

# RECORD OF PROCEEDINGS

Minutes of

Austinburg Township

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held January 7,

20 13

The reorganization meeting of Austinburg Township held January 7, 2013 was called to order at 7:30pm. Trustees Jerry Burke, Janie Spade, John Kusar, Ted, Ginny Seifert, Byron Dutton II, Jamie Oliver, Bill Thomas, Bill Wilms, Brandy Catonese, Cindy Kelner, and Quinn Crosby were present.

Res. 369-13 Janie moved to appoint Jerry as Trustee Chairman for 2013. John seconded. The roll call vote; Burke, aye. Spade, aye. Kusar, aye.

Res. 370-13 Jerry moved to renew the contract with State Road Occupational for our drug and alcohol testing facility. John seconded. The roll; Spade, aye. Kusar, aye. Burke, aye.

We received notification that our OPWC project for Forman Rd. improvement is a contingency project. There were other documents that have been requested by OPWC that may help our project with selection if one of the top five are eliminated. These items will be gathered and sent in.

Res. 371-13 John moved Jerry will be liaison to roads, cemeteries, and buildings. Janie will be liaison to NAD and the fire dept. John will take newsletter and zoning. Jerry seconded. The roll; Spade, aye. Burke, aye. Kusar, aye.

Res. 372-13 Janie moved expenses for educational conferences and seminars be reimbursed, lodging reimbursed at actual costs, meals at \$50.00 per day with receipts required, and mileage at the current IRS rates. Discussion was held on mileage rates. John stated the county only pays .40. Jerry said he believes the IRS rate of 56.5 cents is too high. Janie stated the county has more mileage for which reimbursement is paid. John would like to amend Janie's resolution to say the rate would be 56 cents per mile and remain the same for the year. Jerry seconded the motion. The roll; Kusar, aye. Burke, aye. Spade, aye.

Res. 373-13 John moved to adopt the current work rules, work week beginning at 12:01 Monday to midnight Sunday. Jerry seconded. The roll; Spade, aye. Burke, aye. Kusar, aye.

Res. 374-13 Janie moved to maintain current zoning, cemetery, and town hall fees for 2013, to be reviewed as needed. John seconded. The roll; Burke, aye. Kusar, aye. Spade, aye.

Res. 375-13 Jerry moved to retain Bill Wilms as Fire Chief, John Beninato as Zoning Administrator, and Cindy Hejduk as town hall rental agent/ custodian. John seconded. The roll; Burke, aye. Spade, aye. Kusar, aye.

Res. 376-13 Janie moved to recertify the zoning maps. John seconded. The roll; Burke, aye. Kusar, aye. Spade, aye.

Res. 377-13 Janie moved the township elected officials be paid on a salary basis. Jerry seconded. The roll call vote; Kusar, aye. Burke, aye. Spade, aye.

Res. 378-13 Janie moved to continue with the Health Reimbursement Account(HRA) as the offered health care coverage. Jerry seconded. The roll; Kusar, aye. Spade, aye. Burke, aye.

Res. 379-13 Jerry moved trustee meetings are to be held on the first and third Mondays of each month at 7:30pm. Meetings falling on a legal holiday will be moved to the following Tuesday. Jerry seconded. The roll; Spade, aye. Burke, aye. Kusar, aye.

Res. 380-13 John moved that the next meeting on January 21, Martin Luther King Day, still be held on that day because the fiscal officer will be out of town the following Tuesday. Janie seconded. The roll; Burke, aye. Spade, aye. Kusar, aye.

The Records Commission, trustee Chairman and fiscal officer, met and indicated there is no business to take care of at this time.

Zoning Administrator John Beninato gave his zoning report. Ted Seifert addressed comments that John K. made when comparing zoning administrator salaries at a previous meeting. He said the townships were not equal in comparison because each has a neighboring village which holds the majority of businesses. John said Harpersfield, one of his comparisons, is very similar to Austinburg. They only pay their administrator \$475.00 per month. Janie stated that Geneva Twp. is paying their administrator about \$600.00/month. Discussion was held on the hours John Beninato works in the office. John feels both days are necessary to take care of people. He said he is willing to forgo a pay increase for now, and see how things go.

Res. 381-13 Jerry moved to keep John Beninato's wages and hours the same as they have been. John seconded. The roll; Spade, aye. Burke, aye. Kusar, aye.

Bill Wilms presented price quotes on tires for #503.

Res. 382-13 John moved to purchase new rims and tires from Kauffman's at a price

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of \$4,069.20. Jerry seconded. The roll; Spade, aye. Burke, aye. Kusar, aye.

Discussion was held on the new secretary position, pay and duties.

Res. 383-13 John moved to advertise for a zoning secretary to handle the minutes for the ZBA and Zoning Commission, paid \$35.00 per meeting. Additional secretarial duties will be paid at \$10.00 per hour to be capped at \$300.00 per year. The person filling this position will be a part time employee of the township. Janie seconded. The roll; Burke, aye. Kusar, aye. Spade, aye. Ted Seifert added the secretary would only be needed about 2-3 hours per month.

John K. reported he had emailed Molly Pavolino about the web site. She forwarded him some available pricing options for her to work with the township web site. Janie stated she will also get in touch with Ms. Pavolino to discuss what the township might need. Regarding a web site.

Janie reported NAD had their reorganization meeting on January 2, 2013. The meetings will be held on the first Wed. of each month at 7:00pm at the NAD building.

Jerry stated the town hall lights still need replaced with brighter fixtures or globes. He had information from Randy Gildersleeve on some different globes for our town hall fixtures. Bill Wilms suggested having someone from a lighting company come out to look at the hall to advise what could be done. Jerry will contact A. Louis Supply.

Jerry said the furnace that was acting up in the basement needed a new high pressure valve. It has been repaired.

The roadmen are working on the frame of the one ton dump truck.

Ted Seifert stated the Zoning Commission reorganized at last meeting. Ted is chairman and Rob Lapuh is vice-chair.

Byron Dutton asked about zoning fees. The trustees stated they have not talked about them further.

Bill Thomas asked if Janie set up a meeting with the County Engineer about College St., and the GRA proposal to close it at the Route 307 end. Janie had not set it up as yet. Bill stated someone from GRA would like to attend the meeting when set up.

Res. 384-13 John moved to adjourn the meeting. Jerry seconded. The meeting adjourned at 8:45pm.

*Jerry Burke*      *Chairman*  
*Barbara Schacht*