

# **SHEFFIELD TOWNSHIP BOARD OF TRUSTEES**

## **Regular Meeting Minutes**

05/04/2020

**Chairman Ken Kister** called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at **7:00** on **05/04/2020** at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance.

The following persons were present: **KEN KISTER, ALAN KOHTA, TROY VANEK, TRACY KOHTA, CLAUDE KOBERNIK, MARK DEGAN** and **DALE HAYES**.

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

Alan made a motion to approve the 4/20/2020 minutes, Ken 2<sup>nd</sup>, Troy – Abstain, both in favor.

Warrants #5480-5490 paid in the amount of \$29,516.01.

Warrant #5478-79, 5487-5488 Void

April Monthly EFT payroll \$1,557.98, \$3,951.51, \$1,653.40, \$158.81, \$1,420.95  
Monthly receipts \$26,628.80

### April Monthly Online Payments

IRS \$823.27 OH Treasurer \$181.25 OPERS \$2,666.13 Illuminating Co. \$673.36  
Aqua \$9.56 Waste Mgmt. \$97.01 Windstream \$109.28 Zito Media \$91.92

## **I. OPEN BUSINESS**

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

## **II. DISCUSSION**

- a)** Claude Kobernik (fire chief) said 379 blew a turbo and needed emergency repair from Kingsville Towing \$2,642.64.  
**Ken made a motion to approve 379's turbo repair Kingsville Towing for \$2,642.64. Alan 2<sup>nd</sup>, All in Favor. Resolution #39**  
Fire Dept. went to corner of Rt. 193 & Griggs Rd. for open burn complaint. Claude is notifying Health Dept. because of unsafe conditions.
- b)** Dale Hayes (resident) Branches were picked-up. Dale re-erected 18 headstones & is worried headstones are getting hit by mowers. Previously, the headstones were cleaned with shaving cream. It wore away the limestone & unable to read. They are 3,500 gravesites, 1,800 monuments and several 100 without stones. Spreadsheet & map updated. Thanks to Dale for all his time & effort he has spent updating records.
- c)** Mark Degan (zoning) Working to get building on Griggs that's zoned industrial to switch back to residential. Mark has been working on the roads. He has 2 footers for cemetery and ditching to complete.
- d)** Troy Vanek (trustee) received 1 call about Clean-Up Day which is set for June 6<sup>th</sup>. trustees will make decision at the next meeting. Dale suggested not to have a Port-a-Potty for Memorial Day. Last year it was a mess & with COVID-19, trustees were in agreement not to have one.
- e)** Claude asked about fuel tank. Company owns the tank & is half-full. Claude wants to put the 2001 Ford Explorer (Unit 376) up for bid with a minimum of \$3,000.

**Ken made a motion to put Unit 376 – 2001 Explorer out for bid with a minimum of \$3,000. Troy 2<sup>nd</sup>, All in Favor. Resolution #40**

f) Alan Kohta (trustee) Roads looking good. One call on clean-up day. Next meeting the trustees need to complete reviews. Dewey Road bid – township is responsible to take down trees over 13". We need to contact homeowners about taking down the trees.

g) Dale mentioned the storage building on Brown Rd. was broke into. Discussed landscape business needs a variance.

h) Ken Kister (trustee) Dewey Road project – County threw off the bid by coming in low on 4" shallow pipe for \$1.50/ft when Simak came in for \$3.00/ft for 850 foot. The county bid was \$85,002.00 & Simak came in at \$92,738.20. After talking to the county, the bid is inline. Mark will get estimate from Randolph for tree removal.

**Ken made a motion to accept the bid of \$92,738.20 from Simak Trucking & Excavating for clearing, grubbing and grading for the Dewey Road Project.**

**Troy 2<sup>nd</sup>, All in Favor. Resolution #41**

i) Tracy Kohta (fiscal officer) – Updated contact lists & guidelines for township & zoning. Dale will check on Jefferson Cemetery guidelines to update Gageville Cemetery. Township received a \$3,500 check from Ohio Worker's Comp for Covid Relief. Ken suggested depositing the check in the 2031 Road & Bridge for Mark to purchase safety equipment. Tracy passed checks & purchase orders for signatures.

j) Dale checked Neal Post will participate in Memorial Day Service. Alan will check on Edgewood band member to play trumpet. Don't need the full fire department just the New truck, Claude & Rob.

k) Ken mentioned needing a new tractor. The MAC & Ford trucks are paid-off. Troy & Mark will start looking.

l) Discussed if money needs added to appropriation for programming & new batteries. No resolution had been made previously. **Ken made a mention to pay Northeast Communication for programming the fire base & new batteries for new system to go to Conneaut Dispatching. Alan 2<sup>nd</sup>, All in Favor. Resolution #42**

#### ADJOURNMENT

Ken made motion to adjourn the meeting, Alan 2<sup>nd</sup>, All in Favor, 8:02 pm  
Minutes submitted by Tracy Kohta (fiscal officer), I hereby certify there are sufficient funds in the depository to pay the above warrants.

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Minutes approved by: Ken Kister