

## RECORD OF PROCEEDINGS

*Minutes of Meeting*

Plain Township Board of Trustee Special Meeting

*Held*

Plain Township Fire Station 7:00 p.m.

The Plain Township Board of Trustees met in a special session at the Plain Township Fire Station, 9500 Johnstown Road, New Albany, OH.

Mr. Ferguson called the meeting to order with the pledge of allegiance and roll call.

Roll Call: Members Present: Dave Ferguson, Dave Olmstead, and Tom Rybski.  
Other people present were Ben Collins, Chief Rupp and Captain Dudley.  
Visitors present: Chief Hoovler.

### EXECUTIVE SESSION

Mr. Olmstead made a motion to adjourn into executive session at 7:02 p.m. pursuant to Ohio Revised Code 121.22 (G)(1) for appointment, employment, promotion or compensation, demotion or dismissal. Mr. Rybski seconded the motion. Vote: All Aye

Mr. Collins and Chief Rupp attended the Executive Session.

Mr. Ferguson made a motion to close out of executive session at 7:41 p.m. Mr. Olmstead seconded the motion. Vote: All Aye

### ACTION TAKEN

Mr. Ferguson made a Motion to pass Resolution No. 211122F1. Be it resolved to offer conditional employment to Patrick Conner as Assistant Fire Chief pending results of a pre-employment physical, drug and alcohol screening and background check upon the following terms:

1. **Salary.** The annual compensation of the Assistant Fire Chief shall be \$110,000 paid in bi-weekly installments at the rate of \$52.89 per hour, including \$1.75 per hour in medic bonus pay, based on 2080 hours per year. This salary will be subject to adjustment pursuant to the township's employee compensation policies. The Employee shall be exempt from the overtime provisions of the Fair Labor Standards Act (29 U.S.C. §§201 et seq.) under the Executive Employee Exemption. As an Executive Employee under the FLSA, the Employee will not be eligible for compensation at a time and one-half rate, and he will not be compensated in the form of pay for hours worked in excess of forty (40) hours per work week. All forms of compensation are subject to reduction to reflect applicable withholding and payroll taxes and other deductions required by law.

2. **Pension Pickup.** The full 12.25% of the Ohio Police and Fire Pension employee contribution shall be picked up and paid by the employer as a fringe benefit with no salary reduction.
3. **Vacation Leave.** Four weeks of vacation will be deposited on behalf of the employee in January 2022 and accrued at the rate of four weeks annually, to be deposited in January of each year according to the Plain Township personnel policy.
4. **Sick Leave.** Sick leave will be accrued at the rate of 130 hours annually upon employment, at the rate of 5 hours per bi-weekly pay period. 130 hours of sick leave may be imported from the employee's prior employer. Imported sick leave will not be eligible for annual sick leave payout until at least an additional 500 hours of sick leave has been accrued with Plain Township, and sick leave imported will not be eligible for payout at separation.
5. **Health Insurance.** An employer sponsored health insurance plan with UnitedHealthcare will be provided to the employee subject to future plan selection by the Board of Trustees. Plain Township currently contributes 90% of the premium cost and employees contributes 10%. Contributions are subject to change as approved by the Board of Trustees. The UHC plan is a high deductible health plan with some copays. A township funded Health Reimbursement Arrangement is provided to employees for reimbursement of all in-network medical copays and deductible costs when completing the township wellness program.
6. **Other Insurance.** Dental insurance is provided 100% by the employer through Delta Dental. Vision insurance is provided 100% through Standard Life Insurance using the VSP network.
7. **Take-home Vehicle.** A command vehicle will be provided for the Assistant Fire Chief as a fringe benefit for official use and to commute to and from home and includes the use of a township fuel card.
8. **Membership Fees.** Professional membership fees shall be paid by the Township as approved by the Fire Chief, to include the Ohio Fire Chief's Association, International Fire Chief's Association and similar professional memberships.
9. **Paid Holidays.** The Assistant Fire Chief will receive eight hours of pay on the same statutory holidays as other 40-hour employees to include *New Year's Day, Martin Luther King Day, Presidents Day, Memorial Day, Juneteenth Day (the 19<sup>th</sup> day of June), Independence Day, Labor Day, Columbus Day (observed the day after Thanksgiving), Veterans Day, Thanksgiving Day, and Christmas Day.*
10. **Uniforms.** The Assistant Fire Chief shall receive uniforms provided by the Township and/or a clothing allowance for uniforms as needed and consistent with Township policy.

11. **Tuition.** Tuition may be reimbursed by the Township according to the tuition reimbursement policy. The Employee shall be eligible for reimbursement of the tuition cost, up to a maximum of \$5,250.00 per calendar year, for courses of instruction voluntarily undertaken that are approved in advance by the Board and are job related. Job related courses are considered to be courses that directly improve and enhance the Employee's ability to complete the Employee's current job tasks as determined by the Board. All courses undertaken must be given by a recognized and accredited educational institution in Ohio approved in advance by the Board.
12. **Insurability.** The Assistant Fire Chief shall be, and remain, insurable under the terms of the Township's automobile liability insurance policy and shall provide proof of such insurability, from time to time, as required by the Township and/or the Township's automobile liability insurer.
13. **Start Date.** The start date is flexible but the employee must begin employment by Monday, January 17, 2022.
14. **The terms of this offer are subject to future actions or changes in the township personnel policy as may be modified and enacted by the Board of Trustees.**

Mr. Rybski seconded the Motion. Vote: All Aye.


ADJOURNMENT

Mr. Ferguson made a motion to adjourn the meeting at 7:43 p.m. Mr. Olmstead seconded the motion. Vote: All Aye

BOARD OF TRUSTEES:

  
David Ferguson, Trustee

  
Dave Olmstead, Trustee

  
Thomas Rybski, Trustee

  
Bud Zappitelli, Fiscal Officer