

**Wayne Township Board of Trustees
First Organization Meeting Template
January 3, 2025**

Call to Order: Teresa Hinnners 10:25a

Roll Call: Harold Grosnickle, Teresa Hinnners, Jason Ritter, Sandra Borchers

Department Heads: David Moulden, Al Carrier,

Guests: Virgil Cromer

Prayer & Pledge: Waived

202501-03-01: Harold Grosnickle moved to pay all bills.

2nd by Jason Ritter

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-02: Harold Grosnickle moved to approve Then & Now Certificates as needed.

2nd by Teresa Hinnners

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-03: Teresa Hinnners moved to nominate Jason Ritter as the Chairman for the year 2025.

2nd by Harold Grosnickle

Vote: TH, JR, HG

All Aye

Motion Carried

Teresa Hinnners turned the floor over to Jason Ritter.

202501-03-04: Jason Ritter moved to nominate Teresa Hinnners as Vice Chairman for the year 2025.

2nd by Harold Grosnickle

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-05: Jason Ritter moved to nominate Teresa Hinnners as liaison to the Fire Department for the year 2025.

2nd by Harold Grosnickle

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-06: Harold Grosnickle moved to nominate Jason Ritter as liaison to the Road Department for the year 2025.

2nd by Teresa Hinnners

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-07: Jason Ritter moved to nominate Teresa Hinnners as liaison to the Cemetery Department for the year 2025.

2nd by Harold Grosnickle

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-08: Teresa Hinnners moved to nominate Harold Grosnickle as liaison to the Zoning Department for the year 2025.

2nd by Jason Ritter

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-09: Harold Grosnickle moved to nominate Teresa Hinnners as the Wayne Township Representative to the Woodville Cemetery Board for the year 2025.

2nd by Jason Ritter

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-10: Jason Ritter moved to schedule all Regular Trustee Meetings each month on the 1st Wednesday of the month at 7:00 p.m

2nd by Teresa Hinnners

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-11: Jason Ritter moved to have all Township Meeting Minutes posted on the Township website as soon as possible, no later than 45 days after the meeting.

2nd by Teresa Hinnners

Vote: TH – No, JR - Aye, HG - Aye

Motion Carried

202501-03-12: Harold Grosnickle moved to reimburse internet expense at 100% for the Fiscal Officer.

2nd by Jason Ritter

Vote: TH Nay

HG JR Aye

Motion Carried

202501-03-13: Harold Grosnickle moved to go into Executive Session at 10:38 a.m. under ORC 121.22g (1) to consider the appointment, employment, discipline, promotion or compensation of public employee or official, including compensation for 2025.

2nd by Teresa Hinners

Vote: TH, JR, HG

All Aye

Motion Carried

Returned from executive session at 11:50am

Overlay – Discuss staff performance, hourly rates and compensation of all Township personnel and open positions.

202501-03-14: Harold Grosnickle moved to apply wage administration according to the list as reviewed by the Board and Administrator.

2nd by Jason Ritter

Vote: TH, JR, HG

All Aye

Motion Carried

Name	Hours	2024 Pay Rate	2025 Pay Rate	Annual Pay	OP&F 14%	Status
David Moulden	2080	\$36.06	\$36.06	\$74,998.56	\$10,499.80	FT
Richard Fletcher	2496	\$24.68	\$28.68	\$71,585.28	\$10,021.94	FT
Chris Williams	2496	\$20.25	\$21.50	\$53,664.00	\$7,512.96	FT
Tyler Trip	2496	\$15.00	\$15.50	\$38,688.00	\$5,416.32	SAFER
Brook Ross-Hart	2496	\$16.50	\$17.00	\$42,432.00	\$5,940.48	SAFER
Dorian Powell	2496	\$21.00	\$21.50	\$53,664.00	\$7,512.96	SAFER
Quinn Moore		\$15.75	\$17.00		N/A	PT-Medic
Mackenzie Mercer		\$15.00	\$15.50		N/A	PT-EMT
Stacy Mauceri		\$15.00	\$15.50		N/A	PT-EMT
Romeo Mast		\$16.25	\$16.75		N/A	PT-EMT
Bryan Long	2496	\$17.00	\$17.00	\$42,432.00	\$5,940.48	SAFER
David Jackson		\$17.00	\$17.50		N/A	PT-MEDIC
Mysti Hixson		\$17.00	\$17.50		N/A	PT-Medic
Harley Healy	2496	\$17.00	\$17.50	\$43,680.00	\$6,115.20	SAFER
Lakota Hart	2496	\$16.50	\$17.00	\$42,432.00	\$5,940.48	SAFER
Brandon Bryant		\$17.00	\$17.50		N/A	PT-Medic
Michele Race	1404	\$14.00	\$14.50	\$20,358.00	N/A	

Township
Pay Rates for 2025

Name	Hours	2024 Pay Rate	2025 Pay Rate	Annual Pay	OPERS 14%
Warren Walker	1300	\$20.00	\$20.00	\$26,000.00	\$3,640.00
Jason Browning	2080	\$30.00	\$32.00	\$66,560.00	\$9,318.40
John Stewart	2080	\$20.00	\$20.60	\$42,848.00	\$5,998.72
David Moulden	1000	\$30.00	\$30.00	\$30,000.00	\$4,200.00
Allen Carrier	1456	\$18.00	\$18.50	\$26,936.00	\$3,771.04
Trustees	N/A	Same	Same	\$42,000.00	\$5,880.00
Fiscal Officer	N/A	Same	Same	\$24,100.00	\$3,374.00
Township OPERS					\$20,865.04
Maintenance OPERS					\$15,317.12
62059 / 2010	70000				
9800/2010	1200				
				\$35,160.00	5643

**Represents a 3% Pay Raise for Jason Browning, John Stewart and Allen Carrier.

202501-03-15: Harold Grosnickle moved to pay for 100% of the cost of cell phones for Jason Browning, Fiscal Officer, and Al Carrier.

2nd by Jason Ritter

Vote: TH, JR, HG

All Aye

Motion Carried

Board discussion regarding reasonable hours to accept business calls. Calls received after 8pm will be addressed the following business day.

202501-03-16: Harold Grosnickle moved to cover OTA Conference expenses in addition to registration and one night stay, to \$100.00 per day for meals and mileage at the 2025 IRS rate (\$0.70 cents/mile).

2nd by Jason Ritter

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-17: Jason Ritter moved to have all mileage reimbursement for Board Officials outside the Township limits for Township business at the rate that conforms to IRS current mileage rates (\$0.70 cents/mile).

2nd by Harold Grosnickle

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-18: Teresa Hinnners moved to have Trustees paid on a 14 day pay period, with all funds coming from the General Fund and the ARPA 2093 Fund.

2nd by Jason Ritter

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-19: Harold Grosnickle moved that Township pay periods for all hourly employees will be on a 14 day pay period.

2nd by Teresa Hinnners

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-20: Harold Grosnickle moved that completed timecards and sheets have totals turned in by Monday at 10:00 a.m. at the Fiscal Officer's Office following the 14 day pay period. Slide manila envelope under Clerk's office door if clerk is not there.

2nd by Jason Ritter

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-21: Jason Ritter moved that all hourly and salary checks must include hourly breakdown and will be distributed by 12 Noon, Thursday following end of pay period.

2nd by Teresa Hinnners

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-22: Teresa Hinnners moved to pay all Maintenance Department employees out of Road and Bridges, Cemetery and General Funds on a pro rate basis.

2nd by Jason Ritter

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-23: Teresa Hinnners moved to pay Fire employees to be paid out of Fire and EMS Funds and the ARPA 2093 Fund.

2nd by Harold Grosnickle

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-24: Teresa Hinnners moved that in the year 2025 that a portion of our Fiscal Officer's wages be paid 70% out of General (1000), 10% out of Fire (2111), 5% out of Roads (2031), 5% out of Gas (2021), and 10% out of Cemetery (2041), and ARPA 2093 Fund as needed.

2nd by Jason Ritter

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-25: Teresa Hinnners moved to have all Township employees paid via direct deposit with the exception of Trustee Harold Grosnickle.

2nd by Jason Ritter

Vote: TH, JR, HG

All Aye

Motion Carried

New Business

UAN training and login requirements for township support staff discussed.

Consideration for contracted zoning administration resource discussed.

202501-03-26: Jason Ritter moved that all overtime for Road, Cemetery and Zoning Departments needs to be approved by the Township Administrator.

2nd by Harold Grosnickle

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-27: Jason Ritter moved to authorize and hire on an emergency basis contract labor: Cemetery at \$20.00/hour, Roads at \$20.00/hour when full time employees are not available, or assistance is needed.

2nd by Harold Grosnickle

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-28: Jason Ritter moved that as of today, if any supplemental appropriation moves have been missed that we accept and adopt the entire 2024 printout of the entire year's changes for supplemental appropriations.

2nd by Teresa Hinnners

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-29: Teresa Hinnners moved to allow the Fire and Rescue Chief to incur expenses for repairs and supplies (per purchase) as necessary without Board approval up to \$2,000.00.

2nd by Harold Grosnickle

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-30: Teresa Hinnners moved that all monies under \$1,000.00 received by the Township Clerk or any other Trustee or Department Heads be deposited within 48 hours upon receipt per business days. Over \$1,000.00 shall be deposited within 24 hours per business days by the Fiscal Officer.

2nd by Jason Ritter

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-31: Harold Grosnickle moved to allot 56 hours per pay period for the Zoning Administrator.

2nd by Jason Ritter

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-32: Jason Ritter moved to establish a Budget Committee comprised of 3 Trustees, 1 Fiscal Officer and at least 2 other residents of the Township to be reviewed on a quarterly basis.

2nd by Harold Grosnickle

Vote: TH, JR, HG

All Aye

Motion Carried

Discussion: Board assigned Warren Walker and Virgil Cromer to the Budget Committee. Township Administrator will attend committee meetings.

202501-03-33: Harold Grosnickle moved to have Wayne Township pay 90% of all current Health Insurance Premiums for the full-time employees until time of renewal for 2025.

2nd by Jason Ritter

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-34: Harold Grosnickle motioned for the Township to pay up to 90% of the TriCare Health Insurance premium for employee John Stewart until renewal in 2025.

2nd by Jason Ritter

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-35: Jason Ritter moves to accept the annual performance reviews for all township employees as submitted by the Township Administrator.

2nd by Teresa Hinnners

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-36: Jason Ritter moves to accept the annual Fire & EMS inventory report as submitted by the Township Administrator.

2nd by Teresa Hinnners

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-37: Jason Ritter moves to accept the 13 fire inspection reports as submitted by the Township Administrator.

2nd by Teresa Hinnners

Vote: TH, JR, HG

All Aye

Motion Carried

Township Administrator Report:

- FEMA Hazard Mitigation grant application submitted
- Dump site grant applications are due by February 28, 2025
- Six replacement personal computers are needed
- KBA Architects are preparing bid package release for January 2025.
- Jackson Township invoiced for 2025 EMS retainer. Contract expires at the end of 2025.
- Hudson Oil delivered 200 gallons of gasoline. Discussions continue with World Connect regarding fuel supply.

202501-03-38: Jason Ritter moves to authorize the purchase of six (6) personal computers to replace 2014 models used by Wayne Township Fire & EMS. The cost not to exceed \$6,678.00.

2nd by Teresa Hinners

Vote: TH, JR, HG

All Aye

Motion Carried

202501-03-39 Harold Grosnickle motions to change the employee status of Michele Race from Paid-On-Call to Part-Time and Paid-On-Call at a pay rate of \$14.50 per hour.

2nd by Teresa Hinners

Vote: TH, JR, HG

All Aye

Motion Carried

Zoning Department Update:

The Land Use Plan will be completed by the end of the year. Contracted resources will be utilized. Trustee Grosnickle will attend future BZA hearings.

Zoning Commission meetings will meet on the second Wednesday of each month.

BZA appointments discussed

Discussion of the importance of township zoning enforcement

202501-03-40: Harold Grosnickle moved to adjourn at 1:10pm.

2nd by Teresa Hinners

Vote: TH, JR, HG

All Aye

Motion Carried

Jason Ritter, Chairman

Harold Grosnickle, Trustee

Teresa Hinners, Trustee

Sandra Borchers, Fiscal Officer