

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES

Meeting Minutes

01/09/2014

I. Call to order

CHAIRMAN Alan Kohta called to order the Organizational Meeting of the **SHEFFIELD TWP. TRUSTEES** at **7PM** on **01/09/2014** at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance.

The following persons were present: ALAN KOHTA, TROY VANEK, KEN KISTER, BRUCE TURNER, MARK DEGAN, BARB AND DAVE KRAY AND DAWN DIETZ.

The minutes were approved by the trustees

No Warrants were paid.

No Receipts were deposited.

EFT payroll were paid in the amount of \$5117.17

II. OPEN BUSINESS

1. Waterline tap in fee.

- a) Alan (chairman) - started with reading the guidelines – guidelines were updated by trustees.
Alan - read the zoning guidelines – guidelines were updated by trustees.
Alan - read the cemetery guidelines – guidelines were updated by trustees.
Alan - went over contacts – contacts updated. Dawn stated we are having problems updating our website.

RESOLUTION # 6 TO APPOINT SARAH PERKINS TO ZONING BOARD, ALAN MADE A MOTION, TROY 2ND ALL IN FAVOR.

Trustees agreed for background checks to be viewed 1st. meeting of month unless the meeting falls on a Tuesday because of a holiday. Trustees will go into executive session to view information.

Alan read fire and ems training letters. Kenny recommended for the township to pay for training when a member is recommended by the Fire chief and or Assistant chief and has put in a specific amount of time. Kenny suggested we need to do this based on available funds. Alan suggested the member should be in good standing. Bruce said there is criteria to be met before you can join the fire dept. Dawn asked for the fire dept. to construct the letter with their requirements. Bruce Turner to put a letter together. Dave stated any training over 120hr for the fire dept. is not necessary.

Bruce stated there is an AFG grant loan available for service vehicles. Cost to township is 5% of vehicle cost, grant pays the rest. Bruce said he will need township financials in the future to look into the grants.

The trustees went over the employee personnel policy submitted from the prosecutor's office. The policy was updated by the trustees.

The trustee's went over the budget. Temporary appropriations were set.

RESOLUTION # 7 TO APPROVE THE TEMPORARY BUDGET BASED ON VALUES SET. ALAN MADE A MOTION, KENNY 2ND. ALL IN FAVOR.

III. ADJOURNMENT

Kenny made motion to adjourn the meeting, Troy 2nd all in favor, 10:00pm

Minutes submitted by Dawn Dietz (fiscal officer), I hereby certify there are sufficient funds in the depository to pay the above warrants.

X

Minutes approved by: Alan Kohta