

Organizational Meeting Record of Proceedings

January 4th, 2021- 6:30 o'clock P.M.

Meeting was called to order by Fiscal Officer Marko F. Jesenko and the Pledge of Allegiance was given.

Trustees Fry, Bright, and Wetzel, Fiscal Officer Jesenko and Zoning Inspector Witney were all present.

Fiscal Officer Jesenko asked for nominations for Chairman for 2021. Tr. Bright nominated Tr. Wetzel for Chairman. Seconded by Tr. Fry. Vote: Bright- yes, Fry- yes, Wetzel- abstain.

Tr. Wetzel nominated Trustee Fry for Vice Chairman. Seconded by Tr. Bright. Vote: Fry- abstain, Bright- yes, Wetzel- yes.

- 1) Tr. Wetzel made the following resolution and moved its adoption: to post special and emergency meeting notices at the township hall, on the township website, and in the newspaper as time allows. Seconded by Tr. Bright. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 2) Tr. Wetzel made the following resolution and moved its adoption: to hold Jersey Township Trustee monthly meetings on the first Monday of each month. If a holiday should fall on the first Monday, the meeting will be moved to the first Wednesday of the month. All monthly township trustee 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 Tr. Fry. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 3) Tr. Wetzel made the following resolution and moved its adoption: that trustees and road crew may purchase parts for equipment costing \$2500.00 or less. If an emergency arises, road crew member must contact one trustee for purchases up to \$7500.00. Seconded by Tr. Fry. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 4) Tr. Wetzel made the following resolution and moved its adoption: that the fiscal officer is authorized to purchase necessary office equipment and supplies as needed. Seconded by Tr. Fry. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 5) Tr. Wetzel made the following resolution and moved its adoption: that Tr. Wetzel represent Jersey Township on the West Licking Joint Fire District Board. Seconded by Tr. Fry. Vote: Tr. Fry- yes, Tr. Bright- yes, Tr. Wetzel- abstained.

- 6) Tr. Wetzel made the following resolution and moved its adoption: that Tr. Bright represent Jersey Township on the Southwest Licking Water and Sewer District. Seconded by Trustee Fry. Vote: Tr. Bright- abstain, Tr. Fry-yes, Tr. Wetzel- yes.
- 7) Tr. Wetzel made the following resolution and moved its adoption: that Tr. Bright represent Jersey Township on the Raccoon Valley Water and Sewer District. Seconded by Trustee Fry. Vote: Tr. Bright- abstain, Tr. Fry- yes, Tr. Wetzel- yes.
- 8) Tr. Wetzel made the following resolution and moved its adoption: that the fiscal officer is authorized to move money between accounts within a fund as needed. Seconded by Tr. Bright. Vote: Tr. Fry- yes, Tr. Bright- yes, Tr. Wetzel- yes.
- 9) Tr. Wetzel made the following resolution and moved its adoption: that the fiscal officer is authorized to use blanket certificates in addition to purchase orders when encumbering funds. Seconded by Trustee Fry. Vote: Tr. Fry- yes, Tr. Bright- yes, Tr. Wetzel- yes.
- 10) Tr. Wetzel made the following resolution and moved its adoption: that as roadmen are paid every fourteen days, other township employees may turn in their time sheets to be paid every fourteen days as well, rather than once a month. Seconded by Tr. Fry. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 11) Tr. Wetzel made the following resolution and move its adoption: that if an invoice needs to be paid between monthly meetings, the fiscal officer has the authority to pay the invoice with at least two trustee signatures on the warrant. Seconded by Tr. Bright. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 12) Zoning/ Zoning Appeal Board vacancies- Tr. Wetzel made the following resolution and moved its adoption: that Danny Howser be reappointed to new term on the Board of Zoning and that Ruth Ann Booher be reappointed to a new term on the Board of Zoning Appeals. Seconded by Tr. Fry. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 13) Tr. Wetzel made the following motion and moved its adoption: that the temporary housing permit deposit of \$500.00 be remanded to Jersey Township, which will be refunded when residence is established in the new home and the trailer is removed. Seconded by Tr. Bright. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 14) Tr. Wetzel made the following motion and moved its adoption: to charge 25 cents per page for minutes/records and ten dollars per compact disc to any person requesting copies of township minutes. No copies will be mailed. They are to be picked up at the township hall at the fiscal officer's convenience. No written request for minutes should be submitted before a meeting takes place and a time span of at least two weeks should be allowed to receive minutes. Approved minutes shall be posted on the township website. Seconded by Tr. Bright. Vote: Bright- yes, Fry- yes, Wetzel- yes.
- 15) Tr. Wetzel made the following motion and moved its adoption: that the Jersey Township Boards of Zoning and of Zoning Appeals maintain the charge of \$500.00 per hearing. If a court reporter is required, it will be at the expense of the applicant. Fees for a commercial building permit of \$500.00 up to 1000 square feet and 30 cents per square

foot over 1000 square feet or any part thereof. Seconded by Tr. Bright. Vote: Fry- yes, Bright- yes, Wetzel- yes.

- 16) Tr. Wetzel made the following motion and moved its adoption: to pay the Jersey Township Zoning Secretary \$110.00 per meeting attended. Seconded by Tr. Fry. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 17) Tr. Wetzel made the following resolution and moved its adoption: that Jersey Township reimburse expenses of trustees, fiscal officer, zoning inspector and road crew members attending the Ohio Township Association Convention. Additionally, that Jersey Township reimburse expenses for a single trustee or the fiscal officer attending the National Township Convention in Washington, D.C. Seconded by Tr. Bright. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 18) Tr. Wetzel made the following resolution and moved its adoption: to pay mileage when outside of Jersey Township on township business at the rate set by the Internal Revenue Service. Seconded by Tr. Bright. Vote: Fry- yes, Bright- yes, Wetzel- yes
- 19) Tr. Wetzel made the following motion and moved its adoption: to authorize the Jersey Township Fiscal Officer to request from the Licking County Auditor advance against any real estate taxes collected for the benefit of Jersey Township. Seconded by Tr. Fry. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 20) Tr. Wetzel made the following motion and moved its adoption: township cell phones shall be used for township purposes. Use of cell phones for non-township communication shall be kept to a minimum. Seconded by Tr. Fry. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 21) Tr. Wetzel made the following motion and moved its adoption: township trustees shall use the salary method of payment, not per diem, to the maximum compensation allowed; Ohio Revised Code 505.24. Seconded by Tr. Bright. Vote: Bright- yes, Fry - yes, Wetzel- yes.
- 22) Tr. Wetzel made the following motion and moved its adoption: to approve the fiscal officer's salary according to maximum compensation allowed; Ohio Revised Code 507.09. Seconded by Tr. Fry. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 23) Tr. Wetzel made the following motion and moved its adoption: to pay part time road or cemetery help \$15.00 an hour and to pay part road or cemetery time help holding a Commercial Driver's License and/or performing tar and chip labor \$20.00 an hour. Seconded by Tr. Bright. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 24) Tr. Wetzel made the following motion and moved its adoption: to pay Zoning Board and Zoning Appeal Board members \$55.00 per meeting attended. Seconded by Tr. Fry. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 25) Tr. Wetzel made the following motion and moved its adoption: to pay township custodian Delores White \$200.00 per month. Seconded by Tr. Bright. Vote: Fry- yes, Bright- yes, Wetzel- yes.

- 26) Tr. Wetzel made the following motion and moved its adoption: to award roadman Mark Smith a 3% per hour pay increase to take effect on the first full two week pay period of calendar year 2021. Seconded by Tr. Bright. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 27) Tr. Wetzel made the following motion and moved its adoption: to award road superintendent Harold Wedertz, Jr. a 3% per hour pay increase to take effect on the first full two week pay period of calendar year 2021. Seconded by Tr. Bright. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 28) Tr. Wetzel made the following resolution and moved its adoption: to award the zoning inspector Earnest G. Witney IV (Bud) a 3% pay increase. Seconded by Tr. Fry. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 29) Tr. Wetzel made the following motion and moved its adoption: to award administrative assistant Kathy M. Wetzel a 3% pay increase to take effect on the first full two week pay period of calendar year 2021. Seconded by Tr. Fry. Vote: Fry- yes, Bright- yes, Wetzel- abstain.
- 30) Tr. Wetzel made the following resolution and moved its adoption: that the township operate on carryover funds until a permanent annual budget is approved. Seconded by Tr. Fry. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 31) Tr. Wetzel made the following resolution and moved its adoption: to advertise for stone to be used on various roads in Jersey Township. Limestone prices needed for 8's, 57's, washed 8's, washed 57's, 411's, 304's, 2's, and D-Rap limestone. Pricing for pulverized top soil also needed. Bids should be sealed and addressed to: Jersey Township Trustees, care of Marko F. Jesenko, Fiscal Officer, 1481 Mink Street, Pataskala, OH 43062, with the word "BID" written prominently on the front, lower left hand corner of the sealed envelope. Bids will be received until 3:00 o'clock P.M. on February 1st, 2020 and will be opened during the regular monthly trustees meeting on February 1st, 2020. Trustees reserve the right to reject any and/or all bids. Seconded by Tr. Fry. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 32) Tr. Wetzel made the following resolution and moved its adoption: installation of cemetery footers two feet and under shall cost \$250.00; footers between two feet and five feet in length shall cost \$425.00. Footers exceeding five feet in length shall cost an additional 65 cents per square inch of length. Footers are to be installed by township employees only and must be completed by November 1st or wait until March 1st, weather permitting, for installation. Seconded by Tr. Bright. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 33) Tr. Wetzel made the following resolution and moved its adoption: open and close fee for cremation; \$150.00. Seconded by Tr. Fry. Vote: Fry yes, Bright- yes, Wetzel- yes.
- 34) Tr. Wetzel made the following resolution and moved its adoption: head stone size limits shall be maximums of 10 feet in length and 18 inches in width. Seconded by Tr. Fry. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 35) Tr. Wetzel made the following resolution and moved its adoption: grave opening and closing fee: \$525.00 on weekdays, \$800.00 on Saturdays. There will be no burials on

- Sundays or holidays and Saturday burials must be in the cemetery by noon. Seconded by Tr. Fry. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 36) Tr. Wetzel made the following resolution and moved its adoption: township resident cemetery lot fee (with a lot holding three graves) shall be \$600.00 per lot. Non- resident fee shall be \$2500.00 per lot. There shall be a limit of two lots per household. Seconded by Tr. Bright. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 37) Tr. Wetzel made the following resolution and moved its adoption: to follow the current agenda for public meetings, (which was adopted by the township on January 4th, 1999 upon recommendation of the county prosecutor,) during calendar 2021. Seconded by Tr. Bright. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 38) Tr. Wetzel made the following resolution and moved its adoption: that the fiscal officer is authorized to retain help when needed with the UAN (Uniform Accounting Network) software program provided by the Auditor of State. Seconded by Tr. Fry. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 39) Tr. Wetzel made the following resolution and moved its adoption: that the township offer the following for purchase to residents at cost to township; the Jersey Township Zoning Resolution Book (\$57.00), the Jersey Township Comprehensive Plan (\$69.00), and the West Licking Accord (\$63.00). Seconded by Tr. Fry. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 40) Tr. Wetzel made the following resolution and moved its adoption: that the Organizational Meeting for each new year be held at 6:30 o'clock P.M. on the first Monday of January of that new year immediately previous to the regular monthly meeting. Seconded by Tr. Bright. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 41) Tr. Wetzel made the following resolution and moved its adoption: that the annual End-of-Year Meeting be held at 7:30 o'clock P.M. on December 26th of that given year. If December 26th should fall on a weekend the End-of-Year meeting will move to the following Monday. Seconded by Tr. Bright. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 42) Tr. Wetzel made the following resolution and moved its adoption: that the meeting room of the township building be available for a rental fee of \$50.00 per day plus a \$200.00 deposit which is refundable if the building is returned in good condition. Seconded by Tr. Bright. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 43) Tr. Wetzel made the following motion and moved its adoption: that the township may hire specific legal counsel and/or a subject matter expert to address particular issues as needed. Seconded by Tr. Bright. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 44) Tr. Wetzel made the following resolution and moved its adoption: that a basic home occupation permit with a fee of \$50.00 be instituted. Seconded by Tr. Fry. Vote: Fry- yes, Bright- yes, Wetzel- yes.
- 45) Tr. Bright made the following resolution and moved its adoption: that the township trustees, fiscal officer, and zoning staff be reimbursed for supplies paid out of pocket for township purposes or use upon providing proof of purchase. Seconded by Tr. Wetzel. Vote: Fry- yes, Bright- yes, Wetzel- yes.

ZONING BOARD SUMMARIES

James Julian, Jr.- expires 2021; Douglas Hart- expires 2022; Richard Burns- expires 2023; Karen Kitts- expires 2024; Danny Howser- expires 2025

BOARD OF ZONING APPEALS SUMMARY

Donald Weiland- expires 2021; Brian Hasson; expires 2022; Barry Accountius- expires 2023; Karl McCullough- expires 2024; Ruth Ann Booher- expires 2025

*terms of board members expire on December 31st of the year listed

JERSEY TOWNSHIP ZONING BOARD

James Julian, Jr.- 2021

Douglas Hart- 2022

Richard Burns-2023

Karen Kitts- 2024

Danny Howser- 2025

JERSEY TOWNSHIP BOARD OF ZONING APPEALS

Don Weiland- 2021

Brian Hasson- 2022

Barry Accountius- 2023

Karl McCullough- 2024

Ruth Ann Booher- 2025

GENERAL SUMMARY

Mileage when outside of township on township business- Internal Revenue Service rate

Fee for open/close grave: weekday-\$525, Saturday- \$800

Cemetery monument footer fees: 2 feet and under- \$250, over 2 feet up to 5 feet- \$425, over 5 feet costs an extra 65 cents per square inch. Maximums are 10 feet long and 18 inches wide.

Indigent burials: child- \$200, adult- \$500.

Cemetery lot fees: resident- \$600, non-resident- \$2500. (1 lot= 3 graves) Resident limit is 2 lots

Cremation fee- \$150

Cremation with vault- \$250 weekday, Saturday- \$300

Township building rental fee- \$50.00 per day plus \$200 deposit (returned if building cleaned)

Custodian: Delores White- \$200 monthly

Zoning Secretary: Brenda Hiles- \$110 per meeting, includes both Boards

Zoning Inspector: Ernest G. Witney IV- \$555.74 per month

Road Superintendent/ Cemetery Sexton: Harold Wedertz, Jr.- \$27.81 per hour

Road/ Cemetery Employee: Mark Smith- \$22.66 per hour

Administrative Assistant: Kathy M. Wetzel- \$17.86 per hour

Part-time, per hour- \$15.00 per hour

Part-time, CDL/ tar and chip, per hour- \$20.00 per hour

Jersey Township Zoning Board and Appeals Board, per meeting- \$55.00

Meeting Minutes- (township or zoning) 25 cents per page

Compact discs- (township, zoning, or zoning appeals meetings), \$10.00 per disc

Zoning Commission hearings- \$500

Board of Zoning Appeals hearings- \$500

Temporary Housing permit- \$500 (refundable)

Basic Home Occupation permit- \$50.00

Commercial building permit fee- \$500 up to 1000 square feet and 30 cents for each additional square foot or any portion thereof

Residential (new house) permit fee- \$125.00 for the first 1,000 square feet then 10 cents per additional square foot including living spaces, basement, and attached garage

Residential additions- \$100 plus 10 cents per square foot of floor space

Detached residential accessory building- \$50.00 plus 10 cents per square foot

Zoning Resolution Book- \$57.00

Comprehensive Plan- \$69.00

West Licking Accord- \$63.00

Signage fees- \$100.00 plus \$1.00 per square foot per side of use

Zoning Change Application- \$500.00

Variance/Conditional Use- Board of Zoning Appeals- \$500.00

If a Court Reporter is required is will be at the expense of the Applicant.

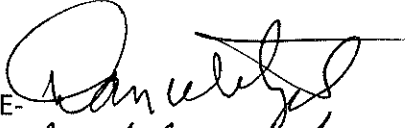

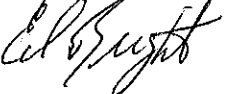
Planned Unit Development (PUD) Fees

Preliminary Application- \$500.00

Final Application-\$500.00

Modifications- \$500.00

There being no further business, the meeting was adjourned.

TRUSTEE- 

TRUSTEE- 

TRUSTEE-

FISCAL OFFICER-

Marco v. Jesenko

