

RECORD OF PROCEEDINGS  
Jerome Township Board of Trustees

Minutes of

Meeting

Held

May 21, 2018

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The Jerome Township Board of Trustees met in regular session on May 21, 2018 at 7:00 p.m. Board Chairman Ronald Rhodes 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), Mark Spagnuolo (Zoning Inspector) and members of the public.

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

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 April 5, 2018
- Regular meeting of April 16, 2018
- Regular meeting of May 7, 2018

The vote resulted as follows:

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

**The motion carried.**

Mr. Caldwell asked the Board to approve the following amendment to the 2018 Appropriations Resolution. 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 amend the 2018 Appropriations Resolution to transfer \$50 from Appropriation 01-A-06 "Other Administrative Expenses" to Appropriation 01-A-11 "Memorial Day Expenses" General Fund.**

The vote resulted as follows:

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

**The resolution carried. (Res. 18-066)**

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 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 warrants 39323 through 39357 and 98031 through 98032 for payment.**

The vote resulted as follows:

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

**The resolution carried. (Res. 18-067)**

Mr. Caldwell reported being in receipt of a notice to legislative authority from the Ohio Division of Liquor Control asking the Board if they would like to request a hearing on the transfer of a liquor permit for Aldi, Inc. The Board was in agreement that they did not wish to request a hearing.

Planning/Zoning

Mark Spagnuolo provided the Board with a draft revision to the zoning fee schedule. He indicated that the Board modified the schedule earlier this year to increase the fee for commercial new construction and commercial additions and expansions to be based on the square footage of the building. However, a recent application for a large building identified that the fee could be very high under this new method. He cited an example of a 10,000 square foot building would have a fee of \$2,000 while a 500,000 square foot building would have a fee of \$75,500. As a

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result he recommended setting a maximum fee of \$5,000. Mr. Craft asked if there were any comparables with other entities to determine if they have caps on their fees. He stated that he did not want to be unfair and also questioned where the \$5,000 figure came from. Mr. Rhodes indicated that he and Mr. Spagnuolo looked at the applications of recent larger buildings and the fee calculation was in the \$3,000 to \$4,000 range. He also stated that the max was suggested by Peter Griggs of Brosius, Johnson & Griggs and \$5,000 should be sufficient to cover costs. The Board agreed that they should table the discussion of this fee until Mr. Spagnuolo was able to inquire of other entities how they handle large buildings.

Mr. Spagnuolo recommended increasing the zoning confirmation/verification letter from \$75 to \$300. He stated that many times this involves some research into the zoning history of the property and often requires several drafts of the letters to meet the needs of the requestor. He also asked the Board to amend the temporary use permit fee of \$250 to cover up to three events verses a per event charge. He indicated the permit cost of \$250 for a food truck for a single event was proving to be cost prohibitive for applicants. 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 following revisions to the zoning fee schedule:**

- For the line item "Zoning Confirmation Letter, change the line item to read "Zoning Confirmation/Verification Letter," and to change the fee from \$75 to \$300.
- For the line item "Temporary Use Permit..." change the fee from \$250 to \$250 for up to three (3) forty-eight hour events per year."

The vote resulted as follows:

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

**The resolution carried. (Res. 18-068)**

Public Safety Officer

Deputy Officer Brown reported that the speed trailer had been set up now that the weather was better.

Roads/Parks

Mr. Caldwell reported that the quote from the Union County Engineer had been received and he prepared a comparison of the quote from American Pavements to the one from the Engineer. He indicated that the quote from American Payments for chip seal was \$48,925.00 and the quote from the Engineer was \$30,178.33. He indicated that the original quote from the Engineer did not include Weldon Road but a new quote was provided today to include that road. In addition, the quote from the Engineer included Jacobs Land and Smith Place due to the fact that the Engineer reported that Millcreek Township was performing work on their portion of those roads.

There was some confusion regarding crack sealing. Mr. Rhodes reported that the work had been completed. Mr. Caldwell question this due to the fact that the Board, in the last meeting, only approved American Pavements to perform cape seal and micro surfacing projects. He indicated that the Board wanted a quote from the Union County Engineer for chip seal and crack seal. It was only determined later that the Engineer would not be doing any crack sealing. Mr. Caldwell indicated that performing such work without proper encumbrances was a violation of the ORC.

After a comparison of the quotes for chip seal, 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 estimates from the Union County Engineer for chip seal of the following roads:**

- |                       |             |
|-----------------------|-------------|
| • Jacobs Lane         | \$ 2,754.84 |
| • Smith Place         | 662.56      |
| • Arnold Alleys       | 2,951.89    |
| • Jerome Alleys       | 2,546.39    |
| • Brock Road Cemetery | 1,843.20    |

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• Jerome Cemetery	6,086.87
• Weldon Road	<u>13,332.58</u>
Total	<u>\$ 30,178.33</u>

**In addition, to amend the 2018 Appropriations Resolution to appropriate \$8,000 from previously un-appropriated funds to Appropriation 05-A-05 "Improvement of Sites" Cemetery Fund.**

The vote resulted as follows:

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

**The resolution carried. (Res. 18-069)**

Due to the fact that the Union County Engineer would not be performing crack seal and as a result of Trustee mistakenly instructing American Pavements to do the work, 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 quote from American Pavements, Inc. in the amount of \$15,950 for crack seal and approve a then and know certificate to certify that both at the time or making of this contract or order and at the date of the execution of the certificate, the amount required to pay the contract or order has been appropriated for the purpose of this contract or order and is in the treasury or in the process of collection to the credit of the Gasoline Tax Fund and the Road & Bridge Fund free from any previous encumbrance.**

The vote resulted as follows:

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

**The resolution carried. (Res. 18-070)**

Holly Rast of the Union County Health Department addressed the Board regarding several items. She reported that a complaint of sewage in a ditch on Kile Road was being addressed by the home owner who is fixing the aerator system. She reported that the Department was continuing its inspection of approximately 8,000 septic systems which would continue through 2020. She indicated that individuals could still apply for the grant program but no additional monies would be available through the program until 2019. She asked the Board if there was anything a home owner needed to do with the township when demolishing a residence. The Board indicated there is not. She stated that people should remember they need to properly abandon septic systems and wells through a permit process with the Health Department. Ms. Rast also reported a drainage issue in Arnold on Railroad Street. After discussion of the issue, Mr. Lovejoy and the Board indicated that they thought the issue had been resolved last year. The Board asked Ms. Rast to send them a map identifying the problem area.

#### Public Participation

Barry Adler addressed the Board regarding the following items.

- Concerned over hiring consultants with no vetting process
- Recommended hiring additional zoning staff
- Questioned a Zoning Board member also working as a part-time employee, concerned about a conflict of interest
- Commended the Zoning Board on working on the zoning regulations but questioned why no changes have been approved yet
- Continued concern over traffic and public safety

John Wirchanski addressed the Board over his concerns regarding the final approval process of the Jacquemin Grand rezoning. He stated that the project had been approved by Jerome Township and Union County until the Union County Commissioners did not approve the final development. This was until Commissioner Gary Lee asked the developer to pay an additional \$200,000 and then changed his vote. He stated that developers would not look at Jerome Township if they knew there was going to be an extra extortion fee due before a project will be approved and that will be a detriment to the Township.

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Old Business

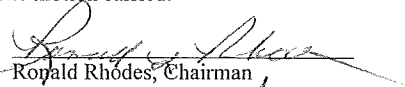
Mr. Lovejoy reported that wreaths had been ordered for the Memorial Day celebration. He also reported that community care day was successful with twelve volunteers.

At 8:06 p.m. C.J. Lovejoy excused himself from the meeting.

New Business

Mr. Rhodes reported that a quote had been received from Orkin for extermination services due to ants at the Township Hall. The Board reviewed the quote noting it lack details such as what condition was being treated and with what chemicals. The Board agreed to seek an additional quote.

At 8:12 p.m. it was moved by Ron Rhodes and seconded by Joe Craft that the Jerome Township Board of Trustees adjourn. The motion carried.

  
Ronald Rhodes, Chairman

  
Robert Caldwell, Fiscal Officer