

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES

Regular Meeting Minutes

2/16/2021

Chairman Troy Vanek called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at **7:00** on **2/16/21** 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**.

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

Alan made a motion to approve the 2/01/2021 meeting minutes. Ken 2nd, All in Favor.

Warrants #5685-5690 paid in the amount of \$3,216.40.

I. OPEN BUSINESS

- 1. CARES Act**
- 2. Quotes for new tractor**

II. DISCUSSION:

a) Mark Degan (Road Dept. & Zoning) – Received quote for a maintainer with carbide tips from Orion equipment for \$12,000. Alan received a call for a mailbox down that was hit on Maple Road.

b) Claude Kobernik (Fire Dept.) – The squad had the new load system installed and is back in service. MARC's radios have been ordered. Met with Bill Strubie and other townships. Claude would like to continue to do stand-by calls as paid calls and have a list of odd jobs for department to do. He will have guidelines and look at it after a couple months. Dispatch is preparing for MARC's radios and we will provide the dispatch center with a radio. Claude would also like to purchase the "I Am Responding" for our own station and not sharing with another department. The 5 year plan is the better price. **Ken made a motion to purchase the "I Am Responding" program for 5 years for \$3,187. Alan 2nd, All in Favor. Resolution #17**

d) Alan Kohta (Trustee) – Alan let on-call employee know his services are no longer needed. He did indicate he would be willing to help out if needed. Alan feels like we should not be calling him if township has terminated him as an employee of the road department. Mike Kelly let Alan know that Natalie Shauberger is resigning from zoning board and we need to fill her seat. Zoning has set meeting for the year. Tracy will post on calendar and run ad in newspaper. In the spring we need to be pro-active and start with Maple and Wright St. when weather conditions improve.

e) Ken (Trustee) – Ken mentioned we will need to run ad for mowing and stone bids and have bids in by 1st meeting in April. Tracy will send ad to newspapers. Discussed NOPEC grant and paperwork. **Ken made a motion to apply for the NOPEC Grant for energy savings. Troy 2nd, All in Favor. Resolution #18** Ken received a call from resident about the noise of a 4-wheeler riding on their own property and sewer being dropped into ditch. Nothing we can do about noise of the 4-wheeler and Mark is going to check into the dumping of the sewer into the ditch. Ken salted dibble and parking lot and has extra salt bags.

f) Troy (Trustee) – Discussed options for tractor, mower and maintainer. Looking for rates and terms to finance the tractor and mower. We will pay for maintainer outright. Ken will speak to Andover Bank and Tracy will contact the prosecutor.

g) Tracy Kohta (Fiscal Officer) – Passed the OTARMA renewal package due March 6th.
Completed worker's comp. true-up report. Passed checks and purchase orders.

ADJOURNMENT

Alan made motion to adjourn the meeting, Ken 2nd, All in Favor, 8:04 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