

Huntington Township Regular Meeting  
December 12, 2023

President Gary Hopkins called the December 12, 2023, meeting to order at 6:00 P.M. at the Fire House.

Roll Call:	Gary Hopkins	Present
	John Cottrill	Present
	Larry Kellough	Absent

**Motion** by Gary Hopkins, second by John Cottrill to approve the November 13, 2023, regular meeting minutes.

Vote:	Gary Hopkins	Yes
	John Cottrill	Yes

**Motion** by John Cottrill, second by Gary Hopkins to approve payment of the November bills.

Vote:	John Cottrill	Yes
	Gary Hopkins	Yes

**Guest**

**Brett Clark – resident:** Turned in a public records request to the Board, and also a document concerning erosion on his property.

**Fire Department Business – Chief TJ Oyer**

1) Oyer asked the Board to approve six (6) purchase requisitions totaling \$2,320.80, as follows:

- |                                |             |                       |
|--------------------------------|-------------|-----------------------|
| a. Ohio First Responders Grant | \$232.50    | Grant management      |
| b. VNCB-Amazon                 | \$93.18     | Toilet paper          |
| c. Rapp’s Repair Shop          | \$149.00    | Chainsaw repair       |
| d. VCNB-Amazon                 | \$697.12    | Station Supplies      |
| e. Tony’s Towing               | \$350/\$550 | 913 towing            |
| f. VCNB-Amazon                 | \$1299.00   | Salt spreader for 905 |

**Motion** by Gary Hopkins, second by John Cottrill to approve the six (6) purchase requisitions.

Vote:	Gary Hopkins	Yes
	John Cottrill	Yes

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- 2) Oyer asked the Board to approve on on-line course with PWW Advisory Group with the purpose of improving certified ambulance documentation for our EMS run submissions. The course is \$99 per person, and he asked that Robin Pollock, Eric Price, Troy Hupp, and Kevin Fausnaugh take the course. Total \$396.00.

**Motion** by Gary Hopkins, second by John Cottrill to approve the six (6) purchase requisitions.

Vote:	Gary Hopkins	Yes
	John Cottrill	Yes

- 3) Recommended to the Board that Chris Benson, FF2, be rehired and moved from the volunteer crew to a member of the paid part-time crew at \$10.10 an hour, and that Andrew Uhrig, FF2/Paramedic, be rehired as a paid part-time crew member at \$13.67 an hour.

**Motion** by Gary Hopkins, second by John Cottrill agreed to rehire Benson and Uhrig to the paid part-time crew at \$10.10 and \$13.67 respectively.

Vote:	Gary Hopkins	Yes
	John Cottrill	Yes

- 4) Oyer recommended to the Board that Mariah Oyer, FFV/EMT-B, be moved from the paid part-time crew to a volunteer status.

**Motion** by Gary Hopkins, second by John Cottrill to agreed to move M Oyer to volunteer status.

Vote:	Gary Hopkins	Yes
	John Cottrill	Yes

- 5) Recommended to the Board that they bring on Jacob Phillips as a volunteer and enroll him in a VFF course Q1 2024.

**Motion** by John Cottrill, second by Gary Hopkins to approve adding Jacob Phillips to the volunteer crew.

Vote:	John Cottrill	Yes
	Gary Hopkins	Yes

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- 6) Next Oyer recommended that the Board approve the enrollment of volunteer Brooklyn Ball in an upcoming VFF course at PCCTC, and Logan Warren and Austin Depugh in a FF2 transition course at PCCTC. The VFF class will cost about \$595, and the FF2 class should cost about \$2200 and will be reimbursable by a grant.

**Motion** by Gary Hopkins, second by John Cottrill to approve the recommendation training courses above.

Vote:	Gary Hopkins	Yes
	John Cottrill	Yes

- 7) Oyer asked for the Board to approve the following rank promotions:

Larry Cuckler	Assistant Chief
Troy Hupp	Captain
Adam Ball	Lieutenant

Snyder pointed out that Ball was not an employee of the Township, and therefore would be paid as a contractor, and payments reported on a 1099-NEC.

**Motion** by John Cottrill, second by Gary Hopkins to approve the rank promotions listed above.

Vote:	John Cottrill	Yes
	Gary Hopkins	Yes

- 8) Oyer presented the run stats for November: 79 EMS and 13 Fire. 15 MA given, 5 received, 1 refused. YTD total 968 runs.

At this point in the meeting the Board entered into Executive Session with Fire Department leadership at 6:35.

Returned at 6:42 and Snyder took roll:

Roll Call:	Gary Hopkins	Present
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John Cottrill Present

**Board Business**

1) **Motion** by Gary Hopkins, second by John Cottrill to ask TJ Oyer to remain as our fire chief in 2024.

Vote:	Gary Hopkins	Yes
	John Cottrill	Yes

Oyer accepted.

2) **Motion** by Gary Hopkins, second by John Cottrill to increase rank pay beginning January 2024 as follows:

Fire Chief:	From \$600 to \$750
Assistant Fire Chief:	From \$300 to \$400
Captain:	From \$200 to \$250
Lieutenant:	From \$100 to \$150

Vote:	Gary Hopkins	Yes
	John Cottrill	Yes

3) **Motion** by John Cottrill, second by Gary Hopkins to give a 5% hourly pay increase to the Road Crew and Emergency Responders effective the first pay period in 2024.

Vote:	John Cottrill	Yes
	Gary Hopkins	Yes

4) Trustee Cottrill discussed a job shadowing program to be held in partnership with Pike County Vocational School. Jason Foster is involved, and Nate Cuckler and TJ Oyer are instructors. Potential of 5 students.

**Motion** by John Cottrill, second by Gary Hopkins to approve the job shadowing program with Pike County Vocational School.

Vote:	John Cottrill	Yes
	Gary Hopkins	Yes

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- 5) Hopkins and Cottrill discussed a salt spreader for the small dump truck. They use it to help with wear and tear on the big dump trucks. Purchase it from Ace Truck Body for \$11,750 but it is 120 days out.

**Motion** by John Cottrill, second by Gary Hopkins to approve purchasing the salt spreader as discussed above.

Vote:	John Cottrill	Yes
	Gary Hopkins	Yes

- 6) The Board discussed for a second time the proposed Social Media Policy that the Board wishes to adopt. It was decided to table the policy until Prosecutor Marks reviewed it.

- 7) Cottrill reviewed the Appalachian Grant Program. Judy Wells contacted both Cottrill and Snyder, requesting a letter of support. Snyder prepared the letter that is attached to the minutes.

**Fiscal Officer Business – Snyder**

- 1) Snyder informed the Board that one pay category for our EMTs is below the Ohio minimum wage of \$10.10. Our hourly rate is \$9.84. Three people were paid below minimum in 2023 and Snyder will create paychecks for the differential and change the pay rate for that VFF only to \$10.10. She did speak to Prosecutor Marks and he recommended immediate action.

**Motion** by John Cottrill, second by Gary Hopkins to increase the pay rate for VFF to \$10.10 immediately and to pay back wages for 2023.

Vote:	John Cottrill	Yes
	Gary Hopkins	Yes

- 2) The Board will receive a 1.75% pay increase in 2024, effective 1.1.2024 except for FO Haines whose will be effective 4.1.2024.

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3) Snyder asked the Board to reconsider the paid holidays for 2024. She had spoken with Prosecutor Marks about federal holidays approved in Ohio, and that as a public employer Huntington Township was missing two: Juneteenth and Columbus Day. The Board discussed adding these two holidays to the schedule and removing New Year's Eve and the Friday after Thanksgiving.

**Motion** by Gary Hopkins, second by John Cottrill to add Juneteenth and Columbus Day to the paid holiday schedule, and remove New Year's Eve and the Friday after Thanksgiving. above.

Vote:	Gary Hopkins	Yes
	John Cottrill	Yes

There was also discussion about removing Easter, but that did not come to motion.

4) **Motion** by John Cottrill, second by Gary Hopkins to set the 2024 Reorganization meeting for Tuesday, January 9, 2024, at 6:00 PM at the Fire House. Snyder will publish.

Vote:	John Cottrill	Yes
	Gary Hopkins	Yes

5) **Motion** by John Cottrill, second by Gary Hopkins to approve setting 2024 temporary appropriations to match the budget approved in September of 2023.

Vote:	John Cottrill	Yes
	Gary Hopkins	Yes

6) **Motion** by John Cottrill, second by Gary Hopkins to approve the 2024 Health Insurance Reimbursement Resolution at the same rate as 2023. Resolution is attached to minutes.

Vote:	John Cottrill	Yes
	Gary Hopkins	Yes

7) **Motion** by Gary Hopkins, second by John Cottrill to permit FO Snyder to request amendments to the Township's Revenue Certificate, and to change appropriations on file with the Ross County Auditor as necessary to close business for 2023.

Vote:	Gary Hopkins	Yes
	John Cottrill	Yes

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8) Snyder asked the Board to approve the following certifications and reappropriations:

Fire Fund:

Certify \$10,000 of additional EMS Billing Revenue into 2111.299.0000

Appropriate \$10,000 into 2111.230.420 Operating Supplies

Certify \$5,600 additional receipts into 2111.539.000 Other-State Receipts (Assessment fee refund, EMS grant from Ohio Dept Safety, BWC full pay prem refund)

Appropriate into 2111.230.420 Operating supplies

Certify \$1,150.00 into Property Tax Allocation 2111.535.0000

Appropriate into 2111.230.420 Operating Supplies

Assistance to FF Grants – FEMA:

Appropriate \$1,872.55 into 2273.230.420 Operating Supplies

**Final activity in this fund – we have spent it all.**

Other reallocations of appropriations within funds – see attached report for November and December

**Motion** by Gary Hopkins, second by John Cottrill to approve the listed certifications and appropriations.

Vote:	Gary Hopkins	Yes
	John Cottrill	Yes

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**Motion** by John Cottrill, second by Gary Hopkins to adjourn the meeting at 6:55 PM.

Vote:	John Cottrill	Yes
	Gary Hopkins	Yes

**ATTESTED:**

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President

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Vice President

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Trustee

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Fiscal Officer