

# **SHEFFIELD TOWNSHIP BOARD OF TRUSTEES**

## **Meeting Minutes**

01/02/2017

**Fiscal Officer Dawn Dietz** called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at 7PM on **01/02/2017** at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance.

The following persons were present: **KEN KISTER, TROY VANEK, MARK DEGAN, ALAN KOHTA, CLAUDE KOBERNIK, DAWN DIETZ**

**DAWN DIETZ OPENED THE FLOOR WITH ACCEPTING NOMINATIONS FOR CHAIRMAN TROY VANEK NOMINATED. KEN KISTER FOR CHAIRMAN, ALAN KOHTA 2<sup>ND</sup> THE MOTION. ALL IN FAVOR. DAWN MOVED THAT THE NOMINATIONS FOR CHAIRMAN BE CLOSED. RESOLUTION # 1 ALL IN FAVOR.**

**DAWN DIETZ OPENED THE FLOOR WITH ACCEPTING NOMINATIONS FOR VICE-CHAIRMAN, ALAN KOHTA NOMINATED TROY VANEK FOR VICE-CHAIRMAN, KEN KISTER 2<sup>ND</sup> THE MOTION. ALL IN FAVOR. DAWN MOVED THAT THE NOMINATIONS BE CLOSED. RESOLUTION # 2 ALL IN FAVOR.**

Dawn stated our meetings are audio recorded and copies of the minutes are available.

Alan made a motion to approve the minutes. Ken 2<sup>nd</sup>. All in favor

Warrants 4770-4772 in the amount of \$2824.71 were paid.  
\$1181.98 DEPOSITED

## **II. DISCUSSION**

- a) Mark Degan (road superintendent) stated he has been working on the roads doing the best he can. Mark asked about getting maintainer blades cost \$915.60. **Troy made a motion for Mark to purchase carbide tips for grader not to exceed \$1000.00 Alan 2<sup>nd</sup> all in favor Resolution # 3**  
Mark said they flew the flag at half-mast for Dave Kray's 1 year passing.
- b) Mark Degan (cemetery sexton) stated he got a call at the last minute for a burial – Mark wants us to put in the guidelines there has to be a minimum 24 hr. notice for a burial.

- c) Mark Degan (zoning) discussed a permit on Dewey Rd. – Mark discussed in order to issue a permit – it needs to be the home owner requesting it. Mark met with the Health Dept. on a resident on Griggs Rd. Mark said some of the residents are not very easy to deal with – Mark said he carries a body cam for this reason. Mark also said he would like to send a letter informing residents about abandoned cars and issues. Ken suggested sending the letter only to the people who are having issues. Mark gave (1) permit. Mark discussed briefly outdoor wood furnaces.
- d) Claude Kobernik (fire chief) reminded everyone about the banquet Jan 14 @ 6pm. Claude said he is getting prices on the roof for the fire dept. Claude asked again about having a go-to person for him. The trustees agreed for Alan to be the trustee for Claude to go to. Claude said the dept. went on 399 runs in 2016. Claude praised his fire dept. Claude discussed getting the old squad worked on this year to come out of the ambulance fund. Claude to get prices. Claude also asked about an EMS promotion. He would like Rob Ocasio to be promoted to a lieutenant. He also said Rob Occasion would be on a 6 month probationary period. **Alan made a motion for Claude to create an EMS lieutenant position naming Rob Occasio to the position, Troy 2<sup>nd</sup> all in favor Resolution # 4.**
- Claude also discussed briefly Unit 371 and its future. Claude also said the dispatching is working really well now.
- e) Troy (trustee) stated he spoke with Lynn Randolph trees for \$1400.00. **Troy made a motion for Lynn Randolph to remove trees for the fire dept. and the cemetery for \$1400.00 Alan 2<sup>nd</sup> all in favor Resolution #5.**
- f) Alan (trustee) stated he drove roads.
- g) Ken (chairman) asked Alan about the progress of the fire district. Alan discussed briefly where the surrounding townships are and they are at a standstill regarding the fire district. Brief discussion on Fire inspection.
- h) Dawn (fiscal officer) gave trustees checks and correspondence. Dawn asked about the driveway pipes charges in the township – Mark said the resident will pay for the pipe directly. Dawn also said (2) levies this year. Dawn also discussed a few changes to the appropriations to cover audit this year and a few other changes. Trustees to review appropriations and Dawn will reallocate/supplement 2017 appropriations if trustees make changes. **Ken made a motion to appropriate \$720.00 annually for Marks cell phone bill. Alan 2<sup>nd</sup> all in favor Resolution #6**

**Ken made a motion to certify carryover year end numbers to send to the County Auditor Troy 2<sup>nd</sup> all in favor. Resolution#7**

ADJOURNMENT

Alan made motion to adjourn the meeting, Troy 2<sup>nd</sup> all in favor, 8:13 pm

Minutes submitted by Dawn Dietz (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: Ken Kister