

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

DECEMBER 22, 2004

Present at this regular and organizational meeting of the Boston Township Trustees were Randy Bergdorf, Amy Anderson, John Puchalsky, legal counsel, Edward C. Pullekens and Clerk Joanne Noragon.

An insurance review work session at 6:30 P.M. preceded the regular meeting.

Insurance Review: Representatives from Seibert-Keck Insurance, Shelley White and Craig Hassinger, reviewed the complete insurance coverage of the Township. A complete summary of coverages was presented to all the Trustees with recommendations.

Trustee Anderson called the meeting to order at 7:00 P.M. The trustees asked that Edward C. Pullekens take the minutes of the meeting.

Approval of Minutes: The Trustees reviewed the minutes presented for the December 8, 2004 meeting. **MOTION** by Bergdorf, seconded by Puchalsky, to approve the minutes for the meeting of December 8, 2004 as presented by Clerk Noragon. All voting, YES.

Correspondences. Clerk Noragon reviewed the various correspondences received by the Township.

Police Protection Report. The trustees reviewed the coordination of the changeover between the Sheriff and Village in regard to police protection. John Petrovich, representing the Village of Peninsula Police Department, was present and indicated that the two police agencies have been meeting and all is going well. No problems are expected when the change occurs on January 1, 2005. But any problems should be reported at once. The November report submitted by the Summit County Sheriff was reviewed in detail. The Village returned the signed Police Contract to the Township and the clerk will file the same in the Township records.

Township Buildings and Grounds The clerk reported that a key is needed to the door between the garage and back hall, or a new lock with a key. The BTHC will be contacted. Discussion was had in regard to giving the BTHC cleaning staff a key to the Township meeting room. Again, the matter will be reviewed with the BTHC in regard to costs, etc. The BTHC will be contacted and advised that the Township intends to keep the space being vacated by the Summit County Sheriff. The fence issue was discussed briefly, and Mr. Pullekens indicated that he had contacted Attorney Skidmore, counsel for Mr. Morris, to ask if any issues exist. Mr. Pullekens indicated that he left a voice message with Mr. Skidmore's office.

Valley Fire District Update John Puchalsky reported that the fire district has renewed its insurance coverage with VFIS insurance. Said insurance company specializes in providing coverage to fire departments and has provided exceptional service. The fire district has contracted with Sagamore Hills Township in regard to Latta Lane. The fire district's budget for the year-end 2004 was approximately \$303,000. This was over the estimated budget due to higher than expected Ohio Worker's Compensation costs. The fire district is continuing to work with the National Park Service in regard to the possible relocation of the fire station to Dogwood Lane.

The Trustees indicated on the record that the fire personnel were to be commended for assisting with the annual food/toy drive. Their assistance was invaluable.

Road Department. The Trustees reviewed the snowplowing program in light of the first snows of the year. Tim Tesmer has been working long hours trying to keep up with the ice and snow removal. The transmission on the truck went out and had to be repaired at a cost of \$2,800.00. Trustee Anderson reported that she received a call from the Summit County Engineer, Greg Bachman, who reported that the results of the study for the need of a light on Kendall Road were in, and it was determined that there was not enough traffic to warrant a light at the location. However, Mr. Bachman indicated that turn lanes would be established and this may alleviate many of the problems. The Trustees expressed their appreciation to Mr. Bachman for following through on the matter. The issue of the contract with the County in regard to work was discussed. The matter will be addressed by the trustees upon the receipt of the first billing.

Future Planning. The Trustees indicated that they are still planning to hold a public meeting at the end of March to discuss the JEDD and associated issues.

Zoning. The Trustees reviewed various issues in regard to zoning. They will review the same with the zoning inspector at a future meeting. One key issue is whether or not the zoning inspector needs help in order to follow up on the outstanding issues.

CONTRACTS AND APPOINTMENTS The signed policing contract was received by the clerk from the Village of Peninsula.

Other Business: The Summit County Engineer reported that at the present time there are 12.27 miles of Township roads in the Township. **Motion** by Puchalsky, seconded by Bergdorf to certify the report of the engineer. All voting, Yes.

The Clerk reported that the Summit County Budget Commission certified that the total of all current year appropriations from each fund did not exceed the most recent Amended Official Certificate of Estimated Resources.

The Trustees thanked John Petrovich and Eddie Westfall for their help with the Share-A-Christmas project.

APPROPRIATIONS: The temporary appropriations budget for the year 2005 was presented in writing by Clerk Noragon. She reviewed in detail the temporary appropriations budget with the trustees. **Motion** by Puchalsky, seconded by Anderson to accept the temporary appropriations budget for the year 2004 as presented by Clerk Noragon. All voting YES.

Motion by Puchalsky, seconded by Bergdorf to approve the following Supplemental Appropriations:

Void 2011-330-360 to 2011-330-323	
2021-330-660 to 2021-330-323	\$1851.19 (transmission).

All voting YES.

PURCHASE ORDERS: **Motion** by Puchalsky, seconded by Bergdorf to approve the following purchase orders as presented by Clerk Noragon:

20-2004, \$100.00, Seibert-Keck, public officials bond, zoning, Paul Kaczmariski
21-2004, \$81.00, Dell Computer, printer cartridges for Road Dept. computer
21-2004, \$619.47, Sheriff's Policing Rotary Fund, fuel surcharge
23-2004, \$2851.19, Spitzer Ford void
24-2004, \$2851.19, Spitzer Ford, transmission, replacing 23-2004

All voting YES

TRANSFERS/ADVANCES **Motion** by Puchalsky, seconded by Bergdorf to approve the following:

Re-payment advance, \$122.95 from 4302 (Stanford Rd.) to 1000 of funds advanced in 2003

Re-payment advance, \$1.03 from 4303 (Hines Hill Rd.) to 1000 of funds advanced in 2002.

Re-payment advance, \$1,353.23 from 4305 (Major Rd.) to 1000 of funds advanced in 2002/2003

April 6, 2004, advance \$1495.26 from 1000 (general fund) to 2191 (police); repayment of \$1495.26 from 2191 to 1000. Clerk Noragon reported that she had attempted to pay the Sheriff's invoice before entering tax receipts to the system. The police fund did not have enough money to pay the invoice until the tax funds were receipted. UAN advised that this transaction was the most expedient solution to the matter.

All voting YES.

MOTION by Puchalsky, seconded by Bergdorf to accept the payroll as prepared by Clerk Noragon. All voting yes.

MOTION by Puchalsky seconded by Bergdorf to pay the bills prepared by Clerk Noragon. All voting yes.

MOTION by Puchalsky, seconded by Bergdorf, that the Trustees continue to be paid monthly, on a monthly salary basis, and that the amount of compensation be the maximum as set forth in Section 505.24 of the Ohio Revised Code and as otherwise provided by law. All voting YES.

MOTION by Puchalsky, seconded by Anderson, that the Trustees continue to be allowed to avail themselves to all benefits available by law. All voting YES.

The Trustees then proceeded to review the organizational structure of the Township for the year 2005.

MOTION by Puchalsky seconded by Bergdorf, that Amy Anderson be selected as Chairperson of the Board of Trustees for the year 2005. All voting yes.

MOTION by Anderson seconded by Bergdorf that Puchalsky be selected as Vice-chairperson of the Board of Trustees for the year 2005. All voting yes.

MOTION by Anderson seconded Bergdorf to retain Edward Pullekens as legal counsel for Boston Township for 2005 (12 month contract) at the following rates: \$50.00 per hour for all non-litigation work; \$98.00 per hour for work relating to litigation; expenses and advances of litigation and otherwise will also be reimbursed. All voting yes.

MOTION by Puchalsky seconded by Bergdorf that the Trustees proceed to act as a Board in matters concerning the maintenance and repair of the roads within the Township. All voting yes.

MOTION by Puchalsky seconded by Anderson that Bergdorf be appointed as liaison to the Zoning Commission and to the Boston Township Hall Committee. All voting yes.

MOTION by Puchalsky seconded by Bergdorf that Anderson be appointed as liaison to the Peninsula Police Department. All voting yes.

MOTION by Anderson seconded by Bergdorf reaffirming the appointment of John Puchalsky as the Boston Township liaison and member to the Valley Fire District Board of Directors. The three-year term ends on December 31, 2006. All voting yes.

MOTION by Puchalsky seconded by Bergdorf that the regular meetings for 2005 be held on the second and fourth Wednesday of every month at 7:00 P.M. All voting yes.

MOTION by Puchalsky seconded by Bergdorf to set the Clerk's salary as allowed by law, per the basis of the budget of Boston Township. All voting yes.

MOTION by Puchalsky seconded by Anderson to retain Wesley Bergdorf as Zoning Secretary for 2005 at the rate of \$4,800.00 per year, to be paid on a monthly basis at the rate of \$400.00 per month. Voting yes: Puchalsky and Anderson. Randolph Bergdorf abstained.

MOTION by Puchalsky seconded by Anderson to retain Paul Kaczmariski as Zoning Inspector for 2005 at the rate of \$7,200.00 per year, paid on a monthly basis. All voting "yes".

There was discussion concerning the Zoning Board of Appeals and Zoning Commission members. There were no appointments made to either group at this time.

MOTION by Puchalsky seconded by Anderson that members of the Zoning Commission and the Zoning Board of Appeals be reimbursed \$35.00 per meeting, on a per diem basis, for expenses incurred to attend those meetings. Reimbursement will be made after the end of the calendar year and upon certification of meeting attendance by the Zoning Clerk. Voting "yes" were Anderson and Puchalsky. Bergdorf abstained.

MOTION by Anderson seconded by Puchalsky reaffirming the appointment of Randolph Bergdorf to the Union Cemetery Board for a three-year term ending on December 31, 2005. Voting yes: Bergdorf and Puchalsky. Anderson abstained.

MOTION by Anderson seconded by Puchalsky to reappoint Wes Bergdorf and Martin Griffith as Township representatives to the Cuyahoga Valley Communities Council for the year 2005. All voting "yes".

MOTION by Puchalsky seconded by Anderson that Timothy Tesmer be re-appointed Road Superintendent for the year 2005 to serve at the pleasure of the Board of Township Trustees.

Discussion followed concerning the compensation paid to the Road Superintendent.

MOTION by Puchalsky seconded by Bergdorf that the Road Superintendent be paid \$17.00 per hour effective beginning with the pay period ending on January 11, 2005. (A 3% pay increase). All voting yes.

MOTION by Puchalsky seconded by Bergdorf that all part-time employees of the Township road department be paid \$10.82 per hour effective beginning with the pay period ending on January 11, 2005. (A 3% pay increase). All voting yes.

MOTION by Bergdorf seconded by Puchalsky that all Township employees be given the following legal holidays pursuant to law: New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Fourth of July, Veteran's Day, Labor Day, Columbus Day, Thanksgiving, the day after Thanksgiving, the day before Christmas and Christmas Day. All voting yes.

MOTION by Puchalsky seconded by Bergdorf that the regular workday for Township hourly employees will remain at 730 A.M. until 4:00 P.M. with a one-half hour unpaid lunch. All voting yes.

MOTION by Puchalsky seconded by Bergdorf to continue the vacation schedule of the Township full-time employees as previously adopted:

One week (5 work days) after one full year of employment;
Two weeks (10 work days) after two full years of employment;
Three weeks (15 work days) after five full years of employment;
Four weeks (20 work days) after fifteen full years of employment.

All voting yes.

MOTION by Puchalsky seconded by Anderson to allow 20 sick days per year in 2004 with an accumulation of 120 days of sick leave per Ohio Revised Code. All voting yes.

MOTION by Amy Anderson seconded by John Puchalsky to adjourn. All voting yes. Meeting duly adjourned.

CHAIRMAN

CLERK