

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES

Regular Meeting Minutes

05/18/2020

Chairman Ken Kister called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at 7:00 on 05/18/2020 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, DALE HAYES, MIKE SLOAN and MARY SLOAN.

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

Alan stated correction to minutes of Dale suggested not to have a Port-a-Potty for clean-up day. It should state Memorial Day. Alan made a motion to approve the 5/04/2020 minutes with corrections, Troy 2nd, All in Favor.

Warrants #5491-5502 paid in the amount of \$7,070.61.

I. OPEN BUSINESS

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

II. DISCUSSION

- a) Mike & Mary Sloan (residents) discussed complaint of camper on property, habitation of camper & pole barn and zoning permit issue. Brought forth 3 issues they want to discuss: 1. Status of zoning permit. 2. Question on how to handle meeting the requirements for the camper. 3. Interactions with zoning inspector to get issues resolved. Discussion of zoning permit: submitted permit 3 years ago for residential use with the required 1,000 sq. ft. and received building permit from county. Sloans are working on the house nights and weekend but the process has taken a lot longer than previously thought. Zoning & plumbing permit had expired. Plumbing permit has been renewed and all inspections have been passed. Zoning permit needs to be reapplied for. Would like to use the trailer until November then would remove. Trustees have no authority over zoning and limitations. The Sloans are questioning the treatment from zoning inspector, Mark Degan. Trustees will discuss issues with Mark tonight at executive session. Sloans received official warning to move camper, will reapply for zoning permit and wait to hear official word on what to do.
- b) Dale Hayes (resident) Headstones are being hit by a tire during mowing. Ken will speak to Maurer's Mowing. There is growth and deterioration on stones, Wet & Forget may help to clean the stones. Check into prices to epoxy 4 or 5 headstones from Scott Allen from Haines Memorial. Looked over cemetery guidelines. Discussed benches as headstones.
- c) Claude Kobernik (fire chief) Dept. went mutual aid on a couple structure fires. There is a current fire dept. member & their family member with COVID. Claude let health dept. know & followed quarantine procedures. Additional equipment & signs on new truck. Claude would like to equip truck 361 with mounting equipment for tools. Received quote from Sensible Products for \$3,358 with additional buffer of \$1,142. Rotating trucks & squads each month. Cleaning, drying tools and disinfecting each truck.
- d) Mark Degan (zoning) Received 1 permit for new house on Benetka Road. 5 violations given out last week. Started ditching on Hines Road and starting 2 footers at cemetery. Brown Road businesses – 2 special use permits need to be filed by

homeowner. Spoke with Rundolph about trees on Dewey Road. Need to talk to homeowners. Ken marked trees to take down.

e) Troy Vanek (trustee) Checking on prices for tractors & mowers \$100,000-\$150,000. Need to review budget.

f) Alan Kohta (trustee) Memorial Day – Ken’s pastor invocation and benediction. Neal Post attending. Boy Scouts will be there for raising of the flag. Checking on trumpet players. Short & sweet – no speakers. Program to start at 9:00 a.m. Run ad in newspaper and no program, cookies or drink. Going forward with clean-up day June 6th.

g) Ken Kister (trustee) Mrs. Kent on Benetka Road was told they need a catch basin & pipe. Ditch needs cleaned but county may not want to do it because of the woods. They would have to purchase pipe & stone and Mark will install. Dewey Road project – waiting on Simak for performance bond that the county is requiring. NOPEC Grant – 2018 needs to be used - only allowed to roll over one year. Looking to use the grant money on Mark’s garage to insulate or replace garage doors. Mark will get quote for spray on insulation.

h) Tracy Kohta (fiscal officer) – Passed checks to be signed.

i) **Ken made a motion to appropriate \$2,500 for Haines Memorial to repair headstones out of 2041 cemetery - other expenses. Troy 2nd, All in Favor.**

Resolution #43

j) **Alan made a motion to contract with Sensible Products for \$3,358 for mounting of equipment on unit 361 Troy 2nd, All in Favor. Resolution #44**

k) **Ken made a motion to approve the Gageville Cemetery Rules & Regulations as required by Ohio Revised Code 517.06 to approve. Alan 2nd, All in Favor.**

Resolution #45

l) Discussed reviews for next meeting. Ken will send evaluations for sexton & zoning. Also discussed storing old records. Tracy needs to go through totes being stored at fire hall and set-up with Ken to haul to storage unit.

ADJOURNMENT

Troy made motion to adjourn the meeting, Alan 2nd, All in Favor, 8:51 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