

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES

Meeting Minutes

12/04/2017

CHAIRMAN KEN KISTER called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at **7PM** on **12/04/2017** at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance.

The following persons were present: ALAN KOHTA, KEN KISTER, TROY VANEK, DALE HAYES, NATALIE SHAUBERGER, CLAUDE KOBERNIK, JORDAN COX, MS DEGAN , DAWN DIETZ and MARK DEGAN

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

Alan made a motion to accept minutes with corrections Ken 2nd. Troy abstained-absent

Warrants 4955-4966 in the amount \$5195.50

I. OPEN BUSINESS

- 1) Mark's raise 2018
- 2) Ambulance getting painted next year.

II. OPEN ISSUES

- a) Mr. Cox (resident) nothing.
- b) Mr. Hayes (resident) nothing.
- c) Ms. Degan (resident) nothing.
- d) Mrs. Shauburger (resident) nothing.
- e) Claude Kobernik (fire chief) discussed recent accidents in Sheffield and surrounding townships. Claude had a critical incident stress management team come in and talk to the fire dept. members. Claude said this seemed to help the fire dept. Ken inquired about possibly donating to this organization. Claude to check into this. Claude also discussed going in with surrounding townships on the purchase of a fit tester for masks. Total cost is \$9800.00 - each township is responsible for \$980.00. **Alan made a motion for our dept. to go into with surrounding townships to purchase our portion of the cost for the fit tester which is \$980.00; Troy 2nd all in favor Resolution #81** Ken discussed possibly someone donating this machine for the townships.. Claude discussed getting the ambulance painted

at Gainer Auto Body for \$12191.12 not including lettering that will come out of the ambulance fund. Claude stated the UTV has helped tremendously in the recent accidents. Claude also stated the tanker did break down on the structure fire but is fixed. Claude stated the Fire Dept. Banquet is Jan 13 @ Pats fireside Lounge.

- f) Mark Degan (road superintendent) discussed a zoning matter regarding a resident on Griggs Rd. Mark said someone dumped 110 tires in the cemetery. Mark said the cameras are back up in the cemetery. Mark stated he has been grading and maintaining. Marks said he also is prepared for the snow coming.
- g) Alan Kohta (trustee) stated he has been working on the payroll for the dept. Claude asked for all employees be direct deposit. **Ken made a motion for the fire dept. pay all employees who get paid need to be direct deposit starting in 2018. Troy 2nd all in favor Resolution #82**
- h) Troy Vanek (trustee) nothing
- i) Ken (trustee) discussed the Solid Waste Mgmt. district update for 2018-2032. **Alan made a motion to join the SWMD plan for Ashtabula County, Ken 2nd all in favor Resolution #83.** Ken discussed the truck that was hit may have an airbag sensor that is bad and they are sending us a quote.
- j) Dawn (fiscal officer) gave checks & correspondence and background checks. Dawn discussed using the township credit card by error. When ordering ink from Amazon for the township, the credit card was used and stored in Amazon. Dawn stated her personal Amazon credit card was expired and she was not aware of it. Charges accidentally were charged to the township card. She states she will pay directly to Andover Bank for these charges. She has deleted the township card from the Amazon account.

Ken made a motion to make name updates to the Vol. Fire Dependents Fund, Alan 2nd all in favor Resolution#84

Ken made a motion to go into executive session to discuss background checks. Resolution #85

Roll call: Alan Kohta – yes Troy Vanek – yes Ken Kister - yes

Ken made a motion to return to regular session after executive session. Resolution #86

Roll call: Alan Kohta – yes Troy Vanek – yes Ken Kister – yes

Ken discussed they reviewed background checks for some social members and fire dept. employees – information will be forwarded to Claude Kobernik.

III. **ADJOURNMENT**

Alan made motion to adjourn the meeting,

Troy 2nd all in favor, **8:26**

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: Ken Kister