

MINUTES OF THE PLEASANT TOWNSHIP BOARD OF TRUSTEES  
YEAR-END MEETING  
DECEMBER 29, 2011  
9:00 AM

The meeting was called to order at 9:00 AM by Chairman Kemmerer with all Trustees present. Minutes from the December 15 Special and Regular meetings were approved as submitted.

Fiscal Officer reported the following receipts since the last meeting:

|                      |                  |
|----------------------|------------------|
| Fifth Third interest | 43.10            |
| Board of Elections   | 271.50           |
| Community Room Rent  | 625.00           |
| EMS billing          | 1,982.14         |
| LocGov/MVL/Gas/PMVL  | <u>14,350.80</u> |
|                      | 17,272.54        |

The 2011 Annual Financial Report will be completed and available for public inspection at the Township hall on January 9. W2s were distributed on December 28. Ms. Moellendick and Mr. Snyder administered the Oath of Office to each other. Fiscal Officer reported that the Zoning Fund ran a deficit of \$7,084 in 2011 with fee revenue of \$8,560 and expenses of \$15,644.

Carryover purchase orders were discussed.

*11-070 Mr. Gavin moved to establish a carryover purchase order of \$1,223.74 for Speedway; seconded by Ms. Moellendick. Voting: Gavin - yes; Kemmerer - yes; Moellendick - yes. Motion passed*

Personnel matters, insurance and mileage/cellular reimbursement were discussed.

*11-071 Mr. Gavin moved to establish the following 2012 reimbursements and benefits:*

*Mileage reimbursement rate of \$0.50/mile.*

*Cellular reimbursement rate of \$30.00 per month for Fiscal Officer, Trustees and Fire Chief. Broadband internet reimbursement of \$20.00 per month for Fiscal Officer.*

*To provide insurance programs for the Fiscal Officer, Trustees, and full-time employees as follows:*

- Group Medical insurance*
- Group Dental insurance*
- Group Vision insurance*
- Group Short Term Disability insurance*
- Group Life insurance*

*Pleasant Township will pay the full cost of the group insurance plans. Officials or employees electing not to participate in the group medical, dental, vision or disability plans, or denied coverage by the group plans, will be reimbursed out-of-pocket premiums up to the average premium the Township is paying for all Officials and employees in the group medical plan, per AOS Bulletin 96-002. Officials or employees electing not to participate in the group life insurance plan, or denied coverage for group life insurance, will be reimbursed out-of-pocket premiums up a maximum of \$2,000.00.*

*Full-time employees, and other employees as may be designated by Trustees, will receive Township paid insurance as approved by the board. Vacation, sick leave and paid holidays will be as specified in the Township Personnel Policies and Procedures Manual.*

*Seconded by Mr. Kemmerer. Voting: Gavin - yes; Kemmerer - yes; Moellendick - yes; motion approved.*

Various pay rates were discussed. Mr. Kemmerer said that he thought pay raises should be individually approved by group instead of one resolution so a no vote could be expressed on individual raises instead of approving or rejecting the entire lot.

11-072 *Mr. Gavin moved to grant a raise of \$596/year to the Zoning Inspector (\$11,796/year); seconded by Ms. Moellendick. Voting: Gavin - yes, Kemmerer - yes, Moellendick - yes; motion approved.*

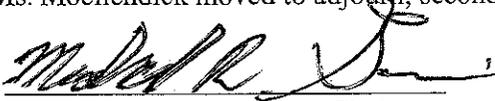
11-073 *Mr. Gavin moved to grant raises of \$0.50/hour to Road worker Harmon Wyeth (\$18.10/hr) and Rick Boyer (\$15.50/hr); seconded by Mr. Kemmerer. Voting: Gavin - yes, Kemmerer - yes, Moellendick - yes; motion approved.*

11-074 *Mr. Gavin moved to grant raises of \$0.20/hour to part-time firefighters (\$11.00/hour for Basic, \$12.00/hour for Medic); seconded by Ms. Moellendick. Voting: Gavin - yes, Kemmerer - yes, Moellendick - yes; motion approved.*

11-075 *Ms. Moellendick moved to grant a raise of \$1,300/year to the Fire Chief (\$44,564.00/year salary); seconded by Mr. Gavin. Voting: Gavin - yes, Kemmerer - yes, Moellendick - yes; motion approved.*

All bills submitted were approved for payment.

Ms. Moellendick moved to adjourn; seconded by Mr. Kemmerer. Meeting adjourned at 10:00 AM



Chairman



Fiscal Officer

| Warrant Number | Type | Date       | Vendor/Payee                          | Amount    | Status |
|----------------|------|------------|---------------------------------------|-----------|--------|
| 23165          | VW   | 12/16/2011 | BURNHAN & FLOWER INSURANCE GROUP      | 741.00    | O      |
| 23166          | VW   | 12/16/2011 | FAIRFIELD MEDICAL CENTER              | 586.00    | O      |
| 23167          | WR   | 12/16/2011 | Fairfield Medical Center              | 100.00    | O      |
| 23168          | WR   | 12/16/2011 | Fairfield County Auditor              | 29,947.31 | O      |
| 23169          | WR   | 12/16/2011 | Fairfield County Auditor              | 23,808.01 | O      |
| 23170          | WH   | 12/16/2011 | Fairfield County Auditor              | 1,692.98  | O      |
| 23171          | SW   | 12/16/2011 | Skipped Warrant 23171                 | 0.00      | V      |
| 23172          | VW   | 12/16/2011 | JOSEPH J. KEMMERER                    | 90.00     | O      |
| 23173          | WH   | 12/22/2011 | OHIO CHILD SUPPORT PAYMENT CENTRAL    | 820.70    | O      |
| 23174          | WH   | 12/22/2011 | IAFF LOCAL 4673                       | 150.00    | O      |
| E03936-E03976  | EP   | 12/22/2011 | PAYROLL                               | 19,709.62 | C      |
| W19444         | WV   | 12/22/2011 | US TREASURY DEPT. (EFT)               | 4,605.62  | C      |
| W19445         | WV   | 12/22/2011 | OHIO DEFERRED COMPENSATION PROGRAM    | 895.00    | C      |
| W19446         | WV   | 12/27/2011 | TREASURER, STATE OF OHIO              | 1,292.41  | C      |
| W19447         | WV   | 12/27/2011 | SCHOOL DISTRICT INCOME TAX            | 679.00    | C      |
| W19448         | WV   | 12/27/2011 | CITY OF LANCASTER INCOME TAX          | 351.99    | C      |
| 23175          | VW   | 12/29/2011 | OHIO INSURANCE SERVICES AGENCY, INC.  | 9,114.69  | O      |
| 23176          | VW   | 12/29/2011 | OHIO PUBLIC ENTITY CONSORTIUM         | 70.00     | O      |
| 23177          | VW   | 12/29/2011 | VERIZON WIRELESS                      | 81.88     | O      |
| 23178          | VW   | 12/29/2011 | TIME WARNER CABLE                     | 170.86    | O      |
| 23179          | VW   | 12/29/2011 | LANCASTER UTILITIES COLLECTION OFFICE | 836.07    | O      |
| 23180          | VW   | 12/29/2011 | OLEN CORPORATION                      | 201.12    | O      |
| 23181          | VW   | 12/29/2011 | KEITH TAYLOR TRUCKING, INC.           | 223.47    | O      |
| 23182          | VW   | 12/29/2011 | SHELLY MATERIALS, INC.                | 861.05    | O      |
| 23183          | VW   | 12/29/2011 | CHESTER WILLCOX & SAXBE, LLC          | 419.04    | O      |
| 23184          | VW   | 12/29/2011 | W. W. WILLIAMS                        | 315.00    | O      |
| 23185          | VW   | 12/29/2011 | MED3000                               | 969.11    | O      |
| 23186          | VW   | 12/29/2011 | ZEP MANUFACTURING COMPANY             | 264.33    | O      |
| 23187          | VW   | 12/29/2011 | RAY-MAR STEEL                         | 21.06     | O      |
| 23188          | VW   | 12/29/2011 | OFFICE MART, INC.                     | 93.82     | O      |
| 23189          | VW   | 12/29/2011 | AT&T                                  | 152.89    | O      |
| 23190          | VW   | 12/29/2011 | AIR EVAC LIFETEAM                     | 40.00     | O      |
| 23191          | VW   | 12/29/2011 | THE FLAG LADY'S FLAG STORE            | 73.35     | O      |
| 23192          | VW   | 12/29/2011 | MAGIC NEEDLE EMBROIDERY               | 446.75    | O      |
| 23193          | VW   | 12/29/2011 | JAE'S TOWING & RECOVERY               | 500.00    | O      |

Subtotal: 100,324.13

Adjustments:

Total Amount Pending For Accounting:

Total Amount Pending for Payroll:

Total: 100,324.13

Warrant Status: C-Cleared, O-Outstanding, V or X-Voided  
E-Earmarked to Post to Cash on a Future Date (Pending)

Warrant Type: AV-Adjustment Voucher, EP-EFT, IV-Investment Warrant,  
IM-Investment Manual, PY-Payroll, R-Adjustment Payments,  
RR-Reduction of Receipt, SV-Special Voucher, SW-Skipped Warrant,  
VL-Voucher Loss, VM-Voucher Manual, VR-Void Reduction of Exp.,  
VW-Voucher Warrant, WW-Withholding Voucher

Report reflects selected information.  
Adjustments that occurred on future dates  
are not included in the total.