

Minutes of

DAYTON LEGAL BLANK, INC., FORM NO. 10149

Held ²⁰
Atwater Trustees held their annual reorganization meeting January 4, 2011 at the Atwater Town Hall located at 1219 St. Rte. 183 Atwater, Ohio 44201.

ATTENDANCE

In attendance were Trustee John Kovacich, Trustee Dan Derreberry, Trustee Lynn Whittlesey, Fiscal Officer Tracy Magrell, Fire Chief Mel Russell and Martha Bevard.

Fiscal Officer Tracy Magrell called the meeting to order at 7:00 pm.

Pledge and prayer were offered by all.

Roll call: Dan; yes. Lynn; yes. John; yes.

ADMINISTRATION

Fiscal officer Tracy Magrell asked for nominations for Chairman for the year 2011.

Trustee Lynn Whittlesey made a motion to appoint Trustee John Kovacich as Chairman for 2011. Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Chairman John Kovacich made a motion to appoint Trustee Lynn Whittlesey as Vice Chairman for 2011. Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Trustee Lynn Whittlesey moved to appoint Trustee Dan Derreberry as liaison to the Fire Department. Second by John.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Chairman John Kovacich made a motion to appoint Trustee Lynn Whittlesey as liaison for Cemetery and Real Estate. Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Trustee Lynn Whittlesey made a motion to appoint Chairman John Kovacich as liaison to the Road Department. Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Chairman John Kovacich made a motion to accept Resolution 1-2011 as read:

RESOLUTION 1-2011

The Atwater Township Trustees regularly scheduled meetings will be held on the second and fourth Tuesday of each month. Meetings will be held at 7:00 pm at the Atwater Town Hall located at 1219 St. Rte. 183 Atwater, Ohio. The meeting will follow an agenda set forth by the Board of Trustees and public comment will be entertained if time permits. Changes in the meeting dates or times, special meetings, hearings or emergency meetings will be published in the Record Courier as required. All work sessions are for discussion of public business and will be recognized as public meetings.

The Atwater Zoning Commission regularly scheduled meetings will be held the first Wednesday of each month. Meetings will be held at 6:30 pm at the Atwater Town Hall located at 1219 St. Rte. 183 Atwater, Ohio. The zoning secretary will notice special meetings, hearings, or work

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sessions in the Record Courier according to periods specified in the Ohio Revised Code. All work sessions are for the discussion of public business and will be considered a public meeting.

The Atwater Board of Zoning Appeals regularly scheduled meetings will be held on the third Thursday of each month. Meetings will be held at 7:30 pm at the Atwater Town Hall located at 1219 St. Rte. 183 Atwater, Ohio. The zoning secretary will notice special meetings, hearings or work sessions in the Record Courier to the specifics in the Ohio Revised Code. All work sessions are for the discussion of public business and will be considered a public meeting.

Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Trustee Lynn Whittlesey formalized the voluntary donation of 10% pay reduction from the maximum amount, as paid by Atwater Township, allowed by state statute for township trustees for calendar year 2011. This reduction is based on a monthly compensation of \$857.33 to be returned quarterly. The donation amount for three months is \$257.20 and is to be credited to the Cemetery Fund #2041.

Trustee Lynn Whittlesey made a motion to accept as read:

RESOLUTION 2-2011

Resolved, by the Board of Trustees of Atwater Township, in accordance with provisions of law Previously adopted a Tax Budget for the 2011 year; and

Whereas; The Budget Commission of Portage County, has certified its action thereon to this board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this board, and what part thereof is without, and what part within, the ten mil tax limitation;

Therefore, be it Resolved, by the Board of Trustees of Atwater Township, Portage County, Ohio in its certification, be and the same hereby accepted; and

Be it further Resolved, that there be and is hereby levied on the tax duplicate of said township the rate of each tax necessary to be levied within and without the ten mil limitations.

Second by John.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Chairman John Kovacich made a motion to accept a travel policy for 2011 to reimburse fifty cents per mile for mileage beyond a twenty mile radius traveled for township business. Second by Lynn.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Chairman John Kovacich made a motion to accept the set fee of ten cents per page for copies of public documents. Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Chairman John Kovacich made a motion to hire Office Assistant Mary Rodenbucher as needed for 2011 as needed as a rate of \$20.00 per hour. Second by Lynn.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Chairman John Kovacich made a motion to appoint Trustee Lynn Whittlesey to maintain the Township Website. Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

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~~Chairman John Kovacich~~ made a motion to schedule township inventory for January 8, 2011 at 8:00 am. Second by Lynn.

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Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

ZONING

Trustee Lynn Whittlesey made a motion to reappoint Jim Donovan as Zoning Inspector for 2011 at a monthly salary of \$450.00. Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Trustee Lynn Whittlesey made a motion to reappoint Becky Barthol as Zoning Secretary for 2011 at a monthly salary of \$200.00. Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Trustee Lynn Whittlesey made a motion to appoint Trustee Dan Derreberry as Regional Planning Commission Representative. Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Chairman John Kovacich made a motion to appoint Trustee Lynn Whittlesey as alternate to Regional Planning Commission. Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Chairman John Kovacich made a motion to accept the following:

PERMITS AND FEES	AMOUNT
Single family dwelling	\$150.00
2 Family dwelling	\$210.00
Garage and additions	\$125.00
Storage building (under 64 sq. ft.)	\$50.00
Storage building (over 64 sq. ft.)	\$75.00
Commercial building and Offices (up to 1000 sq. ft.)	\$350.00
Commercial building and Offices (over 1000 sq. ft.)	\$650.00
Industrial and offices (up to 1000 sq. ft.)	\$350.00
Industrial and offices (over 1000 sq. ft.)	\$650.00
Changes to permit application	\$50.00
Application for Board of Appeals	\$175.00
Application for conditional zoning	\$175.00
Application for zoning amendment	\$175.00
Signs (9 sq. ft. or less)	\$75.00
Signs (over 9 sq. ft. less than 50 sq. ft.)	\$125.00
Signs (over 50 sq. ft. less than 100 sq. ft.)	\$225.00
Signs (over 100 sq. ft.)	\$425.00
Site plan review	\$400.00

Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Trustee Lynn Whittlesey made a motion to hold the Zoning office hours as Thursday evenings from 7:00 pm to 8:00 pm at the Atwater Town Hall located at 1219 St. Rte. 183 Atwater, Ohio 44201. Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

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ROAD DEPARTMENT

Chairman John Kovacich made a motion to reappoint Tim Whittlesey as full time employee as Maintenance Supervisor for 2011 on a salary based on 2080 hours at \$16.60 per hour. Second by Dafield _____ 20

Roll call vote: Dan; yes. Lynn; Abstain; John; yes. Motion carried.

Chairman John Kovacich made a motion to reappoint Dave Alldredge as a full time employee to Maintenance department for 2011 on a salary based on 2080 hours at \$14.60 per hour. Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Chairman John Kovacich made a motion to amend the last two motions to include "Full Time Employee." Second by Dan.

Roll call vote: Dan; yes. Lynn; Abstain. John; yes. Motion carried.

FIRE DEPARTMENT

Chairman John Kovacich made a motion to pay Fire Department personnel as charted below:

Part time/hourly \$10.00 per hour with a maximum of 1500 per year and to reappoint Mel Russell and Jesse Baughman as Fire Inspector. Second by Lynn.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

EMPLOYEE	HOURLY/PT	\$10.00/CALL & \$20.00 /EMS TRANSPORT
Paula Baughman	X	X
Kevin Bittner	X	X
Tom Nellis	X	X
John Powers	X	X
Russell, Mel		X
Werab, Darren		X
Baughman, Jesse		X
Bane, Rick		X
Davis, Ashley		X
Colbert, Jerry		X
Clites, Dana		X
DeCrane, Don		X
Eland, Tom		X
Langford, Greg		X
Lehman, Darryl		X
Mann, Jeff		X
McAlcher, Shirley		X
Pittenger, Mike		X
Thomas, Tom		X
White, William		X
Whittlesey, Tim		X

OFFICER PAY

Chief, Mel Russell	\$615.00 per month	
Assistant Chief, Darren Werab	\$290.00 per month	Not to exceed 40 hours
Captain, Jesse Baughman	\$203.00 per month	Not to exceed 28 hours
Lieutenant, Richard Bane	\$203.00 per month	Not to exceed 28 hours

Trustee Lynn Whittlesey made a motion for EMS rates for 2011:

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EMS RATES

Basic Life Supports	\$450.00
Advance Life Support	\$550.00
Advance Life Support II	\$700.00
Per-transported-loaded-mile	\$10.00

Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

CEMETERY AND REAL ESTATE

Chairman John Kovacich made a motion to reappoint Dick Myers to housekeeping for the 2011 year at a rate of \$10.50 per hour. Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Chairman John Kovacich made a motion to reestablish town hall rates as follows:

SERVICE	Resident fee	Non-Resident fee
Town hall rental from 8:00 am to 10:00 pm	\$100.00	\$150.00

Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Chairman John Kovacich made a motion to accept cemetery fees and services as follows:

CEMETERY PURCHASE FEES

	Resident Fee	Non-resident fee
Per grave	\$200.00	\$500.000
Per lot	\$350.00	\$800.00
Baby section	\$150.00	\$150.00

Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Trustee John Kovacich made a motion to accept cemetery services as follows:

CEMETERY SERVICES

Open/close for baby section	\$225.00
Open/close for all other sections	\$500.00
Cremation	\$200.00
Funeral arrival after 2:00 pm weekdays	\$100.00
Saturday, Sunday and Holiday additional fee	\$200.00
Footer (per cubic foot)	\$26.00

Second by Lynn.

Roll call vote: Dan; yes. Lynn; Yes. John; yes. Motion carried.

Chairman John Kovacich made a motion to adjourn at 8:58 pm. Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

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DAYTON LEGAL BLANK, INC. FORM NO. 2014B

Held

Trustee

[Signature]
 [Signature] Trustee²⁰

Trustee

Trustee

Trustee

[Signature]
 [Signature] Fiscal Officer

Fiscal Officer