

YORK TOWNSHIP
Organizational Meeting - January 10, 2019
Trustees: Richard Monroe - William Pavlick - Todd Zieja
Fiscal Officer: Margaret (Peggy) Russell

Present:

Trustee Rick Monroe, Chairman
Trustee Bill Pavlick
Trustee Todd Zieja
Fiscal Officer Peggy Russell
Dorothy Crouch – Zoning, Cemetery
Chief Ken Barrett, Fire/EMS

Also Present:

Richard Hill
Dave Hull
Matt Behner

Chairman Pro Temp Rick Monroe called the organizational meeting to order at 5:00 p.m. and led the pledge of allegiance. Trustee Monroe stated the meeting is being recorded for transcription purposes only.

Elect Chairman and Vice Chairman

Moved by Monroe, second by Zieja to elect William Pavlick as Chairman and Todd Zieja as Vice Chairman for 2019. Monroe, yes; Zieja, yes; Pavlick, yes.

Trustee William (Bill) Pavlick continued as chairman.

RESOLUTION #19-01-01 – Set Business Hours

Moved by Monroe, second by Zieja that the business hours would be as follows:

Office: Mon. - Thurs. 8:00 - 4:30; lunch 12:30 - 1:30; office closed to the public on Wednesday

Zoning - until 7:00 p.m.; Fiscal Officer - by appointment

Roll: Monroe, yes; Zieja, yes; Pavlick, yes.

RESOLUTION #19-01-02 – Road Assignments

Moved by Zieja, second by Monroe to approve the following road assignments:

Todd Zieja: Bent Oak (.10), Cemetery (.12 – inactive), Crosswind Court (.03), Heather Glen (.20), Pilgrim Dr. (.09), Pioneer Way (.43), Seven Bridges (.467), Spieth (2.46), Stillwater (.41) and Wolff (4.30) – approx. 8.607 miles

Rick Monroe: Beck (.89), Erhart (1.11), Hastings (.31), Haury (.10), Indoe (.05), Lampson (.11), Lester (.98), Province (.06), Royal Brook (.36), Spellman (.08), Stone (3.65) and Water (.13) – approx. 7.83 miles

Bill Pavlick: Arapaho Way (.283), Atwood Drive (.05), Bachtell (.46), Branch (2.73), Daintree Lane (.389), East (.16), Emerald Run (.38), Gayer (.27), Hunters Trail (.40), Lake Dawn (.16), Livia Lane (.37), Sapphire (.41), Station (1.70) and Steigler (.44) – approx. 8.202 miles

Roll: Zieja, yes; Monroe, yes; Pavlick, yes.

RESOLUTION #19-01-03 – Mileage Reimbursement

Moved by Monroe, second by Zieja to set mileage reimbursement at .45¢ per mile, same as the Medina County Commissioners.

Roll: Monroe, yes; Zieja, yes; Pavlick, yes.

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RESOLUTION #19-01-04 – Set Meeting Dates and Time

Moved by Zieja, second by Monroe to set the meetings for the 4th Thursday at 6:30 p.m. as follows except for November 28 which is moved to November 21, 2019 and December 26 changed to Monday December 30,2019:

January 24 th	February 28 nd	March 28 nd
April 25 th	May 23 th	June 27 th
July 25 th	August 22 rd	September 26 th
October 24 th	November 21 th	December 30 th

Roll: Monroe, yes; Zieja, yes; Pavlick, yes.

RESOLUTION #19-01-05 – Establish Pay Dates

Moved by Monroe, second by Zieja to establish the fourth Thursday of the month as payday for consistency with the employees.

Roll: Monroe, yes; Zieja, yes; Pavlick, yes.

RESOLUTION #19-01-06 – Payment of Utilities Online

Moved by Monroe, second by Zieja to pay any utilities (phone, electric, gas, trash pickup) if possible, online before the due date.

Roll: Monroe, yes; Zieja, yes; Pavlick, yes.

RESOLUTION #19-01-07 – Hold Special Meetings as Necessary

Moved by Zieja, second by Monroe to hold emergency and special meetings as deemed necessary and make the notification as required by law. In accordance with the Ohio Revised Code Section 121.22 adopting the Notice of Special Meetings, Schedule of Public Meetings, rules for the Notification of Meetings to the Public and news Media and Open Meetings Sunshine Law. Special Meetings require 24 hours’ notice, with specific purpose. Emergency Meetings need to be within 24 hours with specific purpose.

Roll: Monroe, yes; Zieja, yes; Pavlick, yes.

RESOLUTION #19-01-08 – Zoning, Cemetery & Town Hall Fee Schedule

Discussion of changes to the fees resulted in the following motion.

Moved by Monroe, second by Zieja to adopt the following fee schedule:

Zoning:

Residential, new home	\$400 + .02 per sq. ft.
Ancillary Residential permit	100 + .02 per sq. ft.
Commercial & Industrial	450 + .02 per sq. ft.
Ponds, Lakes	150
Pools	100 above ground 200 in ground
Signs	100
Home Occupation (Type 2)	100
Home Occupation w/ Conditional Use	400
Each additional request (same application)	50
Lot Splits (per lot)	100

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Variance	400
Site Plan Review w/Change of use	300
Conditional Use	400
Zoning Resolution Amendment	500
Each additional request	100
Late Fee – Zoning Violation (same builder)	
First	500
Second	1000
Third	1,500
Fourth	2,500

Gravesite Purchase:

Resident Taxpayer	\$500 each
Non-resident Taxpayer	750 each
Non-resident	1,500 each

Interments:	<u>Mon.-Fri.</u>	<u>Sat.</u>	<u>Sunday</u>
Ashes	\$350 each	\$500	None/Special arrangement
Baby Coffin (17 & under)	400 each	500	
Adult Coffin	750 each	950	

Cemetery Footers

Two ft.	\$300
Three ft	400
Four ft.	500
Above Four ft.	To be determined by size

Town Hall:

Private party (returnable \$200 security deposit)	\$100 + security deposit
Wedding or anniversary (returnable \$300 security deposit)	200 + security deposit

Roll: Monroe, yes; Zieja, yes; Pavlick, yes.

Fiscal officer Russell will call the insurance company to determine if we can offer bridge insurance to renters. This coverage is designed to cover the deductible cost if damages are incurred. Purchasing this coverage could be in lieu of a deposit.

RESOLUTION #19-01-09 – Approve Blanket Certificates to Remain Open All Year Moved by Monroe, second by Zieja to issue blanket certificates with a limit of \$50,000 and to remain open until December 31st each year instead of expiring every 90 days.
Roll: Monroe, yes; Zieja, yes; Pavlick, yes.

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Fiscal Officer Russell requested the trustees give an official designation of the land we have acquired, including the historical society property, the Old Schoolhouse property, the Lawson property on the curve of SR 18 and Fenn Rd. All of these properties border the existing park, and were acquired with the intention of using them for parks and recreation. Therefore, repairs, maintenance, electric and other purchased services may be paid out of park funds.

RESOLUTION 19-01-10 - Monroe made the motion, and Zieja seconded to officially designate the Historical Society, the Old Schoolhouse, and the Lawson Property as township park areas.

Roll: Monroe, yes; Zieja, yes; Pavlick, yes

Reports:

Town Hall: The Brownie troop of Buckeye Schools wondered if they could have the use of the town hall for free for their monthly meetings. We have done this in the past for 4-H groups. Discussion ensued about having a policy for non-profit use. The trustees are in favor of allowing use for local (York Township) non-profit groups, as long as they are not causing damage or leaving a big mess behind. A \$200 security deposit for the period of use was suggested. If the Hall is damaged or left untidy, repair/cleaning fees will be deducted from deposit. This deposit would be required at the start of the year/season of meetings, and refunded at the conclusion of their year. If the group wanted to return the following year, the same policy would be in effect.

Zoning: Dorothy requested a solution to a situation she has been having with the availability of the Ranger Truck. The ranger was originally purchased in 2009 for use by the zoning inspector to travel house to house, to the prosecutor, post office, etc. Additional usage by other township employees has been approved, but working out a schedule that allows availability for zoning, roads, cemetery, and parks has proved problematic. Going forward, the truck will be reserved on Wednesdays for zoning use and available for other township use other days. Dorothy stated if she does not need the truck on Wednesday, it could be available for township use as long as it is communicated and scheduled through Dorothy.

CORRESPONDANCE - Lighthouse

Fiscal Officer: Lighthouse recommended to canceling unnecessary internet domain names etc.as they are scheduled to renew.

Moved by Zieja, second by Monroe to take Lighthouse advice on cancelling unnecessary services.

Roll: Monroe, yes; Zieja, yes; Pavlick, yes.

Russell went over the temporary appropriations to have transparency in financial decisions for the year.

Trustees: No Report

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Motion to Adjourn

Moved by Zieja, second by Monroe to adjourn the meeting at 7:00 p.m. Roll: Monroe, yes; Zieja, yes; Pavlick, yes.

William Pavlick, Chairman

Margaret Russell, Fiscal Officer

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