

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES

Meeting Minutes

01/05/2015

I. Call to order

Fiscal Officer Dawn Dietz called to order the January 05, 2015 meeting at **7PM** on **01/05/2015** at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance

The following persons were present: ALAN KOHTA, TROY VANEK, KEN KISTER, MARK DEGAN, Mr. & Mrs. Cusano, Ethan Vance, Natalie Shauberger, Mike Kelly, BRUCE TURNER, CLAUDE KOBERNIK AND DAWN DIETZ.

DAWN DIETZ OPENED THE FLOOR WITH ACCEPTING NOMINATIONS FOR CHAIRMAN. Alan Kohta NOMINATED Ken Kister FOR CHAIRMAN, TROY VANEK 2ND THE MOTION. ALL IN FAVOR. DAWN MOVED THAT THE NOMINATIONS FOR CHAIRMAN BE CLOSED. RESOLUTION # 1 ALL IN FAVOR.

DAWN DIETZ OPENED THE FLOOR WITH ACCEPTING NOMINATIONS FOR VICE-CHAIRMAN, Alan Kohta NOMINATED TROY VANEK FOR VICE-CHAIRMAN, Ken Kister 2ND THE MOTION. ALL IN FAVOR. DAWN MOVED THAT THE NOMINATIONS BE CLOSED. RESOLUTION # 2 ALL IN FAVOR.

Ken advised that the meetings are recorded. There are minutes available from the last meeting.

Troy made a motion to accept the minutes with corrections, Alan 2nd. All in favor.

**EFT PAYROLL \$5297.62
Warrant 4320 in the amount of \$950.00**

II. OPEN BUSINESS

1. Waterline.

III. OPEN DISCUSSION

- a) Mrs. Cusano (resident) nothing
- b) Mr. Cusano(resident) nothing
- c) Natalie (zoning) stated they need another person on zoning. Next zoning meeting is Tues. January 13, @ 7pm.
- d) Ethan (fire dept.) nothing
- e) Bruce (fire dept.) asked for them to have access to the fire dept. computer as an administrator.
- f) Barb (fire dept.) nothing
- g) Mike (zoning) stated there is a meeting at the extension office Tuesday between 10-12 discussing the farm bill. Mike had a concern over permit fees for buildings that are not all put up at the same time.
- h) Mark (road dept.) stated hours owed to Monroe are 133 instead of 178. Mark said on Pebbles Rd. there is a gas line small leak, he has been trying to get ahold of Big Sky and is getting the run around. Mark to call the EPA.
- i) Dave (fire dept.) gave a copy of a new responding policy for the fire dept. Dave discussed employees who respond to a call should report to the fire dept. first unless the unit in route states to go directly to the scene. Dave also said

employees need to sign in for meetings and keep track of the points. Dave said on behalf of Sheffield Twp. Fire dept. they would like to thank Vanek Farms for a grant that was donated to them. Dave also asked the trustees to give money towards the fire dept. banquet. **Ken made a motion to provide \$1700.00 towards the banquet for the fire dept. Troy 2nd all in favor. Resolution # 3.**

- j) Claude (fire dept.) asked about his son who is on the fire dept. as a junior, he is turning 18 but has not graduated yet, can he go to the next level. Dave to check with the state for guidelines.
- k) Troy (trustee) asked Dave to clarify when he is leaving. Dave said he would like us to start training someone in June. Natalie asked is the next person for the chief positions going to be one of the assistant chiefs. The trustees would like to review all qualified people.
- l) Alan (chairman) asked do we want to revisit shared EMS services with surrounding townships. There was discussion on this topic. **Ken made a motion for Alan to contact surrounding township to discuss a daytime shared service agreement, Troy 2nd all in favor. Resolution # 4.**
Alan drove roads.
- m) Ken (chairman) stated they already went over what he was going to go over. Kenny said the fire dept. policy needs to go to the prosecutor.
- n) Dawn (fiscal officer) stated she needs a resolution for the Natural History Museum for property in Plymouth and Sheffield Twp. **Alan made a motion to support the Seymour Natural History Museum resolution, Troy 2nd. All in favor. Resolution # 5.** Dawn went over UAN questions. Dawn gave budget report.

Alan made a motion to approve the temporary 2015 budget. Troy 2nd. All in favor. Resolution # 6.

Organizational meeting set for Jan 12, @ 7pm.

Alan made a motion to go into executive session to discuss response fire dept. policy @ 8:35pm. Ken 2nd. All in favor Resolution # 7.

Ken made a motion to return from executive session @ 8:50 regarding the fire dept. response policy. Troy 2nd all in favor resolution # 8.

Ken discussed following the response policy set by Dave. This policy will be added to our current fire dept. policy. Alan said the authorized emergency responding unit in charge – can direct Sheffield Twp. to go directly to the scene. Otherwise Sheffield Twp. will respond directly to the fire dept. then to the scene with proper equipment. The trustees back Dave on this policy.

IV. ADJOURNMENT

Troy made motion to adjourn the meeting, Alan 2nd all in favor, 9:00 pm.

X

Minutes approved by: Ken Kister

