

# **SHEFFIELD TOWNSHIP BOARD OF TRUSTEES**

## **Regular Meeting Minutes**

**12/19/2022**

**Chairman Alan Kohta** called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at **7:00** on **12/19/22** 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: ALAN KOHTA, TROY VANEK, MARK DEGAN, DAVE THOMAS & TRACY KOHTA.

Troy made a motion to approve 11/21/2022 meeting minutes. |Alan 2<sup>nd</sup>. Both in Favor.  
12/5/2022 meeting was not held due to a quorum not being met.

Warrants #6115-6133 paid in the amount of \$20,137.51.

November Monthly EFT payroll \$1,533.51, \$4,264.65, \$2,132.06

November Monthly receipts \$16,417.60

November Monthly Online Payments

IRS \$1,041.94 OH Treasurer \$218.39 OPERS \$2,400.93 Zito \$91.39 Aqua \$13.00

Windstream \$195.75 Illuminating Co. \$590.80 Waste Mgmt. \$138.73

### **OPEN BUSINESS**

#### **1. Employee Reviews**

#### **2. Review guidelines for grave purchases**

### **I. DISCUSSION:**

- a) Rob Ocasio (Fire Dept) – Rob discussed a quote that needs to be invoiced by the end of the year and paid in January to qualify for a \$500 grant.
- b) Dave Thomas (County Auditor) – Mr. Thomas is visiting townships around the county. He discussed the re-evaluation process for 2023. The township revenue will not change. There is a housing shortage in our area with values still up but sales are down.
- c) Mark Degan (Road Dept.) – Mark received an estimate on the Red Mack for a transmission rebuild, clutch and fly wheel resurfaced from Phil’s Garage for \$10,857.50. Discussed getting an estimate from place on Griggs road. Kingsville worked with Mark on ditching on Maple Road. Need to get a heater for boiler room door still not shutting and more DEF fluid – using new plastic cans. On East Maple, need to cut back berms after winter by Richmond’s. Mark will take a couple days off before the upcoming storm.
- d) Troy Vanek (Trustee) – Nothing.
- e) Alan Kohta (Trustee) – Alan received a call from a resident on Forest Ridge that needed a drain pipe cleaned out – Mark took care of it the next day. Mike Kelly stopped at the December 5<sup>th</sup> meeting to thank the township for helping in a emergency and said the joint venture with Monroe is working. **Alan made motion to vote for Phillip G. Cox and Joyce Fetzer-Martin for the OTARMA board of directors. Troy 2<sup>nd</sup>. Both in Favor. Resolution #76**
- f) Tracy Kohta (Fiscal Officer) – Tracy stated the township received the election results from November that both levies passed. Tracy passed out appropriation status reports with minor changes and discussed appropriation budget for 2023. Also discussed changing the trustee’s salary to come out of the general fund – which would save the road and fire fund. **Alan made a motion to approve the appropriations discussed for 2023. Troy 2<sup>nd</sup>. Both in favor. Resolution #77**  
**Alan made a motion to pay the invoice from HemaSource for medical supplies for \$500 which will be reimbursed through a grant. Troy 2<sup>nd</sup>. Both in Favor. Resolution #78**  
Tracy passed out checks, purchase orders and semi-annual fire run payments to be signed.

### **II. ADJOURNMENT**

Troy make a motion to adjourn the meeting at 7:48 p.m. Alan 2<sup>nd</sup>, 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**

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Minutes approved by: Alan Kohta