

**BOSTON TOWNSHIP TRUSTEES
MINUTES OF THE REGULAR MEETING**

December 13, 2017

Present at this regular meeting of the Boston Township Trustees were Randy Bergdorf, Amy Anderson, Jerry Ritch; Fiscal Officer Catherine Anson; and Legal Counsel Edward C. Pullekens.

Trustee Chairperson Anderson called the meeting to order at 6:30 PM.

Police Report. Chief Varga reported that a number of vehicle crashes occurred on county roads due to weather conditions. The trustees commented that our road conditions were far superior to Akron's during the winter storm and they expressed appreciation to the Village of Peninsula for helping our road department.

Zoning. Schneider distributed the zoning report for this period. Items of note:

- He met with Mr. Bektic and received all the funds owed to date. The old structure is being torn down and new site plans are expected in January.
- The BZA has drafted an official Conditions to Permit for the Bridle application but has not approved it for release.
- Cell tower inspections took place on schedule with one deficiency cited.
- A Keenan Road property started building without a permit or consultation with the zoning department.
- Bergdorf reported that the next stage of the Majewski plan is being discussed.
- No movement has been taken on the revision of the zoning fee chart. Anderson reported that Summit County is raising their fees for building permits.

Correspondences.

- The Certification of Election Results has been received from the county.
- The LUCA confidentiality paperwork for the US Census requires signatures from our officials who will be viewing the Census data. Bergdorf and Anderson signed the form.
- The new insurance package from Love Insurance was reviewed by the trustees in advance of the meeting. Ritch stated that we should have a breakdown of the premiums by building so that we can bill the Town Hall Committee for their portion of the insurance. MOTION by Bergdorf, seconded by Ritch, to accept the insurance package. Voting: All Yes. **[20171213-01]**
- The credit card policy has been revised based on the information from the Auditor's Office, specifically to disallow cash withdrawals using the card. Bergdorf reported that more regulations will be coming from the state in the future. MOTION by Bergdorf, seconded by Ritch, to approve the change in the credit card policy. Voting: All Yes. **[20171213-02]**
- MOTION by Bergdorf, seconded by Ritch, to authorize the advance of local taxes by the County. Voting: All Yes. **[20171213-03]**

Approval of Minutes.

- MOTION by Bergdorf, seconded by Ritch, to approve the minutes of the special meeting held on November 22, 2017. Voting: All Yes. **[20171213-04]**
- MOTION by Bergdorf, seconded by Ritch, to approve the minutes of the regular meeting held on November 22, 2017. Voting: All Yes. **[20171213-05]**

Township Buildings and Grounds. Bergdorf reported that the septic system pump failed and was replaced after repairs proved to be ineffective. One of the water heaters installed this summer was replaced. The board will meet next in January.

Boston/Cuyahoga Falls JEDD and Future Planning. No action.

Boston/Peninsula JEDD and Future Planning. The updated report was distributed at the meeting. Ritch reported that RITA is doing a good collecting the taxes and that we are ahead of schedule.

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Valley Fire District Update. Anderson distributed paperwork received at a recent meeting called by the county to discuss the closing of Everett Road and Connector.

- The meeting was attended by interested representatives from Hale Farm, the National Park, Summit Metropark, local government officials, and fire and police.
- Safety was the primary issue in terms of access to fire hydrants and for search and rescue operations.
- The county was concerned with liability issues if the roadway was gated.
- The National Park has no funds to repair or maintain the roads.
- More dialog is coming.
- Bergdorf reported that the county had been in charge of maintaining the roads but then decided to give the responsibility to the township in 2012 without consideration of funding. The Everett Connector was approved in 1994; a grant was received to improve the road in 2009.

Road Department. Road Superintendent Adams distributed the report of activity for previous period. Items of note:

- Leaf collection for 2017 totaled 13 loads for 182 cubic yards. Adams expressed thanks to Peninsula for helping.
- Adams requested that he carryover 4 vacation days he was unable to use given the shortage of manpower over the last few months.
MOTION by Bergdorf, seconded by Ritch, to approve the carryover of 4 vacation days. Voting: All Yes. **[20171213-06]**
- The cost of resurfacing Keenan Road (using 409 chip and seal) next year is estimated at \$15,664 (\$2.25 per square yard x 6962 square yards). The contract should be ready to be signed in February. The board agreed to moving forward on this issue.

Other Business.

- **December Bazaar:** Anderson expressed appreciation for all the help she received for the Christmas Bazaar including: Ron Adams and his wife and Anderson's family (her husband, daughter, and daughter-in-law) as well as all the other people who made the day a success. The raffle basket was won by one of our local people. The use of the garage was a big success given the ease of setting up.
- **Share-A-Christmas:** Anderson expressed thanks to all who donated to the event: the Peninsula Police Department and St. Vincent de Paul for food donations; the Methodist church for hats, mittens, and scarves; the Catholic church for gifts. The boxes will be distributed by the Valley Fire District on Saturday.
- **Celebrate Christmas in Peninsula:** The trustees expressed thanks to the police and fire departments and the library for hosting the December 6 Community Christmas Party. Ritch stated that he heard lots of good comments during the party.

Appropriations. Anson distributed the 2018 budget from the county according to Official Certificate of Estimated Resources along with a supporting Excel spreadsheet. Based on the documentation, Anson suggested using the 2017 Temporary Appropriations for 2018 and that the appropriations can be tweaked in March when the Permanent Appropriations will be approved. MOTION by Bergdorf, seconded by Ritch, to approve the Temporary Appropriations. Voting: All Yes. **[20171213-07]**

Purchase Orders. None

Bank Reconciliation: MOTION by Bergdorf, seconded by Ritch, to approve the bank reconciliation. Voting: All Yes. **[20171213-08]**

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Financials: Anson distributed UAN-generated monthly and year-to-date financial reports prior to the meeting and a report on receipts and payments for the Christmas events at the meeting.

Approval of Payroll: Motion by Bergdorf, seconded by Ritch to approve the payroll as presented. Voting: All Yes. **[20171213-09]**

Approval of Bills: Motion by Bergdorf, seconded by Ritch to approve bills as presented. Voting: All Yes. **[20171213-10]**

Executive Session:

Motion by Anderson, seconded by Ritch, to enter executive session to discuss personnel issues. The Fiscal Officer called roll:

Bergdorf: Yes Ritch: Yes Anderson: Yes

Motion passed. The trustees entered executive session at 7:39 PM. **[20171213-11]**

Motion by Anderson, seconded by Bergdorf, to enter regular session. The Fiscal Officer called roll:

Bergdorf: Yes Ritch: Yes Anderson: Yes

Motion passed. The trustees reconvened at 7:55 PM with no action taken during the session. **[20171213-12]**

APPOINTMENTS:

The trustees agreed to meet with Zoning Inspector Schneider for a discussion on job performance in the near future.

MOTION by Bergdorf, seconded by Ritch, to end the probationary period for John Schneider. Voting: All Yes. **[20171213-13]**

Based on a verbal conversation with Doug Mayer, who indicated that his doctor approved him to return to work on January 3, the board agreed to reinstate him as the part-time worker in the Road Department as of January 3, 2018. His estimated work hours will be 30 hours per week with occasional additional time required based on circumstances. As a part-time worker, he will no longer be eligible for benefits as stated in the employee handbook. Before he can return to work, he will need to provide written notification from his doctor.

MOTION by Bergdorf, seconded by Ritch, to appoint Mayer as part-time worker in the Road Department at 30 hours per week as of January 3, 2018. Voting: All Yes. **[20171213-14]**

CONTRACTS:

Because no bids have been received for the garbage contract as advertised in the Akron Beacon Journal, the board agreed to extend the deadline for bids to January 10 and will advertise again in the newspaper.

ZONING:

The board discussed the mechanics involved in cancelling a zoning meeting.

MOTION by Anderson, seconded by Ritch, to allow the trustee appointed as zoning liaison to be the person who determine when a meeting should be cancelled.

Voting: All Yes. **[20171213-15]**

ADJOURNMENT:

MOTION by Bergdorf, seconded by Anderson to adjourn. Voting: All Yes. Meeting duly adjourned at 7:44 PM. **[20171213-16]**

CHAIRMAN

CLERK