



TRUSTEES MEETING NOTICE & AGENDA

Wednesday, Sept. 13, 2023 7:00 PM Community Room/Zoom

Trustees – Lisa Zver, Riley Alton and Jeanene Kress

Fiscal Officer – Brian Gillette

Township Mission: To inspire long term confidence in local government by acting in a coordinated, ethical, fiscally responsible manner to achieve identified priorities and long term goals. Each employee will do so by achieving their job-related expectations, providing outstanding service, demonstrating integrity in their actions, and engaging in open communication with co-workers and the public.

Call Meeting to Order

Roll Call

Pledge of Allegiance

Presentation

Public Comment Related to Agenda

Committee Reports

- Trustee Zver - JEDD
- Trustee Kress -
- Trustee Alton - Cemetery

Department Reports

- Fire Department
- Service Department
- Police Department

- Building Department
- Legal Counsel
- Fiscal Officer

Old Business Items

- A. N/A

New Business Items

- A. Cuyahoga County Board of Elections Agreement for Place of Election – Community Room November 6th and 7th
- B. Cintas Agreement Renewal for Uniform and Mat Cleaning
- C. WEX Health Service Agreement to Assist in the Administration of Employer’s COBRA Obligations \$500.00 Set Up Fee/\$.85 per Employee per Month with a Fee Minimum \$100.00
- D. IWorQ Application for PayRoc Credit Card Processing
- E. Certified Public Records Training Designee Ashley Azbell and Sophia Ciaravino
- F. Event Permit Southwood Simmer Block Party September 30, 2023 from 3:00pm-7:00pm

Consent Agenda Items

- A. Meeting Minutes August 23, 2023
- B. Payment of Bills and Payroll

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| Warrants | 43976 - 44087 |
| Vouchers | 1149-2023, 1219-2023 to 1225-2023, 1289-2023 to 1292-2023 |
| EO’s | 1150-2023 to 1218-2023 and 1226-2023 to 1288-2023 |

Requisitions

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| A. | N/A |
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All meetings of the Board of Trustees are held in person with a Zoom option available until further notice. You may submit questions in advance of the meeting via email to admin@olmstedtownship.org or through Zoom Chat. All questions will be addressed at the end of the meeting.

Zoom Login:

Meeting ID: 984 5694 1773 Password: 514703

Resolutions

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| A. | Resolution 096-2023 – Reappropriations/Budget Adjustments and Transfers |
| B. | Resolution 097-2023 – Expenditure/Department Purchase Orders |
| C. | Resolution 098-2023 – Spousal Healthcare Coverage Policy |
| | The Board of Trustees adopt the Spousal Healthcare Coverage Policy effective January 1, 2024. |
| D. | Resolution 099-2023 – Tax Rate Resolution for Tax Year 2023 |
| | The Board of Trustees are accepting the amounts and rates determined by the budget commission and authorizing the necessary tax levies and certifying them to the County Fiscal Officer. |
| E. | Resolution 100-2023 – Rescind Resolution 112-2022 Enforcing Zoning Resolution |
| | The authority of the Board for all purposes of enforcing the Township's Zoning Resolution is hereby delegated to Chief Building Official Tom Virosteck. This delegation shall include, but is not necessarily limited to, the issuance of zoning certificates under Title V of the Zoning Resolution. |
| F. | Resolution 101-2023 – Fire Department Appoint Part-Time Firefighter Louis Eyerman |
| | Louis Eyerman is appointed to the position of part-time firefighter/paramedic within the Olmsted Township Fire Department, and to satisfy the firefighter/paramedic requirements of the position as a condition of employment. This appointment shall take effect on September 13, 2023 with an hourly rate of \$20.50. |
| G. | Resolution 102-2023 – Building Department Appoint Permit Tech Sophia Ciaravino |
| | The recommendation of the Board of Trustees to hire full-time permit tech/office coordinator Sophia Ciaravino is hereby accepted as submitted. The above-referenced appointment shall commence September 13, 2023 at a compensation rate of \$20.00 per hour. Health care benefits will commence on hire date. This appointment is contingent upon successful completion of criminal background check, pre-employment drug and alcohol test/screen. This position will be entitled to two(2) weeks of vacation that will be allowed to take after 90 days of employment during the first full year. Vacation will not be paid out if employee is terminated or resigns during the first full year of employment. The terms described in this resolution constitute the terms of employment and shall not be construed as a contract. |
| H. | Resolution 103-2023 – Appoint Mary Vedda Board of Zoning Appeals |
| | The Board of Trustees appoints Mary Vedda as an alternate member of the Board of Zoning Appeals to fill the unexpired term of Robert Reinhart which will expire on July 31, 2024. |

Any other matter that may come before the Board of Trustees

Adjournment

NOTE: This is a proposed agenda only.

Executive Session

Property, personnel, pending litigation with Legal Counsel, or Economic Development.

SEPTEMBER CALENDAR

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| 09/02/2023 | 8:00 AM - Noon | <i>(Public Service) HHW/Recycle/Bulk at 7924 Fitch Road</i> |
| 09/04/2023 | | <i>(Board of Trustees) Offices Closed – Labor Day</i> |
| 09/07/2023 | 9:00 AM – 10:30 AM | <i>(Board of Trustees) Staff Meeting - Canceled</i> |
| 09/12/2023 | 9:00 AM – 2:00 PM | <i>(Community Event) Red Cross Blood Drive</i> |
| 09/13/2023 | 7:00 PM | <i>(Board of Trustees) Trustee Meeting</i> |
| 09/13/2023 | 8:00 AM – 2:00 PM | <i>(Public Service) Recycle Day at 7924 Fitch Road</i> |
| 09/20/2023 | 7:00 PM | <i>(Boards and Commissions) BZA Meeting</i> |
| 09/25/2023 | | <i>(Public Service) Branch Chip Day</i> |
| 09/26/2023 | 12:00am – 6:00 PM | <i>(Community Event) Red Cross Blood Drive</i> |
| 09/27/2023 | 7:00 PM | <i>(Board of Trustees) Trustee Meeting</i> |
| 09/27/2023 | 8:00 AM – 2:00 PM | <i>(Public Service) Recycle Day 7924 Fitch Road</i> |
| 09/28/2023 | 7:00 PM | <i>(Boards and Commissions) Zoning Commission Board Mtg - Canceled</i> |
| 09/28/2023 | 9:00 AM – 10:00 AM | <i>(Community Event) Coffee with the Chiefs</i> |