

**RECORD OF PROCEEDINGS**

Jerome Township Board of Trustees

Minutes of

Meeting

GOVERNMENT FORMS &amp; SUPPLIES 844-224-3339 FORM NO. 10148

Held

February 7, 2023

20

The Jerome Township Board of Trustees met in regular session on February 7, 2023, at 7:00 p.m. Board Chairman Wezlynn Davis 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), and members of the public.

Wezlynn Davis presented the agenda which was reviewed, modified as necessary and approved.

Robert Caldwell presented minutes for approval. It was moved by Wezlynn Davis and seconded by Megan Sloat 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 November 22, 2022
- Special meeting of December 6, 2022
- Regular meeting of December 6, 2022
- Regular meeting of December 20, 2022
- Regular meeting of January 3, 2023
- Special Organizational meeting of January 11, 2023
- Regular meeting of January 17, 2023

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

The Jerome Township Board of Trustees approve warrants 43407 through 43453 and 93004 through 93008 for payment.

The vote resulted as follows:

Megan Sloat, yes  
Barry Adler, yes  
Wezlynn Davis, yes  
The motion carried.

Department ReportsPublic Safety Officer

The PSO noted the annual list of top ten most dangerous roadways with two falling within Jerome Township. When asked why they feel these accidents occurred he responded that in many cases it is the lack of drivers to yield to traffic.

Fire Division

Doug Stewart, Fire Chief, provided the stats for January. He noted the need to sell surplus items and it was recommended that a list of items be provided to the Board before approving a resolution to dispose of the items. It was also noted that an inquiry would be made of the Road Department for any additional items. Chief Stewart reported that interviews had taken place to fill the current vacant position awaiting a background check and physical. 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 Fire Chief to continue with the hiring process for the vacant position within the Fire Division.

The vote resulted as follows:

Megan Sloat, yes  
Barry Adler, yes  
Wezlynn Davis, yes  
The motion carried.

Chief Stewart reported that Station 211 was fully enclosed and work is continuing on schedule. He reported the receipt of a donation from the Lyon's Club and the implementation of a food truck certification process by Union County. This certification process will include an inspection by the Health Department and the Fire Division for compliance with regulations. Once certified the certification is good for one year.

Road Department

Wezlynn Davis informed the Board of road issues with Rock Rose in Jerome Village. She noted some more due diligence needs to be done before something can be brought before the Board but that discussions are taking place with the developer relating to responsibilities as the repair work will include pavers in addition to asphalt.

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Zoning Department

Megan Sloat reported the January zoning statistics have been distributed.

The Board indicated they had participated in presentations from MKSK and MS Consultants for the comprehensive plan update project. The Board agreed both firms were excellent but agreed with the Zoning Commission's recommendation to select MKSK. It was moved by Wezlynn Davis and seconded by Megan Sloat that the Jerome Township Board of Trustees adopt the following resolution:

**The Jerome Township Board of Trustees authorize, empower, and appoint, on behalf of the Board and the Township, Eric Snowden, Zoning Inspector/Planning Coordinator; Tracey Guerin, Chairperson of the Zoning Commission; and Township legal counsel to negotiate and prepare an agreement with MKSK, Inc. for planning and related services in accordance with the provisions of R.C. 519.05, regarding the update to the Township's Comprehensive Plan.**

The vote resulted as follows:

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

**The resolution carried. (Res. 23-023)**

Old Business

Megan Sloat stated that a request had been made by renters as to the viability of using food trucks on the Township Hall premises. She presented the Board with an updated rental agreement which had been craft with the assistance of the Union County Prosecutor setting forth the use of mobile food vendors/food trucks. The Board agreed with the revisions. 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 approve and adopt the revised rental agreement for the Township Hall as presented, in accordance with R.C. 511.03.**

The vote resulted as follows:

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

**The resolution carried. (Res. 23-024)**

Barry Adler addressed the recent audio/video difficulties the Township has been experiencing noting that while some video may not be available, audio is available. Wezlynn Davis stated the Board has done what it can with the live streaming of the meetings, but with limited staffing she is leaning toward suspending live streaming until such time as there can be someone dedicated to its operation. She noted that all of the information from the meetings is available to the public including the fact they are open meetings and able to be attended, there are written minutes and there is audio of the meeting. As such she would like to table live streaming until there is a Township Administrator. Barry Adler disagreed and stated money could be spent to have the current information technology consultant assist with the video operation. Wezlynn Davis and Megan Sloat stated they appreciate the work Mr. Adler has put forth but is not working. Megan Sloat indicated the person running the equipment should not be a participant in the meeting as it is a distraction. She feels it has been tried this way and it is not working. Mr. Adler stated that the cost of the consultant is fifty dollars and hour. Ms. Sloat responded that the amount adds up due to the number and length of the various meetings. She stated this has already been discussed and she feels the cost is not necessary for the short amount of time until the Board has someone to operate the equipment. Ms. Davis emphasized that there is no loss of transparency with individuals be able to come to meeting and slides being made available on the website and therefore would like to move forward with suspending live streaming. It was moved by Wezlynn Davis and seconded by Megan Sloat that the Jerome Township Board of Trustees adopt the following motion:

**The Jerome Township Board of Trustees suspend livestreaming until a Township Administrator is on board and is trained.**

The vote resulted as follows:

Megan Sloat, yes  
Barry Adler, no  
Wezlynn Davis, yes

**The motion carried.**

New Business

Wezlynn Davis that a Millcreek Township representative had reached out to her to discuss the existing fire services contract asking for the formation of a contract review committee. Mr. Adler stated that as the Fire Division liaison he and the Fire Chief should be a part of the committee. Ms. Davis stated that the Fire Chief will be a part of the discussions but for now the request is for a Trustee and the Fiscal Officer to participate on the committee. It was moved by Megan Sloat and seconded by Wezlynn Davis that the Jerome Township Board of Trustees adopt the following resolution:

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**The Jerome Township Board of Trustees appoint Jerome Township Board of Trustees Chair Wezlynn Davis and Township Fiscal Officer Robert Caldwell to the Millcreek/Jerome Fire Contract Review Committee.**

The vote resulted as follows:

Megan Sloat, yes  
Barry Adler, no  
Wezlynn Davis, yes

The resolution carried. (Res. 23-025)

The Board was presented with a reciprocal access easement agreement for review. Mr. Snowden provided insight that Union Rural Electric (URE) owns property to the south of the Township's salt barn. He stated that previously there was an unwritten understanding that both parties could utilize the access drive of the other but noted the need for a written agreement. The agreement presented to the Board was drafted by legal counsel. He did not state that it is felt the Township will exercise the agreement more than URE will and therefore may require the Township to cover some additional costs such as stone for the URE drive. It was moved by Wezlynn Davis and seconded by Megan Sloat that the Jerome Township Board of Trustees adopt the following resolution:

**The Jerome Township Board of Trustees approve and adopt the Reciprocal Access Easement Agreement between Jerome Township and Union Rural Electric Cooperative, Inc. as presented, and to authorize and direct the Fiscal Officer to take all action necessary to execute the easement.**

The vote resulted as follows:

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

The resolution carried. (Res. 23-026)

The Board recognized the upcoming Union County Township Officials Association banquet and the desire to provide door prizes. The Board members agreed to continue with the practice of providing gift cards in the amount of \$100 from businesses located within the Township.

Wezlynn Davis identified the need for the Board to appoint a member to the Tax Incentive Review Council (TIRC). Mr. Adler stated he is currently serving on the TIRC Board and is willing to continue to serve. Ms. Davis stated her concern that the other Trustees are not being updated with the TIRC's activity specifically referencing the most recent review where one of the TIRC businesses was not meeting the criteria for the tax abatement and expressed her willingness to sit on the TIRC Board. The members discussed the fact that it was recommended by Mr. Adler and the TIRC Board to continue the tax abatement for this business despite the fact they were not meeting the criteria. Ms. Davis and Ms. Sloat were in agreement that the recommendation to allow the business to continue under the tax abatement was not appropriate in light of their failure to meet the criteria. Mr. Adler replied that going forward he would request information to be presented at the TIRC Board in advance to be given to the Trustees. It was moved by Wezlynn Davis and seconded by Megan Sloat that the Jerome Township Board of Trustees adopt the following resolution:

**The Jerome Township Board of Trustees appoint Barry Adler to the Tax Incentive Review Council (TIRC) Board.**

The vote resulted as follows:

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

The resolution carried. (Res. 23-027)

Wezlynn Davis indicated the Board needed to appoint a representative to the CRA Housing Council. She stated Ms. Sloat has the most history with this entity and feels she should be the appointee. It was moved by Wezlynn Davis and seconded by Barry Adler that the Jerome Township Board of Trustees adopt the following resolution:

**The Jerome Township Board of Trustees appoint Megan Sloat as the Jerome Township representative to the CRA Housing Council.**

The vote resulted as follows:

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

The resolution carried. (Res. 23-028)

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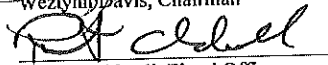
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Wezlynn Davis noted the receipt of an application for the Zoning Commission alternate position. It was indicated the applicant is a registered architect and would be a good addition to the Commission. The Board agreed to pursue with an interview.

At 8:10 p.m. it was moved by Wezlynn Davis and seconded by Barry Adler that the Jerome Township Board of Trustees adjourn. The motion carried.

  
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Wezlynn Davis, Chairman

  
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Robert Caldwell, Fiscal Officer