

RECORD OF PROCEEDINGS
Jerome Township Board of Trustees

Minutes of

Meeting

Held

June 18, 2018

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The Jerome Township Board of Trustees met in regular session on June 18, 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), Doug Stewart (Fire Chief) 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 Ron Rhodes 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:

- Regular meeting of May 21, 2018
- Regular meeting of June 4, 2018

The vote resulted as follows:

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

The motion carried.

Mr. Caldwell asked the Board to approve the following amendment to the 2018 Appropriations Resolution. 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 amend the 2018 Appropriations Resolution as follows:

- Transfer \$15,000 from Appropriation 01-A-25 "Contingency" to Appropriation 01-A-10 "Legal Counsel" General Fund
- Transfer \$2,500 from Appropriation 01-A-25 "Contingency" to Appropriation 01-F-07 "Repairs - Parks" General Fund
- Transfer \$1,015 from Appropriation 05-A-12 "Other Expenses" to Appropriation 05-A-10 "Repairs - Cemetery" Cemetery Fund.

The vote resulted as follows:

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

The resolution carried. (Res. 18-077)

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 39385 through 39420 and 98036 through 98039 for payment.

The vote resulted as follows:

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

The resolution carried. (Res. 18-078)

Public Safety Officer

Deputy Brown reported that a new liaison, Deputy Myers, would be attending meetings going forward due to some shift changes.

Executive Session

At 7:09 p.m. it was moved by Ron Rhodes and seconded by Joe Craft that the Jerome Township Board of Trustees adopt the following motion:

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BEAR GRAPHICS 800-325-0934 FORM NO. 10148

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The Jerome Township Board of Trustees adjourn into executive session pursuant to Ohio Revised Code Section 121.22(G)(1) to consider the discipline of a public employee.

The vote resulted as follows:

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

At 7:40 p.m. it was moved by Ron Rhodes and seconded by C.J. Lovejoy 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.

Roads/Parks

Mr. Rhodes reported that repair work had been identified for Sonoma Court and a quote for crack seal had been obtained from American Pavements. 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. for crack sealing Sonoma Court in the amount of \$550.

The vote resulted as follows:

Ronald Rhodes, yes
 Lonnie (Joe) Craft, yes
 Charles (C.J.) Lovejoy, yes
The resolution carried. (Res. 18-079)

Fire Division

Doug Stewart, Fire Chief, provided a report to the Board of the accomplishments of the Jerome Township Division of Fire from July 2017 thru June of 2018. The items emphasized are as follows:

- Administration accomplishments including personnel goals, analysis of operating procedures, contract renewal, development of mission statement, vision statement and core values
- Fiscal accomplishments including cost reductions, reduced overtime and grant awards received
- Operations accomplishments including analysis of response times and implemented changes to reduce them and establish working relationships with neighboring departments
- Training accomplishments including Blue Card Command training, online training courses and hosting training classes
- Health and safety accomplishments including a mandatory physical fitness program, annual physicals and purchase of protective equipment
- Apparatus accomplishments including the purchase of a Chief's vehicle, new grass fighter and new engine
- Fire prevention and safety accomplishments including increasing the number of fire safety inspections, scheduling to present at an IPA meeting and instituting a Joint Fire Investigators Task Force
- Community relations accomplishments including establishing a healthy working relationship with area businesses, re-establishment of the Union County Fire Chief's Association, appointment to various local and county committees and making the Department available to residents
- Human resources accomplishments including hiring a human resource consultant to assist with reviewing job descriptions and establishing a hiring process

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- Miscellaneous accomplishments including design and implementation of a new website, coordinating the plan to replace the concrete at the Fire Station and implement a new records management system.

Planning/Zoning

Mr. Rhodes reported that the Board had received the resignation of Marcia Baschnagel from the Board of Zoning Appeals as a result of her moving out of the Township. 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 accept the resignation of Marcia Baschnagel from the Jerome Township Board of Zoning Appeals as of June 26, 2018.

The vote resulted as follows:

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

The resolution carried. (Res. 18-080)

Mr. Rhodes reported that alternate board member Daniel Gigliotti had indicated his willingness to become a full board member. 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 Daniel Gigliotti to a full position on the Jerome Township Board of Zoning Appeals to fill the vacated term of Marcia Baschnagel.

The vote resulted as follows:

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

The resolution carried. (Res. 18-081)

New Business

Mr. Caldwell reported that the current support agreement for information technology services with Affiliated IT had expired and the Township was being asked to sign a new agreement. He indicated that a reduction of services may be appropriate following some research as to how offsite backups could be achieved at a lower cost. As a result he recommended renewal of the contract but only through the end of the year. 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 IT Support Agreement with Affiliated IT through December 31, 2018.

The vote resulted as follows:

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

The resolution carried. (Res. 18-082)

Mr. Caldwell also reported that his office has been having some issues with the computer housing the accounting system. The computer is over five years old and recommended replacement with a computer that had a dual hard drive for backup purposes. He presented a quote from Affiliated in the amount of \$1,728.25. He added that a recommendation had been made to increase this quote by \$100 to increase the RAM to 16GB and the quote included transferring the programs and data from the old computer to the new one. 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 quote for Affiliated for the purchase of a new computer in the amount of \$1,828.25.

The vote resulted as follows:

Ronald Rhodes, yes

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BEAR GRAPHICS 800-325-8024 FORM NO. 10148


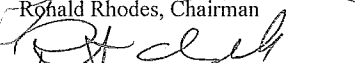
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Lonnie (Joe) Craft, yes
Charles (C.J.) Lovejoy, yes
The resolution carried. (Res. 18-083)

Announcements

Mr. Rhodes reported that he and Mark Spagnuolo would be attending a seminar being conducted by the Mid-Ohio Regional Planning Commission relating to grants.

At 8:21 p.m. it was moved by Ron Rhodes and seconded by C.J. Lovejoy that the Jerome Township Board of Trustees adjourn. The motion carried.


Ronald Rhodes, Chairman

Robert Caldwell, Fiscal Officer