

**RECORD OF PROCEEDINGS
FREEDOM TOWNSHIP TRUSTEES
ORGANIZATIONAL MEETING**

Thursday, January 6, 2011

The Organizational Meeting of the Freedom Township Board of Trustees was called to order by Chairman James Hammar at 7:30 pm on Thursday, January 6, 2011. Present: Trustees: James Hammar, Roy Martin, John C. Zizka; Rosemary Nicholas, Fiscal Officer; Jeff Derthick, Zoning Inspector; Charles VanSteenberg, Road Supervisor. Also present: Mr. and Mrs. Charles Duffield.

Mr. Hammar led the assembly in the Pledge of Allegiance.

The meeting was turned over to Fiscal Officer Rosemary Nicholas for the election of officers.

Mr. Zizka nominated Mr. Martin as Chairman. Mr. Martin nominated Mr. Hammar as Chairman. Mr. Martin declined to serve as Chairman. Mr. Zizka moved that nominations be closed; Mr. Martin seconded the motion. Mrs. Nicholas called the roll on the **closing of nominations and the election of Mr. Hammar as Chairman. Roll Call: Mr. Martin, yes; Mr. Hammar, yes; Mr. Zizka, yes. Motion carried. Org-1-6-11.1**

Mr. Martin nominated Mr. Zizka as Vice Chairman. There were no other nominations. Mr. Hammar moved that nominations be closed; Mr. Martin seconded the motion. Mrs. Nicholas called the roll on the **closing of nominations and the election of Mr. Zizka as Vice Chairman. Roll Call: Mr. Martin, yes; Mr. Hammar, yes; Mr. Zizka, yes. Motion carried. Org-1-6-11.2**

Mrs. Nicholas turned the meeting over to Chairman Hammar.

Town hall and church building rental fees were discussed. Current rental fees are as follows: \$50 for residents; \$75 for non-residents; and \$100 for commercial, with no charge for funeral meals and legal, charitable organizations (Scouts, 4-H). Mr. Zizka said he had several requests for use of the pavilion, and this is something that is going to need to be addressed at some point. Mr. Martin suggested setting the same rates for the pavilion as we have for the town hall. Mr. Martin made the motion, seconded by Mr. Zizka, **to keep town and church rental fees at the current level: \$50 for residents; \$75 for non-residents; and \$100 for commercial, with no charge for funeral meals and legal, charitable organizations (Scouts, 4-H). Roll Call: Mr. Martin, yes; Mr. Hammar, yes; Mr. Zizka, yes. Motion carried. Org-1-6-11.3**

Mr. Zizka made the motion, seconded by Mr. Martin, that mileage reimbursement be set at 51.0 cents per mile, the standard mileage rate established for 2011 by the Internal Revenue Service. Roll Call: Mr. Martin, yes; Mr. Hammar, yes; Mr. Zizka, yes. Motion carried. **Org-1-6-11.4**

Mr. Hammar made the motion, seconded by Mr. Martin, **to appoint the Chairman of the Board of Trustees as "individual" representative for OTARMA, and to appoint the Vice Chairman as "Alternate."** Roll Call: Mr. Martin, yes; Mr. Hammar, yes; Mr. Zizka, yes. Motion carried. **Org-1-6-11.5**

Mr. Hammar made the motion, seconded by Mr. Zizka, **to appoint Mr. Martin as representative for the Ravenna Arsenal Board.** Roll Call: Mr. Martin, yes; Mr. Hammar, yes; Mr. Zizka, yes. Motion carried. **Org-1-6-11.6**

Mr. Martin made the motion, seconded by Mr. Hammar, **to appoint Mr. Zizka as the liaison for the Robinson Health Affiliates for the CDL testing program, with alternate to be any Trustee.** Roll Call: Mr. Martin, yes; Mr. Hammar, yes; Mr. Zizka, yes. Motion carried. **Org-1-6-11.7**

Mr. Hammar made the motion, seconded by Mr. Zizka, **to appoint Mr. Martin and Mr. Hammar to serve as co-representatives to the Joint Fire District Board, with Mr. Martin being the primary representative and Mr. Hammar being the secondary representative.** Roll Call: Mr. Martin, yes; Mr. Hammar, yes; Mr. Zizka, yes. Motion carried. **Org-1-6-11.8**

Mr. Martin made the motion, seconded by Mr. Hammar, **to appoint Mr. Zizka and Mr. Hammar to serve as co-representatives to the EMS Board, with Mr. Zizka being the primary representative and Mr. Hammar being the secondary representative.** Roll Call: Mr. Martin, yes; Mr. Hammar, yes; Mr. Zizka, yes. Motion carried. **Org-1-6-11.9**

Mr. Martin made the motion, seconded by Mr. Zizka, **to appoint Mr. Hammar to serve as representative on the Portage County Regional Planning Commission, with Mr. Martin as alternate.** Roll Call: Mr. Martin, yes; Mr. Hammar, yes; Mr. Zizka, yes. Motion carried. **Org-1-6-11.10**

Mr. Zizka made the motion, seconded by Mr. Martin, **to appoint Mr. Hammar to serve as Representative for the Ohio Public Works Commission State Capital Improvement Program, Local Transportation Improvements Program, and/or Small Government Program, with any Trustee as alternate.** Roll Call: Mr. Martin, yes; Mr. Hammar, yes; Mr. Zizka, yes. Motion carried. **Org-1-6-11.11**

Mr. Hammar made the motion, seconded by Mr. Zizka, **to appoint Mr. Martin as the Road Consultant Representative with any trustee to be the alternate.** Roll Call: Mr. Martin, yes; Mr. Hammar, yes; Mr. Zizka, yes. Motion carried. **Org-1-6-11.12**

Mr. Martin made the motion, seconded by Mr. Zizka, **to appoint Mr. Hammar Zoning Commission contact, with Mr. Zizka as alternate.** Roll Call: Mr. Martin, yes; Mr. Hammar, yes; Mr. Zizka, yes. Motion carried. **Org-1-6-11.13**

Mr. Hammar made the motion, seconded by Mr. Zizka, **to appoint Mr. Martin Zoning Board of Appeals contact, with Mr. Zizka as alternate.** Roll Call: Mr. Martin, yes; Mr. Hammar, yes; Mr. Zizka, yes. Motion carried. **Org-1-6-11.14**

Mr. Hammar made the motion, seconded by Mr. Martin, **to appoint Mr. Zizka to be in charge of town hall and church building scheduling, with any trustee as alternate.** Roll Call: Mr. Martin, yes; Mr. Hammar, yes; Mr. Zizka, yes. Motion carried. **Org-1-6-11.15**

Mr. Zizka made the motion, seconded by Mr. Martin, **to appoint Mr. Hammar as Trustee representative for the Park Committee, with Mr. Martin as alternate.** Roll Call: Mr. Martin, yes; Mr. Hammar, yes; Mr. Zizka, yes. Motion carried. **Org-1-6-11.16**

Mr. Hammar made the motion to change the trustee meeting schedule to include one daytime meeting and one evening meeting, with the evening meeting to start at 6:00 pm. Mr. Zizka said he understood the premise but did not think it would generate interest to have a morning meeting; he would like to see the meeting schedule stay as it currently is. Mr. Martin agreed, adding that both the Zoning Commission and Board of Appeals meet at 7:30 pm. In response to an inquiry from the board, Mr. Duffield suggested the meetings be held in the evening so that

anyone interested could attend. Mr. Hammar’s motion died for lack of a second. Mr. Zizka made the motion, seconded by Mr. Martin, to **set the Regular Trustee meetings to be held on the first and third Thursday of the month, at 7:30 pm, with the second meeting in December to be set at a later date.** Roll Call: Mr. Martin, yes; Mr. Hammar, yes; Mr. Zizka, yes. Motion carried. **Org-1-6-11.17**

Mr. Martin made the motion, seconded by Mr. Zizka, **that all meetings will be held in accordance with Roberts Rules of Order and will be in compliance with the Ohio Sunshine Law; further, special meetings will be advertised in the Record Courier, the newspaper of most general circulation, by notifying them 24 hours in advance.** Roll Call: Mr. Martin, yes; Mr. Hammar, yes; Mr. Zizka, yes. Motion carried. **Org-1-6-11.18**

Mr. Zizka made the motion, seconded by Mr. Martin, **that members of the Zoning Commission, the Zoning Board of Appeals, and the alternates will be paid \$20.00 per meeting attended to include special meetings, workshops or any meeting pertinent to conducting the business of the Zoning Commission and/or the Zoning Board of Appeals.** Roll Call: Mr. Martin, yes; Mr. Hammar, yes; Mr. Zizka, yes. Motion carried. **Org-1-6-11.19**

Mr. Martin made the motion, seconded by Mr. Zizka, **to reconfirm 15 days vacation time for Charles VanSteenberg and Tony VanSteenberg, to be taken by the end of the year; 10 paid holidays as per the Ohio Revised Code; 5 sick days per year, with no carry over; sick days may also be used for bereavement leave purposes. Leave may be used in less than 8-hour increments.** Roll Call: Mr. Martin, yes; Mr. Hammar, yes; Mr. Zizka, yes. Motion carried. **Org-1-6-11.20**

Mr. Zizka made the motion, seconded by Mr. Martin, **to table wage increases until the next meeting to allow for completion of employee performance evaluations.** Roll Call: Mr. Martin, yes; Mr. Hammar, yes; Mr. Zizka, yes. Motion carried. **Org-1-6-11.21**

There being no further business, Mr. Zizka made the motion, seconded by Mr. Martin, to adjourn the organizational meeting at 7:57 pm Roll Call: Mr. Martin, yes; Mr. Hammar, yes; Mr. Zizka, yes. Motion carried. **Org-1-6-11.22**

Trustee

Trustee

Trustee

Fiscal Officer