

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES

Regular Meeting Minutes

11/21/2022

Chairman Alan Kohta called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at **7:00** on **11/21/22** at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance. Alan stated our meetings are audio recorded and copies of the minutes are available.

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

Ken made a motion to approve 11/7/2022 meeting minutes. Troy 2nd. All in Favor.

Warrants #6108-6114 paid in the amount of \$14,994.41.

OPEN BUSINESS

1. Employee Reviews

2. Review guidelines for grave purchases

I. DISCUSSION:

- a) Cas Kilby (Property Owner) – Nothing.
- b) Mark Degan (Road Dept.) – Mark helped the State and County open intersections during the storm and then worked on township roads. Speed control sensor broke on the truck, picked up part and replaced. Old Mac truck has transmission slipping. Shut off water at cemetery. Discussed plowing cemetery with 1-ton. The beaver dam is back on Pebbles.
- c) Claude Kobernik (Fire Dept.) – Received a quote of \$4,415.18 at D & D for more aggressive tire & brakes on Unit #379. Fire Dept. received contract from the county for dispatching for \$6,692.10. Claude recommended Rob Ocasio for Advance EMS Class. Claude would like to look at 1-year numbers. Fire Dept. will have gun raffle.
Ken made a motion to get repairs done at D & D for \$4,415.18 out of ambulance fund 2281-230-323 repairs and maintenance. Troy 2nd. All in favor. Resolution #70.
Ken made a motion to contract with the Sheriff's Dept. for dispatching for \$6,692.10 out of the fire & rescue fund 2901-220-599. Troy 2nd. All in Favor. Resolution #71.
Alan made a motion to cover the cost of \$2,500 to send Rob Ocasio to EMT Advanced training through University Hospitals for of 2281-230-599 other expense ambulance & medical services. Ken 2nd. All in Favor. Resolution #72.
- d) Laura Copeland (Property Owner) – Nothing.
- e) Troy Vanek (Trustee) – One complaint from resident snowed in and Mark handled. Mark did a good job plowing. Talked to Horton about getting truck fixed for Sunday.
- f) Ken Kister – (Trustee) – Ken received a call from county about paperwork for small business grant and we got paperwork to them.
- g) Alan Kohta (Trustee) – Alan asked Claude about the Fire Recovery program. The program is terrible, hard to deal with and not worth renewing. Alan commented on how good the roads look. Asked Mark to follow-up with resident on Sheffield Rd.
- h) Tracy Kohta (Fiscal Officer) – Discussed Countryside quote for 2 different lights and lenses. Claude will check into it. Tracy passed purchase orders, resolutions and checks to sign. Tracy will email OTARMA information on board of director's election. Tracy and Mark discussed grave placement.

Alan made a motion to go into executive session for employee reviews. Ken 2nd. All in Favor. Troy – yes Ken – yes Alan – yes

Alan made a motion to return from executive session. Ken 2nd. All in Favor.

Troy – yes Ken – yes Alan – yes

Discussed employee reviews and raises in executive session.

Ken made a motion to raise the Fire Chief's pay \$100 to \$400. Alan 2nd. All in Favor. Resolution #73

Ken made a motion to raise the Zoning Inspector's pay \$50 to \$325. Troy 2nd. All in Favor. Resolution #74

Ken made a motion to raise road dept. hourly wage \$1.00 to \$23.50. Troy 2nd. All in Favor. Resolution #75

II. ADJOURNMENT

Ken make a motion to adjourn the meeting at 8:34 p.m. Troy 2nd, All in Favor.

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: Alan Kohta