

VERMILION TOWNSHIP BOARD OF TRUSTEES***Record of Proceedings
Minutes to Regular Meeting Held 2/2/22***

Meeting was called to order at 7:30 p.m. by Chairman Ronald L. Dickel.

Pledge of Allegiance.

Present: Ronald L. Dickel, Trustee; Carl E. Hill, Trustee; Rodger D. Scott, Trustee; Brenda J. Zsebik, Fiscal Officer; Robert Baker, Building Official/Zoning Inspector; Frank R. Triana, Vermilion Township Fire Chief; Tina L. Karres, Township Secretary.

MOTION BY R. Dickel, second by C. Hill to approve minutes to regular meeting held 1/5/22 and to special minutes dated 1/10/22 and dispense with the reading of the minutes. Roll Call – C. Hill, yes; R. Dickel, yes; R. Scott, yes; Motion Carried.

MOTION BY R. Dickel, second by R. Scott to accept the Treasurer's Report and Financial Packet dated 2/1/21. Roll Call – C. Hill, yes; R. Dickel, yes; R. Scott, yes; Motion Carried.

MOTION BY R. Dickel, second by C. Hill to approve and pay warrants 25581 through 25621 and payment vouchers 1-2022 through 48-2022 (omit 20-2022, 38-2022). Warrants and payment vouchers totaled \$54,248.89. Roll Call – C. Hill, yes; R. Dickel, yes; R. Scott, yes; Motion Carried.

AUDIENCE PARTICIPATION:

Resident Bill Via welcomed Trustee Scott and felt he would be a real asset to the Board. Mr. Via suggested the township look at forming a steering or vision committee to create a strategy for economic development for the township. That strategy would include bankers, real estate people, people that are involved in economic development within our own community and can reach outside as well. He discussed the project proposal on Baumhart Road and wondered if it was a missed opportunity. He suggested having some sort of package available for anyone interested in a possible economic development project in the township so the township would be taken seriously. He is concerned about the types of development, but at the same time he felt it was time to track some of the development that would help all of the citizens of the township. He stated it seemed like we had a Board that could work together now, or so he hoped.

SPEAKERS:

None present.

CORRESPONDENCE:

No correspondence.

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BUILDING OFFICIAL/ZONING INSPECTOR:

Building Official/Zoning Inspector, Robert Baker, reported for January the Zoning Department issued 1 zoning permit with a total fee collection of \$74.15; the Building Department issued 2 permits with a total fee collection of \$555.50 and total valuation of work being done at \$54,083.00.

VERMILION TOWNSHIP FIRE DEPARTMENT:

Chief F. Triana's report: Fire Runs between 1/1/22 – 1/31/22. EMS – 45; Commercial Fire Alarm – 1; MVC – 2; M/A Structure Fire – 1 (City of Vermilion); YTD: 49 Runs.

The Chief would like a few minutes in executive session to discuss firefighters' wages.

Vacuum Mattress returned from Hartwell Medical due to no fault of their own. Hartwell Medical replaced the mattress at no cost to Vermilion Township Fire Department.

The Chief will be working on the 2021 year-end report and will try to have this for the Board at the March meeting.

Firefighters were out on the ice this past Monday night working on rescue skill sets. They will continue with this training as often as possible while they still have ice. Classroom training was completed in early December 2021. Meet and greet with the coast guard is scheduled for February 7th.

The December 2021 and January 2022 fire reports are complete and have been submitted to the State.

NORTHERN OHIO RURAL WATER REPRESENTATIVE:

None present.

OLD BUSINESS:

MOTION BY R. Dickel, second by R. Scott to elect Mr. Carl E. Hill as Chairman of the Board of Trustees for 2022. Mr. Carl E. Hill accepted the nomination. Roll Call – C. Hill, yes; R. Dickel, yes; R. Scott, yes; Motion Carried. MOTION BY R. Dickel, second by C. Hill to elect Mr. Rodger D. Scott as Vice-Chairman of the Board of Trustees for 2022. Mr. Rodger D. Scott accepted the nomination. Roll Call – C. Hill, yes; R. Dickel, yes; R. Scott, yes; Motion Carried.

RESOLUTION NO. 11-22

MOTION BY R. Dickel, second by R. Scott to appoint Mr. Carl E. Hill as delegate to the Erie County Regional Planning Commission. Mr. Carl E. Hill accepted the nomination. Roll Call – C. Hill, yes; R. Dickel, yes; R. Scott, yes; Motion Carried. MOTION BY R. Dickel, second by C. Hill to appoint Mr. Rodger D. Scott as alternate delegate to the Erie County Regional Planning Commission. Mr. Rodger D. Scott accepted nomination. Roll Call – C. Hill, yes; R. Dickel, yes; R. Scott, yes; Motion Carried.

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MOTION BY C. Hill, second by R. Scott to appoint Mr. Ronald L. Dickel as delegate to Council of Governments. Mr. Ronald L. Dickel accepted nomination. Roll Call – C. Hill, yes; R. Dickel, yes; R. Scott, yes; Motion Carried. MOTION BY R. Dickel, second by C. Hill to appoint Mr. Rodger D. Scott as alternate to Council of Governments. Mr. Rodger D. Scott accepted the nomination. Roll Call – C. Hill, yes; R. Dickel, yes; R. Scott, yes; Motion Carried.

RESOLUTION NO. 12-22

MOTION BY C. Hill, second by R. Scott authorizing to amend the Employee Handbook, Article VII – Paid Time Off, 7.1.2. Unscheduled Absence from Work. “Employees who are going to be absent from work on a non-scheduled basis shall notify a Trustee either directly...” to “Employees who are going to be absent from work on a non-scheduled basis shall notify **all Trustees and the office** either directly...” Discussion: Fiscal Officer Zsebik stated when there are changes being made to the handbook, they should be made and discussed in a work session since the wording has to be correct. Fiscal Officer Zsebik recommended any changes that need to be made should be discussed in a work session prior to a meeting and then voted on in the regular meeting so the wording is correct the first time and we are not going back and amending something. Trustee Hill stated there was only one word being changed. Trustee Dickel added he didn’t feel all three Trustees needed to be notified when an employee is sick and going to be absent. The Trustee notified could contact the other two Trustees and let them know. Trustee Hill stated he personally wants it changed from singular to plural. Trustee Scott added it’s not hard to get a hold of somebody, and when somebody is off all you have to do is get on your cell phone and call. If someone is missing, they have to fill that job. Fiscal Officer Zsebik added the office needs to be notified as well. For example, it was stated there have been times when the Road Crew has been off, and the office is calling them at their home due to no notification. Board agreed everyone should be notified.

Roll Call – C. Hill, yes; R. Dickel, yes; R. Scott, yes; Motion Carried.

RESOLUTION NO. 13-22

MOTION BY C. Hill, second by R. Scott authorizing to amend the Employee Handbook, Article VII – Paid Time Off, 7.8. Sick Leave. “Immediate notification must be given to a Trustee, preferable before the start of the work day...” to “Immediate notification must be given to **all Trustees and the office**, preferable before the start of the work day ...”

Roll Call – C. Hill, yes; R. Dickel, yes; R. Scott, yes; Motion Carried.

RESOLUTION NO. 14-22

MOTION BY C. Hill, second by R. Scott authorizing to amend the Employee Handbook, Article VII – Paid Time Off, 7.8.3 Sick Leave Notice. “Employees seeking to use sick leave should call a supervisor prior to their regular starting time.” to “Employees seeking to use sick leave should call **all Trustees and the office** prior to their regular starting time.”

Roll Call – C. Hill, yes; R. Dickel, yes; R. Scott, yes; Motion Carried.

RESOLUTION NO. 15-22

Trustee Hill brought up for discussion the salt shed. He stated when they were in Columbus at the ARP (American Rescue Plan) Meeting, they gave an idea of what the money could be spent on and the salt shed would qualify. Estimates need to be acquired so the salt shed project can be completed before winter. Trustee Dickel stated a decision needs to be made on the how big they want the salt shed so when estimates are acquired, they will be for the same specifications. Trustee Hill stated Steve, Road Foreman had an idea of the size with poured walls. Trustee Dickel stated the estimate he had previously acquired did have the poured walls. Trustee Hill said he’s still concerned about the salt shed collapsing. Trustee Dickel stated Architect, Dan Frederick was called out to inspect the salt shed and said the salt shed was alright at the current time. Trustee Dickel said the salt shed currently holds

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600 tons, and the township uses approximately 400 tons per year. He stated a decision on how big they want it still needs to be decided and recommended staying between those figures. Trustee Scott stated they didn't want to go too big. Trustee Dickel stated the last estimates he got for the salt shed were between 400 to 600 tons. He recommended going that route and added they are just putting up the building, no floor. Board agreed to acquire more estimates.

Trustee Hill brought up for discussion job descriptions. He stated he had been here two years and didn't think anyone had job descriptions. He brought up the Township Secretary's job description which he stated he received from the Prosecutor in an email. He stated that it was three pages long and very good and appeared out of nowhere. The Township Secretary stated, she would have to look at the paper he had, but it was probably written back in 2015. He said it was from 2016. She clarified it was updated in 2016. Trustee Hill asked where it came from? He has never seen anybody's job description (4 full-time employees). Fiscal Officer Zsebik stated they were in personnel. Trustee Hill stated, "these job descriptions should be signed by the Board as they accept them as, you know, what it is". Fiscal Officer Zsebik stated that Trustee Hill could have come into the office and ask about job duties/job descriptions. Trustee Scott added that when he talked to the previous Trustee Trinter, he recommended working on job descriptions since there were none. Township Secretary explained that when a job needed to be filled, the township would place a job wanted ad out listing a job description. The Township Secretary stated, "You're asking me? You hired me, I didn't just go out and get the job. The Board put an ad in the paper and I answered it." She explained that is the way positions have been hired. Trustee Scott asked about revisions (handbook), "Who signs these things off?" He stated they should be signing everything. Trustee Dickel explained that when a motion is made and approved to make a revision that means the Board agreed to accept the approved change. Trustee Hill brought up Mr. Robert Baker's job description and said he was involved with hiring him and all he saw was his resume. He didn't see what he was supposed to be doing. The Township Secretary explained an ad needs to be placed in the paper upon hiring. He stated, "So you put Building Official." The Township Secretary clarified by asking Trustee Hill if he knew what her overtime pay was for that he was previously questioning? She explained that was because she was working on the job description for the ad with Trustee Dickel. She stated she never saw Trustee Hill come into the office. Trustee Hill stated the job description was done after the Building Official was hired. Township Secretary stated, "No. How do you think we hire people?" She explained that a job description needs to be completed prior to hiring a person. Trustee Dickel and I were doing all the preparation to hire another employee including researching certifications needed and more. There was a lot of work involved. Conversation ended and the Township Secretary agreed all job descriptions should be signed by Board.

NEW BUSINESS:

Chief Triana will be writing a grant for the Ohio Department of Public Safety for EMS equipment. Maximum award is \$3,000.00. It is due on April 1, 2022. The Chief also asked the Board to consider the resolution on wages for part-time Fire/EMS.

MOTION BY R. Dickel, second C. Hill authorizing to set the hourly wage rate for part-time Fire/EMS personnel for 2022. To pay part-time firefighter wages on a bi-weekly basis at the following rates:

- Firefighter/Paramedic's - \$18.50 per hour
- Firefighter/EMT Inter - \$18.00 per hour
- Firefighter/Basic - \$17.50 per hour
- Volunteer Firefighter - \$17.00 per hour

Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

RESOLUTION NO. 16-22

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Trustee Hill voiced his opinion regarding signing all resolutions. He stated if he doesn't want to sign one then he doesn't sign it. It was explained that resolutions are passed according to each Trustee's individual vote. Their vote is recorded on each resolution.

Trustee Hill discussed the ARP (American Rescue Plan) conference in regard to what the money could be spent on. Trustee Dickel stated to make it simple they explained if it was used for government services the item would qualify. Fiscal Officer Zsebik stated no monies have been spent since they were advised not to rush into spending the money since information was changing daily. Trustee Hill stated this was the final information at the conference.

Trustee Hill reported while they were at the conference, the township vehicle (Trax) got damaged. Trustee Hill and Trustee Scott rode together to the conference in the Trax and used the valet parking that was available at the hotel. The car stayed in the parking garage the entire time they were there. When they got back to the township, Trustee Hill saw the damage. Trustee Scott took the vehicle to Pat O'Brien Collision Repair Center for estimate on the repairs which totaled \$1,766.03. Trustee Hill called the hotel and talked to the manager of the valet service, which explained he would need 3 to 5 business days for review. Their insurance company verified as well, then responded they were going to deny the claim because they left the premises, and they didn't know what happened from the time they left the premises to the time the damage was discovered. After more discussion, the repair estimate was given to them, and they were going to reevaluate the decision. Fiscal Officer Zsebik clarified they left the premises and didn't notice anything until they got back to the township. She reaffirmed pictures were taken and asked if he documented the dates and times so it can be on file. Trustee Hill replied he did.

MOTION BY R. Dickel, second by C. Hill authorizing to open up the Township Office Building for business as normal. Roll Call – C. Hill, yes; R. Dickel, yes; R. Scott, yes; Motion Carried.

MOTION BY R. Scott, second C. Hill authorizing to go into Executive Session personnel matters ORC 121.22 G1 demotion and compensation at 8:13 p.m. Roll Call – C. Hill, yes; R. Dickel, yes; R. Scott, yes; Motion Carried.

MOTION BY R. Dickel, second by C. Hill to adjourn from Executive Session and returned to regular session at 8:44 p.m. Roll Call – C. Hill, yes; R. Dickel, yes; R. Scott, yes; Motion Carried.

Trustee R. Scott stated, "In the township, we have about a little over 5,000 citizens, as far as the census says, and I feel that we no longer need a secretary. This will be changed to a receptionist. The job will be from 9 to 1, four days a week, Monday through Friday, 16 hours per week, no benefits. Pay will be reduced to \$14.93 per hour because of the part-time status, no benefits. No longer will this job have anything to do with the township meetings other than a private citizen. Receptionist will make a log each day, Monday through Thursday, of all communications and reactions with the public.

At 12:45, each day, this log will be emailed to all three Trustees so the Trustees will be informed of the correspondent of the day activity of all three Trustees will have to make a determination of the new job description of the new duties. I was put on this job to save the township money. I don't have anything against anybody, I don't have anything against you or anything else, but the thing of it is, we gonna have to cut costs. That's what I see, and that's what I'll do. Now, Ron brought up the thing, well what if she can't get all her work done? We may have to revisit that issue later on, but it's got to be done. We gonna have to do it. That's what I see." Trustee Hill stated, "You got to make a motion then a discussion. Trustee Scott stated, "Alright, I make a motion that this is what..Trustee Hill stated, "A motion on what? You have to say everything you want in the motion."

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MOTION BY R. Scott, second by C. Hill authorizing to make a motion exactly what I said. We are going to demote this job down to and changed the thing from a secretary to a receptionist. We no longer need a secretary; this will be changed to receptionist. The job will be from 9:00 a.m. to 1:00, four days a week, Monday through Thursday, 16 hours per week. No benefits. Pay will be reduced to \$14.93 per hour because of the part-time status. No benefits. No longer will this job have anything to do with the township meetings other than a private citizen. Receptionist will make a log each day, Monday through Thursday of all communications and relations with the public. At 12:45, each day, this log will be emailed to all three Trustees so the Trustees will be informed of the correspondence of the day's activities so all three Trustees will have to make a determination of a new job description of the new duties. Discussion: Township Secretary, Tina Karres asked when this becomes effective. Trustee Scott answered Monday. Mrs. Karres asked, when she would get the job description. She added, the other paper Trustee Hill had was job duties, which the Board at the time, had asked her to write down. Mrs. Karres stated, "Ok now Monday, so who does everything else?" Trustee Scott stated, "Well, we are going to see what you can do. If you can't get it done... Township Secretary stated she didn't understand, you said all I was going to do was answer the phone and write down a log. Trustee Dickel stated, "Yeah, what is the job description?" Trustee Scott stated, "No, well that's what we are going to be doing is working on is a job description." Township Secretary stated, "Well who is doing all the other things I do now though, who does that? I am unclear. I am just asking." Trustee Scott said you work 9:00 a.m. to 1:00 p.m. right? What can't you get done? What do you do after 1:00?" Township Secretary answered she does all the duties on that form (with a little altering of the job duty list). Mrs. Karres asked who was going to do the minutes and resolutions. Fiscal Officer Zsebik stated she doesn't have to do them. Trustee Scott stated that he knew the Fiscal Officer didn't have to do them and added she could hire somebody to do them. Fiscal Officer Zsebik stated she could appoint a person as an assistant. She clarified she didn't have to do minutes and she only is required to attend one meeting per quarter. A Fiscal Officer is an elected position and that she was not a secretary to the trustees. Trustee Scott stated that he knew that. Fiscal Officer Zsebik asked who would be doing the minutes and resolutions and reaffirmed that she only had to attend one meeting per quarter. Trustee Scott stated, "This is what I'm planning on doing. Here's what I would like to do. We're gonna put video in here so everything is done on video. We'll put cameras in here, and everything will be done on video." Township Secretary stated that they would still need a written record. Fiscal Officer reaffirmed a written record would be needed as well as typed resolutions. Trustee Dickel stated that before anything is done, he better get a job description down on what he was going to do so she'll know what her duties are. "Gather all this information you want to do, get a job description down, and then present it to what you want to do." Fiscal Officer Zsebik stated, she didn't understand how he could sit here and say this kind of stuff because it's like you are micromanaging. "I mean you have no idea what goes on in this office. There is a lot of work to be done, we have EMS, we have our fire, that is added work and there is a lot of work that goes on here. You don't understand because you don't come in here to see. We are busy, very busy, a growing township. Just because the office hours say 9:00 a.m. to 1:00 p.m. people still come in we are here, and they still come in. They do not get turned away. Residents come in to set up appointments between those other times if need be. Anyone can walk up to the door and just because it is 1:00 p.m., they do not get turned away and phones are answered after 1:00 p.m. also." Trustee Scott stated, "So what you're saying is I need to spend more time down here?" Fiscal Officer Zsebik stated, "If you want to, yeah you can come down here yeah." Trustee Scott stated, "Yeah, I'm gonna have to." Township Secretary Karres stated she would give a quick history of her employment. "In 2010, she was hired part-time for a General Secretary position (20 hours per week) which is the only job description she received. Two days later, the Zoning Secretary (20 hours per week) quit, and the Board asked her if she would mind picking up her duties. The Township Secretary agreed and was hired in as Township Secretary. She did that for a while and realized it was just too much work for 20 hours per week, so the Board increased the hours to 20 to 30 hours per week. Later, the Township Secretary informed the Board that she liked working

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for the township, but for the job duties she was given and expected to accomplish, she explained they could hire someone else and that she was going to move on. At that time, the Board then asked her to write down all her duties so they could review them (which is the three-page updated document that Trustee Hill had as her job description). Mrs. Karres stated, it was not a job description completed by the Board, it was a listing of her job duties typed by herself. She wrote everything down that she did and after the Board verified the duties with the Administrator at that time, the Board came back and told her they were going to hire her full-time. She explained how more and more things were added to the job and with the addition of computer systems more work had to be accomplished. She explained, there was scanning, indexing, year end, building, zoning, resolutions/minutes. She explained even those job duties have changed a little bit, there are different systems etc. There's a lot that goes on in a little township. Mrs. Karres explained she had developed and typed job descriptions as part of her job with the assistance of a board member for ad placement. The Township Secretary agreed the Board should be doing the job descriptions and signing them. She is their secretary for assistance in typing them. Trustee Hill told Trustee Scott he could make a job description out of the Township Secretary's current job duty form, stating it was very good and very detailed and could have it done by Monday. Township Secretary stated that it needed some updating since it was from 2016 and things change. Trustee Scott said, "Where do all these changes come from; we are not involved in all these changes." It was explained that things change like new computer systems etc. Mrs. Karres stated the Township Secretary is not just a receptionist, building/zoning clerk, or Fiscal Officer Assistant. The Township Secretary is the liaison between the fire department, the building/zoning department, the Fiscal Officer Assistant, outside sources like the Sheriff, the Board, and the Public. Mrs. Karres explained that when you work in a large place, there are separate jobs like a receptionist, building clerk, but when you are working in a small place there are many jobs that need to be done. She stated that her job is to work for the public, make them happy and do whatever needs to be done. The township is evolving. Trustee Scott stated he would work on the job description and the Township Secretary said it needed to be updated since the form was from 2016. Trustee Scott stated he didn't understand, when they came up with the job description, nobody knew there was one and why wasn't everything in the bible meaning the handbook. The Township Secretary asked why he was looking at her. She told him you should be looking at the past Trustees and that she was only the secretary. She stated, "The Board hired me and you're looking at me for job descriptions." Mrs. Karres stated that was the Boards job, not her job to make up job descriptions. Trustee Hill stated they have a motion on the floor, and he'll seconded it. Trustee Dickel asked if they wanted to get a job description, and everything proposed first after they figure out what they want to do. Trustee Hill stated, "His motion was starting on Monday, so he's got the weekend to get a job description up, we can put the job description will be done by Monday, give it to her and if she can't handle what we are doing, then we'll look about getting Brenda an assistant, if they can't handle it." Fiscal Officer Zsebik asked why they wouldn't get everything in order first before they start changing the hours and all that. She stated they need to come to the office and see what is being done and work with us. Trustee Scott stated, "He will." Trustee Dickel recommended amending the motion, "Come down and figure out what you want to put down on paper so you have everything correct and go from there." Fiscal Officer stated, "As far as cutting hours and doing all this changing of this position, get everything in order first and if you think after you come down here and watch what is being done and if you think that things need to be changed then that is something you can talk about, but just to jump into this." Trustee Dickel stated that Trustee Scott has been here for one month and to come in here and want to change everything, there is a lot of things he could look at, but to change this one thing all of the sudden seems kind of weird. Trustee Dickel stated he should look at all of the departments. Trustee Scott said he will. Fiscal Officer Zsebik stated he needed to come to the office to see what is done, rather than micromanaging. Township Secretary Karres stated there has been additional work due to the computer conversion from Zone Pro to iWorq with absolutely no interaction due to the circumstances with the last Building Official. There was no involvement. Trustee Hill stated he saw it. Mrs. Karres

recommended talking to iWorq who said the system was never set up appropriately for our township. She stated when working with software, "garbage in garbage out." The reports were never set up and the system and information was not shared and the personnel was not included and he took us off all the emails. That's all there was to it. Mrs. Karres stated she reported unethical and illegal behavior and ever since then she has been harassed and retaliated against. She stated she has done nothing but pick up the pieces from what went on and if Trustee Hill wants to come into the office, she would be more than happy to show him exactly what was going on. Trustee Hill asked Trustee Scott if he could get a job description by Monday. Trustee Hill stated, "Call a vote." Trustee Dickel reiterated to get everything in order. Trustee Hill stated to just get a job description with the updates. Trustee Hill stated, "if we need to get an assistant for Fiscal Officer Zsebik, that's what we'll get." Trustee Dickel asked how you can layoff one person and hire another person to do the same job. Trustee Hill said, they were cutting her hours not laying her off. Trustee Dickel stated that you can't cut a person's job and hire another person to do the same job. Trustee Scott said they weren't planning on hiring anybody right now. Trustee Hill stated he was confused ever since he first started. He was calling her the Fiscal Officer Assistant and he said he was corrected that she was the Township Secretary. Trustee Hill said she works for the Board. Township Secretary stated she works for everyone. She is the liaison for the township, that's what she was hired for. Trustee Hill started quoting percentages of work she does. Mrs. Karres stated she didn't know what percent she works for the Fiscal Officer; she just does whatever needs to get done. Fiscal Officer Zsebik stated Mrs. Karres has been here the longest in the office and helps train everyone on systems and jobs. She stated the office all works together as a team which is why the Trustees should come to the office to see what is done, not assume. Fiscal Officer Zsebik again stated if these Trustees don't come into the office to see what's done how can they say what needs to be done, without any observation. Trustee Scott said he's been told he's making too many changes too fast, but that's his job. Mrs. Karres stated, "you want to be knowledgeable when you make those changes don't you." Trustee Scott stated, "Absolutely." Trustee Scott stated, "Let's call the roll." They are going to be making up a job description. Trustee Scott stated that there should have already been one. Trustee Dickel stated not if you're changing her job, how would there be one. Trustee Hill stated they were going to make a job description.

Roll Call – C. Hill, yes; R. Dickel, no; R. Scott, yes; Motion Carried.

RESOLUTION NO. 17-22

Trustee Scott said he had more new business. He asked Fiscal Officer Zsebik if there was a written contract for the two janitors. She wasn't sure if there was a contract for them but said everyone is hired on resolutions. Trustee Scott stated he didn't want to renew their contract because he didn't think the township needed janitors. He thinks everyone needs to take personal responsibility, keep their own area clean, and carry their own garbage out. Trustee Scott stated he would take care of the floors. He thinks the fire department should be able to clean the floors. Chief Triana asked for the entire building? Trustee Scott stated, "No, just in here, we have carpet in some of it." Chief Triana repeated, that he wants them to clean all the floors for the entire building? Trustee Scott asked if that was a problem. Fiscal Officer Zsebik asked if he was talking about all the public restrooms, the sheriff department substation office, the Trustee's Office. Trustee Scott stated yes, but the Trustees should keep their own office cleaned. Fiscal Officer Zsebik explained the building was open to the public. Township Secretary stated, especially with Covid, the areas should be kept clean, and the janitors sterilize everything. Trustee Hill stated he had a scrubber he could bring down to the office once in a while. It was no big deal. Trustee Scott stated maybe the Trustees should be doing a little work down here. Trustee Hill stated he doesn't expect the fire department to do everything, but they have been asking him for two years now, "We can do it, we're sitting here doing nothing." That is why Trustee Hill personally asked a few of them. Chief Triana asked if he could make a statement. "I would truly appreciate when you want to change something with the fire department that you come in and talk to him about these kinds of things before, we get them into the public and air these things out, because to be totally 100% honest with you I am zoning you guys out. You're killing me. This to me is totally unprofessional, number one." He asked that the Board to do their homework before they make

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changes. If they want to talk about him coming and having his guys clean the floors, please come in and see him and he'll talk about it and then we can make an informed decision at that point and bring to the meeting. The Chief stated he needed to talk to those guys. They have duties every day. When they get a call, they don't get their duties done. The Chief stated they need to look at what they are doing first and then add or delete. Trustee Hill stated he understood that one hundred percent. Trustee Dickel asked Trustee Hill why he didn't do it then. Trustee Dickel stated he didn't know anything about this. These two Trustees come in with all this stuff and he didn't know anything about any of this. The Chief just reiterated it's just unprofessional. The Chief stated he's just doing his job and doing what is right for the residents of Vermilion Township. The Chief said he can't give any feedback when he's getting blindsided in a meeting. He would like to see things differently in the meeting. Trustee Hill stated, because Chief Triana is the head of the fire department, he's going to ignore all the guys that asked him to try and do this for them and he's going to say, "Rodger we might as well keep going with the cleaning ladies." Trustee Scott recommended it being tabled until the next meeting. Trustee Hill stated he could do that and asked Chief Triana if it was alright with him. The Chief stated they needed to come in and talk to him. Trustee Scott stated he would do that. Trustee Hill said that maybe the fire department should be involved in this decision. Trustee Dickel stated that is why we have a Chief. Trustee Hill stated, they are telling me one thing and what I'm hearing from the Chief is another. The Chief said, "You just told me you were going to let me run the fire department and now you're telling me you want them to be involved. I don't understand." Trustee Hill stated, "Well, I've got them coming up to me Chief and telling me they want to step up and do it." The Chief told Trustee Hill to tell them to see the Chief. Trustee Hill stated he'll tell them we'll keep the cleaning ladies here because it was causing too much ruckus, but he wanted to try and do what they wanted him to do. The Chief ended with they'll be having a conversation. Trustee Scott told Trustee Hill they'll just table this until next meeting. Trustee Hill agreed. Township Secretary asked a question, "So you're going to table this to talk to the Chief and find out what's really going on, but you're not going to table mine to find out what's really going on. You hired me for a job that I don't even have a job description. I'm going to come in Monday, and I don't even know what I am doing." Trustee Scott stated, "You're going to be doing the same thing you've been doing." Mrs. Karres stated, "So I'm going to be doing a forty hour a week job in sixteen hours. If I could have done the job in sixteen hours, don't you think that would have been done originally?" Trustee Scott stated he wasn't going to argue with the Township Secretary. She stated she wasn't arguing, she was having a conversation. Trustee Dickel added that is why he said to table everything and present it. Fiscal Officer Zebik said everything should be in order. It becomes total chaos when things are done backwards. She told Trustee Scott, he had only been at the township for thirty-three days and that no one learns a job in thirty-three days. She asked him to come in and work with the office and then make a decision. Trustee Scott stated, "Oh, believe me, I'm gonna be in here." The Fiscal Officer and Township Secretary welcomed him to come into the offices. The only Trustee that comes to the office is Trustee Dickel. Fiscal Officer Zebik asked, "Have we ever turned you away?" The Township Secretary stated she welcomed him prior to him starting his term and sat with him for over two hours showing him the rules and regulations for Trustees and told him to come in any time.

MOTION BY R. Dickel, second by C. Hill accepting the 2021 Township Highway System Mileage Certification sheet. Vermilion Township certifies that as of December 31, 2021, the township is responsible for maintaining 21.432 miles of public road.

Roll Call – C. Hill, yes; R. Dickel, yes; R. Scott, yes; Motion Carried.

RESOLUTION NO. 18-22

MOTION BY R. Dickel, second by C. Hill authorizing payment of \$2,967.00 to participate in the Erie Regional Planning Commission (ERPC) and Metropolitan Planning Organization located at 2900

(Continuation of Minutes to Meeting Held 2/2/22)

Columbus Avenue, Sandusky, Ohio for FY 2022. Based upon 2010 census – population of 4,945 x \$0.60. Roll Call – C. Hill, yes; R. Dickel, yes; R. Scott, yes; Motion Carried.

RESOLUTION NO. 19-22

Mr. Bill Via, resident asked if there was any discussion about extending the sewers along Lake Road. Trustee Dickel stated there has been discussion, but that is through the county.

MOTION BY R. Dickel, second C. Hill authorizing to go into Executive Session for ORC 121.22 G1 to consider employment for the fire department at 9:30 p.m. Roll Call – C. Hill, yes; R. Dickel, yes; R. Scott, yes; Motion Carried

MOTION BY R. Dickel, second by C. Hill to adjourn from Executive Session and returned to regular session at 9:44 p.m. Roll Call – C. Hill, yes; R. Dickel, yes; R. Scott, yes; Motion Carried.

MOTION BY: R. Dickel, second by C. Hill to adjourn the regular meeting at 9:45 p.m. with no further business to discuss. Roll Call – C. Hill, yes; R. Dickel, yes; R. Scott, yes; Motion Carried.



 Trustee



 Trustee



 Trustee



 Township Secretary Receptionist 3/2/22 HK