

**Geneva Township  
Organizational Meeting  
January 3, 2022**

The 2022 organizational meeting of Geneva Township was held on January 3, 2022. Trustee Russell called the meeting to order at 9:00 am. Present were Mr. Russell, Mr. Brown, Fiscal Officer Mrs. Caya, Road Employees Raymond Dresnek and Brian Henry. Citizen Mr. Peet was present. Mr. Mills was absent. It was moved by Mr. Russell, seconded by Mr. Brown, approved that Mr. Mills be Chairman for the year 2022 and Mr. Brown be Vice Chairman for the year 2022.

Upon a motion by Mr. Russell and a second by Mr. Brown approving that the regular meetings will be held on the second Wednesday of each Month at 9:00 AM, to be held at the Township meeting hall at 256 North Cedar Street, Geneva, Ohio.

Mr. Russell made the motion and a second by Mr. Brown, designated The Andover Bank as the primary depository with alternate depository being Star Ohio in accordance with depository laws. The motion was unanimously approved. Upon a motion by Mr. Russell, seconded by Mr. Brown that the annual salary for Trustees and Fiscal Officer as specified by Resolution 2001-08 will be paid in twelve equal payments, the motion was unanimously approved.

A Motion by Mr. Russell and a second by Mr. Brown and approved via roll call, approved the Road workers keep their current title and approve \$1.00 per hour raise for 2022. Tod Young as Road Superintendent from January 1, 2022 through December 31, 2022 at a rate of \$25.40 per hour. Mr. Brian Henry as assistant Road Superintendent from January 1, 2022 through December 31, 2022 at a rate of \$24.40 per hour. Mr. Ramon Dresnek as Road Worker from January 1, 2022 through December 31, 2022 at a rate of \$22.65 per hour.

All raises will be effective January 1, 2022. The scheduled workday shall consist of eight (8) hours per day, with one-half hour for lunch, Monday thru Friday. All time worked in excess of the scheduled work day shall be paid at one and one-half times the straight time rate only after eight (8) hours in a day or forty (40) hours in a week of completed work, except time worked on a paid Holiday, the rate shall be one and one-half times the straight time rate plus eight (8) hours paid for the Holiday. No worker shall work over sixteen (16) consecutive hours. The work schedule will be determined by the Road Superintendent.

It was moved by Mr. Russell, seconded by Mr. Brown, approved that the paid Holidays shall be as follows: New Year's Day, Martin Luther King Day, Presidents Day, Memorial Day, Fourth of July, Labor Day, Columbus Day, Veterans Day, Thanksgiving, the day after Thanksgiving, and Christmas. Paid Vacation time shall be applicable to all full-time employees as follows: after one full year forty hours, after two full years eighty hours, after seven full years one hundred twenty hours, after twelve full

years one hundred sixty hours. The employee with the approval of the Trustees may sell back up to forty (40) hours of vacation per year. The Trustees will discuss the Juneteenth holiday at a later date. Mr. Russell notes that all details of vacation and holidays from previous year will remain the same as follows:

Note 1: When a Holiday falls on Saturday, it will be celebrated on the preceding Friday. When the Holiday falls on Sunday, it will be celebrated on Monday.

Note 2: No more than two (2) consecutive weeks of Vacation may be taken without prior approval of the Board of Trustee's. Only one employee can be on Vacation at a time.

Note 3: Vacation time will be used in the year earned, unless otherwise approved by the Board of Trustee's.

Mr. Russell moved, seconded by Mr. Brown and approved that Ron Cerjan shall be employed as Zoning Inspector for the year 2022 and should be paid a Monthly Salary of \$900.00 per month. Zoning inspector shall receive no fringe benefits, but shall receive Mileage per IRS Publication for the use of his Vehicle, when used for Township business and \$60.00 for each court appearance in pursuit of his duties, as Zoning Inspector and he should file a monthly expense report with the Township Fiscal Officer for payment. It was moved by Mr. Russell, seconded by Mr. Brown that the expense reimbursement for the Zoning Board and the Zoning Board of Appeals will remain the same for 2022 and be set at Twenty-Five (\$25.00) per meeting with the exception of the Secretary of each Board who will receive Thirty-Five (\$35.00) per meeting. Zoning fees will be charged per the Zoning Manual. Mr. Russell made a motion, seconded by Mr. Brown that the Zoning Inspector salary will be revisited at the first Trustee meeting of year when all Trustees are present.

A Motion by Mr. Russell and a second by Mr. Brown and approved that sick leave details shall remain the same for 2022 as sick leave shall be earned and used by full time employees as stated in RC-124.38 and RC-124.39. The employee shall be entitled to sick leave of 4.6 hours for each eighty (80) hours of service. Unused sick leave shall be cumulative without limit. When sick leave is used, it shall be deducted on the basis of one hour for each hour absent from previously scheduled work. In case of Death or Retirement, the employee with unused sick leave will be entitled to a cash payment in accordance with section 124.39B of the ORC. The cash payment will not exceed 25% of unused sick leave not to exceed 30 days (240 hours). In the event an employee has attained 35 years of service, he/she will be entitled to 50% (480 hours) of accrued sick time upon retirement.

Mr. Russell moved and a second by Mr. Brown approved that all full-time employees called for Jury Duty shall receive their regular pay with a return of Jury Duty monies returned to the Township.

Mr. Russell moved and Mr. Brown seconded that Trustees and Fiscal Officer attending conferences of the Township Association, Local Government Services or other Associations will be allowed up to \$225.00 a day for lodging, plus parking fees, registration fees, dues, mileage per the IRS Publication and \$75.00 per day misc. expenses.

Mr. Russell made the motion, Mr. Brown the second to adopt Resolution 2015-07, a resolution covering Health coverage. Roll Call resulted in two yes votes. The Township will pay up to \$1000 per month for single coverage and \$1500 per month for Family coverage. Excess of those amounts would

be shared 50-50 by the employee and the Township. Self-insured will be reimbursed at a rate of 25% of premium Health costs up to \$575.00 per month.

Mr. Russell moved and Mr. Brown seconded the appointment of representatives as follows:

Chamber of Commerce liaison – Robert Russell  
Fire Prevention – David Shook  
NAD Board – Bob Russell (Tammy Caya – alternate)  
Cemetery Board – Tim Mills (Robert Russell – alternate)  
Erosion Control – Tim Mills, Dennis Brown  
Utility Control – Bob Russell, Denny Brown  
Record Commission – Tim Mills, Tammy Caya

Mr. Russell made the motion seconded by Mr. Brown and approved that the Township would absorb the cost of Road employee physicals and the time necessary to take said physicals.

Mr. Russell made the motion, Mr. Brown the second and approved the establishment of a rental fee for the Township Hall as follows: Fifty Dollars (\$50.00) per day, per use, a minimum of fifty (\$50.00) deposit at the discretion of the Fiscal Officer for cleanup, which will be returned upon satisfactory presence of the hall. Use of the Hall and applicable charges must be approved by the Fiscal Officer, nonprofit groups may be granted use without applicable fees.

There was a question on the radio club and if they pay for using the hall? Mr. Russell said they are through the EMA so they are not charged. Mr. Russell commented they have not used it in couple years.

#### New Business:

Resolution 2022-01 to place a replacement Fire Levy on the ballot. Mr. Russell made the motion seconded by Mr. Brown and approved to place the Levy on the ballot. This is the second step for the process.

Mr. Peet was present and stated he owned the property next door. He asked for an update on the cell tower issue. He stated it has been 2 ½ years and he has not heard any response. He stated the cell tower has been there for 15 years and they own 72% of the property and the Township only owns 28% of the property. The township is getting \$1500 a month from the cell tower and he would like a copy of the contract. Mr. Peet read parts of the March 10, 2021 meeting minutes. He asked Mr. Russell what he has found out from the County? Mr. Russell commented that he believes Mr. Mills has talked to Mr. Peet in regards to this issue and you informed him you were changing attorneys. Mr. Peet stated he hasn't change attorneys. Mr. Peet asked the Township why they let the tower crews access it through the Township property. Mr. Peet expressed some concerns about the County Prosecutor and why she is working against him.

Mr. Russell commented that he believes Mr. Mills has tried to talk to Mr. Peet to resolve this issue with no success but he is willing to commit to meet with Mr. Peet once COVID calms down and both are comfortable meeting in person. Mr. Russell commented he would like to meet within 45 days of possible.

Mr. Peet asked why it takes two months sometimes to get the minutes on the website. Mr. Russell explained that the minutes are not put on the website until they are approved plus the Township has a new Fiscal Officer and there is a learning curve.

There being no further business, meeting adjourned at 8:49pm, motioned by Mr. Russell and second by Mr. Brown. Both trustees voted yes.

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Fiscal Officer, Tammy Caya