

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES

Regular Meeting Minutes

04/06/2020

Chairman Ken Kister called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at 7:00 on **04/06/2020** at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance.

The following persons were present: **KEN KISTER, ALAN KOHTA, TROY VANEK, TRACY KOHTA, CLAUDE KOBERNIK & MARK DEGAN.**

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

Alan made a motion to approve the 3/16/2020 minutes, Troy 2nd, all in favor.

Warrants #5451-5462 paid in the amount of \$4,533.02. Warrant #5450 Void

I. OPEN BUSINESS

- 1. Cemetery Fees**
- 2. Stone & MC-70 bids**
- 3. Clean-Up Day**

II. DISCUSSION

- a) Claude Kobernik (fire chief) dispatched has moved to Conneaut and is working well. The new 363 truck has arrived but has to go to Great Lakes to reset the computer. COVID-19: Fire dept. needed to purchase vacuum mattress (Cleveland Clinic lost in transport). Alan asked if insurance would cover the cost of the lost mattress vacuum. Claude will check into it. **Troy Vanek (trustee) made a motion to approve the purchases of the mattress vacuum \$756.50, Alan Kohta (trustee) 2nd, All in Favor. Resolution #28** Claude purchased hand sanitizer and machines for squad around \$465 and UV lights to kill viral & bacteria for both squads for under \$500. **Ken (trustee) made a motion to appropriate \$3,000 from the 2901 fund to purchase UV protector lights, hand sanitizer & machines, gowns, gloves, masks & other supplies for COVID-19, Troy 2nd, All in Favor. Resolution #29** Claude would like Cad System (hardware & tablets) going into (2) ambulance for information going to hospitals, pin points homes and tracks units. **Ken made a motion to approve the purchase of equipment & tablets for the Cad System for \$8,300 from the 2281 fund. Troy 2nd, All in Favor. Resolution #30** Claude also wanted to give a kudos to Rob Ocasio & rest of the department for the great job they are doing during this time.
- b) Mark Degan (zoning) received (1) zoning permit for solar panels. Mark has been working on roads and Dale Hayes has been at the cemetery going through lot numbers. Kingsville trustees asked if we wanted to rent a trackhoe for ditching this summer. Mark would like Starifier carbide tip for grader blades approximately \$740 and new back tire for tractor. **Ken made a motion to purchase Scarifier carbide tips for grader \$1,000 from 2231 permissive account – repairs & maintenance, Troy 2nd, All in favor. Resolution #31**
Ken made a motion to purchase a new rear tire for the tractor up to \$1,200. Alan 2nd, All in Favor. Resolution #32
- c) Alan Kohta (trustee) Roads looking good. Resident George Emory mentioned ruts in yard & culvert rusting out. Mark will fix yard while pulling in dirt in road. Ends of pipe on 2nd culvert are rusting out but middle is good. Will Smith (resident) complimented on how well the roads look. Gas tax money will decrease because of COVID-19. Discussion of clean-up day & will make decision next meeting.
- d) Troy – complimented Mark on roads.

e) Ken opened (3) bids from Frank Martuccio Asphalt & Paving, Inc., Phillips Inc. & Suit-Kote for MC-70, (2) bids from Nelson Sand & Gravel & Simak Trucking for stone. (2) bids from Maurer Mowing & Chambers Landscaping for the cemetery. Will review stone and MC-70 bids for next meeting.

Alan made the motion to approve Maurer's Mowing for the 2020 cemetery bid, Ken 2nd, All in Favor. Resolution #33

f) Tracy Kohta (fiscal office) – gave checks and correspondence. Received \$800 from Highway Products for problems with truck box.

g) Discussed gas tank: need to use up gas and not refill tank. Wanting to sell SUV truck when new truck is up & running.

h) Ken attended the Ashtabula County Health Department Advisory Board meeting. Voted on board members & received report. Aqua Ohio is seeking approval for a system improvement. Ken will look over.

i) Tracy asked for resolution to remove Dawn Dietz from the credit card and approve Tracy Kohta to be added to the credit card as fiscal officer. **Ken made the motion to remove Dawn Dietz from the credit card and add Tracy Kohta to the credit card. Troy 2nd, Ken – yes, Troy – yes Alan – abstain. Resolution #34**

j) Claude mentioned Natalie Shauberger had Easter basket to donate to needy families.

ADJOURNMENT

Ken made motion to adjourn the meeting, Troy 2nd, All in Favor, 8:01pm
Minutes submitted by Tracy Kohta (fiscal officer), I hereby certify there are sufficient funds in the depository to pay the above warrants.

X

Minutes approved by: Ken Kister