

**RECORD OF PROCEEDINGS**  
**Jerome Township Board of Trustees**

Minutes of

Meeting

Held

January 16, 2018

20

The Jerome Township Board of Trustees met in regular session on January 16, 2018 at 7:00 p.m. Board Vice Chairman Joe Craft called the meeting to order and led the Pledge of Allegiance. Joe Craft and C.J. Lovejoy answered the roll call, Ronald Rhodes was absent. Also in attendance were Robert Caldwell (Fiscal Officer), Mark Spagnuolo (Zoning Inspector), Doug Stewart (Fire Chief) and members of the public.

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

Mr. Caldwell asked the Board to approve the following amendments to the Appropriations Resolution. 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 amend the 2017 Appropriations Resolution to transfer \$115 from Appropriation 10-A-15 "Other Expenses" to Appropriation 10-A-14 "Insurance" Fire Fund.**

**The Jerome Township Board of Trustees amend the 2018 Appropriations Resolution as follows:**

- Transfer \$53 from Appropriation 01-A-26 "Other Administrative Expenses" to Appropriation 01-A-80 "Unemployment Compensation" General Fund
- Transfer \$2,000 from Appropriation 04-A-04 "Tools and Equipment" to Appropriation 04-A-06 "Repairs" Road and Bridge Fund.

The vote resulted as follows:

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

**The resolution carried. (Res. 18-020)**

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 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 warrants 39010 through 39042, 97082 and 98001 through 98003 for payment.**

The vote resulted as follows:

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

**The resolution carried. (Res. 18-021)**

Mr. Caldwell provided the Board with the 2017 Township Highway System Mileage Certification of the Ohio Department of Transportation received from the Union County Engineer. 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 Ohio Department of Transportation 2017 Township Highway System Mileage Certification certifying Jerome Township is responsible for maintaining 26.082 miles of public road.**

The vote resulted as follows:

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

**The resolution carried. (Res. 18-022)**

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BEAR GRAPHICS 800-925-8094 FORM NO. 10148

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Mr. Caldwell asked the Board to determine if they wished to maintain membership in the Mid-Ohio Regional Planning Commission and pay the annual membership fee. 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 renewal of membership to the Mid-Ohio Regional Planning Commission (MORPC).**

The vote resulted as follows:

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

**The resolution carried. (Res. 18-023)**

Public Participation

Barry Adler read a prepared statement to the Board addressing the following items:

- Policy for the Township Hall building usage
- Updating the zoning regulations
- Zoning noise regulations
- Tree replacement as part of development
- Size restrictions in the industrial area
- Appearance of using legal counsel to mask conducting business in open meetings
- Traffic issues

Fatema Baumgardner who stated she resides on Spruce Court asked about snow removal indicating that it has not been done as well as in prior years.

Jeanette Harrington stated that the Board needed to take a look at the zoning code especially as it relates to the Industrial Parkway area. She questioned what the Zoning Commission was doing to address the issues. Mr. Spagnuolo responded to the Board that the Zoning Commission was working on some sections of the code but were not considering a complete rewrite as the most recent update was 2015. Mr. Craft stated that the Zoning Commission had received approval of the Board to meet once a month to work on the code. Mr. Spagnuolo suggested that the Board of Trustees set some guidelines for the Zoning Commission on what they would like to see accomplished.

Megan Sloat asked the Board if there were any guidelines on how residents are to request documents from the Township. Mr. Caldwell stated that the Township has a public records policy which should be followed which states that requests to see documents would be filled promptly and requests for copies would be completed within a reasonable time based upon the type, volume and timing of requests. Ms. Sloat asked if the requested needed to be written. The response was no, but upon further inquiry it was determined that written clarification was requested to make sure that the proper documents were being supplied.

Department Reports

Fire Department

Doug Stewart, Fire Chief, indicated that he had five candidates for part-time positions and would like to move forward with hiring. 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 hiring of five part-time firefighters by the Fire Chief.**

The vote resulted as follows:

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

**The resolution carried. (Res. 18-024)**

Chief Stewart asked the Board for approval to seek bids for the concrete work at the Fire Station. It was moved by Joe Craft and seconded by C.J. Lovejoy that the Jerome Township Board of Trustees adopt the following resolution:

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**The Jerome Township Board of Trustees authorize the Fire Chief to take the necessary actions to seek bids for the replacement of the concrete at the Fire Station.**

The vote resulted as follows:

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

**The resolution carried. (Res. 18-025)**

Chief Stewart reported that he had been working with the Bureau of Workers Compensation to utilize \$19,000 remaining in the Township grant period for a power cot which could significantly decrease the possibility of incurring back injuries lifting patients into the back of the EMS unit. The total estimated cost of a power cot is \$46,000 and \$2,000 to install. Monies for the purchase above the grant proceeds would come from the Ambulance and EMS Fund.

Chief Stewart reported that the initial setup of the website was complete and recommended changes had been sent back to the vendor.

Planning/Zoning

Mark Spagnuolo indicated he was asked by the Board to prepare a comparison of zoning fees with other entities in the area. Mr. Spagnuolo showed the Board a visual comparison of fees including single family residential, multi-family residential, residential additions, patios, decks, swimming pools, commercial new construction, commercial additions, fences and walls, variances and conditional uses. Upon review 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 following changes to the Jerome Township Zoning Fee Schedule:**

- Increase single family residential from \$500 to \$550
  - Increase multi-family residential from \$300 to \$450
  - A per square foot charge of \$15 per 100 square feet be added for additions and expansions not less than \$500
  - Increase fences and walls from \$50 to \$100
- \* New construction \$500 plus \$15 per 100 square feet*

The vote resulted as follows:

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

**The resolution carried. (Res. 18-026)**

Mr. Lovejoy reported that due to the recent heavy snow fall, the Township was running low on its road salt supply. He indicated he had contacted a supplier who was working on getting the Township 100 ton. He estimated the cost to be \$100 per ton. It was moved by C.J. Lovejoy and seconded by Joe Craft that the Jerome Township Board of Trustees adopt the following resolution:

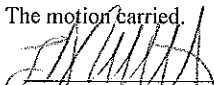
**The Jerome Township Board of Trustees approve the encumbrance of \$12,000 for the purchase of road salt.**

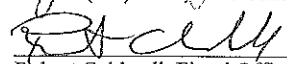
The vote resulted as follows:

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

**The resolution carried. (Res. 18-027)**

At 8:06 p.m. it was moved by Joe Craft and seconded by C.J. Lovejoy that the Jerome Township Board of Trustees adjourn. The motion carried.

  
 Lonnie (Joe) Craft, Vice Chairman

  
 Robert Caldwell, Fiscal Officer