

ORGANIZATIONAL MEETING

OPENING: The Organizational meeting was called to order at 6:00 p.m. Scott Haws led the pledge of allegiance.

ATTENDANCE:

John Sabo, Brook Harless, Scott Haws, Eric Williams, Chief Shalenberger, Joe Iacino, Rob Steinberg, Thomas Ferrara, and Thomas Wolf. Lisa Campbell. Media present:

AGENDA: The agenda was presented

ELECTION OF OFFICERS:

1. Elect President of the Board of Trustees  
#21-001 Motion by Mrs. Harless,  
BE IT HEREBY RESOLVED by the Plain Township Board of Trustees, Stark County, Ohio to nominate and elect Mr. John Sabo President of the Plain Township Board of Trustees.  
Seconded by Mr. Haws.  
Vote: Mr. Haws, no; Mr. Sabo, no; Mrs. Harless, yes.  
Elect President of the Board of Trustees

#21-002 Motion by Mr. Sabo,  
BE IT HEREBY RESOLVED by the Plain Township Board of Trustees, Stark County, Ohio to nominate and elect Mr. Scott Haws President of the Plain Township Board of Trustees.  
Seconded by Mr. Haws.  
Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, no.

2. Elect Vice President of the Board of Trustees  
#21-003 Motion by Mr. Haws,  
BE IT HEREBY RESOLVED by the Plain Township Board of Trustees, Stark County, Ohio to nominate and elect Mr. John Sabo Vice President of the Plain Township Board of Trustees.  
Seconded by Mr. Sabo.  
Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, no.

BEGINNING OF YEAR RESOLUTIONS:

3. Roberts Rules of Order  
#21-004 Motion by Mr. Haws,  
BE IT HEREBY RESOLVED by the Plain Township Board of Trustees, Stark County, Ohio to abide by Parliamentary Law and to **conduct meetings according to Robert’s Rules of Order.**  
Seconded by Mr. Sabo.  
Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, no.

4. Board of Trustees Meeting  
#21-005 Motion by Mr. Sabo,  
BE IT HEREBY RESOLVED by the Plain Township Board of Trustees, Stark County, Ohio that the time and place of Board of Trustees meetings shall be on the second and fourth Tuesdays of each month in 2020 at 6:00 p.m. in the Township Hall.

BE IT FURTHER RESOLVED by the Plain Township Board of Trustees to hold a work session on the second and fourth Tuesday of each month at 5:20 p.m. in the Township Hall.  
Seconded by Mr. Haws.  
Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, yes.

5. Retain Employees

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#21-006 Motion by Mr. Haws,  
BE IT HEREBY RESOLVED by the Plain Township Board of Trustees, Stark County, Ohio that all full-time and part-time employees are retained until the first meeting in 2021, except as the Board may act as provided by law.  
Seconded by Mr. Sabo.  
Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, yes.

6. Work Rules & Policies  
#21-007 Motion by Mr. Haws,  
BE IT HEREBY RESOLVED by the Plain Township Board of Trustees, Stark County, Ohio to continue in effect all work rules and policies in effect on December 31, 2020, unless otherwise amended, altered or deleted during the year, during 2021 and up to and including the first Plain Township Board of Trustees meeting of 2021.  
Seconded by Mr. Sabo.  
Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, yes.

7. Holidays  
#21-008 Motion by Mr. Sabo,  
BE IT HEREBY RESOLVED by the Plain Township Board of Trustees, Stark County, Ohio the following holidays will be provided to and observed by all full-time personnel:

<b>January 1, 2021</b>	<b>Wednesday, New Year's Day</b>
January 18, 2021	Monday, Martin Luther King Day
<b>February 15, 2021</b>	<b>Monday, President's Day</b>
May 31, 2021	Monday, Memorial Day
July 4 <sup>th</sup> , 2021	Sunday, July 4, 2021
Independence Day	Observed Friday July 5, 2021
September 6, 2021	Monday, Labor Day
October 11, 2021	Monday, Columbus Day
<b>November 11, 2021</b>	<b>Thursday, Veterans' Day</b> Observed
November 25, 2020	Thursday, Thanksgiving Day
Christmas Day	Observed Friday December 24, 2021
December 25, 2021	Saturday, Christmas Day
<b>New Year's Day</b>	Observed December 31, 2021
January 1, 2022	<b>Saturday, New Year's Day</b>

These holidays are established by State Law (511.10 ORC) and may be changed by the Ohio Legislature. When said holiday falls on a Saturday or Sunday and is being observed on Friday or Monday, Firefighter/Paramedics will receive overtime pay for work performed on the actual holiday, as opposed to the Monday or Friday date. The foregoing applies to New Year's Day, Independence Day, Veterans Day, and Christmas Day. By negotiated contract with the Utility Workers Union of America, AFL-CIO 561, Article 16, Section B, when Christmas Eve falls on a normally scheduled workday, employees will receive four hours of paid holiday pay.

BE IT FURTHER RESOLVED by the Plain Township Board of Trustees, Stark County, Ohio, to observe Friday, November 27, 2020, the day after Thanksgiving, as a holiday, as provided by Resolution #04-120.  
Seconded by Mrs. Haws.  
Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, yes.  
8. Mutual Aid

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#20-009 Motion by Mr. Haws,  
BE IT HEREBY RESOLVED by the Plain Township Board of Trustees, Stark County, Ohio that the Plain Township Fire Department will extend Mutual Aid to any other Fire Department or EMS Service or IMAT. The Fire Chief shall authorize orders for the deployment of this aid.  
Seconded by Mr. Sabo.  
Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, yes.

#20-010 9. Coordination of Fire & Law Enforcement Agencies  
Motion by Mr. Haws,  
WHEREAS, for the benefit of the residents of Plain Township, this board is desirous of promoting a better understanding and coordination of the various fire and law enforcement agencies within Stark County and the public in order to combat the crime of arson; and  
WHEREAS, this board is also desirous of encouraging and developing the coordination of the team approach in the investigation of arson cases and in helping to establish criteria to promote efficient and effective prosecutions of the crime of arson; and  
WHEREAS, it is necessary to coordinate a team of certain qualified personnel as designated by various police, fire, and crime lab departments within Stark County to assist the Stark County **Prosecutor’s Office to accumulate and to coordinate all evidence** necessary for presentation in criminal proceedings involving the crime of arson; and  
NOW, THEREFORE, BE IT RESOLVED that this board hereby authorizes the Fire Department to provide assistance to other political subdivisions within Stark County for the purpose of providing mutual aid assistance in fire investigations. The Fire Chief shall establish orders authorizing training, personnel deployment and procedures for the foregoing purpose.  
Seconded by Mr. Sabo.  
Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, yes.

#21-011 10. **Volunteer Firefighters’ Board Members**  
Motion by Mr. Haws,  
BE IT HEREBY RESOLVED by the Plain Township Board of Trustees, Stark County, Ohio to appoint Scott Haws as Chairman and Board member, and John Sabo and Brook Harless as Board **members for Plain Township on the Volunteer Firefighter’s Dependents Fund Board.**  
Seconded by Mr. Sabo.  
Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, yes.

#21-012 11. Designee  
Motion by Mr. Haws,  
BE IT HEREBY RESOLVED by the Plain Township Board of Trustees, Stark County, Ohio to designate Lisa Campbell as the official designee for the Board of Trustees for Public Records Training.  
Seconded by Mr. Sabo.  
Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, yes.

#21-013 12. Stark Council of Governments  
Motion by Mr. Haws,  
BE IT HEREBY RESOLVED by the Plain Township Board of Trustees, Stark County, Ohio to appoint Scott Haws as representative to the Stark Council of Governments and to appoint Brook Harless as alternate representative for 2021.  
Seconded by Mr. Sabo.  
Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, no.

13. Request Advance Taxes

#21-014

Motion by Mr. Haws,  
WHEREAS, the Plain Township Board of Trustees may expedite the receipt of revenue by submitting the Request for Advance of Taxes Collected according to O.R.C. Section 321.34;  
WHEREAS, the Plain Township Board of Trustees authorized the submission of this form in 1995 (Resolution #95-20); and  
WHEREAS, the timely receipt of revenue provides for the use of funds in advance of the usual disbursement by Stark County;  
BE IT HEREBY RESOLVED by the Plain Township Board of Trustees, Stark County, Ohio to authorize the submission of a Request for Advance of Taxes Collected at this meeting and at the subsequent regular monthly meetings of the Board of Trustees in 2021.

Seconded by Mr. Sabo.

Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, yes.

14. Stark Hazardous Response

#21-015

Motion by Mr. Haws,  
WHEREAS, for the benefit of the residents of Plain Township this Board is desirous of promoting a better understanding and coordination of the various fire agencies within Stark County and the public in order to combat the release of hazardous chemicals;  
and

WHEREAS, this Board is also desirous of encouraging and developing the coordination of the team approach in the response to hazardous chemical spills or releases and in helping to establish criteria to promote efficient and effective mitigation of these spills or releases; and

WHEREAS, it is necessary to coordinate a team of certain qualified personnel as designated by various fire departments and communities within Stark County to assist in the identification, mitigation and cost recovery of these spills or releases; and  
WHEREAS, the Stark County Hazardous Materials Response Team is a countywide task force created to support any fire department and/or community with these incidents.

NOW, THEREFORE, BE IT RESOLVED that this Board hereby authorizes the Fire Department to provide assistance to other political subdivisions within Stark County through participation in the Stark County Hazardous Materials Response Team (SCHMRT – HAZMAT) which is a voluntary organization of fire department personnel from various political subdivisions within Stark County established for the purpose of providing mutual assistance and advice concerning the treatment and containment of hazardous incidents and spills. The Fire Chief shall establish orders, authorizing training, personnel deployment and procedures for the foregoing purpose.

Discussion: Mr. Sabo explained that no single fire department in Stark County can afford a Hazardous Response Team, so a collaboration was created among all the area fire departments to respond and deplore resources as needed.

Seconded by Mr. Sabo.

Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, yes.

15. Wave Zoning Fees for Governmental Agencies and Political Subdivisions

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- #21-016 Motion by Mr. Sabo,  
WHEREAS, the Plain Township Board of Trustees, Stark County, Ohio, desires to waive applicable zoning fees for governmental agencies and other political subdivisions;  
NOW, THEREFORE BE IT HEREBY RESOLVED by the Plain Township Board of Trustees, Stark County, Ohio, that when a governmental agency or other political subdivision submits an application to the Zoning Office, all applicable fees shall be waived.  
Seconded by Mr. Haws.  
Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, yes.
- #21-017 16. Gov Deals Unwanted Assets  
Motion by Mr. Haws,  
RESOLUTION AUTHORIZING INTENT TO DISPOSE OF UNNEEDED, OBSOLETE, OR UNFIT TOWNSHIP PERSONAL PROPERTY VIA INTERNET AUCTION IN CALENDAR YEAR 2020 FOR PLAIN TOWNSHIP, STARK COUNTY, OHIO  
Motion by Mr. Haws,  
WHEREAS, Ohio Revised Code Section 505.10(D) requires the Board of Plain Township Trustees to adopt a resolution during each calendar year expressing its intent to dispose of surplus, unneeded, obsolete, or unfit personal property through the use of an internet auction;  
NOW, THEREFORE, BE IT RESOLVED, that the Board of Plain Township Trustees hereby expresses its intent to dispose of surplus, unneeded, obsolete, or unfit personal property by internet-based auction during the calendar year of 2020; and  
BE IT FURTHER RESOLVED, that the personal property disposed of through the internet-based auction may include, as specified in ORC 505.10(D), motor vehicles acquired for the use of township officers and departments, road machinery, car parts, equipment, tools and office equipment or supplies which are not needed, obsolete, or unfit for the public use for which it was acquired; and  
BE IT FURTHER RESOLVED, that all property is offered for sale **“as it, where is” with Plain Township** making no warranty, guarantee, or representation of any kind expressed or implied, as to the condition of said items; and that any computers sold via internet-based auction shall have their hard drive either wiped utilizing US Department of Defense standards or the hard drive will be removed; and the Buyer will receive notification by email from the Plain Township auction and be required to make payment in full **via US currency, certified cashier’s check, money order or company check** (with bank letter guaranteeing funds) within (5) business days from the time and date of said notification; and the Buyer will be responsible for removal of said items from the Plain Township facility within ten (10) days of receipt of said notification; and  
BE IT FURTHER RESOLVED, that the number of days of bidding for each auction, in accordance with ORC 505.10(D), will be at least fifteen (15) days, including Saturdays and Sundays, and holidays; and  
BE IT FURTHER RESOLVED, that the Plain Township Trustees shall publish in the Canton Repository, a newspaper of general circulation, notice of its intent to sell surplus, unneeded, obsolete, and unfit-for-use township personal property by internet-based auction to be published; and  
BE IT FURTHER RESOLVED, that a similar notice shall be posted continuously throughout the calendar year in a conspicuous place in the offices of the Board of Plain Township Trustees and in addition shall be posted continuously on the

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Township website (www.plaintownship.com); with a link go GovDeals, 5907 Carmichael Place, Montgomery, Alabama 36117, phone 708-714-2600, fax 334-387-0519; and BE IT FURTHER RESOLVED, that when property is to be sold by internet-based auction, the Board of Plain Township Trustees or its representatives reserve the right, at a later date, to establish a minimum price that will be accepted for specific items and may establish any other terms and conditions for the particular sale, including but not limited to requirements for pick-up or delivery, method of payment, and payment of sales tax in accordance with applicable laws; and

BE IT FURTHER RESOLVED, that such information shall be provided on the internet at the time of the auction and may be provided before that time upon request after the terms and conditions have been determined by the Board or its representatives;

BE IT FURTHER RESOLVED that the Board of Plain Township Trustees hereby authorizes the disposition of surplus, unneeded, obsolete, or unfit township personal property via internet-based auction in calendar year 2021.

This resolution shall be in full force and effect immediately upon its adoption.

Seconded by Mr. Sabo.

Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, yes.

17. Computek Agreement

#21-018

Motion by Mr. Sabo,

BE IT HEREBY RESOLVED, by the Plain Township Board of Trustees, Stark Count, Ohio to enter into an agreement with Computek to provide server monitor maintenance/120 hrs. Tier II Support at a monthly rate of \$1,250.00 and to authorize payment not to exceed \$15,116.00 from the following funds:

<u>Department</u>	<u>Fund</u>	<u>Amount</u>
Administration/Fiscal	01-A-26G	\$3000.00
Fire	10-A-15E	\$3000.00
Road	02-A-08C	\$3000.00
Parks	14-A-08F	\$3000.00
Zoning	13-A-05D	\$3000.00

Seconded by Mrs. Haws.

Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, yes.

18. Transfer of Funds Between Meetings

#21-019

Motion by Mr. Haws,

BE IT HEREBY RESOLVED, by the Plain Township Board of Trustees, Stark County, Ohio to authorize the Fiscal Officer to transfer funds as needed between meetings for expenses and include the transfers in a resolution at the following meeting.

Seconded by Mr. Sabo.

Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, yes.

19. Sale of Scrap Metal

#21-020

Motion by Mr. Sabo,

WHEREAS, Ohio Revised Code Section 505.10(A) Provides that the Board of Trustees may sell property at private sale, if the Board determines that: 1) The property is no longer needed; and 2) The value of the property is less than \$2,500.00; and

WHEREAS, The Township has accumulated scrap metal which it no longer needs and which has a salvage value of less than \$2,500.00;

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- #21-021 BE IT HEREBY RESOLVED by the Plain Township Board of Trustees, Stark County, Ohio that said scrap metal be sold.  
Seconded by Mr. Haws.  
Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, yes.  
20. Prevailing Wage Coordinator  
Motion by Mr. Haws,  
BE IT HEREBY RESOLVED by the Plain Township Board of Trustees, Stark County, Ohio to designate Lisa Campbell as the Prevailing Wage Coordinator for Plain Township.  
Seconded by Mr. Sabo.  
Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, yes.
- #21-022 21. Insurance Benefits  
Motion by Mr. Haws,  
BE IT HEREBY RESOLVED by the Plain Township Board of Trustees, Stark County, Ohio to continue all insurance benefits to all elected officials and full-time employees until the first meeting in 2022 unless such plans are amended, altered, changed or switched by the Plain Township Board of Trustees or as otherwise provided by law.  
Seconded by Mr. Sabo.  
Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, yes.
- #21-023 22. Tax Incentive Review Council  
Motion by Mr. Haws,  
WHEREAS, Plain Township currently is a participant in an enterprise zone with other jurisdictions; and  
  
WHEREAS, the Ohio Revised Code requires a tax incentive review council to organize and review existing tax incentive agreements and recommend changes to the Ohio Department of Development; and  
  
WHEREAS, two members are required to be appointed from each township within the zone; NOW,  
  
THEREFORE, BE IT HEREBY RESOLVED by the Plain Township Board of Trustees, Stark County, Ohio that Mr. Scott Haws and Mrs. Brook Harless be appointed to represent Plain Township on the Tax Incentive Review Council; and  
  
BE IT FURTHER RESOLVED by the Plain Township Board of Trustees, Stark County, Ohio to appoint Lisa Campbell as alternate member to the Tax Incentive Review Council.  
Seconded by Mr. Sabo.  
Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, no.

ADJOURNMENT:

- #21-024 Motion by Mr. Haws,  
BE IT HEREBY RESOLVED by the Plain Township Board of Trustees, Stark County, Ohio to adjourn at 6:17 p.m.  
Seconded by Mrs. Harless.  
Vote: Mr. Haws, yes; Mr. Sabo, yes; Mrs. Harless, yes.

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John A. Sabo Trustee	Brook N. Harless Trustee	Scott Haws Trustee

ATTEST: \_\_\_\_\_  
Thomas W Wolf  
Fiscal Officer