

SPECIAL MEETING HELD DECEMBER 26, 2024 1:00PM

THE BOARD OF TRUSTEES OF TATE TOWNSHIP MET IN SPECIAL SESSION WITH THE FOLLOWING MEMBERS PRESENT: TRUSTEE WILSON, TRUSTEE STEIMLE, TRUSTEE DURBIN.

AFTER THE PLEDGE OF ALLEGIANCE, PRAYER WAS LED BY KATE MARTIN.

MR. WILSON STATED THAT THE PURPOSE OF THE MEETING IS TO DISCUSS THE ZONING INSPECTOR POSITION, SPECIFICALLY WHETHER IT SHOULD BE A FULL-TIME POSITION FOR 2025, AND COMPENSATION.

MR. WILSON EXPLAINED THE NEED TO CONSIDER MAKING THE ZONING INSPECTOR POSITION FULL TIME DUE TO THE INCREASE IN WORKLOAD. THE PRIOR INSPECTOR ISSUED 86 PERMITS IN THE 2 ½ YEARS THAT HE WAS EMPLOYED. BEFORE THAT, IN 2020, 70 PERMITS WERE ISSUED. SHELBY HAS BEEN EMPLOYED FOR SIX MONTHS AND HAS ALREADY ISSUED 65 PERMITS.

MR. WILSON EXPLAINED THE ROLE OF THE ZONING INSPECTOR. HE COMMUNICATES WITH THE THREE BOARDS AND SENDS CERTIFIED LETTERS TO PROPERTY OWNERS TO NOTIFY THEM WHEN MEETINGS WILL BE HELD. TATE TOWNSHIP HAS THE WORST ZONING CODE IN THE COUNTY. THE TRUSTEES ARE TRYING TO CLOSE LOOP HOLES AND UPDATE THE CODE. IN ORDER TO GET HELP FROM THE COUNTY THE TOWNSHIP NEEDS A THIRTY-YEAR LAND USE PLAN. THE 1997 PLAN THAT WAS DRAWN UP WAS NEVER RECORDED WITH THE COUNTY. THE CURRENT WORK SCHEDULE OF 4 HOURS A DAY 2 DAYS A WEEK IS NOT ADEQUATE FOR THE AMOUNT OF WORK THAT IS REQUIRED.

MS. STEIMLE COMMENTED THAT SHELBY PROVIDES A LOT OF ADMINISTRATIVE SUPPORT FOR THE BOARDS. THE JOB HAS GROWN AND REQUIRES MORE HOURS. WE NEED TO MAKE SURE THE ZONING INSPECTOR IS MORE AVAILABLE TO THE PUBLIC.

MR. WILSON STATED THAT A LOT OF WORK HAS TO BE DONE WITH THE COUNTY DURING THE WORK DAY.

A MEMBER OF THE PUBLIC ASKED WHETHER THIS CHANGE WOULD BE ONLY FOR THE CURRENT ZONING INSPECTOR. THE TRUSTEES RESPONDED THAT YES, THIS CHANGE WOULD APPLY TO THE CURRENT INSPECTOR OR ANYONE WHO WOULD TAKE HIS PLACE SHOULD HE NO LONGER SERVE.

RON BULOW QUESTIONED IF THE POSITION WOULD BE 8 HOURS A DAY, 5 DAYS A WEEK. THE TRUSTEES RESPONDED THAT IT WOULD BE. HE ALSO ASKED ABOUT HEALTH INSURANCE. IT WAS NOTED THAT, IF THE POSITION WERE FULL-TIME, THE TOWNSHIP WOULD HAVE TO PROVIDE HEALTH INSURANCE.

KATE MARTIN ASKED WHETHER THERE WAS ANY SPECIAL FUNDING AVAILABLE TO PAY FOR THIS POSITION. MS. STEIMLE STATED THAT ARPA FUNDS HAD BEEN OBLIGATED AT THE END OF 2024 FOR A ZONING CONSULTANT. SALARIES ARE NOT COVERED BY ARPA FUNDS.

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MR. WILSON STATED THAT THE NEED FOR A FULL TIME ZONING INSPECTOR DID NOT JUST POP UP. IT HAS BEEN BUILDING OVER THE PAST 2 YEARS. IN ORDER TO BE EFFICIENT AND PREPARED FOR GROWTH IT IS CRITICAL TO BROADEN THIS POSITION. SHELBY DISCOVERED THAT THERE ARE MORE ISSUES THAT NEED TO BE ADDRESSED WITH ISSUANCE OF PERMITS.

MR. WILSON COMMENTED THAT THE FISCAL OFFICER WAS NOT IN ATTENDENCE DUE TO PERSONAL REASONS BUT WOULD TAKE MINUTES FROM THE VIDEO.

MR. WILSON MADE A MOTION AT 1:20 PM TO GO INTO EXECUTIVE SESSION PER ORC 121.22 (G) (1) AND (4), EMPLOYEE COMPENSATION AND POSSIBLE PROMOTION. MR. DURBIN 2ND THE MOTION. ROLL CALL: MS. STEIMLE, YES, MR. WILSON, YES, MR. DURBIN, YES.

AT 2:13 PM MR. WILSON MADE A MOTION TO REENTER REGULAR SESSION. MR. DURBIN 2ND THE MOTION. ROLL CALL: MS. STEIMLE, YES, MR. WILSON, YES, MR. DURBIN, YES.

MS. STEIMLE ASKED FOR A FORMAL MOTION TO CHANGE THE POSITION OF ZONING INSPECTOR FROM PART-TIME TO FULL-TIME. MR. WILSON MADE THE MOTION TO CHANGE THE POSITION TO FULL-TIME. MR. DURBIN 2ND THE MOTION. ROLL CALL: MS. STEIMLE, YES, MR. WILSON, YES, MR. DURBIN, YES.

MR. WILSON MADE A MOTION TO PAY A MONTHLY SALARY OF \$3813.33 WITH MEDICAL BENEFITS. THE POSITION WOULD BE REEVALUATED AT THE ORGANIZATIONAL MEETING AT THE END OF 2025. MR. DURBIN 2ND THE MOTION. ROLL CALL: MS. STEIMLE, YES, MR. WILSON, YES, MR. DURBIN, YES.

MR. WILSON MADE A MOTION TO APPOINT SHELBY BAIRD AS THE FULL-TIME ZONING INSPECTOR. MR. DURBIN 2ND THE MOTION. SHELBY ACCEPTED. ROLL CALL: MS. STEIMLE, YES, MR. WILSON, YES, MR. DURBIN, YES.

MS. STEIMLE EXPLAINED THAT THE GENERAL FUND SHOULD BE ABLE TO SUPPORT THE SALARY AND BENEFITS WITH THE INCREASE IN PROPERTY TAXES AND PERMIT FEES. THE TRUSTEES WILL RE-EVALAUTE THE POSITION EACH YEAR.

MOTION BY MR. DURBIN TO ADJOURN, 2ND BY WILSON.