

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES

Regular Meeting Minutes

11/7/2022

Chairman Alan Kohta called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at **7:00** on **11/7/22** at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance. Alan stated our meetings are audio recorded and copies of the minutes are available.

The following persons were present: **KEN KISTER, ALAN KOHTA, TROY VANEK, ROB OCASIO & TRACY KOHTA.**

Ken made a motion to approve 10/17/2022 meeting minutes with the correction of their bids not the bids under Alan. Troy 2nd. All in Favor.

Warrants #6099-6107 paid in the amount of \$12,427.63.

October Monthly EFT payroll \$1,673.21, \$4,264.65, \$1,903.30

October Monthly receipts \$43,588.12

October Monthly Online Payments

IRS \$950.11 OH Treasurer \$197.67 OPERS \$2,166.03 Zito \$90.89 BWC \$4.11

Windstream \$198.78 Illuminating Co. \$900.31 Waste Mgmt. \$138.73 Aqua \$13.19

OPEN BUSINESS

1. Employee Reviews

2. Review guidelines for grave purchases

I. DISCUSSION:

- a) Rob Ocasio (Fire Dept.) – Unit #369 needs tires, brakes and bracket hanging by license plate fixed. Unit #371–having light and battery charging issues. Will get quotes from D & D Auto. Association paid for new door switches. Fire Dept. was flushing hydrates. Rob questioned who is responsible for keeping bushes cut down around hydrants. Need markers to make visible.
- a) Troy Vanek (Trustee) – Drove a few roads – East Maple – Denmark side needs berms broke down – a lot of water standing.
- b) Ken Kister – (Trustee) – Ken’s playing phone tag with the lady from the EPA. He let her know the hall is available for a community meeting. Ken was contacted about leaves & junk dumped by Benetka Bridge – Mark took care of. Ken submitted road grant last week.
- c) Alan Kohta (Trustee) – Alan received a call from Ted Sarbiewski. He will be lowering his pond 8 inches to let more water to flow. Many potholes on Maple, Hines, Pine Ridge and tires on Wright St. Zoning – residents living in Trailer on Maple Rd. and concern with garbage at resident’s house on Sheffield Rd. Fire Dept – Why was only 1 call submitted to Fire Recovery? Alan talked to Fire Dept. Members. They feel morale is down. Members are frustrated with officers not showing up or making calls. Fire Dept. looking to buy a plow for EMA’s white truck. Trustees concerned with it being a big truck, driver not knowing how to driver with a plow and it’s not our truck. Taking red trailer to Erie for work – Association paying for repairs. Remind Mark to turn water off at cemetery. Needing all death certificates at the time of burial.
- d) Tracy Kohta (Fiscal Officer) - Tracy passed purchase orders, checks and cemetery deed to sign. Discussed cemetery map and updating it. **Alan made a motion to enter into an agreement with EMA for bomb squad/hazmat and other provisions in said documents for Emergency Management Services. Ken 2nd. All in Favor. Resolution #67**
Ken made a motion to pay Orion Equipment just under \$1,200 for shoes and bolts for road dept. Troy 2nd. All in Favor. Resolution #68
Alan made a motion to approve a Super PO for Misc. Road Expenses for \$5,000 Ken 2nd. All in Favor. Resolution #69

II. ADJOURNMENT

Ken make a motion to adjourn the meeting at 7:53 p.m. Troy 2nd, All in Favor.

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: Alan Kohta