

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES

Regular Meeting Minutes

11/16/2020

Chairman Ken Kister called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at 7:00 on 11/16/2020 at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance.

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

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

Troy made a motion to approve the 11/02/2020 minutes with the spelling correction of ready. Alan 2nd, All in Favor.

Warrants #5614-5624 paid in the amount of \$118,782.16.

I. OPEN BUSINESS

1. CARES Act

II. DISCUSSION

a) Mark Degan (Road & Zoning) Mark stated that he has been grading and maintaining the roads. Cleaning up debris from the storm over the weekend. Cemetery – there was a burial on Saturday and shut off the electric and water at the cemetery. Zoning – violation of moving in a mobile home on Benetka Road that was moved in. Mark sent a certified letter. Checking on the Sloan's on Lillie Rd. On Saturday, it looked like they were moving in.

b) Troy Vanek (Trustee) – Compliment on how good the roads look.

c) Alan Kohta (Trustee) – Roads – looking good. On Maple Road south of Lillie, down by Bliss's check on the potholes. Alan asked if Dewey Road is completed. Mark is finishing up driveways and seeding where it collapsed. Next year grading up the MC-70.

d) Ken Kister (Trustee) – Ken updated retention list and eliminated section that do not pertain to the township. Tim Martin sent over paperwork for Dewey Road – Phase II Grant. Ken said not many are applying. Tim is thinking the project would be over 2 years - gravel the 1st year and paving the 2nd year.

e) Tracy Kohta (Fiscal Officer) – Received OTARMA's 5 recommendations:

Ken made a motion to amend Resolution #89 to increase the installation of the loading system from \$2,000 to \$2,500. Troy 2nd, All in Favor. We are finishing switching the phones/tablets to Verizon. Paperwork has been completed & turned into OPWC for Dewey Road Project and waiting on reimbursement.

Ken made a motion to approve the Emergency Management Contract with the county. Alan 2nd, All in Favor. Resolution #101 Ken discussed option to use the NOPEC grant. We need to spend \$3,060 by the end of year. Received a price of \$10,800 for all 3 garage doors. We could insulate the ceiling with foam for a cost of \$15,300. We have \$9,723 in grant fund to use for the last 3 years. Everything would have to be moved out of the way to spray ceiling. **Ken made a motion to authorize Ken Kister as the project manager and Tracy Kohta as the Fiscal Officer with OPWC for the Dewey Project - Phase II. Alan 2nd, All in Favor. Resolution #102** Passed checks and purchase orders to sign.

f) Claude Kobernik (Fire Chief) – Discussed items for the remaining amount of the CARES Act funds - face masks with filters, winter protective coats and 2 sets of turn-out gear.

Alan made a motion to approve the purchase of 50 Face Masks from Wholesale Imprints for \$496.50 using CARES Act funds. Troy 2nd, All in Favor.

Resolution #103

Ken made a motion to purchase two sets of turn-out gear using the CARES Act funds for \$3,919.70. Troy 2nd, All in Favor. Resolution #104

Ken made a motion to purchase 23 coats from Wholesale Imprints using the CARES Act funds for \$2,645.00. Troy 2nd, All in Favor. Resolution #105.

Alan made a motion to insulate the ceiling in the township garage using spray foam for \$9,723 from the NOPEC Grant and \$5,577 from the General Fund 1000-760 Buildings. Troy 2nd, All in Favor. Resolution #105

ADJOURNMENT

Troy made motion to adjourn the meeting, Alan 2nd, All in Favor, 7:57 pm
Minutes submitted by Tracy Kohta (fiscal officer), I hereby certify there are sufficient funds in the depository to pay the above warrants.

X

Minutes approved by: Ken Kister