

**Brimfield Township Board of Trustees
Organizational Meeting
Monday, January 4, 2015**

The Brimfield Township Board of Trustees met in an organizational meeting on the above date, at the Brimfield Town Hall. Present were Trustees Sue Fields, Mike Kostensky, C.J. Sprague, Jr. and Fiscal Officer John Dalziel.

The meeting was called to order at 9:00 AM by Fiscal Officer John Dalziel.

Sue Fields was sworn in as a Trustee at 9:01 AM by Mike Kostensky (Term 1/2016 to 12/31/2019)

MOTION #2016-001

Mike Kostensky moved to name Sue Fields as 2016 Board Chairman. Second by C. J. Sprague, Jr.

Mike Kostensky - yea	Sue Fields - yea
C.J. Sprague, Jr. – yea	Motion Passed

Meeting turned over to 2016 Chairman by Fiscal Officer John Dalziel.

MOTION #2016-002

Sue Fields moved to name C. J. Sprague, Jr. as vice chairman. Second by Mike Kostensky.

Mike Kostensky – yea	Sue Fields - yea
C.J. Sprague, Jr. – abstain	Motion Passed

MOTION #2016-003

Sue Fields moved to appoint Mike Kostensky as Police Department Liaison. C. J. Sprague, Jr. second.

Mike Kostensky – yea	Sue Fields - yea
C.J. Sprague, Jr. – yea	Motion Passed

MOTION #2016-004

Mike Kostensky moved to appoint C. J. Sprague, Jr. as liaison to Road Department. Second by Sue Fields.

Mike Kostensky – yea	Sue Fields - yea
C.J. Sprague, Jr. – yea	Motion Passed

MOTION #2016-005

Mike Kostensky moved to appoint Sue Fields as liaison to the Fire Department. Second by C.J. Sprague, Jr.

Mike Kostensky – yea	Sue Fields - yea
C.J. Sprague, Jr. – yea	Motion Passed

MOTION #2016-006

Mike Kostensky moved to appoint Sue Fields as liaison to Parks, Administration, Zoning and Cemetery. Second by C. J. Sprague, Jr.

Mike Kostensky – yea
C.J. Sprague, Jr. – yea

Sue Fields - yea
Motion Passed

MOTION #2016-007

Sue Fields moved to have Chad Murdock as Legal Counsel/Human Resource Contact to Brimfield Township. Second by C. J. Sprague, Jr.

Mike Kostensky – yea
C.J. Sprague, Jr. – yea

Sue Fields - yea
Motion Passed

MOTION #2016-008

Sue Fields moved to retain Chase as the 2016 Township financial institute. Second by C J. Sprague, Jr.

Mike Kostensky – yea
C.J. Sprague, Jr. – yea

Sue Fields - yea
Motion Passed

MOTION #2016-009

Sue Fields moved to have town hall hours Monday-Friday from 8 a.m. to 4 p.m. C. J. Sprague, Jr. second.

Mike Kostensky – yea
C.J. Sprague, Jr. – yea

Sue Fields - yea
Motion Passed

MOTION #2016-010

Sue Fields moved to appoint Dick Messner as the Township representative to Portage County Regional Planning Commission and Lisa Cotton as an Alternate. C. J. Sprague, Jr. second.

Mike Kostensky – yea
C.J. Sprague, Jr. – yea

Sue Fields - yea
Motion Passed

MOTION #2016-011

Mike Kostensky moved to reappoint Bob Keller, Sue Fields and Patti Harjung as trustees of the Brimfield Food Cupboard. C. J. Sprague, Jr. second.

Mike Kostensky – yea
C.J. Sprague, Jr. – yea

Sue Fields - yea
Motion Passed

MOTION #2016-012

Mike Kostensky moved to retain the Record Courier as the Township public notice avenue. Second by C.J. Sprague.

Mike Kostensky – yea
C.J. Sprague, Jr. – yea

Sue Fields - yea
Motion Passed

MOTION #2016-013

Mike Kostensky moved to appoint Sue Fields and Bob Keller as the representatives to the Portage Development Board. C. J. Sprague, Jr. second.

Mike Kostensky – yea
C.J. Sprague, Jr. – yea

Sue Fields - yea
Motion Passed

MOTION #2016-014

C.J. Sprague, Jr. moved to accept the Federal Standards for year 2016 as stated by the Township Manual for holiday closings. Mike Kostensky second.

Mike Kostensky – yea
C.J. Sprague, Jr. – yea

Sue Fields - yea
Motion Passed

MOTION #2016-015

Sue Fields moved to approve a temporary budget for 2016 to match the 1/4/2016 Fund Status sheet. C. J. Sprague, Jr. second.

Mike Kostensky – yea
C.J. Sprague, Jr. – yea

Sue Fields - yea
Motion Passed

MOTION #2016-016

Mike Kostensky moved to schedule the 2016 inventory meeting for 1/11/2016 at 9:00 AM. Sue Fields second.

Mike Kostensky – yea
C.J. Sprague, Jr. – yea

Sue Fields - yea
Motion Passed

MOTION #2016-017

Mike Kostensky moved to pay the Township Trustees and Fiscal Officer as determined by the 2016 annual budget, per the ORC. Sue Fields second.

Mike Kostensky – yea
C.J. Sprague, Jr. – yea

Sue Fields - yea
Motion Passed

MOTION #2016-018

Sue Fields moved to approve the IRS standard for mileage reimbursement for 2016. Mike Kostensky second.

Mike Kostensky – yea
C.J. Sprague, Jr. – yea

Sue Fields - yea
Motion Passed

MOTION #2016-019

C. J. Sprague, Jr. moved to approve the 2016 Community Organizational Rental Rates. Mike Kostensky second. See Below.

To qualify for the following:

- The charter, sponsor or group-leader must be located and/or operate within Brimfield Township.
- Brimfield Township Board of Trustees must approve any entity applying for Community Group and/or Community Organization Rental Rates.
- **All** are subject to the refundable deposit of \$50.00 required for the Gazebo, Community Room and Enclosed Shelter House rentals.

Community Groups:

Groups (1 – 8) can rent **one (1) time per year** at no cost. Other rentals will be subject to the Community Organization Rental Rates below.

1. Field Levy Committee
2. Brimfield Chamber of Commerce
3. Brimfield Garden Club
4. Brimfield Lions Club
5. Brimfield Township Churches (Per Church)
6. Brimfield Township Housing Associations (Per Association)
7. Young at Heart, Brimfield Senior Club
8. Toastmasters Club

Community Organization Rental Rates:

Groups (9 -- 12) can rent at a rate of **\$10.00 per three (3) hour time period once a week** at the discounted rate. Groups using the **fields and/or courts** can have **two Monday – Friday rentals**, and **one Saturday-Sunday rental per week** at the discounted rate. **Scouts ‘camping’** over-night are subject to a **\$10.00 fee** for both enclosed shelter and the open-air shelter; also are subject to a \$50.00 refundable **deposit** (Note: Please see optional Community Improvement Waiver Form).

9. Field Youth Sports
10. Boy Scouts
11. Girl Scouts
12. 4 – H Groups

*Any additional rentals will be subject to resident and non-resident rates.

* Scouts can file a community improvement to waive the required fee

Mike Kostensky – yea
C.J. Sprague, Jr. – yea

Sue Fields - yea
Motion Passed

MOTION #2016-020

Mike Kostensky moved to set the 2016 meeting schedule as follows. C. J. Sprague, Jr. second.

ALL WEDNESDAYS

1/6/2016	3:00 PM
1/20/2016	3:00 PM
2/3/2016	3:00 PM
2/17/2016	3:00 PM
3/2/2016	3:00 PM
3/16/2016	3:00 PM
3/30/2016	6:30PM
4/13/2016	3:00 PM
4/27/2016	3:00 PM
5/11/2016	3:00 PM
5/25/2016	3:00 PM
6/8/2016	3:00 PM
6/22/2016	6:30PM
7/6/2016	3:00 PM
7/20/2016	3:00 PM
8/3/2016	3:00 PM
8/17/2016	3:00 PM
8/31/2016	3:00 PM
9/14/2016	3:00 PM
9/28/2016	6:30PM
10/12/2016	3:00 PM
10/26/2016	3:00 PM
11/9/2016	3:00 PM

11/23/2016

3:00 PM

12/7/2016

6:30PM

12/21/2016

3:00 PM

Mike Kostensky – yea
C.J. Sprague, Jr. – yea

Sue Fields - yea
Motion Passed

There being no further business to come before this meeting of the Brimfield Township Board of Trustees Mike Kostensky moved at 9:53 AM to adjourn. Motion seconded by Sue Fields. Upon a roll call vote passed unanimously.

We, the Trustees of Brimfield Township, do hereby set out hands as approval of the foregoing minutes as a true and accurate record of the proceedings.

Chairman

Fiscal Officer