

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES

Regular Meeting Minutes

4/5/2021

Chairman Troy Vanek called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at 7:00 on 4/5/21 at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance.

The following persons were present: KEN KISTER, ALAN KOHTA, TROY VANEK, TRACY KOHTA, MARK DEGAN, CLAUDE KOBERNIK, STAN WILLIAMS, DALE HAYES and GEORGE NEWLAND.

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

Alan made a motion to approve the 3/15/2021 meeting minutes. 2nd Ken, All in Favor.

Warrants #5707 - 5717 paid in the amount of \$9,686.05.

March Monthly EFT payroll \$1,572.08, \$4,191.32, \$1,643.49, \$1,643.49
March Monthly receipts \$237,408.71

March Monthly Online Payments

IRS \$891.78 OH Treasurer \$214.12 OPERS \$2,110.42 Windstream \$190.71
Illuminating Co. \$1,528.19 Waste Mgmt. \$110.04 Aqua \$10.54 Zito \$85.52
OTARMA \$23,331

I. OPEN BUSINESS

- 1. Stone Bids**
- 2. Cemetery Bids**
- 3. Clean-Up Day**
- 4. Levy Renewals**
- 5. Maintainer pricing**

II. DISCUSSION:

- a) Dale Hayes (Previous Resident) – Neal Post 743 would be available for the Memorial Day Service at Gageville Cemetery at 9:00 a.m.
- b) George Newland (Resident) – Concerned with the number for potholes on Maple Road and the ditches being cleaned out. Trustees explained how the township takes care of the roads with maintaining, grading and gravel with only one road employee and the funds available.
- c) Stan Williams (Resident & Zoning) – Nothing.
- d) Claude Kobernik (Fire Chief) – Alan and Claude met with Monroe Twp. to discuss fire department working together. Claude spoke to Chip Comstock – Lawyer & Fire Chief for Canfield Fire Dept. He believes this agreement could be feasible. Chip is willing to have a zoom meeting with both departments to discuss the legal questions:
1. who would pay the stipend call when not on duty. 2. Monroe is paid through the association - have to watch how many hours. 3. Township is able to pay the liability insurance. **Ken made a motion to pay Chip Comstock up to two hours for law advice on fire district at \$150/hours as long as Monroe pays for two hours. Troy 2nd, All in Favor. Resolution #39** Claude gave Tracy the title to the new trailer. Claude would like to purchase 50 foot sections of double jacketed fire hose for \$12,718 - originally priced \$22,000. The dept. has not been approved for the fire hose grants.

Claude went to the factory and checked out hose. The company will hose test before delivery then the township would save on the cost of hose testing this year. The squad is back in service and are waiting on the installation of the MARC's radios. The fire ban is from 6:00 am to 6:00 pm – 7 days a week per Ohio revised code.

e) Mark Degan (Road Dept & Zoning) – Sent two violations out – final notices to the property & trailer owner on the Benekta Road. Tracy has asked the prosecutor for advice and has letters to send certified. Haines Memorial would like to have one large foundation poured at cemetery. Mark will check on regulations for size of footer. Mark would like approval to purchase 200 ton of stone to fill in low areas and build up ruts. Claude asked if zoning can include anything about logging and the mess the loggers leave. Ken said it's a forestry issue. **Ken made a motion to purchase stone up to \$10,000 out of 2031 Operating Supplies - Stone. Troy 2nd, All in Favor.**

Resolution #40.

f) Alan Kohta (Trustee) – Roads looking better than a month ago. Went to fire meetings with Monroe and spoke to parties involved with the Benetka Rd. trailer.

g) Ken Kister (Trustee) – Received call on garbage dumped on Sheffield Rd. - Mark will check out. Troy will order tractor and mower. Mark is working on the maintainer installing new parts. Need to research prices for new maintainer.

h) Troy Vanek (Trustee) – Nothing.

i) Tracy Kohta (Trustee) – Received Health Dept. report to review. Check list needed for vehicle inspection. Trustees asked Mark to send a text to all the trustees in the morning where he would be working during the day. Tracy received certificates from Auditor to proceed to next step for the renewal of levies. **Alan made a resolution to proceed to place the Fire & EMT renewal levy of 1.5 mills for providing and maintaining fire equipment, buildings, or sources of water supply & materials, maintenance of fire alarms, payment of part-time/volunteer fire fighters and EMS, employee contributions, purchase of ambulance equipment, provision of ambulance, paramedic or EMS service on the November ballot. Troy 2nd, Alan – Yes. Ken – Yes. Troy – Yes. All in Favor. Resolution #41.**

Alan made a resolution to proceed to place the Fire & EMS renewal levy of 1.0 mills for providing and maintaining fire equipment, buildings, or sources of water supply & materials, maintenance of fire alarms, payment of part-time/volunteer fire fighters and EMS, employee contributions, purchase of ambulance equipment, provision of ambulance, paramedic or EMS service on the November ballot. Troy 2nd, Alan – Yes. Ken – Yes. Troy – Yes. All in Favor. Resolution #42.

Alan made a resolution to proceed to place the Cemetery renewal levy of 0.5 mills for maintaining and operating public cemetery in Sheffield Township on the November ballot. Troy 2nd, Alan – Yes. Ken – Yes. Troy – Yes. All in Favor. Resolution #43.

Tracy passed checks and purchase orders to sign. The 2019-2020 audit is complete and the township received new UAN computer. Trustees opened and discussed the sealed MC-70, stone and mowing bids. Township received MC-70 bids from Frank Martuccio Asphalt & Paving, Inc. and Suit-Kote, stone bids from Capp Steel Erectors, Inc, T.W. Benson Trucking, Inc. and Larson Trucking and Heavy Equipment repair, Inc. and bids for the mowing of the cemetery from MC Professionals and Maurer's Mowing.

Alan made a motion to accept the bid from Maurer's Mowing to mow Gageville Cemetery and the Benetka Rd. Bridge for the 2021 season for \$8,808. Troy 2nd. All in Favor. Resolution #44

Alan made a motion to purchase 42 sections of different colored 1 3/4' hose and 20 sections of 2 1/2" hose from Snap-Tite Hose for \$12,718 out of 2191 other expense (misc. supplies) Troy 2nd. All in Favor. Resolution #45

Ken made a motion to go into executive session for employee evaluations for Claude Kobernik. Troy 2nd, All in Favor. Roll call: Alan Kohta – yes Ken Kister – yes Troy Vanek – yes Resolution #46

Ken made a motion to go back into regular session. Troy 2nd, All in Favor. Roll call: Alan Kohta – yes Ken Kister – yes Troy Vanek – yes Resolution #47

In executive session, trustees discussed employees evaluations for Claude Kobernik and Mark Degan. **Ken made a motion to give Mark Degan a 75 cent per hour pay raise in the road department effective next pay period . Troy 2nd, All in Favor. Resolution #48**

In discussions with Claude, he asked to not be given a pay raise at this time.

ADJOURNMENT

Alan made motion to adjourn the meeting, Troy 2nd, All in Favor, 9:34 pm.
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: Troy Vanek