

# **SHEFFIELD TOWNSHIP BOARD OF TRUSTEES**

## **Regular Meeting Minutes**

**12/21/2020**

**Chairman Ken Kister** called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at **7:00** on **12/21/2020** at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance.

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

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

Alan made a motion to approve the 12/07/2020 minutes. Ken 2<sup>nd</sup>, Both in Favor.

Warrants #5638-5651 paid in the amount of \$20,574.27 and #5639 Voided.

### **I. OPEN BUSINESS**

#### **1. CARES Act**

### **II. DISCUSSION**

**a)** Mark Degan (Road & Zoning) – Mark stated he has finishing driveways on Dewey Road. He will finishing spreading the #411 and bring back the extra that is left. He had a few burials and doing maintenance at shop. Resident on Benetka Rd. wanting to file appeal on mobile home.

**b)** Alan Kohta (Trustee) – Potholes are starting to pop-up on roads.

**c)** Ken Kister (Trustee) – Spray foam will be done in the next couple weeks. OTARMA \$500 Grant – Ken needs receipt by the end of the year to apply.

**Ken made a motion to buy up to \$800 for safety signs or gear for Mark with \$500 being reimbursed from the OTARMA Grant. Alan 2<sup>nd</sup>, Both in Favor.**

**Resolution #110.**

**d)** Tracy Kohta (Fiscal Officer) – Tracy asked to have Special Meeting for Year End. The disk has not been received from UAN to work on budget & appropriations for next year. Waiting on receipts for CAD System, load system and turnout gear for CARES Act Funding. Fire Dept. payroll completed. **Ken made a motion to rescind Resolution**

**#107 and changing it to pay all of the Fire Dept Payroll \$8,702.43 from the CARES ACT Alan 2<sup>nd</sup>, Both in Favor. Resolution #111**

**Ken made a motion to rescind and change Resolution #105 to be \$875.36 from the CARES Act and pay the remaining \$1,800 for the jackets out of fund 2901 – Other Expense. Alan 2<sup>nd</sup>, Both in Favor. Resolution #112**

Discussed items to be added to appropriations for 2020. Dewey Road Phase II Project – our portion is \$123,000. Ken suggested adding half in for next year and \$20,000 as a down payment for a tractor. Received overdue bill for one of the fire fighter’s testing. Trustees decided to give association bill. Mark asked to check on his vacation at the last meeting. He was to receive (1) one more week vacation starting 8/8/19. This was overlooked. He’s owed 56.98 hours to make up for missed vacation for a year and 4 months. Mark would like to cash in his vacation that is owed.

Passed checks and PO’s to sign.

e) Stan Williams (Resident) – Nothing.

#### ADJOURNMENT

Ken made motion to adjourn the meeting, Alan 2<sup>nd</sup>, All in Favor, 7:53 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