

**May 10, 2022**

**Salem Township Trustees - At the Salem Township Conference Room**

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The Salem Township Board of Trustees met on May 10, 2022 in regular session at the Salem Township Fire Station Conference Room for the purpose of transacting the business of the Township. Trustee Susan Ramsey called the meeting to order at 7:00pm with Trustee Heath Kilburn present. Mrs. Ramsey led all those present in the pledge to the flag.

**Meeting Minutes:**

- The trustees read the minutes from the April 26, 2022 meeting. Mr. Kilburn made a motion to approve the minutes. Mrs. Ramsey seconded the motion.

Vote: Mr. Blanton – Absent                      Mrs. Ramsey - yea                      Mr. Kilburn – yea

**Fire Department: Fire Chief Harrison reported:**

- Presented updates to the personnel manual. Mr. Kilburn made a motion to approve the updates to the personnel manual. Mrs. Ramsey seconded the motion.

Vote: Mr. Blanton – Absent                      Mrs. Ramsey - yea                      Mr. Kilburn – yea

- Presented going to a four-person crew from a five-person crew. Due to the trouble finding employees. This will result in a pay raise to help keep us competitive with other fire departments. Mrs. Ramsey asked if this is covered in his budget? He confirmed it is. Because we won't be paying five people. Mr. Kilburn made a motion to approve going to the 4-person crew. Mrs. Ramsey seconded the motion.

Vote: Mr. Blanton – Absent                      Mrs. Ramsey - yea                      Mr. Kilburn – yea

- Requested to approve lateral pay for full-time employees and ride up pay.
  - Lateral pay will be if a Firefighter is full-time somewhere else for a couple of years, we will bring them in at level 3 pay as long as they have the time.
  - Ride up pay is if a Firefighter duty to day was to cover an officer spot we will pay him \$1.00 more per hour but they are taking the responsibility of making sure everything gets done that day.

Mr. Kilburn made a motion to approved the lateral for full-time employees and ride up pay. Mrs. Ramsey asked the fire chief again if he had it in his budget to do this and he confirmed he did. Mrs. Ramsey second the motion.

Vote: Mr. Blanton – Absent                      Mrs. Ramsey - yea                      Mr. Kilburn – yea

**Zoning Update: Mrs. Ramsey reported on behalf of the Zoning Inspector Stephanie Austin:**

- Jamie Walker permit has been taken care of at the bldg. dept.
- Property on 22/3 (the old papa's) update – they are working on a permit for updating the old building that is there.
- Working with Fire Chief on updating zoning documents on website

**Guest comments: None**

**Trustee Susan Ramsey reported:**

- Reported street light out again on Ward Rd.
- New Employee Kevin Crowe has received all new employee paperwork and will be starting on May 16, 2022.
- Ask the Fire Chief to mark the calendar and if available to attend the First Responders Thank you at the Kings Point Church of God. It starts at 10:30am
- Cemetery
  - The crew is getting caught up. They have poured 18 footers and one more to go.
  - It has come to our attention that we some plots have been double sold. We are working with the buyers to see what we can do about it.

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**Fiscal Business: Vicky VonHolle, Fiscal Officer**

- Presented Resolution 2022-05 – authorizing Trustee Mrs. Ramsey to execute closing documents for the acquisition property of 1.6474 acres from the Heart of the Outdoors and further authorize the Township Fiscal Office, Vicky VonHolle, to disburse funds relating thereto. Mr. Kilburn made a motion to approve Resolution 2022-05. Mrs. Ramsey seconded the motion.

Vote: Mr. Blanton – absent                      Mrs. Ramsey - yea                      Mr. Kilburn – yea

- Presented the trustees with payroll and bills that are ready for payment. Mr. Kilburn made a motion to approve the payroll and to pay the bills as presented. Mrs. Ramsey seconded the motion.

Vote: Mr. Blanton – absent                      Mrs. Ramsey - yea                      Mr. Kilburn – yea

**Adjournment:** With no further business to come before the board, Mr. Kilburn made a motion to adjourn the meeting at 7:58pm. Mrs. Ramsey seconded the motion.

Vote: Mr. Blanton – absent                      Mrs. Ramsey - yea                      Mr. Kilburn – yea