

RECORD OF PROCEEDINGS

BOARD OF TRUSTEES REGULAR SESSION

Held: December 31, 2016

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The Board of Sheffield Township Trustees of Sheffield Township convened in special session on December 30, 2016 from 4:00 P.M. to 5:45 P.M. in the Sheffield Township Administrative Building 5166 Clinton Ave. Lorain, OH 44055. Chairman Tim Mihalczik called the meeting to order with the following members and visitors present:

Mr. Timothy Mihalczik	Present	Ms. Patricia Echko	Present
Mr. Chad Parsons	Present	Mr. Mark D Horton	Present

EMPLOYEES:

VISITORS:

Re-organizational Meeting

This special meeting for Re-Organization was called to order with all elected officials present. A motion and 2nd was made to nominate Trustee Parsons for Chairman and Trustee Horton for Vice Chairman. A roll call vote was taken 3 ayes. Votes were: Mr. Chad Parsons, Aye; Mr. Timothy Mihalczik, Aye; Mr. Mark D Horton, Aye.

General (2357-16)

Fire, EMS, Day Duty

The following appointments and reappointments were made: Reappoint Joe Bandagski as Fire Chief with a Salary of \$18,396.00 per year. Reappoint all active Volunteer Fireman at the rate of \$11.22 per hour, Active EMT's at a rate of \$11.75 per hour, Active AEMT's at a rate of \$12.30 per hour, Active Paramedics at a rate of \$13.00 per hour, Officers at \$13.25 per hour for calls, meetings, and practices. Payroll for Fire/EMT and Day Duty will be on a bi-weekly schedule. Reappoint Joe Neuhoff for clerical duties for the Fire Department and reappoint Chris Davis as EMS coordinator at a rate of \$14.00 per hour. All payroll changes are effective for hours worked from January 8, 2017 and thereafter. Family members of the Chief's will report to assistant Chief Neuhoff for any disciplinary action. Day Duty scheduling will be completed by EMS coordinator Chris Davis. To appoint Ciprian Ortiz and reappoint Joe Neuhoff, Chad Parsons, Mark Horton and Joe Bandagski to the Fire Indemnity Board; A motion and 2nd was made and a roll call vote was taken 3 ayes. Votes were: Mr. Chad Parsons, Aye; Mr. Timothy Mihalczik, Aye; Mr. Mark D Horton, Aye.

General (2358-16)

Road Department Reappointment

A motion and 2nd was made to reappoint David Underwood as Road/Grounds/Building Supervisor at a salary of \$24.91 per hour, 3 weeks' vacation and 7 personal days non-accumulative. Reappoint Paul Young as part-time Roads/Grounds/Building worker at a rate of \$12.25 per hour; allow the Mr. Underwood to hire two part time workers when and if needed at a rate of \$9.50 per hour. All payroll changes are effective for hours worked from January 8, 2017 and thereafter. All full time road/grounds/building personnel will receive hospitalization, to include major medical, dental, eye care and prescription drug coverage and a disability insurance policy. Scheduled paid holidays for full time employees are New Year's Day; Presidents Day; Memorial Day; Fourth of July; Labor Day; Thanksgiving Day and Day after; Christmas Eve; Christmas Day; and New Year's Eve. Scheduled work week is from 6:30 a.m. to 3:00 p.m. Monday through Friday with overtime to be paid after working 8 hours per day or 40 hours per week whichever occurs first. Reappoint Dave Cooper, Robert Caldwell, Ron Dennis, and Elza Satterfield to the Zoning Commission; Reappoint Eugene Rehoreg, Keith Thompson, Steve Rehoreg, Lou Primer, Carl Hoerrle, and Jeff Messer to the Zoning Board of Appeals. Appointments to the EPA and Fair Housing Boards will be made at a later date. All appointed Board Members will receive \$20.00 per meeting. A roll call vote was taken 3 ayes. Votes were: Mr. Chad Parsons, Aye; Mr. Timothy Mihalczik Aye; Mr. Mark Horton, Aye

General (2359-16)

A motion and 2nd was made to rehire Mark Naro as Zoning inspector at a rate of \$425.00 per month. Plan Review will no longer be done by the Zoning Inspector. A roll call vote was taken 2 Ayes 1 Nay Votes were: Mr. Timothy Mihalczik, Aye; Mr. Mark Horton, Nay, Mr. Chad Parsons, Aye

General (2360-16)

A motion and 2nd was made to utilize an outside professional source for Zoning plan reviews; to rehire Cindy Caldwell as Zoning Secretary at \$400.00 per month. In addition a \$2.00 per machine fee will be paid monthly to the zoning employee who performs the inspection of the Internet gaming machines. A \$50.00 cell phone allowance will be paid as a taxable fringe benefit to the Zoning Inspector and Secretary. Rehire William Rehoreg as the Building/Grounds maintenance at the rate of \$400.00 per month. Rehire Polly Onderko as an independent contractor web master at the rate of \$200.00 per month; rehire Michelle Pullin as an independent contractor as the Facebook Facilitator at an annual rate of \$300.00. . Hire Linda Greene as an independent contractor to supervise the hall rental at a rate of \$50.00 per rental to be paid quarterly. The hall rental charge will be \$150.00 for noon to 5:00 rentals on Saturday and Sunday.

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All elected officials are to receive a \$75.00 per month allowance for cell phones as a taxable fringe benefit. Renew the depository with Buckeye Community Bank for the year 2017. Payroll for the year will continue as direct deposit. All Township employees including elected officials will be reimbursed the IRS rate per mile when on township business outside the township limits and a travel per diem of \$60.00 a day when on overnight Township business (both per diem and mileage are in accordance with IRS rules and regulations). Trustee meetings will be held monthly at 6:00 p.m. the 3rd Monday of the month with additional meetings to be held at 6:00 p.m. the 1st Monday of the months of May, June, July, and August as needed. The meetings held the 1st Monday of the month will be working meetings with no opportunity for public comments. If a Holiday is observed on the Monday of the meeting, the meeting will be held the next day on Tuesday. All Township meetings are open to the public.

Zoning Commission meetings are on the 4th Monday of the month at 7:00 p.m. and the Zoning Board of Appeals meetings will be held on the 4th Monday of the month at 6:00 p.m. The Fiscal Office will be permitted to make intra fund transfers allowable at the fund level of account control. A rollcall vote was taken to accept this reorganization. Votes were: Mr. Timothy Mihalcik, Aye; Mr. Chad Parsons, Aye; Mr. Mark D Horton, Aye.

General (2361-16)

The meeting was adjourned till January 16, 2017 at 6:00 P.M. at the Sheffield Township Administrative Building 5166 Clinton Ave. Lorain, OH 44055.

Mr. Chad Parsons

Ms. Patricia Echko

All formal actions of the Board of Sheffield Township Trustees of Sheffield Township concerning and relating to the adoption of resolutions and/or motions passed at this meeting were adopted in a meeting open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.