

**Sullivan Township Trustee
Organizational Meeting
January 2, 2018**

Attendance Duane Jenkins Chairman
Glen Goff Vice-Chairperson
Douglas Campbell Steele Trustee
Donna Riley Fiscal Officer

Fiscal Officer Riley called the meeting to order at 7:00 P.M. Followed by the Pledge of Allegiance.

Fiscal Officer Riley asked for nominations for Chairman Campbell nominated Jenkins. Campbell second Roll call Goff yes Jenkins abstained Campbell yes.

Fiscal Officer turned the meeting over to Chairman Jenkins. Jenkins asked for nominations for Vice-Chair. Campbell moved to nominate Goff. Jenkins second. Roll call Campbell yes Jenkins yes Goff abstained

Goff moved to hold the Trustees Regular Business Meetings on the 1st and 3rd Monday of the Month at 7:00 P.M. unless the Meeting falls on a holiday then it would be on the following Tuesday. Jenkins second Roll call Campbell yes Goff yes Jenkins yes.

Jenkins moved to allow the Fiscal Officer Use then and now's as needed to pay bills and invoices Campbell second Roll call Goff yes Campbell yes Jenkins yes.

Jenkins moved to hire James Riley as the full time Road Supervisor at \$20.00 per hour. Goff second Roll call Campbell yes Goff yes Jenkins yes.

Jenkins moved to reappoint Ed Gregory as the interim Zoning Inspector for the fiscal year 2018. Campbell second Roll call Goff yes Campbell yes Jenkins yes.

Jenkins moved to keep Gregory's monthly pay at \$350.00 per month and \$20.00 for every zoning permit issued, and \$75.00 for every Zoning Board of Appeals Hearings he attends. Goff second Roll Campbell yes Goff yes Jenkins yes.

Jenkins moved that the Fire Indemnity Board will be two Trustees Goff and Jenkins the two firefighters will be Erica Bloom and Tab Bloom and the Resident is James Riley. Goff second. Roll call Goff yes Campbell abstained Jenkins yes.

Jenkins moved to hold the Fire Indemnity Meeting on January 11, 2017 at 6:45 and the Fiscal Officer will post the meeting in the paper. Campbell second Roll call Goff yes Campbell yes Jenkins yes.

Fiscal Officer turned in the Fire Indemnity Board paperwork to Goff to have filled out by the board.

Jenkins moved that the Board of Trustees would be in charge of the Road Personnel. Campbell second Roll call Goff yes Campbell yes Jenkins yes.

Jenkins moved that Campbell would be the liaison for the Fire Department. Goff second Goff yes Jenkins yes Campbell abstained.

Jenkins moved to allow the Fiscal Officer to use Purchase Orders and Blanket Certificates as needed to pay bills. Campbell second Roll call Goff yes Campbell yes Jenkins yes.

Jenkins moved to have all money turned into the Fiscal Officer within 24 hours. Campbell second Roll call Goff yes Campbell yes Jenkins yes.

Jenkins moved to keep the Community Room rental community occurrences rate will be \$100.00 non-refundable for residents and non-residents this cost will cover the utilities. Goff second Roll call Campbell yes Goff yes Jenkins yes.

Jenkins moved to have Cecile Hartman clean the Community Room at \$50.00 per cleaning. Campbell second Roll call Goff yes Campbell yes Jenkins yes.

Jenkins moved to pay the Zoning Board of Commission \$25.00 per meeting on the quarter if the board has turned in all their minutes and attendance sheets to the Fiscal Officer. Goff second Roll call Campbell yes Goff yes Jenkins yes.

Jenkins moved to pay the Zoning Board of Appeals to be paid \$75.00 per meeting/hearing. Campbell second Roll call Goff yes Campbell yes Jenkins yes.

Jenkins asked the Zoning Inspector if any changes the trustees needed to add or change. Gregory stated no.

Jenkins moved to approve the new Zoning Fee Schedule the same as last year. Campbell second Roll call Goff yes Campbell yes Jenkins yes.

Jenkins moved to approve the cost for a public hearing with the Zoning Board of Appeals will be \$1000.00. Goff second Roll call Campbell yes Goff yes Jenkins yes.

Jenkins moved to pay the Trustees 100% from the general be in accordance to the Payroll Certification approved from the State Auditor's Office. Campbell second Roll call Goff yes Campbell yes Jenkins yes

Jenkins moved to keep the Cemetery rates the same with one change \$300.00 for the Weekends and Holidays for Cremations. Campbell second Roll call Goff yes Campbell yes Jenkins yes.

Cemetery per grave		\$350.00
Cremation/baby (no Vault)		\$300.00
Cremation/baby with vault	Weekday	\$500.00
Cremation/baby with vault	Weekend/Holiday	\$600.00
	Weekend/Holiday	\$600.00
Casket Burial with Vault	Weekday	\$500.00
Extrication	Weekday	\$500.00
	Weekend/Holiday	\$600.00

Extrication does not include removal of the vault or the casket and it would be required to have a third party as a witness

Jenkins moved to have Ashland Monument do all the Cemetery Footer work. Campbell second Roll call Goff yes Campbell yes Jenkins yes.

Jenkins moved that the Records Commission Board would consist of the Board of Trustees and the Fiscal Officer. Campbell second Roll call Goff yes Campbell yes Jenkins yes.

Jenkins moved to proceed with the records retention no records in the township can be destroyed following the RC 2 and the RC 3. Campbell second Roll call Goff yes Campbell yes Jenkins yes.

Jenkins moved to contract with Ohio Billing for the Fire and EMS Billing. Campbell second Roll call Goff yes Campbell yes Jenkins yes.

Jenkins moved to use the standard IRS mileage rate per mile for 2018 they will be reimburse for mileage for only Township Business except for any electoral training and any mileage must be pre approved prior to the mileage expense. Goff second Roll call Campbell yes Goff yes Jenkins yes.

Jenkins as the Chairman of the Board of Trustees will attend the Ashland County Health Board Meeting.

Jenkins moved to appoint Jeremy Brant as the Fire Chief and Keith Rowe as the EMS Chief. Goff second Roll call Goff yes Jenkins yes Campbell abstained.

Campbell stated we would continue with a Veterans Day Dinner committee that would consist of anyone who would like to help and make it a success for the Veterans.

Campbell moved Jenkins would be the liaison for the Board of Trustees to contact the prosecutor's office. Goff second Roll call Campbell yes Goff yes Jenkins yes.

Jenkins moved to adjourn at 7:32 p.m. Campbell second Roll call all yes.



Duane Jenkins Chairman



Glen Goff Vice-Chairperson



Douglas Campbell Trustee



Donna Riley Fiscal Officer