

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES

Meeting Minutes

01/17/2017

CHAIRMAN KEN KISTER called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at **7PM** on **01/17/2017** 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, BARB KRAY, DALE HAYES , CLAUDE KOBERNIK & MARK DEGAN

Ken stated our meetings are audio recorded and there are copies of the minutes.

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

Warrants 4773-4774 in the amount of \$650.00 paid.

Receipts in the amount of \$1181.98 were deposited.

I. OPEN BUSINESS

II. OPEN ISSUES

- a) Glenda Dougherty (resident) spoke briefly about getting a handyman for Sheffield Twp. residents – she said she is making some progress. She also said Mark is doing a good job on Dewey Rd. She also said a man stopped and told her Dewey Rd. is the prettiest roads in Ashtabula county.
- b) Barb Kray (resident) nothing
- c) Natalie Shauberger (zoning) stated she went down Maple Rd and it has some ruts.
- d) Dale Hayes (resident) nothing
- e) Claude Kobernik (Fire Chief) thanked the trustees for coming to the Fire dept. banquet. Claude gave funeral arrangements for Betty Helfer. Claude also discussed giving awards away the first business meeting of the month February 7th @ 8pm. – he invited the trustees. Claude got a quote to install flooring in the Fire hall and hallway by the restrooms for \$939.00 from Ron Dibell – this doesn't include tile. **Alan made a motion to allocate \$1600.00 for labor and tile for meeting room and hallway by the restrooms, additional cost for stripping and sealing the tile at a later date, Troy 2nd all in favor. Resolution #8.**
Claude discussed getting a backup camera installed for \$498.00 from Northeast Communications. **Troy made a motion for Claude to get a backup camera installed from Northeast Communications for \$498.00, Alan 2nd All in favor Resolution #9.**

- f) Mark Degan (road dept.) briefly discussed the roads. Mark said our high water signs went missing. Monroe allowed us to borrow a few. Mark to go to Amir to get more signs. Mark said he got a call from commissioners office for horses out. Mark also said he would like to go into executive session regarding personnel policies and procedures. Claude also stated Mark goes above the call of duty for this township. Mark stated the stone came in.
- g) Mark Degan (zoning) briefly discussed (1) permit on Lilly Rd. Mark also discussed getting a new answering machine for the shop for messages.
- h) Troy Vanek (trustee) gave bill from Randolph Tree Service for tree removal.
- i) Alan Kohta (trustee) said he received a call about high water on Benetka Rd. covered bridge area. Alan stated Ashtabula County Trustee meeting is Jan 19th @ the Asht. County Nursing Home. Alan said he drove roads – they are muddy and have potholes.
- j) Ken Kister (chairman) gave letter regarding updating zoning resolutions to county recorder. He said we have no updates at this time.

Alan made a motion to go into executive session with Mark to discuss personnel policy and procedures. Roll call Alan Kohta – yes, Troy Vanek – yes, Ken Kister Yes. Resolution #10

Ken called the meeting back to order after executive session, Alan Kohta– yes, Troy Vanek –yes, Ken Kister – yes. Resolution #11

Ken stated they discussed policy and procedure in different events, Ken made a motion for Troy to write the prosecutor to get clarification on these items, Troy 2nd all in favor Resolution #12

Ken made a motion to remove itemized items under \$3000 on Otarma Renewal other than the 20 sets of Turnout gear for \$3000.00 each. Troy 2nd all in favor Resolution #13

Ken made a motion to remove ditching head to \$5500. From insurance, Alan 2nd all in favor. Resolution#14.

Ken made a motion to increase the insurance values on the Kubota RTV to \$25,000 – this might be a misprint, remove picnic pavilion from insurance \$18,041 and leave all other values remaining, Alan 2nd all in favor Resolution #15

- k) Dawn (fiscal officer) – absent - gave checks and correspondence.

III. ADJOURNMENT

Ken made motion to adjourn the meeting, Alan 2nd all in favor, **8:44pm**

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: Ken Kister