

# **SHEFFIELD TOWNSHIP BOARD OF TRUSTEES**

## **Regular Meeting Minutes**

**12/6/2021**

**Chairman Troy Vanek** called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at **7:00** on **12/6/21** at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance.

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

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

Alan made a motion to approve the 11/15/2021 meeting minutes. Ken 2<sup>nd</sup>. All in Favor.

Warrants #5873-5881 paid in the amount of \$5,996.60.

November Monthly EFT payroll \$4,192.92, \$1,633.00, \$1,501.52  
November Monthly receipts \$19,737.54

### November Monthly Online Payments

IRS \$817.64 OH Treasurer \$191.61 OPERS \$2,103.28 Windstream \$199.92  
Illuminating Co. \$642.05 Waste Mgmt. \$118.97 Aqua \$10.54 Zito \$85.22

## **I. OPEN BUSINESS**

- 1. ARP Funding**
- 2. Maintainer pricing**

## **II. DISCUSSION:**

- a) Mark Degan (Road Dept. & Zoning) – Mark stated there is a cremation burial on Saturday. The beaver dams are opened, moved material back and the water is down. Water is shut off at the cemetery. Driveway pipe not draining well. Need to have a camera ran through to see where pipe is plugged.
- b) Claude Kobernik (Fire Chief) – Claude went over the monthly summaries for October and November for the joint venture of the billing part. For October \$10,544.84 total billing with labor costs of \$8,916 and an overage of \$1,628.84. There were 38 EMS calls, 5 fire calls and 3 missed calls. For November, \$7,554.24 total billing with labor costs of \$10,140 plus the carryover of \$1,628.84. For November there is an underage of \$956.92 split for a total of \$478.46 each department. Billing amount are based on the previous month's calls. For November 29 EMS calls, 3 fire calls and 2 missed calls. Claude received the bill for fire inspection. **Ken made a motion to pay Monroe Township for Sheffield's part of the joint venture of \$6,362.53 out of the 2281-230 Other Expense for the months of October and November. Troy 2<sup>nd</sup>, All in Favor. Resolution #93**  
Discussion of ARP funding and what money is able to be used for. He started the process of changing the Association's name. Claude is cleaning up the fire dept. roster. **Alan made a motion remove the Ivette Ortiz and Dwayne Cusano from the Sheffield Volunteer Fire Department roster. Troy 2<sup>nd</sup>, All in Favor. Resolution #94.** Claude is meeting with Chip Comstock to work on handbook to get it completed. There's been a few issues with dispatching. Claude has been talking to Conneaut and the county. Eventually, we will need to have the same dispatching. The new gear lockers have been installed and the shower will be installed after

Christmas. Monroe guys have not documented their training and work nights but will start. Claude is working on the new spreadsheet. Monroe is interested in making this a 7 days/week venture but we need to see how this is working for a longer period of time.

- c) Alan Kohta (Trustee) – Roads starting to get potholes. Mark stated that Plymouth Twp. is going to take care of plowing Green Hill. Alan spoke to Mike Cliff about plowing from Dibble to Plymouth Ridge to repay hours that are owed. Kingsville owes 432 hours – many hours from when their garage burnt down and Sheffield helped a lot. Alan will talk to Mike to figure out what amount is fair to plow. Trustees swearing in is December 16<sup>th</sup>. Alan stated the shop and new gear racks look good.
- d) Ken Kister (Trustee) – Bruce Turner asked about the cemetery plot. Alan needs to check into it. They need 20 years of service on the fire dept. to receive a free cemetery plot. Ken will be out of town for Christmas. Marcy called Ken after voting for road levies. He wondered what improvements are being made.
- e) Troy Vanek (Trustee) – Nothing.
- f) Tracy Kohta (Fiscal Officer) – Tracy passed the election results, checks and purchase orders to sign.

**Ken made a motion to pay an additional \$460 for the MARC's Radios from 2281-230-599 other expense. Alan 2<sup>nd</sup>. All in Favor. Resolution #95**

**Roll call to go into executive session for employee payroll:**

**Alan Kohta – yes Ken Kister – yes Troy Vanek – yes**

**Roll call to go back into regular session - discussed wages, payroll & a stipend:**

**Alan Kohta – yes Ken Kister – yes Troy Vanek - yes**

**Ken made a motion to pay Mark \$300 per month health benefits stipend. Alan 2<sup>nd</sup>. All in Favor. Resolution #96**

### III. ADJOURNMENT

Ken make a motion to adjourn the meeting, Alan 2<sup>nd</sup>, All in Favor. 8:16 p.m.

Minutes submitted by Tracy Kohta (Fiscal Officer).

I hereby certify there are sufficient funds in the depository to pay the above warrants.

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Minutes approved by: Troy Vanek