

RECORD OF PROCEEDINGS

Minutes of JERSEY TOWNSHIP TRUSTEES Meeting
Held at 7:30 P.M.
January 4, 2017

Meeting called to order by chairman Derek Myers and Pledge of Allegiance was given.

Trustees answering roll call:, Ed Bright, Jim Endsley and Derek Myers.
Fiscal Officer Jesenko and Zoning Inspector Witney were also present.

List of guests attached to minutes.

Trustee Myers asked for nominations for Chairman for 2017?

Jim Endsley nominated Derek Myers.

Hearing no other nominations.

Seconded by Ed Bright.

Vote-Jim Endsley, yes; Ed Bright, yes; Derek Myers, abstained.

Derek Myers asked for nominations for Vice Chairman.

Ed Bright nominated Jim Endsley.

Seconded by Derek Myers.

Vote-Ed Bright, yes; Derek Myers, yes; Jim Endsley, abstained.

Derek Myers made the following resolution and moved its adoption: To post special and emergency meeting notices at the following; Jersey Township Building. Advertise in newspaper if time allows.

Seconded by Jim Endsley.

Vote: Derek Myers, yes; Jim Endsley, yes; Ed Bright, yes.

Derek Myers made the following resolution and moved its adoption: To hold Jersey Township Trustees monthly meetings on the first Monday of each month. If a holiday should fall on the first Monday, meeting will be moved to the following Wednesday. All monthly township trustees meetings will be held at the Jersey Township Building and all regular monthly meetings will be called to order at 7:30 P.M. All monthly meetings will follow this schedule unless advertised otherwise.

Seconded by Jim Endsley.

Vote- Derek Myers, yes; Jim Endsley, yes; Ed Bright, yes.

Derek Myers made the following resolution and moved its adoption: For Jersey Township Trustees and road superintendent to purchase parts for township equipment for \$500.00 or less. If an emergency situation arises, road superintendent will contact one trustee for parts to an increase of \$2,500.00 or less.

Seconded by Ed Bright.

Vote- Derek Myers, yes; Ed Bright, yes; Jim Endsley, yes.

Derek Myers made the following resolution and moved its adoption: That the Fiscal Officer is authorized to purchase necessary office equipment as needed.

Seconded by Jim Endsley.

Vote: Derek Myers, yes; Jim Endsley, yes; Ed Bright, yes.

Jim Endsley made the following resolution and moved its adoption: For Jersey Township Trustee, Derek Myers to represent Jersey Township on the West Licking Joint Fire District Board.

Seconded by Ed Bright.

Vote: Jim Endsley, yes; Ed Bright, yes; Derek Myers, abstained.

Derek Myers made the following resolution and moved its adoption: For Trustee Jim Endsley to represent Jersey Township on the Racoon Water and Sewer District.

Seconded by Ed Bright.

Vote-Derek Myers, yes; Ed Bright, yes; Jim Endsley, abstained.

Derek Myers made the following resolution and moved its adoption: Where at times during the year money needs to be transferred from one account to another within a fund, the Fiscal Officer is permitted to do this as needed.

Seconded by Jim Endsley.

Vote- Derek Myers, yes; Ed Bright, yes; Jim Endsley, yes.

Derek Myers made the following resolution and moved its adoption: Whereas: Jersey Township Trustees only meet once a month, if any of the township employees so desire, they can turn time sheet into the Fiscal Officer to be paid every 14 days. Roadmen are paid every 14 days.

Seconded by Jim Endsley.

Vote: Derek Myers, yes; Jim Endsley, yes; Ed Bright, yes.

Derek Myers made the following resolution and moved its adoption: If any invoice needs to be paid, such as a utility bill that is due before a monthly trustee meeting, the Fiscal Officer has the authority to pay the invoice with at least two trustees signature on the warrant.

Seconded by: Ed Bright.

Vote: Derek Myers, yes; Ed Bright, yes; Jim Endsley, yes.

Trustees discussed terms ending December 31, 2016;

Derek Myers made a motion to keep James Julian Jr. on Zoning Commission Board and to keep David Hunter on Board of Zoning Appeals.

Seconded by Ed Bright.

Vote- Jim Endsley, yes; Derek Myers, yes; Ed Bright, yes.

Derek Myers made the following resolution and moved its adoption: That a deposit of \$500.00 for permit for temporary housing be deposited with Jersey Township, which will be refunded at time person moves into home and trailer is removed in accordance with The Jersey Township Zoning Resolutions.

Seconded by Ed Bright.

Vote-Derek Myers, yes; Ed Bright, yes; Jim Endsley, yes.

Derek Myers made the following resolution and moved its adoption: To charge .25 per page for minutes and \$10.00 per audio tape to any person requesting copies of township minutes. No copies will be mailed. They are to be picked up at Fiscal Officers or secretary's home or at the Township Hall, and at Fiscal Officer or secretary's convenience. No written request for minutes should be received before meeting and time of at least two weeks should be allowed to receive minutes. Any requests to view township records should be made to Fiscal Officer or secretary and time will be set. Minutes shall be posted on the township website.

Seconded by Ed Bright.

Vote-Derek Myers, yes; Ed Bright, yes; Jim Endsley, yes

Derek Myers made the following resolution and moved its adoption: That the Jersey Township Board of Zoning Appeals and The Jersey Township Zoning Commission Board increase the charge to \$500.00 per hearing. If a court reporter is required, will be at the expense of the applicant. Fees for Commercial Building Permit \$500.00 up to 5000 sq. feet and \$1.00 a square foot over 5000 square feet.

Seconded by Jim Endsley.

Vote: Derek Myers, yes; Jim Endsley, yes; Ed Bright, yes.

Derek Myers made the following motion and moved its adoption:

To pay secretary for Jersey Township Zoning Commission and Jersey Township Board of Zoning Appeals \$75.00 per meeting attended.

Seconded by Ed Bright.

Vote: Derek Myers, yes; Jim Endsley, yes; Ed Bright, yes.

Derek Myers made the following resolution and moved its adoption: To pay expenses of Trustees and Fiscal Officer to attend Winter Convention in Columbus, Ohio and for the two Jersey Township roadmen to attend the machine show at this convention. Also for one Trustee or Fiscal Officer to attend the Convention in Washington, DC. Derek amended to include Zoning Inspector to attend also. Payment will be made from the General Fund after expenses have been turned into Fiscal Officer.

Seconded by Ed Bright.

Vote: Derek Myers, yes; Ed Bright, yes; Jim Endsley, yes.

Derek Myers made the following resolution and moved its adoption: To pay Mileage when outside of Jersey Township on township business at the same rate as Licking County Commissioners.

Seconded by Ed Bright.

Vote: Derek Myers, yes; Jim Endsley, yes; Ed Bright, yes.

Derek Myers made the following resolution and moved its adoption: To authorize the Fiscal Officer of Jersey Township, Licking County, Ohio to request from the Licking County Auditor, advance against all Real Estate Taxes collected for the benefit of Jersey Township in 2017.

Seconded by Jim Endsley.

Vote: Derek Myers, yes; Jim Endsley, yes; Ed Bright, yes.

Derek Myers made the following resolution and moved its adoption: Jersey Township cell phones, which were purchased for township employees, are generally used for township purposes, but at times become necessary to make a personal call. Personal calls should be held to a minimum.

Seconded by Jim Endsley.

Vote: Derek Myers, yes; Ed Bright, yes; Jim Endsley, yes.

Derek Myers made the following resolution and moved its adoption: For the Jersey Township Trustees to use the salary method of payment and not the per diem. Maximum compensation allowed by Ohio Revised Code 505.24.

Seconded by Ed Bright.

Vote: Derek Myers, yes; Ed Bright, yes; Jim Endsley, yes.

Derek Myers made the following resolution and moved its adoption: To approve Fiscal Officers salary, which is set according to the Budget from the Licking County Auditor, along with guidelines from the State Auditor. Maximum compensation allowed by The Ohio Revised Code 507.09.

Seconded by Jim Endsley.

Vote-Derek Myers, yes; Ed Bright, yes; Jim Endsley, yes.

Derek Myers made the following resolution and moved its adoption: To pay part time help \$10.00 per hour and part time help during tar and chip \$15.00 per hour and part time help with a CDL \$15.00 per hour.

Seconded by Jim Endsley.

Vote:Derek Myers, yes; Ed Bright, yes; Jim Endsley, yes.

Derek Myers made the following resolution and moved its adoption: To pay members serving on the Jersey Township Zoning Commission Board and the Jersey Township Board of Zoning Appeals \$35.00 per meeting attended.

Seconded by Ed Bright.

Vote: Derek Myers, yes; Jim Endsley, yes; Ed Bright, yes.

Derek Myers amended the following resolution and moved its adoption:

To now pay the janitor \$125.00 per month salary.

Seconded by Jim Endsley.

Vote: Derek Myers, yes; Ed Bright, yes; Jim Endsley, yes.

Derek Myers made the following resolution and moved its adoption: To give Jeff Fry a 2% pay increase.

Seconded by Jim Endsley.

Vote: Derek Myers, yes; Jim Endsley, yes; Ed Bright, yes.

Derek Myers made the following resolution and moved its adoption: To give Harold Wedertz, Jr. a 2% pay increase.

Seconded by Ed Bright.

Vote: Derek Myers, yes; Ed Bright, yes; Jim Endsley, yes.

Derek Myers made the following resolution and moved its adoption: To give the Jersey Township Zoning Inspector a 2% pay increase.

Seconded by Ed Bright.

Vote: Derek Myers, yes; Ed Bright, yes; Jim Endsley, yes.

Derek Myers made the following resolution and moved its adoption: To pay the Jersey Township Zoning Inspector an additional \$35.00 per month to compensate for Webmaster duties.

Seconded by Ed Bright.

Vote: Derek Myers, yes; Ed Bright, yes, Jim Endsley, yes.

Derek Myers made the following resolution and moved its adoption: For Jersey Township, Licking County, Ohio to operate on carryover funds from 2016 until 2017 Budget is received from the Licking County Auditor and processed.

Seconded by Jim Endsley.

Vote: Derek Myers, yes; Jim Endsley, yes; Ed Bright, yes.

Derek Myers made the following resolution and moved its adoption: To advertise for stone to be used on various roads in Jersey Township, Licking County, Ohio. Stone prices needed for 8's, 57's, 411's, 304's, 1's, and 2's. Stone prices need to be listed for washed stone for 8's and 57's. Also, D-Rap Limestone and Pulverized Top Soil. Bids should be sealed and addressed to: Jersey Township Trustee, % Marko F. Jesenko, Fiscal Officer, 10910 Jug Street, Johnstown, Ohio 43031, with the word "BID" written in the front lower left hand corner of the sealed envelope. Bids will be received until 6:00 P.M. January 30, 2017. Bids will be opened during the February 6, 2017 monthly Jersey Township Trustees meeting. Jersey Township Trustees reserve the right to reject any and/or all bids.

Seconded by Ed Bright.

Vote: Derek Myers, yes; Ed Bright, yes, Jim Endsley, yes

Derek Myers made the following resolution and moved its adoption: Cemetery footers two (2) feet and under \$200.00. Anything over two (2) feet \$375.00.

Cemetery footers to be installed by Jersey Township employees only. Also add that all footers must be done by November 1st. If not, then in the Spring.

Seconded by Jim Endsley.

Vote: Derek Myers, yes; Ed Bright, yes; Jim Endsley, yes.

Derek Myers made the following resolution and moved its adoption: To charge \$100.00 to open and close for a cremation.

Seconded by Jim Endsley.

Vote- Derek Myers, yes; Ed Bright, yes; Jim Endsley, yes.

Derek Myers made a motion and moved its adoption: To put a limit on size of head stones in Jersey Township Cemeteries; maximum 10 feet long and maximum of eighteen inches wide.

Seconded by Jim Endsley.

Vote: Derek Myers, yes; Jim Endsley, yes; Ed Bright, yes.

Derek Myers made the following resolution and moved its adoption: To charge the following for opening and closing of graves in Jersey Township Cemeteries. Weekdays \$475.00 and weekend or holidays to increase to \$600.00. No burials in Jersey Township Cemeteries on Sunday and if a Saturday burial must be in cemetery by noon.

Seconded by Ed Bright.

Vote: Derek Myers, yes; Ed Bright, yes; Jim Endsley, yes.

Derek Myers made the following resolution and moved its adoption: To charge Jersey Township residents \$300.00 per cemetery lot (which is three (3) graves and \$2,200.00 per cemetery lot for non-residents in Jersey Township Cemeteries, with a limit of two (2) lots per household.

Seconded by Ed Bright.

Vote: Derek Myers, yes; Ed Bright, yes; Jim Endsley, yes.

Derek Myers made the following resolution and moved its adoption: To follow current agenda for Public Meetings, which was adopted January 4, 1999 per Licking County Prosecutors Office. Jersey Township Trustees will follow this Agenda through 2017.

Seconded by Ed Bright.

Vote: Derek Myers, yes; Ed Bright, yes; Jim Endsley, yes;

Derek Myers made the following resolution and moved its adoption: That when necessary the Fiscal Officer needs help with the UAN (Uniform Accounting Network, State Auditors computer system), and expenses be paid from the General Fund.

Seconded by Jim Endsley.

Vote: Derek Myers, yes; Jim Endsley, yes; Ed Bright, yes.

Derek Myers amended the following resolution and moved its adoption: To now charge \$25.00 per Jersey Township Zoning Resolution Book.

Seconded by Ed Bright.

Vote: Derek Myers, yes; Jim Endsley, yes; Ed Bright, yes.

Jim Endsley made the following motion and moved its adoption: That the non-resident fee for grave lots be raised to \$2200.00.

Seconded by Derek Myers.

Vote: Derek Myers, yes; Jim Endsley, yes; Ed Bright, yes.

JERSEY TOWNSHIP ZONING COMMISSION BOARD

James Zablocke	2020
James Julian, Jr.	2021
James Durrough	2017
Richard Burns	2018
Karen Kitts	2019

JERSEY TOWNSHIP BOARD OF ZONING APPEALS

Ruth Ann Booher	2020
David Hunter	2021
Brian Hasson	2017
Kathy Pickens	2018
Corey Powell	2019

Terms for both boards will expire December 31, of year listed after board members name.

THE FOLLOWING TERMS WERE DISCUSSED AND AGREE UPON BY TRUSTEES:

Mileage (when outside of Jersey Twp. on township business)		County Rate
Fee for opening and closing of graves	weekdays	475.00
	Holiday and weekend	600.00
Cemetery Monument Footers	2 feet and under	200.00
	Anything over 2 feet	375.00
	Maximum 10 feet long	
	Maximum 18 inches wide	
Burial	Indigent child	200.00
	Indigent adult	500.00
Cemetery Lots	Non Resident (1 lot 3 graves)	2,200.00
	Resident (1 lot 3 graves)	300.00
	Limit 2 lots per household at \$300.00 a lot	
	<u>UNIVERSALIST CEMETERY</u>	
	Full: no lots available.	
Cremation		100.00
Cremation with Vault	Weekdays	200.00
	Holiday or weekend	250.00
Township Building Rental fee (refundable if left clean)		105.00
Janitor (monthly)		100.00
Secretary (Jersey Twp. Zoning Comm. & Appeals Board		
	\$70.00 per meeting attended).	75.00
Jeffrey E. Fry per hour		27.90
Harold Wedertz, Jr. per hour		22.85
Part time per hour		10.00
Part time during tar and chip per hour		15.00
Part time with CDL per hour		

Ernest Witney, IV (Bud -Zoning Inspector) per year	5,630.40
Members of Jersey Township Zoning Commission Board & Jersey Township Appeals Board Members per meeting attended	35.00
Minutes (Jersey Township Trustees Meetings or Zoning Mtg.) page	.25
Audio Tapes (per tape, per meeting)	10.00
Zoning Resolution Book	15.00
Board of Zoning Appeals or Zoning Commission Hearings	500.00
Temporary Housing Permit (while home is being constructed And then removed. (Refundable).	500.00
Commercial Building Permit fee \$500.00 up to 5,000 Sq. ft. and \$1.00 a sq. ft. over 5,000 sq. ft.	

Fees for signs \$1.00 a sq. ft. Derek Myers made motion to approve.
Endsley seconded.
Vote-Derek Myers, yes; Jim Endsley, yes; Ed Bright, yes.

Jim asked where we are on the meeting minutes. Beth said she is getting them caught up. Jim asked if we could start putting them on the website. Beth will email them to Bud after they are approved. Jim asked if we could put special meeting notices on the website too. Yes, Bud will show Beth how to do that.

There being no further business, meeting was adjourned.

_____ TRUSTEE _____ FISCAL OFFICER

_____ TRUSTEE

_____ TRUSTEE