

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES
Regular Meeting Minutes
7/17/2023

Chairman Ken Kister called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at **7:00** on **7/17/23** at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance. Ken 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 & TRACY KOHTA.**

Alan made a motion to approve 7/3/2023 meeting minutes. Troy 2nd. All in Favor.

Warrants #6282-6293 were paid in the amount of \$6,225.43

OPEN BUSINESS

- 1. Fire Dept. District**
- 2. Bids for Dewey Road**

I. DISCUSSION:

- a) Claude Kobernik (Fire Chief) – Discussed the progress of the fire district. Talks are going well. Working on budget and plans for the fire levy in November. **Alan made a motion to appoint Ron Licata to represent Sheffield Township in the joint fire district. Troy 2nd. All in Favor. Resolution #51** Claude said the extractor is broke and needs a new mother board to wash turn-out. **Ken made a motion to get the extractor – washing machine fixed for the fire dept \$600 out of Special Levy Repairs & Maintenance 2191-220-323-0000. Troy 2nd. All in Favor. Resolution #52.** The cot is fixed & it was only the battery. Also discussed overtime for the fire dept. Sometimes, there is not someone to cover a shift. Trustees agreed, we have to pay overtime to keep the covered but use sparingly. Claude is planning to retire from the fire dept. by January 1st.
- b) Mark Degan (Road Dept., Zoning & Cemetery) – Mark pulled out the old tile & found the drains in front of fire hall. On Hines & Fink run maintainer, graded & mowed. Got Pebbles & Maple graded. Received a bid from Scott Randolph's Service to take down 2 trees & grind stumps for \$4,875. **Alan made a motion to use Scott Randolph Tree Service to remove 2 trees at Cemetery \$2,000 out of 2041-760-710-000 Land and \$2,875 out of 2041-410-599-0000 other expense. Ken 2nd. All in Favor. Resolution #53** Zoning – Mark gave a stop order on Sheffield-Monroe Rd. The resident complied with getting a permit. The trailer was removed from across from the fire hall. Resident on Benetka Rd. stopped & has water running across her driveway. Maple Rd. water not flowing to creek.
- c) Troy Vanek (Trustee) – Nothing.
- d) Alan Kohta (Trustee) – Alan discussed Article 3 & structural change from the zoning board. He will ask zoning board for a definition of structural change.
- e) Ken Kister (Trustee) – Ken receive a call from a resident that asked why there hasn't been a fire district meeting for the public. Ken told her that there will be a meeting once the levy has been set. Opened Dewey Rd. Bids. Frank Martuccio Asphalt & Paving Inc.'s bid was \$278,450.00 and Russell Standard's bid was \$364,840.00. **Alan made a motion to accept Frank Martuccio Asphalt & Paving Inc.'s bid for Dewey Rd. Paving Project Phase II for \$278,450 with approval of the County Engineer's Office. Troy 2nd. All in Favor. Resolution #54**
- f) Tracy Kohta (Fiscal Officer) – Tracy had sent a copy of the temporary 2024 budget to the trustees to review.
Ken made a motion to provide the county with the temporary financial worksheet budget for the year 2024 that Tracy has provided. Troy 2nd. All in Favor. Resolution #55
Alan made a motion to pay \$100 for the portable restroom for the Covered Bridge Festival to the Ashtabula County Covered Bridge Committee out of the NOPEC Community Grant. Troy 2nd. All in Favor. Resolution #56
Ken made a motion to provide \$2,000 toward the joint Northeast Fire District with Kingsville, Monroe & Sheffield. Alan 2nd. All in Favor. Resolution #57

Ken made a motion to fund Dewey Rd. Phase II contingent of county approval of Martuccio's contract out of the Gas Tax Fund other supplies & material 2021-330-490-000 and giving Ken Kister chairman and Tracy Kohta Fiscal Officer rights to sign contract. Alan 2nd. All in Favor. Resolution #58

Ken made a motion to appropriate up to \$2,500 for additional pipe, catch basin and stone material to finish part of Dewey Rd. ditches out of Road & Bridge 2031-330-599-0000 other expense. Troy 2nd. All in Favor. Resolution #59

Tracy passed purchase orders & checks to be signed.

II. ADJOURNMENT

Troy make a motion to adjourn the meeting at 8:09 p.m. Alan 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: Ken Kister-