

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES
Regular Meeting Minutes
3/17/2025

Chairman, Alan Kohta called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at **7:00 pm** on **3/17/2025** at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance. Alan stated meetings are audio recorded & copies of the minutes are available.

The following persons were present: TROY VANEK, ALAN KOHTA, KIRK WHITE, ROB OCASIO, BOB ETTINGER & TRACY KOHTA.

Alan made the motion to waved the 3/3/2025 meeting minutes due to computer updates and not able to be printed. Kirk 2nd. All in Favor. The minutes will be available at the 4/7/2025 meeting.

Warrants #6633-6642 were paid in the amount of \$50,198.27.

OPEN BUSINESS

- 1. Northeast Fire District disbandment**
- 2. Re-establishing Sheffield Volunteer Fire Dept.**

I. DISCUSSION:

- a) Bob Ettinger (Courier Gazette) – Nothing for the meeting. Mr. Ettinger will ask questions about the district later. He is rotating between township meetings once a month.
- b) Rob Ocasio (Fire Chief) – Two potential recruits for the fire dept. completed their drug screenings. Rob met with Chief West from Kingsville FD. He completed updated rosters for EMA and dispatch. MARCS radios scheduled to be updated next week and pagers will be completed once the tones are set. Rob wants to know what to do about the missing pagers. The Association voted to have an Easter Egg Hunt on April 5th. Trustees will donate bikes for each age group. The EPA burn ban is in effect until May 31st. There have been several field fires. Residents are able to burn after 6:00 pm. Rob would like to look at getting a message board for the corner of Sheffield Monroe Rd. to promote events in the township. Kirk will check into getting a price.
- c) Kirk White (Trustee) – Kirk sent the EMS/fire contract with signatures to Tracy. He will send a digital copy of the clean-up day flyer to look at. Clean-Up Day is set for Sat., May 3rd for 8:00 am to 12:00 pm. Kirk drove roads. He said Mark has done a good job getting the roads back in shape.
- d) Troy Vanek (Trustee) – Troy met with Mark a couple different times.
- e) Alan Kohta (Trustee) – There is an Ashtabula Health Board Meeting on March 27th. Kirk will try to attend. Alan spoke to Mike Kelly concerning the zoning board. Darrell Maines turned in his resignation and his last meeting will be the 24th. Mike invited the trustees to attend and thank Darrell. Alan has spoke to Roger about the fire district and splitting the remaining funds. Sheffield contributed \$336,927.12 – 70.79% and Monroe contributed \$139,004.25 - 29.21%.

Alan made a motion to except Sheffield at 70.79% and Monroe at 29.21% for the division of funds percentages. Kirk 2nd. All in Favor. Resolution #27

Alan and Roger spoke about the few invoices that are outstanding. Monroe agreed to cover the outstanding invoice for their truck that had preventative maintenance completed. Sheffield will pay Medicount invoices that are owed, pay to replace batteries in the squad and fix the broken mirror. Chief Moisio has received the paperwork needed for dispatching and was review by the prosecutor. Next week Spaulding will be working on setting the tones. Kirk will touch base with Kingsville and Plymouth.

- f) Tracy Kohta (Fiscal Officer) – One of the two drug screenings reports were received back. Rob asked to send his drug testing to Kingsville. The ads for lawn mowing and stone bids were placed in the Gazette. Troy mentioned that Mark needs more stone for the roads.

Alan made a motion to purchase 200-ton of #57 limestone out of 2021-330-420-1005. Kirk 2nd. All in Favor. Resolution #28 Alan will call the county for an update for Maple Rd. bid package.

Tracy ordered road cones for the fire and road depts.

Tracy passed purchase orders and checks to sign.

g) ADJOURNMENT

Troy made a motion to adjourn the meeting at 7:36 p.m. Kirk 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