

RECORD OF PROCEEDINGS
Jerome Township Board of Trustees

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-9338 FORM NO. 10149

Held

September 6, 2022

20

The Jerome Township Board of Trustees met in regular session on September 6, 2022 at 7:00 p.m. Board Chairman Megan Sloat called the meeting to order and led the Pledge of Allegiance. Megan Sloat, Barry Adler and Wezlynn Davis answered the roll call. Also in attendance were Robert Caldwell (Fiscal Officer), Eric Snowden (Zoning Inspector/Coordinator), Doug Stewart (Fire Chief), Brehm Fillingner (Road Supervisor), and members of the public.

Ms. Sloat presented the agenda which was reviewed, modified as necessary and approved.

Mr. Caldwell presented minutes for approval. It was moved by Megan Sloat and seconded by Barry Adler 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 16, 2022
- Regular meeting of August 16, 2022

Being no opposition, 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 Megan Sloat and seconded by Wezlynn Davis that the Jerome Township Board of Trustees adopt the following motion:

The Jerome Township Board of Trustees approve warrants 43018 through 43067 and 92067 through 92070 for payment.

The vote resulted as follows:

Megan Sloat, yes
Barry Adler, yes
Wezlynn Davis, yes

The motion carried.

Mr. Caldwell asked the Board to approve the following amendments to the 2022 Appropriations Resolution. He indicated the amendments were needed to cover increased fuel costs and insurance costs including coverage for the new fire station. It was moved by Megan Sloat and seconded by Wezlynn Davis that the Jerome Township Board of Trustees adopt the following resolution:

The Jerome Township Board of Trustees amend the 2022 Appropriations Resolution as follows:

- Appropriate \$10,000 from previously un-appropriated funds to appropriation 03-A-05 "Supplies" Gasoline Tax Fund
- Appropriate \$12,000 from previously un-appropriated funds to appropriation 10-A-09B "Supplies - Fuel" Fire District Fund
- Appropriate \$18,000 from previously un-appropriated funds to appropriation 10-A-14 "Insurance" Fire District Fund

The vote resulted as follows:

Megan Sloat, yes
Barry Adler, yes
Wezlynn Davis, yes

The resolution carried. (Res. 22-087)

Mr. Caldwell reported being in receipt of the resolution accepting the amounts and rates for 2023 which had been provided to the Board. It was moved by Megan Sloat and seconded by Barry Adler that the Jerome Township Board of Trustees adopt the following motion:

The Jerome Township Board of Trustees approve the Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor.

The vote resulted as follows:

Megan Sloat, yes
Barry Adler, yes
Wezlynn Davis, yes

The motion carried. (Res. 22-088)

Executive Session

At 7:05 p.m. it was moved by Megan Sloat and seconded by Wezlynn Davis that the Jerome Township Board of Trustees adopt the following motion:

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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 appointment or employment of a public employee or official.

The vote resulted as follows:

Megan Sloat, yes
Barry Adler, yes
Wezlynn Davis, yes

The motion carried.

At 7:33 p.m. it was moved by Megan Sloat and seconded by Wezlynn Davis 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:

Megan Sloat, yes
Barry Adler, yes
Wezlynn Davis, yes

The motion carried.

No action was taken as a result of executive session.

Public Participation

Jerry Scott informed the Board that he has worked with Sutphen for ten years and found it to be an enjoyable company who take pride in what they do by emphasizing quality and strong service.

Yoseph Sefiadi an employee of Sutphen asked the Board to consider buying locally.

Jim Mitchell stated he supports buying locally but also questioned the priority of a \$1.5 million purchase on an item that would be used a small percentage of the time when then money could be used to buy several medics.

Don Schleich supported buying locally but also stated he worked from Sutphen equipment for thirty years as a firefighter and supported their product.

Zoning

Ms. Sloat indicated the need to set a public hearing. It was moved by Megan Sloat and seconded by Wezlynn Davis that the Jerome Township Board of Trustees adopt the following motion:

The Jerome Township Board of Trustees set a public hearing for Case #PD21-002 DP-01 - Development Plan - Homestead at Scotts Farm for September 20, 2022, at 7:00 p.m. at 9777 Industrial Parkway, Plain City, Ohio

The vote resulted as follows:

Megan Sloat, yes
Barry Adler, yes
Wezlynn Davis, yes

The motion carried.

Eric Snowden reported the need to amend the zoning map for a correction of an error made in the past. He indicated the property is currently identified as zoning Planned Development when supporting documents show that it should be zoned Rural Residential District. It was moved by Megan Sloat and seconded by Wezlynn Davis that the Jerome Township Board of Trustees adopt the following motion:

The Jerome Township Board of Trustees adopt Resolution 22-089 to approve a Resolution to Initiate an Amendment to the Official Zoning Map for a +/- 15 Acre Tract Located at 11555 US Highway 42 and Certify the Change as a Zoning Amendment to the Zoning Commission for Public Hearing.

The vote resulted as follows:

Megan Sloat, yes
Barry Adler, yes
Wezlynn Davis, yes

The motion carried. (Res. 22-089)

Department Reports

Public Safety Officer

Union County PSO Officer provided the Board with the August stats.

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Fire Division

Doug Stewart, Fire Chief, provided the following updates:

- Run stats for August
- Footers and foundation starting for Station 211
- New hire Firefighter Brett Maze
- Thanked Sydney Herbert for her service to the Township and the Fire Division

Chief Stewart asked the Board to approve the conditional offer of employment for the Community Safety Lieutenant. It was moved by Barry Adler and seconded by Wezlynn Davis that the Jerome Township Board of Trustees adopt the following motion:

The Jerome Township Board of Trustees approve the conditional offer of employment for the Community Safety Lieutenant.

The vote resulted as follows:

Megan Sloat, yes
Barry Adler, yes
Wezlynn Davis, yes

The motion carried.

Chief Stewart began his presentation and recommendation for an aerial ladder purchase. He began by reviewing the determination of need including safety, reach, length of time for mutual aid response, and improved ISO rating. He added that an aerial ladder provides for increase ground ladder storage, would be used for commercial, residential and agriculture structures, providing safe access to structures. Ms. Davis questioned why the Township had not purchased an aerial ladder before. Chief Stewart responded the lack of budget, the need for additional staffing, and the current station was not adequate to house such a piece of equipment. Ms. Davis asked how long it would take to receive such a piece of equipment. Chief Stewart responded eighteen to twenty-four months. Chief Stewart outlined the process that was followed in accessing aerial ladders. He stated the department had viewed demos, visited trade shows, formed a committee, and developed a questionnaire that the two identified manufacturers completed, submitted to the committee and were reviewed. Chief Stewart read through his recommendation analysis noting areas of safety, operability, and maintenance. Ms. Sloat stated it was important to present both manufacturers and read various responses of Sutphen during the presentation. Chief Stewart reported that the estimated cost would be between \$1.65 million and \$1.7 million and could be purchased using state term pricing with either manufacturer or through other negotiated cooperative contract agreements. He noted that until the actual specifications were set fourth, he could not obtain an actual quoted price. For his recommendation, Chief Stewart noted he was comfortable with the Department's past Sutphen purchases but based on his experience and the two products he recommends Pierce emphasizing safety of the firefighter is the number one priority.

Ms. Sloat expressed her appreciation for the enormous amount of work in providing this information but suggested the Board have the vendors present to the Board personally. Ms. Davis agreed and asked the Sutphen representative in attendance to speak. Andy Herd, with Sutphen, stated the company has built its reputation on the mid-mount platform which the Township is considering and expressed his concern with the implications regarding the Sutphen as an unsafe product.

Ms. Davis stated the purchase needs to make financial sense and works operationally and the Board needs to be conscious on how they spend the Township's money.

Mr. Adler noted the need to protect the safety and welfare of the firefighters and the residents. He stated his trust in the Chief's recommendation but agreed that input from the manufactures may be warranted. It was moved by Megan Sloat and seconded by Wezlynn Davis that the Jerome Township Board of Trustees adopt the following motion:

The Jerome Township Board of Trustees authorize manufacturers to submit quotes for an aerial ladder and participate in presentations.

The vote resulted as follows:

Megan Sloat, yes
Barry Adler, yes
Wezlynn Davis, yes

The motion carried.

Don Schleich questioned the ability of the manufactures to provide quotes until such time as specifications for the aerial ladder were provided. He also questioned if this was a bid process. Chief Stewart stated he would consult with the Union County Prosecutor's office. Andy Herd stated there is the possibility of quoting stock trucks but assured the Board Sutphen would be considerably lower in price.

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Road Department

Breht Filling provided an update on road projects and indicated patch work was to begin on Weldon Road.

Zoning Department

Eric Snowden reported he had met with the comprehensive plan planning committee to review the request for proposal. Since then, he has finalized the request for proposal document and has sent it to legal for review.

Old Business

The Board resumed the discussion of upgrading the audio-visual equipment. Dustin Newland addressed the Board providing details. The quoted cost of \$10,370 includes all the equipment to allow the Board to eliminate much of the setup including the need to wheel the cart of equipment back and forth. It will also allow the Board to choose from various levels of visual presentation from a single camera, to adding the ability to project the presentations on the video, to having multiple cameras to focus on specific speakers. Mr. Newland had been previously asked for the cost for him to operate the system. He stated he could operate the system remotely for \$50 per hour or \$100 per hour onsite. Ms. Davis and Ms. Sloat agreed to create a request that Mr. Newland could respond to with a quote.

Mr. Alder reported that the Union County Prosecutor communicated to him that the Board cannot prevent concealed carry in the parking lots. He stated he is still working with them regarding access to Township buildings and issues with open verses concealed carry.

Ms. Sloat reported that a few of the job postings require a salary range. He indicated she had worked with Mr. Caldwell to arrive at pay ranges for the jobs being posted and had forwarded them to the members of the Board as follows:

- Administrative Assistant \$40,500 to \$52,500
- Assistant Zoning Inspector \$52,000 to \$67,600
- Township Administrator \$90,000 to \$110,000
- Fire Division Administrative Assistant/Public Information Officer \$40,000 to \$52,500

It was moved by Megan Sloat and seconded by Wezlynn Davis that the Jerome Township Board of Trustees adopt the following motion:

The Jerome Township Board of Trustees establish the following pay ranges for the purposes of posting open positions:

- Administrative Assistant \$40,500 to \$52,500
- Assistant Zoning Inspector \$52,000 to \$67,600
- Township Administrator \$90,000 to \$110,000
- Fire Division Administrative Assistant/Public Information Officer \$40,000 to \$52,500

The vote resulted as follows:

Megan Sloat, yes
Barry Adler, yes
Wezlynn Davis, yes

The motion carried.

Mr. Adler pointed out that the Board had not approved the posting of the Fire Division Administrative Assistant/Public Information Officer.

It was moved by Megan Sloat and seconded by Wezlynn Davis that the Jerome Township Board of Trustees adopt the following motion:

The Jerome Township Board of Trustees accept the resignation of Sydney Herbert from the Administrative Assistant position effective September 5, 2022.

The vote resulted as follows:

Megan Sloat, yes
Barry Adler, yes
Wezlynn Davis, yes

The motion carried.

It was moved by Barry Adler and seconded by Wezlynn Davis that the Jerome Township Board of Trustees adopt the following resolution:

The Jerome Township Board of Trustees approve posting the position of Fire Division Administrative Assistant/Public Information Officer.

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The vote resulted as follows:

Megan Sloat, yes

Barry Adler, yes

Wezlynn Davis, yes

The motion carried.

Ms. Sloat stated she had extended the date for applications to September 23 due to the delay caused by the need for pay ranges. She recommended the Board conduct two rounds of interviews, one of which would include department supervisors. Ms. Davis recommended extending the deadline to November 1 to allow for more applications. Mr. Adler questioned the lack of a formal process or procedure and recommended the use of a Union County Human Resource employee which had been proposed to him. Both Ms. Sloat and Ms. Davis were agreeable with assistance and asked Mr. Adler to get some feedback from the Union County resource.

New Business

Ms. Sloat indicated, in the absence of Sydney Herbert, someone needed to coordinate the Veteran's Day program. Ms. Davis volunteered.

Ms. Sloat reported that all neighboring areas were conducting trick or treat on October 31. It was moved by Megan Sloat and seconded by Barry Adler that the Jerome Township Board of Trustees adopt the following motion:

The Jerome Township Board of Trustees set trick or treat as October 31, 2022, from 6:00 p.m. to 8:00 p.m.

The vote resulted as follows:

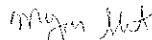
Megan Sloat, yes

Barry Adler, yes


Wezlynn Davis, yes

The motion carried.

At 10:45 p.m. it was moved by Megan Sloat and seconded by Barry Adler that the Jerome Township Board of Trustees adjourn. The motion carried.



Megan Sloat, Chairman



Robert Caldwell, Fiscal Officer