

# **SHEFFIELD TOWNSHIP BOARD OF TRUSTEES**

## **Regular Meeting Minutes**

**1/04/2021**

**Fiscal Officer Tracy Kohta** called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at 7:00 on 1/04/21 at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance.

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

TRACY KOHTA OPENED THE FLOOR WITH ACCEPTING NOMINATIONS FOR CHAIRMAN. ALAN KOHTA NOMINATED TROY VANEK FOR CHAIRMAN, TROY VANEK, 2<sup>ND</sup> THE MOTION. BOTH IN FAVOR. TRACY MOVED THAT THE NOMINATIONS FOR CHAIRMAN BE CLOSED. RESOLUTION # 1

TRACY KOHTA OPENED THE FLOOR WITH ACCEPTING NOMINATIONS FOR VICE-CHAIRMAN, TROY VANEK NOMINATED ALAN KOHTA FOR VICE-CHAIRMAN, ALAN KOHTA 2<sup>ND</sup> THE MOTION. BOTH IN FAVOR. TRACY MOVED THAT THE NOMINATIONS FOR VICE-CHAIRMAN BE CLOSED. RESOLUTION # 2

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

Alan made a motion to approve the 12/30/2020 special meeting minutes. Troy 2<sup>nd</sup>, Both in Favor.

Warrants #5652-5658 paid in the amount of \$44,196.41.

December Monthly EFT payroll \$4,191.32, \$1,665.75, \$7,374.61, \$1,337.36, \$1,507.86.

December Monthly receipts \$18,881.43

### December Monthly Online Payments

IRS \$998.65 OH Treasurer \$247.08 OPERS \$2,288.82 Windstream \$220.96  
Illuminating Co. \$474.95 Waste Mgmt. \$116.54 Aqua \$9.91 Zito \$85.52

## **I. OPEN BUSINESS**

### **1. CARES Act**

## **II. DISCUSSION**

a) Rob Ocasio (Fire Dept) – Unit #379’s tire is still leaking air. Bob Sumerel previously repaired tire’s valve stem. The trustees approved \$2,500 for a new tire/tires in 2020 – Resolution #88. Trustees agreed Rob could have tire looked at using previous resolution.

b) Mark Degan (Road & Zoning) – Mark is getting 2 quotes for a new maintainer. He has a burial Wednesday and issued one zoning permit for Hines Road.

c) Alan Kohta (Trustee) – **Alan made a motion to appoint Larry Nicka to the Zoning Board of Appeals for a five-year term ending December 31, 2025, Troy 2<sup>nd</sup>, Both in favor. Resolution #3**

**Alan made a motion to appoint Carl Caylor to the Zoning Commission for a five-year term ending December 31, 2025, Troy 2<sup>nd</sup>, Both in favor. Resolution #4**

**Alan made a motion to set meeting dates and times as the first and third Monday of each month at 7:00 p.m. unless the Monday falls on a holiday. Then it will be the Tuesday immediately following the holiday. Troy 2<sup>nd</sup>, Both in favor. Resolution #5**

**Alan made a motion to name the Star Beacon as the newspaper of record for the purpose of official meeting notifications. Troy 2<sup>nd</sup>, Both in favor. Resolution# 6**

**Alan made a motion for the trustees to remain on salary basis for the year 2021. Troy 2<sup>nd</sup>, Both in favor. Resolution #7.**

**Alan made a motion to approved \$1,000 blanket purchase order for the county highway dept. for misc. items from the 2031 – Other Expense. Troy 2<sup>nd</sup>, Both in Favor. Resolution #8**

**d) Troy Vanek (Trustee) – This week, Troy and Mark are hoping to go look at tractors and mowers at a few dealerships.**

**e) Tracy Kohta (Fiscal Officer) – Ohio Township Association is having the winter conference starting in February. Alan made a motion to pay for the training of the OTA winter conference for Tracy and any trustee wishing to attend the virtual conference. Troy 2<sup>nd</sup>, Both in Favor. Resolution #9** Passed checks and PO's for the beginning of the year to sign. Discussed plow routes and holiday pay.

#### ADJOURNMENT

Alan made motion to adjourn the meeting, Troy 2<sup>nd</sup>, All in Favor, 7:41 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: Troy Vanek