

Mr. Craft stated that the Board was in receipt of an offer by M.J. Designs to plant and maintain the plants at the roundabout in front of Valvoline at Dublin Green. Mr. Stewart indicated that the total estimated cost is approximately \$8,000 for the materials and could possibly include artwork. The Board discussed the costs incurred by the County to place concrete in the median areas and what the Township should commit. 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 expenditure of \$2,000 to assist with the purchase of plants for the roundabout on Industrial Parkway at Dublin Green.

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The vote resulted as follows:

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

The resolution carried. (Res. 19-109)

Mr. Craft indicated that a special meeting was necessary to meet with legal counsel regarding a pending lawsuit on Tuesday or Wednesday morning. It was moved by Joe Craft and seconded by C.J. Lovejoy that the Jerome Township Board of Trustees adopt the following motion:

The Jerome Township Board of Trustees hold a special meeting on Tuesday, November 12 at 7:00 a.m. at 9777 Industrial Parkway, Plain City, Ohio for the purpose of meeting with legal counsel regarding a pending litigation.

The vote resulted as follows:

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

The motion carried.

At 8:55 p.m. it was moved by Ron Rhodes and seconded by Joe Craft that the Jerome Township Board of Trustees adjourn. The motion carried.



Lonnie (Joe) Craft, Chairman



Robert Caldwell, Fiscal Officer