

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES

Meeting Minutes

12/05/2016

CHAIRMAN ALAN KOHTA called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at 7PM on **12/05/2016** at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance.

The following persons were present: ALAN KOHTA, KEN KISTER, TROY VANEK , GLENDA DOUGHERTY, NATALIE SHAUBERGER & MARK DEGAN & DAWN DIETZ

Alan stated our meetings are audio recorded.

Troy made a motion to accept the minutes with the (2) changes, Ken 2nd all in favor.

Warrants 4754-4765 in the amount of \$10377.62 paid.
Receipts in the amount of \$7813.32 were deposited.
EFT payroll amounts for \$5489.45 were paid
Online IRS \$844.21 Opers \$1885.66

I. OPEN BUSINESS

II. OPEN ISSUES

- a) Glenda Dougherty (resident) wished everyone a Merry Christmas. She also inquired about the grant. Ken said it went to the 2nd phase – should hear around March – funds awarded June or July.
- b) Natalie Shauberger (zoning) nothing
- c) Mark Degan (road dept.) thanked the trustees for letting him get the (2) new saws cost was \$616.00. Mark said he has been maintaining the roads weather permitting. Stone has been delivered. He has also been working in the cemetery – looking good. Mark also said there is a burial this week. Mark also said he attended the sexual harassment meeting. Mark asked for maintainer blades and drum motor oil. . **Ken made a motion Mark can buy maintainer blades (separate purchase)and a drum of motor oil up to \$750.00 Troy 2nd all in favor. Resolution # 93** Mark also has been putting up delineators – he is going to meet with Amir to get additional delineators. **Ken made a motion for Mark to purchase \$3500.00 in miscellaneous stone, Troy 2nd all in favor Resolution #94**
- d) Mark Degan (zoning) gave (1) permit for new construction. Also another permit for new construction. Mark also gave a violation issue – person wanted to call the highway patrol on our 1st responders – Mark explained to this person it has nothing to do the fire dept. – it has to do with him not

following the ordinance. Mark passed the information to the fire chief. He also asked the trustees do they want him to resign from the fire dept. so he doesn't conflict with the fire dept. The trustees do not want him to resign. Mark said our fire dept. guys always come into the fire station safely.

- e) Mark Degan (fire dept.) new lighting up in the fire dept.
- f) Alan Kohta (trustee) stated Claude called him – Alan inquired about background checks and Claude dropped off fire dept. payroll for next meeting.
- g) Ken (trustee) stated the postcard looks good. Dawn discussed different ways to mail the postcard. **Ken made a motion to sign the EMS Service Agreement with the county commissioners, Troy 2nd all in favor Resolution #95**
- h) Troy (trustee) nothing – Mark already discussed everything.
- i) Alan (chairman) discussed a few potholes. Also someone is dumping deer on Pebbles Rd.

- j) Dawn (fiscal officer) -gave checks and correspondence. Brief discussion on the Otarma recommendations. Dawn to email Otarma with information requested. The 2 trailers listed on the Otarma email the trustees said are not ours. The mower and turnout gear need to be added. Brief discussion on the Waste Mgm bill- it increased for one month due to the dumpster being overfilled. Dawn asked the trustees to move money retroactively to pay for the online payments for the Ambulance and Road Dept Truck. **Ken made a motion to move \$200 in each fund from the machinery fund to 2191,2901, 2231, 2031 to principal and \$100.00 towards interest in each fund, Alan 2nd all in favor resolution#96**

Dawn went over vehicles titles with Mark

Background checks looked at and will be forwarded to Claude.

III. **ADJOURNMENT**

Ken made motion to adjourn the meeting, Troy 2nd all in favor, **8:21pm**

Minutes submitted by Dawn Dietz (fiscal officer), I hereby certify there are sufficient funds in the depository to pay the above warrants.

X

Minutes approved by: Alan Kohta