

RECORD OF PROCEEDINGS

Minutes of

Meeting

REORGANIZATION MEETING

January 15, 2008

Held

20

The Atwater Township Trustees held their Reorganization meeting January 15, 2008 at 6:00pm at the Atwater Town hall located at 1219 St Rtc 183 in Atwater, Ohio.

ATTENDING

Those Attending the meeting were Danny Derreberry, James Conley, Cindy Werab, Rebecca Bennett, Maric Dollison, Deb Guziak, Peggy Baine, Walter Baine, Don DeCrane, Tara DeCrane, Maggie Kane, Gordon Weber, Kristina Beans, Emma Stanfield, Ron Stanfield, Mel Russel, Rod Roder, Tom Nellis, William Steiner, Leo Lanham, Pete Royer, Don Knapp, Maxine Knapp, Tim Whittlesey, Chuck Darrah, John Kovacich and Lynn Whittlesey.

CALL TO ORDER

Fiscal Officer, Rebecca Bennett called the meeting to order at 6:00 pm. Roll call: Jim yes, Cindy yes, Danny yes. Motion carried. Rebecca Bennett then requested all to rise for the Pledge of Allegiance.

NOMINATIONS FOR CHAIRPERSON

Fiscal Officer called for nominations for the position of Chairperson for the 2008 year. James Conley nominated Danny Derreberry for chairman, seconded by Danny Derreberry. Roll call: Jim yes, Cindy yes, Danny yes. Motion carried.

Rebecca Bennett then turned the meeting over to Chairman, Danny Derreberry.

VICE CHAIRPERSON

Danny Derreberry made a motion to nominate James Conley as Vice Chairman for the 2008 year, seconded by Jim. Roll call: Jim yes, Cindy yes, Danny yes. Motion carried.

Chairman Danny Derreberry, welcomed everybody to the reorganization meeting. He then asked if a representative from the Fire Department was in Attendance. Don DeCrane responded that Lynn is not here yet but, will be here docs plan to attend.

INDEMNITY BOARD

The Indemnity board for Atwater Township were asked if they had appointed a fifth member. John Kovacich was appointed by Pete Royer, Walter Baine, Tim Whittlesey and Darryl Lehman.

Motion by Cindy Werab to accept the nominations for the Indemnity Board, seconded by James Conley. Roll call: Jim yes, Cindy yes, Danny yes. Motion carried.

WORKING PARTNERS

Motion by Cindy Werab to use working partners for the township drug screening procedures, seconded by James Conley. Roll call: Jim yes, Cindy yes, Danny yes. Motion carried.

EXECUTIVE SESSION

Motion to go into executive session to discuss personnel at the Fire Department by Cindy Werab, second by James Conley. Roll call: Jim yes, Cindy yes, Danny yes. Motion carried. (6:05 pm)

Motion to go back into the reorganization meeting by James Conley, second by Cindy Werab. Roll call: Jim yes, Cindy yes, Danny yes motion carried. (6:45 pm)

REORGANIZATION MEETING

DAYTON LEGAL BLANK, INC., FORM NO. 10148

January 15, 2008

Held _____

20 _____

FIER CHIEF APPOINTMENT

Motion to reappoint Lynn Whittlesey as Fire chief and Fire inspector for the 2008 year, second by James Conley. Roll call: Jim abstain, Cindy yes, Danny yes. Motion carried. Chief Whittlesey stated that they have another person with in Fire Dept. that he is state certified as a Fire Inspector that would be willing to assist him as an alternate Township Fire Inspector. He stated that he himself is not a state certified Fire Fighter, and that Jesse Baughman has more credentials for this position.

ASSISTANT FIRE INSPECTOR

Motion by Cindy Werab to appoint Jesse Baughman as assistant Fire Inspector, seconded by James Conley. Roll call: Jim yes, Cindy yes, Danny yes. Motion carried.

Appointment of Fire Department Officers was tabled until the next meeting, so that the trustees would have more time for review.

Chairman Derreberry stated that the board had put together an Atwater Fire and Rescue Department Rules and Procedure booklet that we will marry with the current rules and procedures that are in place. This will be a public document, when it is finalized and approved. I hope to implement this very soon.

TOWN HALL RENTAL

Motion to have James Conley in charge of Town Hall rental for the 2008 year, made by Danny Derreberry, second by Cindy Werab. Roll call: Jim yes, Cindy yes, Danny yes. Motion carried.

ROAD DEPARTMENT LIAISON

Motion by Danny Derreberry to place James Conley in charge of Township roads, which includes the road crew employees, second by James Conley. Roll call: Jim yes, Cindy yes, Danny yes. Motion carried.

Chairman Derreberry stated that the reason behind having only one Trustee oversee each individual Department within the Township is to eliminate any conflicting orders or communications that may occur when you have two or more Trustees involved.

SECRETARY FOR ZONING AND ZONING BOARD OF APPEALS

Motion to re hire Laurel Fisher as secretary for Zoning and Zoning Board of Appeals for the 2008 year made by Cindy Werab, second by James Conley. Roll call: Jim yes, Cindy yes, Danny yes. Motion carried.

CEMETERIES

Motion to appoint Cindy Werab to be in charge of all Township Cemeteries made by Danny Derreberry, second by Cindy Werab. Roll call: Jim yes, Cindy yes, Danny yes. Motion carried.

A question was asked of Chairman Derreberry by Tim Whittlesey. What defines "in charge of" when it comes to Cemeteries? What roll would that person in charge of be? Chairman Derreberry answered, basically a contact person for people interested in purchasing cemetery lots. Cindy Werab stated that I times she would need your assistance (Tim Whittlesey) with navigating or locating available lots, as far as making the sale and documents and such, I will take care of and get them to you.

RECORD OF PROCEEDINGS

Minutes of

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REORGANIZATION MEETING

DAYTON LEGAL BLANK, INC., FORM NO. 1014R

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20

ZONING INSPECTOR

Motion to re hire Robert Bane as Atwater Zoning Inspector for the 2008 year made by James Conley, second by Cindy Werab. Roll call: Jim yes, Cindy yes, Danny yes. Motion carried.

CLEANING PERSONAL FOR TOWN HALL

Motion to re hire Richard Myers as cleaning person for the Atwater Town Hall made by James Conley, second by Cindy Werab. Roll call: Jim yes, Cindy yes, Danny yes. Motion carried.

The Fire department roster was tabled until the January 21st meeting.

Motion to appoint Danny Derreberry as liaison between the Fire Dept and the Atwater Trustees made by Cindy Werab, second by James Conley. Roll call Jim yes, Cindy yes, Danny yes. Motion carried.

FEES: ZONING, CEMETERY, TOWN HALL RENTAL

Motion to set the same fees that was established for the previous year (2007) for Zoning, Cemetery, and Town Hall rental made by James Conley, second by Cindy Werab. Roll call: Jim yes, Cindy yes, Danny yes. Motion carried.

APPROPRIATIONS

Motion to Approve Temporary Appropriations in the amount of \$200,000.00 made by James Conley, second by Cindy Werab. Roll call: Jim yes, Cindy yes, Danny yes. Motion carried.

INVENTORY

Motion to take inventory of all Township Property on January 26, 2008 at 9:00 am, made by Cindy Werab, second by James Conley. Roll call: Jim yes, Cindy yes, Danny yes. Motion carried.

RESOLUTION 1-2008

The Atwater Township Board of Trustees regularly scheduled meetings will be the first and third Monday of each month. Meetings will be held at 7:00pm at the Atwater Town Hall located at 1219 St Rte. 183 Atwater, Ohio 44201. The meetings will follow the agenda that is set forth by the Board of Trustees and public comment will be entertained as time permits. Changes in meeting in meeting dates or times, special meetings, hearings, or emergency meetings will be published in the Record Courier as required. All work sessions are for discussion of public business and will be recognized as public meetings.

The Atwater Zoning Commission regularly scheduled meetings will be the first Tuesday of each month. Meetings will be held at 7:00 pm, at the Atwater Town Hall located at 1219 St Rte 183 Atwater Ohio 44201. The Zoning secretary will notice special meetings, work sessions, and hearings in the Record Courier according to the periods specified in the Ohio Revised Code. All work sessions are for the discussion of public business and will considered public meetings.

Atwater Zoning Board of Appeals regularly scheduled meetings will be on the 3rd Thursday of each month. Meetings will be held at 7:30 pm, at the Atwater Town Hall located at 1219 St Rte 183 Atwater Ohio 44201. The Zoning Board of Appeals Secretary will notice special meetings, work sessions and hearing in the Record Courier according

RECORD OF PROCEEDINGS

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REORGANIZATION MEETING

CAYTON LEGAL BLANK INC. FORM NO. 10-4E

January 15, 2008

Held

20

to periods specified in the Ohio Revised Code. All work sessions are for the discussion of public business and will be considered public meetings.

Motion by James Conley to accept the resolution as read, second by Cindy Werab. Roll call: Jim yes, Cindy yes, Danny yes. Motion carried.

ZONING INSPECTORS OFFICE HOURS

Motion to set Office hours for Atwater Township Zoning Inspector for Thursdays from 7:00 pm to 8:00 pm made by James Conley, second by Danny Derreberry. Roll call: Jim yes, Cindy yes, Danny yes. Motion carried.

REGIONAL PLANNING

Motion to reappoint Cindy Werab as Township representative and Danny Derreberry as an alternate to Portage County Regional Planning Commission made by Danny Derreberry, second by James Conley. Roll call Jim yes, Cindy yes, Danny yes. Motion carried.

Fiscal Officer requested to have Kevin Bennett bonded to be able to perform courier responsibilities for the Township.

Motion to bond Kevin Bennett as a courier to assist Fiscal Officer made by James Conley, seconded by Danny Derreberry. Roll call: Jim yes, Cindy yes, Danny yes. Motion carried.

Motion to allow Fiscal Officer to purchase Office supplies as needed for the 2008 year made by James Conley, second by Danny Derreberry. Cindy Werab asked what type of office supplies and who would use them? Becky answered they would be normal office supplies paper, envelopes, etc to used by the township. Fire Dept, Zoning, Fiscal Officer etc. I would like notice in advance. Roll call: Jim yes, Cindy yes, Danny yes. Motion carried.

Motion to close the reorganization meeting by James Conley, second by Cindy Werab. Roll call Jim yes, Cindy yes, Danny yes. Motion carried. (7:05 pm)

Danny Derreberry
Chairman

James Conley
Trustee

Kevin Bennett
Fiscal Officer

Cindy Werab
Trustee