

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

July 25, 2012

Present at this regular meeting of the Boston Township Trustees were Trustees Amy Anderson and Jerry Ritch; Fiscal Officer Joanne Noragon and Legal Counsel Ed Pullekens. Trustee Randy Bergdorf was absent. Trustee Chairperson Anderson called the meeting to order at 6:30 P.M.

Trustee Anderson asked for a moment of silent reflection on the life of former Trustee John Puchalsky, who passed away on July 21st.

Mike Kaplan, present in his capacity as candidate for the Ohio House of Representatives, said John Puchalsky was a steadfast presence in this community, an example to all he knew.

Police Protection Report: Trustee Ritch reported no further tickets on Major Road, but speeding seems to be declining on the road. The police also dealt with loose horses on Wetmore and goats at Boston Car, where the owner has been put on notice to rectify the livestock problem.

Zoning: Zoning Inspector Sulzer reported

- The Board of Zoning Appeals approved the amended permit request from Pro Tree for no more than 125 hours of grinding per year within a period not to exceed 35 calendar days per year.
- He advised Mr. Mike Kish of 156 Kendall Park Road that a potential shooting range is not a permitted Home Occupation use.
- He will issue Major Properties a zoning certificate for a tower of about 195', to replace a dismantled one hundred foot tower.
- Mr. Harvey Rogers has signed for his junk vehicle citation and his fourteen day grace period expires on July 29th.

Mr. Sulzer distributed a written statement from Bob Pruitt, dated July 24, 2012, stating the mounted tires remaining outside will be removed within thirty days and the camper will be removed within thirty days. Mr. Sulzer and Mr. Mayer will inspect the property the week of August 20th to ascertain compliance. If these tasks are accomplished Mr. Pruitt will be given another thirty days to accomplish another clean up task. If the written tasks are not completed, the Trustees will enforce cleanup.

Correspondence: The Fiscal Officer reviewed the correspondence received since the last meeting. She reviewed the usual Department of Commerce notice that all permits in the township will expire in October and found the Scenic Railroad, which moved to 2235 Stine Road in the township has kept its liquor license assigned to Peninsula. The Trustees asked the Fiscal Officer to follow up with the Department of Commerce.

Approval of Minutes: The trustees reviewed the minutes of the July 11 regular meeting submitted by the Fiscal Officer. **Motion** by Ritch seconded by Anderson, to approve the minutes as submitted. Voting: All Voting, YES. Motion passed. **[2012-0725-01]**

Township Buildings and Grounds: No report

Future Planning and JEDD: Trustee Ritch reported the sewer design is moving forward and meetings regarding financing should be held with Cuyahoga Falls in the next two to three weeks to see how serious they are about funding the project.

Trustee Ritch reported no response from Mr. Brodzinski concerning Miles Auto; he will continue to follow up.

Sue Truby hopes to have an update on hospital funding this week.

Valley Fire District: Trustee Anderson used this opportunity to express the gratitude of the community, as well as herself, for the life and service of John Puchalsky. He was a fireman from the beginning and was instrumental in founding Valley Fire District and securing its current location on Dogwood Drive. John Puchalsky retired from the department as Captain in 1985, but served as the Board's Member at Large after he retired as Boston Township Trustee.

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Fiscal Office Noragon reported an update to the Valley Fire District audit of 2010/2011. Ms. Noragon was the District Clerk for audit year 2010, and received a citation for securing no authorization for the year's appropriations of \$588,094. This audit has been approved by the Auditor of State and made public record. Ms. Noragon took a copy of the Fire District's minutes, on file at the Post Office, to show John Phillips, Director of Harris and Associates auditing firm, the March 10, 2010 resolution by the Board of Trustees to accept the Permanent Appropriations. Mr. Phillips apologized for the error; made the correction; notified the current clerk, who authorized the change and filed the corrected audit with the State. The State accepted the corrected audit, but required a citation against Ms. Noragon for not securing a certificate from the Summit County Auditor stating the appropriations of \$588,094, had not, in fact, exceeded the District's Certificate of Estimated Resources.

Trustee Anderson said the Board is aware of the contact with the auditor, but has not received his response.

Road Department: The Township has not received the Council's certified copy of their resolution to close Stanford Road. A representative of the Engineer's Office in attendance will follow up on that, as the Engineer's have not received the certified resolution, either.

The Trustees reviewed a quote obtained for either a thirty or thirty five foot flag pole. After discussion, **Motion** by Ritch seconded by Anderson, to approve the purchase and installation of the thirty foot pole for a cost of \$1,720.00. Voting: All Voting, YES. Motion passed.

[2012-0725-02]

Trustee Anderson presented the Park's modification of the current road assistance project noting the project may extend into 2013, stating the 2013 end dates and reporting dates.

Motion by Ritch seconded by Anderson, to approve the modification. Voting: All Voting, YES. Motion passed.

[2012-0725-03]

Trustee Anderson read a quote from Cuyahoga Falls Mayor in the Falls NewsPress, stating the Falls is opposed to annexation of Wetmore and Oak Hill Roads as all properties are owned by the National Park or the MetroParks and there is no tax revenue contributing to their upkeep. Ironically, he has restated the Boston Township Trustees' position exactly.

Other Business: The Trustees reviewed the attached Compensatory Time Off policy.

Motion by Ritch seconded by Anderson, to approve the policy. Voting: All Voting, YES. Motion passed.

[2012-0725-04]

Payroll: **Motion** by Ritch seconded by Anderson, to approve the payroll prepared by the Fiscal Officer. Voting: All voting, YES. Motion passed.

[2012-0725-05]

Approval for Payment of Bills: **Motion** by Ritch seconded by Anderson, to pay the bills prepared by the Fiscal Officer. Voting: All voting, YES. Motion passed.

[2012-0725-06]

Motion by Ritch seconded by Anderson to adjourn. All voting yes. Meeting duly adjourned.

[201-0725-07]

CHAIRMAN

FISCAL OFFICER

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BOSTON TOWNSHIP COMPENSATORY TIME OFF POLICY (As approved on July 25, 2012)

Purpose:

To provide non-exempt employees with an option of utilizing time off in lieu of payment for overtime hours worked.

Eligibility:

1. Compensatory time can be accrued after the employee has worked forty (40) hours in a working week
2. Compensatory time can be accrued after the employee has worked in excess of eight (8) hours in a workday.
3. Compensatory time can be accrued for work on a holiday.
4. Compensatory time can be accrued for work on a scheduled day off.
5. Compensatory time can be accrued for attending mandatory meeting or training that would result in overtime. The calculation for eligible compensatory time while attending a meeting will be the actual time spent at the meeting with a one-hour minimum.

Accrual and Use:

1. Rate: Compensatory time shall be calculated at a rate of 1.5 hours for each hour of overtime worked.
2. Compensatory time can be accrued and taken in one half hour (1/2) increments.
3. Compensatory time may be accrued up to 60 hours-which is equivalent to 40 hours at a rate of 1.5 hours for each hour of overtime worked.
4. Compensatory time off must be scheduled and approved in advance at mutually agreed upon times. Taking compensatory time off without prior agreement will result in the time being treated as time off without pay.
5. Compensatory time accrual shall be capped at 60 hours, which is equivalent to 40 hours at 1.5 hours for each hour of overtime worked. At no time shall compensatory time be allowed to exceed this limit.
6. The employee must report extra hours worked, either as compensatory time or overtime, on his/her weekly timesheet. The Fiscal Officer will have responsibility for recording and maintaining the compensatory time hours.
7. Compensatory time is time in which an employee is not working and therefore not counted as time worked for the purpose of over time calculation.

Treatment of Compensatory Time Upon Change of Status:

1. The employee shall receive a full lump sum payment at straight time upon the employee's termination of employment with the township for any reason, including but not limited to resignation, retirement, layoff and death.
2. The lump sum payment shall be the payment at straight time for the hours accrued as compensatory time per this policy.
3. The payment of compensatory time shall be in accordance with all requirements and regulations that may be set for the same in the Ohio Revised Code.