

RECORD OF PROCEEDINGS
TRENTON TOWNSHIP TRUSTEES' MEETING
ORGANIZATIONAL AND ROADS AND INVENTORY
THURSDAY, JANUARY 2, 2025, at 10:00 a.m.

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- HELD AT:** Trenton Township Maintenance and Office Building, 15495 Hartford Road, Sunbury, Ohio, 43074
- ROLL CALL:** Chairman Mark Almendinger called meeting to order. Roll call: Richard Fisher – here, Kevin Justice – here, and Mark Almendinger – here.
- MINUTES:** Fiscal Officer read minutes from Regular Meeting of Wednesday, December 4, 2024, and Year-End Meeting of Monday, December 30, 2024.
Motion to approve: Fisher
Second by: Justice
Vote: all – yes, motion carried.
- CHAIRMAN TO TURN MEETING OVER TO FISCAL OFFICER:** Fiscal Officer asked for nominations for Chairman.
Motion for nomination of Justice for Chairman: Fisher
Second by: Almendinger
Vote: all – yes, motion carried.
Fiscal Officer asked for nominations for Vice-Chairman.
Motion for nomination of Fisher for Vice-Chairman: Almendinger
Second by: Justice
Vote: all – yes, motion carried.
Fiscal Officer turned meeting over to new Chairman.
- COMPREHENSIVE PLAN:** Mattei, from Crossroads, attended meeting and reported that she had changed light industrial in the southern portion of Trenton Township to Mixed Use and will leave residential lots on eastern Trenton Township green.

ORGANIZATIONAL MEETING

- RESOLUTION 25-01-01** **FIRE BOARD**
Motion for Fisher to be Fire Board Member: Justice
Second by: Almendinger
Vote: all - yes, motion carried.
Motion for Almendinger to be alternate Fire Board Member to attend
When Fire Board Member unable: Justice
Second by: Fisher
Vote: all - yes, motion carried.
- RESOLUTION 25-01-02** **WAGE SCALE**
Motion for Skilled Labor @ \$19.00
Extra Labor @ \$15.00: Fisher
Second by: Almendinger
Vote: all - yes, motion carried.
- RESOLUTION 25-01-03** **TRAVEL REIMBURSEMENT POLICY**
Motion for mileage expenses at current IRS rate and other expenses incurred in conducting township business with receipts. Convention and Seminar expenses of township officials and employees shall also be paid with receipts: Almendinger
Second by: Justice
Vote: all– yes, motion carried.

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RESOLUTION 25-01-04

CREDIT CARD POLICY

Motion to allow Keith Barney to use credit card with Holmes Lumber and Richwood Bank Visa to purchase township items for no more than \$750, to allow Cynthia Walton to use credit card Richwood Visa to purchase township items for no more than \$750. and to allow Mike Dattilo to use the Richwood Visa to purchase township items for no more than \$750. Receipts must be submitted to Fiscal Officer: Fisher

Second by: Justice

Vote: all – yes, motion carried.

RESOLUTION 25-01-05

TMOB RENTAL

Motion to rent TMOB to Trenton Township Residents who complete rental agreement and deposit \$125 with \$50. being refunded upon TMOB being cleaned may rent TMOB: Fisher

Second by: Almendinger

Vote: all – yes, motion carried.

RESOLUTION 25-01-06

CEMETERY GRAVES

Motion to charge for graves in Trenton Cemetery

\$100 Trenton Township Residents

\$500 In-County Residents

\$1,000 Out-of-County Residents: Fisher

Second by: Justice

Vote: all – yes, motion carried.

RESOLUTION 25-01-07

OPENING AND CLOSING OF GRAVES

Motion to charge the following for opening and closing of graves:

\$500 Weekdays, \$700 Saturdays, No Sundays or Holidays for burials,

\$300 Weekdays, \$500 Saturdays, No Sundays or Holidays for cremations,

\$600 Disinternment for 4 hours, \$150 each additional hour.

\$.60 per square inch, with \$250 minimum for footer/foundation

\$200 for Military Monument

Motion by: Almendinger

Second by: Justice

Vote: all – yes, motion carried.

RESOLUTION 25-01-08

BURIAL RELIEF

Motion to accept Burial Relief at \$1000: Fisher

Second by: Almendinger

Vote: all – yes, motion carried.

RESOLUTION 25-01-09

ROADS, CEMETERY, DELAWARE COUNTY HEALTH BOARD

Motion for

In-Charge of Cemetery Operations – Fisher

In-Charge of Road Operations – Justice

Representative to Delaware County Health Board – Almendinger: Fisher

Second by: Almendinger

Vote: all– yes, motion carried.

RESOLUTION 25-01-10

ZONING INSPECTOR SALARY

Motion for Zoning Inspector Salary \$1600 month plus expenses and \$30 per meeting attended (Trustee's meeting excluded): Justice

Second by: Almendinger

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Vote: all – yes, motion carried.

RESOLUTION 25-01-11

ZONING MEMBERS AND ZONING SECRETARY

Motion for Zoning Board Members to be paid \$75 for meetings attended
Following members of Zoning Commission:

Bill Gorsuch	2025
Larry Walton	2026
Nancy Fay	2027
Kevin Kline	2028
Greg Leaf	2029
Ron VanWinkle	Alternate
Heather Day	Alternate

Following members of Board of Zoning Appeals:

Keith Barney	2025
George Burger	2026
Kurt Ide	2027
Mike Mucci	2028
George Justice	2029
Richard Day	Alternate

Guidelines for alternates to Zoning Boards:

- Alternates are asked to attend all meetings of the Board to which they are appointed
- Alternates are paid for each meeting that they attend
- Alternates are allowed to vote when there is not a quorum (3 board members) present. The alternate with the most seniority may vote when a Board Member Quorum is not present.

Secretary of BZA and BZC is C. Walton.

Secretary of BZA and BZC is to be paid \$100 per meeting.

Secretary to be paid \$19/hr. for extra clerical work.

Meetings for each Board are scheduled for quarterly or when business makes it necessary. Representative for DRPC is Mike Dattilo and alternate is Kevin Kline:

Fisher

Second by: Almendinger

Vote: all - yes, motion carried.

RESOLUTION 25-01-12

ZONING FEES SET

Motion to charge the following for Zoning Fees:

Construction:

Residential	\$250 + \$12/100 sq. ft.
Room Addition	\$150 + \$12/100 sq. ft.
Remodeling	\$150
Garage/Accessory*1	\$150 + \$12/100 sq. ft.
Porch/Deck	\$150
Commercial	\$450 + \$8/100 sq. ft.
Commercial Addition	\$300 + \$8/100 sq. ft.
Light Industrial	\$550 + \$8/100 sq. ft.

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Columbus Day	Presidents' Day
Independence Day	Thanksgiving Day
Veterans' Day	Memorial Day
Labor Day	Christmas Day
Christmas Eve	

One floating holiday to be taken after Thanksgiving or Christmas (Choice of Employee): Almendinger

Second by: Justice

Vote: all – yes, motion carried.

RESOLUTION 25-01-14

VACATION GUIDELINE

After one year of service	5 days
2-5 years of service	10 days
6-19 years of service	15 days
20 or more years of service	20 days

Some vacation may be taken ½ day at a time: Fisher

Second by: Almendinger

Vote: all – yes, motion carried.

RESOLUTION 25-01-15

MAINTENANCE WAGE

Motion to increase Keith Barney, Maintenance Supervisor's, wage to \$30.75 per hour and pay overtime at time and one-half for road emergencies and Saturday funerals with prior Trustee approval and to reimburse him for his cellular telephone of \$40/month: Almendinger

Second by: Fisher

Vote: all – yes, motion carried.

RESOLUTION 25-01-16

SICK DAYS

Motion for employee with:

- less than 20 years will receive ½ day per month with 21 days maximum carryover from year to year (as of 12/31/24 Keith Barney has 240 hours accumulated with none used in 2024)
- more than 20 years will receive ½ day per month with 30 days maximum carryover
- after three days absence a doctor's excuse will be needed to be presented to be paid for sick days
- If an employee has 75% of his sick days accumulated for that specific year, he may qualify for a year-end bonus.
- Upon retirement, an employee will be paid for accumulated sick days up to 21 days for less than 20 years and 30 days for more than 20 years.

Motion by: Fisher

Second by: Almendinger

Vote: all – yes, motion carried.

RESOLUTION 25-01-17

LEGAL COUNSEL

The Delaware County Prosecutor's Office is legal counsel for Trenton Township.

Motion by: Almendinger

Second by: Fisher

Vote: all – yes, motion carried.

RESOLUTION 25-01-18

MEETING DAY

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Regular meetings of Trenton Township Trustees will be the first Wednesday of each month at 7 p.m.: Almendinger

Second by: Fisher

Vote: all – yes, motion carried.

ROAD AND INVENTORY REPORT

RESOLUTION 25-01-19

ROADS AND INVENTORY

Name of Road Condition Work Needed
Trenton, Ross, Boston, Dent, Murphy, Longshore, Stockwell, Patrick, Creek, Perfect, Rattlesnake, Grayland. They all may need trees trimmed and some will need chip and seal.

Inventory report:

<u>Name of Property</u>	<u>Qty</u>	<u>Value</u>
Shop Inventory:		
2016 Western Star Truck 4700SB		
With snow plow	1	126000.
2020 Ford Super Duty F-550	1	47377.
Hughes Bed/snowplow	1	29870.
Generac Generator - Propane	1	20000.
Kubota UTV	1	12000.
2024 EX-Mark Rear Discharge Mower	1	13300
2012 7230 JD Tractor	1	75000.
2012 Tiger Mower	1	30000.
Yanmar Vio 35 mini excavator	1	50000.
Power Washer	1	3000.
Small tools/grease gun	1	650.
Grease and Oil		125.
Gasoline/Diesel		600.
JD JA60 Pushmower	1	75.
Shop Vacuum	1	100.
Air Compressor	1	150.
Wheelbarrow	1	30.
Welder Kit	1	100.
2 Wheel Trailer	1	100.
Telephones	2	100.
Extension Ladder	1	150.
Portable Gas Pump	1	250.
Gas Tank	1	250.
Diesel Tank	1	600.
Stihl Chain Saw MS261	1	250.
Stihl Chainsaw 026 (old)	1	50.
Microwave	2	100.
Containment Tank	1	1500.
Ladder 5'	1	50.
Honda Weedeater GCALT 1992667	1	325.
Two-Drawer Letter File	1	40.
Two-Drawer Firesafe File	1	500.
Gray Office Chairs	5	20.
Battery Charger	1	220.

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Truck Sprayer	1	500.
Stihl FS94R Trimmer 507070268	2	299.
John Deere 113 Hedge Trimmer	1	50.
Dell Lap Top – Cemetery	1	200.
Discover Metal Detector	1	80.
Ladder 24' Fiberglass	1	220.
Stihl leafblower	1	130.
Fire Extinguishers	4	125.
Topcon Laser w/Tripod	1	
Portable Solo Sprayers	3	330.
40 gal cemetery sprayer	1	250.
Werner Step Ladder	1	140.
Powerwasher	1	8000.

Office Inventory:

2 Amish Built Desks and 2 Amish Built Swivel Chairs		6000.
Sharp Calculator	1	20.
Printer Stand	1	100.
Christmas Tree-Decorations	1	25.
4-Drawer Letter File	2	100.
4-Drawer Fire safe Letter File	1	1200.
4-Drawer Fire safe Legal File	2	2400.
Swintec Elec. Typewriter	1	25.
Wall Clock	1	20.
Bound Carpet	2	1000.
Typing Table and Swivel Chair	2	25.
Small Sweeper	1	85.
Antique Wooden Tables	2	1000.
Telephones	6	300.
Antique (Delaware Factory) Wooden Chairs	6	5000.
Brother Fax	1	300.
V270 Monitor	1	300.
Zoning Brother Fax, Copier, etc.	1	400.
Desks (Zoning/Clerk)	2	1000.
5 Tables/34 Chairs		500.
Measure Master for Zoning	1	90.
Sandusky Storage Cabinet	3	450.
Storage Shelves	1	75.
Folding Wooden Chairs	39	200.
Golden Leather Chairs	3	120.
Misc. Office Supplies		500.
Paper Shredder	1	100.
Storage Cabinets	2	400.
Covered Bulletin Boards	3	800.
HP1200 Printer	1	300.
Padded Chairs	72	620.
White Tables	13	910.
Keurig Coffee Pot	1	100.
Amish Oak Table	1	4000.
Six Oak Swivel Chairs/Leather	6	3600.
Bulletin Boards	3	1200.

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Scanner	1	400.
Brother Copier 87100	1	200.
Dell printer 2375	1	200.
Casio Calculator	1	40.
Dell Latitude 3570 Laptop (UAN)	1	300.
Hoover Sweeper	1	80.
Microwave	1	80.
HP LaserJet Pro M404dw (UAN)	1	500.
Dell 2335 Printer	1	100.
Bissell Carpet Cleaner	1	180.

Motion to accept the Roads and Inventory Report: Fisher
Second by: Justice
Vote: all – yes, motion carried.

RESOLUTION 24-01-20 Motion to award Keith Barney \$800. for maintaining a balance of more than 75% of his sick days at the end of 2024: Fisher
Second: Almendinger
Vote: all – yes, motion carried.

**WARRANTS AND
BILLS:**

Clerk presented warrants and bills and certified there were sufficient funds to pay bills.
Motion to pay bills: Fisher
Second: Almendinger
Vote: all – yes, motion carried.

**RECORDS
COMMISSION:**

Chairman and Clerk met. Clerk informed Chairman that she will has begun filing 2024, and she is in the process of organizing files for 2025.

**NEW
BUSINESS:**

No Trash Days in 2025

**ZONING
INSPECTOR
REPORT:**

Dattilo reported that he attended the Trustees, DRPC and BZC Meetings in December. There is a rezone scheduled for 16871 Meredith State Road and the lawsuit on Meredith State Road has been settled.
Motion to accept Zoning Inspector Report: Fisher
Second: Almendinger
Vote: all – yes, motion carried.

ROADS:

Justice will meet with Delaware County about storing their salt on our property. Dexter said we are next in line for salt spreader if we can get a day that weather permits.

CEMETERY:

Barney reported on funeral for Tom Dingus.

ADJOURN:

Being no further business, a motion to adjourn: Almendinger
Second: Fisher
Vote: all – yes, motion carried.