

RECORD OF PROCEEDINGS

Minutes of

SHARON TOWNSHIP TRUSTEES

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10748

SPECIAL SESSION HELD AT

Held _____ **95 E. Wilson Bridge Road** _____ 20 _____
June 30, 2023

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The meeting was called to order at 7:00 am.

Roll Call:	Tony Palmer, Chair	Present
	John Oberle, Vice Chair	Present
	Laura Kunze, Trustee	Present
	Michael Farley, Fiscal Officer	Present

Attendance: Chief Tuchfarber, Supt. Tom Kayati

Pledge of Allegiance: The Pledge was led by Chair Palmer.

TRUSTEES

Annual Planning Calendar

Chair Palmer introduced the compliance check list used by the Fiscal Officer as the starting point of discussion.

Areas discussed to be included were health insurance critical dates. Discussion about annual reports for memorial board and water district occurred. The planning calendar will also be updated as needed. Further discussion took place about possible dates for the water district to report. Discussion settled on the first meeting in February and memorial board the second meeting of February. These include discussion of appointments as appropriate.

Palmer noted the move of Call Insurance lease renewal to August of each year and stated that this change will be represented on the planning calendar.

Kunze noted the need to add annual joint meetings with Worthington City Council for the cemetery board.

Oberle discussed newsletters and the frequency. General discussion occurred about the desire to move to an electronic newsletter. One last paper newsletter will go out in late September or early October. The deadline for submissions will be the second meeting of August.

Palmer discussed the need to look at updating the website at the first meeting in October. Oberle noted this should also be part of the technology update for ARPA funds.

Palmer commenced a discussion about a schedule of pay raises and how they should be on the planning calendar. Discussion occurred about having the department directors prepare a market salary survey and report on it before the second meeting in November in conjunction with budget planning. Further discussion occurred about maintaining a list of anniversary dates for employees.

Kunze led discussion about critical health insurance dates.

Palmer summarized the need for continual updates and volunteered to compile the calendar additions from this discussion.

ARPA Expenditures

Palmer distributed a worksheet with proposed expenditures for the ARPA discussion.

Farley noted that research was done to determine a market rate for premium pay. Research from other political jurisdictions was used to determine appropriateness. Farley also noted that recent guidance from the federal government noted that the emergency status ended in April 2023. As a result, only one employee (recently hired constable) will not be eligible for premium pay from the pandemic.

Palmer noted that full time employees will receive \$1,500 and the only part time employee will receive \$500.

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Palmer and Farley explained that there were other discussion points of potential nonprofit recipients like the Worthington Resource Pantry and the Sharon Memorial Hall. Legal counsel advised that the two recipients would not be eligible under current guidance.

Oberle wished to add IT to the discussion. A general discussion about servers versus cloud-based applications. Oberle expressed a desire to better use technology to coordinate. Oberle also noted the strong interest in using technology to better communicate with township residents.

Palmer referenced that Chief Tuchfarber requested mobile laptops for police cruisers. Chief Tuchfarber explained that there may be an opportunity for another grant to pay for some of these laptops. The Chief will keep the trustees informed of the progress.

Supt. Kayati has requested computer needs as well as the need to replace a roof on a road building.

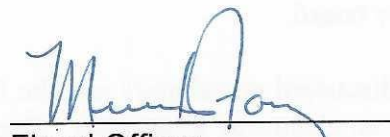
Discussion about the longevity of current needs of the building occurred. The roof and air conditioning units were primarily discussed. Discussion about the best approach to evaluate the process for the long-term viability of the building occurred. General consensus about the need to engage a structural engineer to evaluate the roof structure.

Palmer thanked the department heads and Farley for their work on submissions.

Kunze moved to adjourn, Oberle seconded and the meeting adjourned at 8:20am.

7/12/2023
Date


Chair


Fiscal Officer