

# **SHEFFIELD TOWNSHIP BOARD OF TRUSTEES**

## **Regular Meeting Minutes**

04/020/2020

**Chairman Ken Kister** called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at **7:00** on **04/20/2020** at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance.

The following persons were present: **KEN KISTER, ALAN KOHTA, TRACY KOHTA, CLAUDE KOBERNIK, MARK DEGAN** and **ROB OCASIO**.  
**ABSENT - TROY VANEK**

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

Alan made a motion to approve the 4/06/2020 minutes, Ken 2<sup>nd</sup>, all in favor.

Warrants #5463-5477 paid in the amount of \$11,201.07. Warrant #5478-79 Void

### **I. OPEN BUSINESS**

- 1. Cemetery Fees**
- 2. Clean-Up Day**
- 3. Memorial Day**

### **II. DISCUSSION**

- a) Rob Ocasio (fire dept.) – nothing.
- b) Claude Kobernik (fire chief) said the township received stimulus check for COVID-19 for \$2,529.62. New truck 363 is coming together nicely and Fire Association bought the traffic signs for the truck. Hand sanitizer still on backorder and decontamination items to spray the trucks are set-up & working. CAD system ordered. Plast-Pro donated 100 masks every fire department in the county. Claude is getting estimate on mounting equipment in 361 to organize the compartments.
- c) Mark Degan (zoning) received (1) agricultural permit and working on getting out 14 violations. Mark has footers that needs poured at cemetery. Mark has been trying to keep up on roads depending on the weather. Mark talked to Justin at the engineers office about the amount of stone for underdrains for Dewey Road. Discussed tractor tire issue on Lillie.
- d) Alan Kohta (trustee) mentioned Forest Ridge Road to the right. Driveway lower than road. Mark will fix over summer and look at berms.
- e) Ken – Discussed clean-up day and postponing to June 6<sup>th</sup>. Trustees will make decision at next meeting. Discussed Memorial Day – Rob will check on Nell Post. Possibly say pledge, put up wreath and raise flag – not a public event. Baldwin Road culvert is 34” steel which would county’s responsibility and we would purchase pipe. Auditor said revenues will be reduced from reduction in Property tax, Road tax & State funding. We will take a look at budget. Aqua having meeting on water bills – nothing involving township.
- f) Ken opened (1) bid from Simak Trucking & Excavating including cashier’s check for bond. Does not include removal of trees over 13”. Trustees will look over bids. Discussed stone bids received from Simak & Nelson.

**Alan made the motion to except stone bids from Simak & Nelson for 2020 to March 2021 road maintenance season, Ken 2<sup>nd</sup>, All in Favor. Resolution #35 MC-70 bids will remain open.**

- g) Tracy Kohta (fiscal office) – Dawn Dietz asked if she could purchase the old desktop computer for \$100 and dispose of old printer. The township currently has a laptop and will receive a new laptop next year from UAN. Payments were made April 1<sup>st</sup> on the Mac truck, ambulance and Ford truck. Current balances are \$20.42 Mack

truck, \$20.42 ambulance and \$2,800 on the Ford truck. **Ken made a motion to payoff Mac truck, ambulance and Ford truck. Alan 2<sup>nd</sup>, All in Favor. Resolution #36** Alan read letter from OTARMA. The township received \$500 from OTARMA for COVID-19 relief to be deposited in the 2901 fund. Discussed tractor tire bill from Bob Sumerel. **Alan made a motion to pay \$290.79 to Bob Sumerel to cover the balance of the bill for call out charge, service charge & disposal charge. Ken 2<sup>nd</sup>, All in Favor. Resolution #37.** Tracy gave checks and correspondence.

h) Mark said John Griggs is not able to help anymore and asked if Rob Ocasio could help this summer. Discussed on Rob Ocasio for part time for not more than 10 hours per week for \$13.00/hour. Then will revisit after summer. **Ken made a motion to bring Rob Ocasio on to help road department at \$13.00/hour with a maximum of 10 hours/week as needed. Alan 2<sup>nd</sup>, All in Favor. Resolution #38.**

#### ADJOURNMENT

Alan made motion to adjourn the meeting, Ken 2<sup>nd</sup>, All in Favor, 8:10 pm  
Minutes submitted by Tracy Kohta (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