

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES

Meeting Minutes

04/03/2017

CHAIRMAN KEN KISTER called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at **7PM** on **04/03/2017** at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance.

The following persons were present: ALAN KOHTA, KEN KISTER, TROY VANEK, NATALIE SHAUBERGER, DALE HAYES, MARK DEGAN, CLAUDE KOBERNIK and DAWN DIETZ

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

Alan made a motion to accept the minutes with 2 correction, minutes are available and add when the weather is bad (sec e) TROY 2nd . all in favor

Checks 4818-4831 in the amount of \$7894.71 were paid.

I. OPEN BUSINESS

1. **Upcoming levies**
2. **Stone Bids**

II. OPEN ISSUES

- a) Dale Hayes (resident) stated his computer crashed and his flash drive with the cemetery information melted when he tried to reload. Dale will need to use the cemetery books to update his system again. Dale also wanted to give Mark a compliment on our roads. He said our roads are in better shape than the surrounding townships. Dale also commented on what appeared to be drunk or high white male, dressed in black on Lilly Rd. – Dale called 911 and they forwarded him to the Highway Patrol. Dale said there was difficulty getting help with this matter. The gentleman finally home. Dale said this was a poor experience with 911
- b) Natalie Shauburger (zoning and fire) stated she wanted to thank the trustees and the community for donations. Natalie also spoke with Mike regarding sitting on the zoning board.
- c) Mark Degan (road superintendent) stated he has been tailgating stone. The new maintainer blades are on and they are very aggressive. Mark said our ditching bucket needs replaced. He gave quotes on a bucket. Mark discussed a used bucket – cost is \$2314.01. **Ken made a motion for Mark to purchase a 5ft bucket from Murphy Tractor up to \$2400.00 Troy 2nd all in favor Resolution # 23** Mark discussed the pipe on Pebbles Rd is too small. Amir (county) is going to come out to take a look. Mark also has been working on tree removal on Pebbles Rd. Mark also has been working in the cemetery. Mark also said some people have been mudding on their property and Hines and Fink Rd.
- d) Mark Degan (zoning) stated gave permit on Lilly Rd. - Mike Sloan.
- e) Claude Kobernik (fire chief) stated he is current on the DEA and Drug License. He also said the floors are waxed. Claude also said the association bought some new chairs for the fire dept. They also bought a stainless-steel table for the kitchen. The money from the raffle also bought a FLIR camera for \$2200.00. He also said they did a practice burn with Pierpont with the house on Brown Rd.
- f) Troy (trustee) stated he has Mark's performance review ready.

- g) Alan (trustee) stated he drove roads, he said the roads are in decent shape. Alan also stated he wanted Mark to limit the stone being put down so it is not wasted. Alan went to the Health Dept. Meeting, he said they spoke about the septic systems. He said there are guidelines on inspecting septic system. All systems will be inspected by 2037. Alan said a resident called about a complaint on a house on Plymouth Gageville Rd. – regarding property having trash all around it. Alan forwarded this to Mark. Alan also brought up getting the plans for Memorial Day going. Ken said maybe he should make a list of who gets called for the future.
- h) Ken (trustee) asked if the generator has been running and testing. Claude to check. Claude and Alan both said it was serviced at least two times in the past 3 years.
- i) Dawn (fiscal officer) gave checks and correspondence. There was discussion on Claude’s credit card, Claude provided copies of the receipts for his card. Dawn to look for master receipts again.

Ken made a motion to go into executive session @ 8:05 pm. regarding Marks evaluation. resolution #24
Roll call - Alan yes Troy yes Ken yes

Troy made a motion to go into regular session @ 8:35pm, Alan 2nd. All in favor resolution #25
Roll call- Alan yes Troy yes Ken yes

Trustees agreed Mark got a good evaluation

Ken made a motion to give Mark a .50 cent raise starting next pay due to good evaluation. Alan 2nd all in favor Resolution#26

Trustees to do an evaluation also on Claude Kobernik – fire chief

There also was discussion on hiring Mr. Griggs for part-time help for the road dept. on call basis.

Alan made a motion to appoint Mike Kelly to zoning board years 2017-2022, Troy 2nd all in favor Resolution #27

III. **ADJOURNMENT**

Troy made motion to adjourn the meeting,
 Alan 2nd all in favor, **8:48pm**

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