

RECORD OF PROCEEDINGS

Minutes of

MADISON TOWNSHIP BOARD OF TRUSTEES'

Meeting

2023 Organizational Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____

January 4, 2023, at 12:00 PM

_____ 20 _____

The 2023 Trustees' Organizational Meeting was called to order at Noon, 12:00 P.M., on January 4, 2023, by Fiscal Officer Terry Gerred-Ditchcreek in the Trustees' Meeting Room, Administration Building, 2065 Hubbard Road. Madison.

Mrs. Gerred-Ditchcreek requested a roll call: Mr. Anderson, Mr. Gauntner, Mr. Wayman, Mr. Brown, Lieutenant Kirk, and Mrs. Gerred-Ditchcreek were in attendance

Mrs. Gerred-Ditchcreek requested a motion to approve the Minutes from the December 28, 2022, Trustees' Regular Meeting.

Mr. Anderson presented a motion to approve the Minutes from the December 28, 2022, Trustees' Regular Meeting, seconded by Mr. Gauntner. Roll Call: Mr. Anderson: Yes Mr. Gauntner: Yes Mr. Wayman: Yes

RESOLUTIONS:

Mrs. Gerred-Ditchcreek requested a motion for the nomination of the Chairman of the 2023 Madison Township Board of Trustees.

Mr. Gauntner nominated Mr. Peter V. Wayman as Chairman of the Board of Trustees for 2023. Mr. Anderson seconded the nomination for Mr. Wayman. Roll Call: Mr. Gauntner: Yes Mr. Anderson: Yes Mr. Wayman: Yes. Upon election as Chairman of the Board of Madison Township Trustees, Mr. Wayman took over the meeting.

Mr. Wayman requested a motion to adopt **Resolution #23-001** confirming the election of the 2023 Madison Township Chairman of the Board. Mr. Gauntner presented a motion to adopt **Resolution #23-001**, seconded by Mr. Anderson: Roll Call: Mr. Gauntner: Yes Mr. Anderson: Yes Mr. Wayman: Yes

Mr. Wayman requested a motion to nominate the Vice-Chairman of the Board and to adopt **Resolution #23-002** confirming the election of the 2023 Madison Township Vice Chairman of the Board of Trustees. Mr. Gauntner nominated Mr. Max Anderson, Jr. as Vice-Chairman of the Board for 2023, and to adopt **Resolution #23-002**, seconded by Mr. Wayman. Roll Call: Mr. Gauntner: Yes Mr. Wayman: Yes Mr. Anderson: Yes

Mr. Wayman requested a motion to nominate the Fiscal Officer Pro-Tempore for the Board of Trustees and to adopt **Resolution #23-003** confirming the election of the 2023 Madison Township Fiscal Officer Pro-Tempore. Mr. Anderson nominated Kenneth R. Gauntner Jr. as Fiscal Officer Pro-Tempore of the Board for 2023, and to adopt **Resolution #23-003**, seconded by Mr. Wayman. Roll Call: Mr. Anderson: Yes Mr. Wayman: Yes Mr. Gauntner: Yes

Mr. Wayman requested a motion to adopt **Resolution #23-004**, a Resolution to set the time, date, and place of meetings of the Board of Trustees in compliance with the Ohio Sunshine Law.

Mr. Gauntner presented a motion to approve **Resolution #23-004**, A Resolution setting the time, date, and place of Board of Trustee meetings, seconded by Mr. Anderson. Roll Call: Mr. Gauntner: Yes Mr. Anderson: Yes Mr. Wayman: Yes

Mr. Gauntner stated all meetings and workshops are held in the Trustees' Meeting Room located in the Madison Township Administration Building at 2065 Hubbard Road, Madison, Ohio. Meetings are usually held on the second and fourth Tuesday of each month. Regular Trustees' Meetings are held at 7:00 P.M. Trustees' Workshop Meetings are usually held at 6:30 P.M. prior to the Regular Meeting. Notice of Special Meetings of the Board of Trustees will be given by posting advanced notice on the Township's website.

Mr. Anderson stated all meetings are open to the public.

Mr. Wayman requested a motion to adopt **Resolution #23-005**, a Resolution setting a new rate of pay for Trustees Peter V. Wayman, Max Anderson, Jr., and Kenneth R. Gauntner, Jr. at \$24,730.00 per year effective 01-01-23 in accordance with S.B. 296 amending

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Section 505.24 of the Ohio Revised Code.

Mr. Anderson presented a motion to approve **Resolution #23-005**, A Resolution setting a new rate of pay for Trustees Peter V. Wayman, Max Anderson, and Kenneth R. Gauntner, Jr. at \$24,730.00 per year effective 01-01-23 in accordance with S.B. 296 amending Section 505.24 of the Ohio Revised Code, seconded by Mr. Gauntner. Roll Call: Mr. Anderson: Yes Mr. Gauntner: Yes Mr. Wayman: Yes

Mr. Gauntner stated the Trustees' rate of pay is not set by the Trustees but by Ohio Revised Code (ORC) Section 505.24 which is based on the Township's annual budget for the year.

Mr. Wayman requested a motion to adopt **Resolution #23-006**, A Resolution setting a new rate of pay for Fiscal Officer Terry Gerred-Ditchcreek at \$33,880.00 effective 04-01-23 in accordance with S.B. 296 amending Section 507.09 of the Ohio Revised Code.

Mr. Gauntner presented a motion to adopt **Resolution #23-006**, A Resolution setting a new rate of pay for Fiscal Officer Terry Gerred-Ditchcreek at \$33,880.00 effective 04-01-23 in accordance with S.B. 296 amending Section 507.09 of the Ohio Revised Code, seconded by Mr. Anderson. Roll Call: Mr. Gauntner: Yes Mr. Anderson: Yes Mr. Wayman: Yes

Mr. Gauntner stated the Fiscal Officer's rate of pay is also set by the ORC, the same as for the Trustees.

Mr. Wayman requested a motion to adopt **Resolution #23-007**, A Resolution to maintain all present Bank Accounts at Current Financial Institutions and current investments with Wells Fargo Bank subject to change by Resolution.

Mr. Anderson presented a motion to adopt **Resolution #23-007**, A Resolution to maintain all present Bank Accounts at Current Financial Institutions and current investments with Wells Fargo Bank subject to change by Resolution, seconded by Mr. Gauntner. Roll Call: Mr. Anderson: Yes Mr. Gauntner: Yes Mr. Wayman: Yes

Mr. Wayman requested a motion to adopt **Resolution #23-008**, A Resolution requesting the Lake County Auditor to make advance payment of taxes.

Mr. Gauntner presented a motion to adopt **Resolution #23-008**, A Resolution requesting the Lake County Auditor to make advance payments of taxes, seconded by Mr. Anderson. Roll Call: Mr. Gauntner: Yes Mr. Anderson: Yes Mr. Wayman: Yes

Mrs. Gerred-Ditchcreek stated the Township has to remember to request advance payments before getting the full amount. Lake County has already reminded the Township to do this.

Mr. Wayman requested a motion to approve **Resolution #23-009**, A Resolution authorizing and reappointing Gary L. Pasqualone as Additional Legal Counsel.

Mr. Anderson presented a motion to approve **Resolution #23-009**, A Resolution authorizing and reappointing Gary L. Pasqualone as Additional Legal Counsel, seconded by Mr. Gauntner. Roll Call: Mr. Anderson: Yes Mr. Gauntner: Yes Mr. Wayman: Yes

The Statutory Law of Ohio Revised Code, Section 309.09 specifically authorizes a Board of Township Trustees to employ additional counsel other than the County Prosecuting Attorney and the Board of Madison Township Trustees deem it necessary and advisable to employ additional Legal Counsel to represent the Township and its officers in their capacities and to advise them on legal matters.

Mr. Wayman requested a motion to approve **Resolution #23-010**, A Resolution to set Paid Holidays for qualifying employees for 2023.

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Mr. Gauntner presented a motion to approve **Resolution #23-010**, A Resolution to set Paid Holidays for qualifying employees for 2023, seconded by Mr. Anderson. Roll Call: Mr. Gauntner: Yes Mr. Anderson: Yes Mr. Wayman: Yes

The Statutory Law of Ohio Revised Code, Section 1.15 specifically authorizes a Board of Township Trustees to set dates as official Holidays, as found in the Madison Township Personnel Policy Handbook, Section 6.2; and the paid Holidays would be Martin Luther King Day, January 16, 2023; President's Day, February 20, 2023; Good Friday, April 7, 2023, half-day; Memorial Day May 29, 2023; Juneteenth Day, June 19, 2023; Independence Day, July 4, 2023; Labor Day, September 4, 2023; Columbus Day, October 9, 2023; Veterans Day, November 10, 2023; Thanksgiving, November 23, 2023; Christmas, December 25, 2023 and New Year's Day, January 1, 2024.

Mr. Wayman requested a motion to adopt **Resolution #23-011**, a Resolution to Reappoint Audra Wisniowski to the Madison Township Zoning Commission.

Mr. Anderson presented a motion to approve **Resolution 23-011**, A Resolution to Reappoint Audra Wisniowski to the Madison Township Zoning Commission, seconded by Mr. Gauntner. Roll Call: Mr. Anderson: Yes Mr. Gauntner: Yes Mr. Wayman: Yes

Mr. Wayman requested a motion to adopt **Resolution #23-012**, a Resolution to Reappoint Bill Dubiel to the Madison Township Board of Zoning Appeals.

Mr. Gauntner presented a motion to approve **Resolution #23-012**, A Resolution to Reappoint Bill Dubiel to the Madison Township Board of Zoning Appeals, seconded by Mr. Anderson. Roll Call: Mr. Gauntner: Yes Mr. Anderson: Yes Mr. Wayman: Yes

Mr. Gauntner stated both Ms. Wisniowshi and Mr. Dubiel are serving five-year terms which began on January 1, 2022, and will expire on December 31, 2027.

Mr. Wayman requested a motion to approve **Resolution #23-013**, A Resolution to reappoint Gerald Hollis to the Madison Senior Center Board of Directors.

Mr. Anderson presented a motion to approve **Resolution #23-013**, A Resolution to reappoint Gerald Hollis to the Madison Senior Center Board of Directors, seconded by Mr. Gauntner. Roll Call: Mr. Anderson: Yes Mr. Gauntner: Yes Mr. Wayman: Yes

Mr. Wayman requested a motion to approve **Resolution #23-014**, a Resolution to appoint Max Anderson, Jr. as Madison Township Representative to the Lake County General Health District for 2023.

Mr. Gauntner presented a motion to approve **Resolution #23-014**, A Resolution to Appoint Max Anderson, Jr. as the Madison Township Representative to the Lake County General Health District for 2023, seconded by Mr. Anderson. Roll Call: Mr. Gauntner: Yes Mr. Anderson: Yes Mr. Wayman: Yes

Mr. Wayman requested a motion to approve **Resolution #23-015**, A Resolution establishing Compensation Rate for Madison Township Zoning Commission and Board of Zoning Appeals.

Mr. Anderson presented a motion to approve **Resolution #23-015**, A Resolution establishing compensation for Madison Township Zoning Commission and Board of Zoning Appeals, seconded by Mr. Gauntner. Roll Call: Mr. Anderson: Yes Mr. Gauntner: Yes Mr. Wayman: Yes

Mr. Gauntner stated the rate of compensation for the Zoning Commission and the Board of Zoning Appeals is \$40.00 for regular/workshop meetings, which is the same rate as the last few years.

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Mr. Wayman requested a motion to adopt **Resolution #23-016**, A Resolution Authorizing Membership in the Ohio Township Association and Attendance of the annual State Association Conference with payment of expenses for Trustees, Fiscal Officer, and other Township Personnel to attend.

Mr. Gauntner presented a motion to approve **Resolution #23-016**, A Resolution Authorizing Membership to the Ohio Township Association (OTA) and Attendance of the Annual State Association Conference with payment of expenses for Trustees, Fiscal Officer, and other Township Personnel to attend, seconded by Mr. Anderson. Roll Call: Mr. Gauntner: Yes Mr. Anderson: Yes Mr. Wayman: Yes

Mr. Brown stated he will be attending the conference, as well as Mr. Ungers. Mr. Gauntner said there are some really good subjects this year. The class on "*How to Handle Disruptive People in a Public Meeting*" caught his eye. Mr. Wayman said he is thinking about attending the conference. Mr. Brown suggested letting him know as soon as possible if anyone is planning to spend the night. The rooms fill up quickly. Mrs. Gerred-Ditchcreek stated attendance at the conference is very good.

Mr. Wayman requested a motion to adopt **Resolution 23-017**, a Resolution establishing the Mileage Reimbursement Rate for authorized travel expenses of Township Employees and Officials for events outside of their normal realm of work.

Mr. Anderson presented a motion to approve **Resolution #23-017**, A Resolution establishing the Mileage Reimbursement Rate for authorized travel expenses of Township Employees and Officials for events outside of their normal realm of work, seconded by Mr. Gauntner. Roll Call: Mr. Anderson: Yes Mr. Gauntner: Yes Mr. Wayman: Yes

Mr. Anderson stated the Internal Revenue Service has set the standard mileage rate, effective January 1, 2023, at \$.65.5 cents per mile for business miles driven. The rate last year was \$.54 cents per mile.

Mr. Wayman requested a motion to adopt **Resolution #23-018**, A Resolution Adopting the Madison Township 2023 Personnel Policy Handbook, Job Descriptions, Practice, Standards, and Methods Manual.

Mr. Gauntner presented a motion to adopt **Resolution #23-018**, A Resolution adopting the Madison Township 2023 Personnel Policy Handbook, Job Descriptions, Practice, Standards, and Methods Manual, seconded by Mr. Anderson. Roll Call: Mr. Gauntner: Yes Mr. Anderson: Yes Mr. Wayman: Yes

Mr. Gauntner stated there is an addition in the Practice & Standards Section of the 2023 Personnel Policy Handbook which Fiscal Officer Mrs. Gerred-Ditchcreek requested in case of a disaster. Mrs. Gerred-Ditchcreek said if something happened to her and her Assistant, Marina Rimes, the Disaster Policy would let the Township know where everything can be found in the Fiscal Office, along with information on the codes. Mrs. Gerred-Ditchcreek said she can update information in this section as needed. Mr. Gauntner stated this is a good idea because of what just happened several months ago in Concord Township when their Fiscal Officer unexpectedly passed away.

TRUSTEE COMMENTS:

Mr. Wayman stated that he looks forward to working with everyone this year and is hoping for a good year in 2023. 2022 was a good year for the Township. Mr. Anderson agreed. Mr. Wayman asked if the Fire District will have a meeting tomorrow, January 5th. Mr. Anderson and Mr. Gauntner confirmed the Fire District will hold their meeting tomorrow at 7:00 P.M.

Mr. Gauntner stated he also looks forward to working with Mr. Wayman and Mr. Anderson as has been the case for the last ten (10) years.

Mrs. Gerred-Ditchcreek mentioned the fee the Township pays to the General Health District is going to be high this year, and it is hard to fit in the budget. Mr. Brown said he

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is waiting for a records request response before moving further with any inquiries. Mrs. Gerred-Ditchcreek said when attending General Health District meetings, the subject can be brought up for discussion. Mr. Gauntner stated this is something that needs to be looked into further.

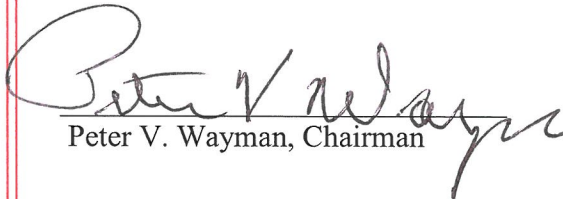
Mr. Wayman stated the next Regular Trustees' Meeting will be held on Tuesday, January 10, 2023, at 7:00 P.M. with the Trustees' Workshop Meeting preceding at 6:30 P.M.

Mr. Wayman requested a motion to adjourn the Meeting if no one has any further business to discuss.

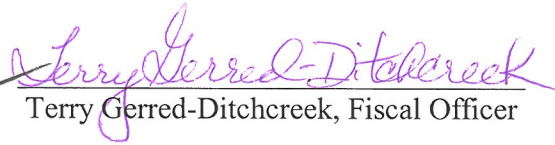
Mr. Anderson presented a motion to adjourn the Meeting, seconded by Mr. Gauntner.

Roll Call: Mr. Anderson: Yes Mr. Gauntner: Yes Mr. Wayman: Yes

Chairman Wayman adjourned the 2023 Organizational Meeting at 12:20 P.M.



Peter V. Wayman, Chairman



Terry Gerred-Ditchcreek, Fiscal Officer

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