

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES

Regular Meeting Minutes

3/21/2022

Chairman Alan Kohta called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at **7:00** on **3/21/22** 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, CLAUDE KOBERNIK, ALAN KOHTA, NICK PARSONS, ROBIN PARSONS, TROY VANEK & TRACY KOHTA.**

Ken made a motion to approve the 3/7/2022 meeting minutes. Alan 2nd. Both in Favor. Abstained: Troy Vanek

Warrants #5951-5960 paid in the amount of \$15,733.58.

I. OPEN BUSINESS

- 1. ARP Funding**
- 2. Maintainer pricing**

II. DISCUSSION:

- a) Nick & Robin Parsons (Residents) – Concerned with the ditch on the corner of Sheffield-Monroe Rd. and Hines Rd. Ken stated the county previously looked at the ditch to 193. There is nowhere for the water to go. When ditch dries out, Alan will look at where the cross-over pipe is to see if anything can be done.
- b) Claude Kobernik (Fire Chief) – In April, Claude will have a 6 month summary of how joint venture is going with Monroe. The guys are doing a great job. Had received a bad call and brought in a minister. Claude gave the crew a shift off and they are back on now. Claude meet with Monroe and they do not want to leave the Sherriff's Dept. Claude spoke with commissioners and asked for county to pay for reprogramming of pagers. He asked for the county to match Conneaut's price also. The county agreed to pay for a 1-time reprogramming free (as long as the joint venture continues for 5 years) but could not match Conneaut's price. Discussed shutting down tower at the end of the year.
Alan made a motion to go with the Sherriff's Dept. for dispatching with a cost of \$4,727 and the county will cover the cost of 1-time reprogramming the radios. Ken 2nd. All in Favor. Resolution #21. Claude had a disciplinary issue with a paid person. Claude and Jason discussed and gave him a shift off. Handbook is being typed and will receive soon. Claude was given copies of examples of policies for the township.
- c) Troy Vanek (Trustee) – Nothing.
- d) Ken Kister (Trustee) – The cascade system will be coming in the next week or two. Ken will be here this week to complete floor. Claude will have the room emptied out. Ken will attend the county health dept. meeting on Thursday 3/24 at 7:00 pm.
- e) Alan Kohta (Trustee) – Alan spoke to Robin Parsons about being a zoning alternate.
Alan made a motion to add Robin Parsons as an alternate to the zoning board. Troy 2nd. All in Favor. Resolution #22.
Ken made a motion to appropriate out of 2901-220-360 Contracted Services for \$1,000 towards cost of revising the employee manual of the fire dept. to Bonezzi Switzer Polito & Hupp Co. L.P.A. Alan 2nd. All in Favor. Resolution #23.
At the county meeting, Alan found out from the Assist Prosecutor said that we would be able to use the ARPA funds toward the EMS/fire services payroll. The township will have to accept a procurement policy. Alan will ask Mark to start turning in the maintenance equipment check off sheets.
- f) Tracy Kohta (Fiscal Officer) – Township received the NOPEC \$250 Community Grant. Claude suggested using the money toward the community food giveaways. Discussed increasing the certain line item appropriations for the budget – 2031 On Road Diesel increase to \$7,500, 2031 Off road Diesel increase to \$8,000, 2041 Contracted Services increase to \$12,000, 2191 Contracted Services increase to \$7,000, 2191 Other Expense increase to \$25,000, 2191 Other – Misc. Supplies decrease to \$13,000, 2281 Contracted

Services increase to \$3,000, 2901 Propane to increase to \$10,000, and 2901 On Road Diesel increase to \$6,000. **Ken made a motion to make the final appropriations for Sheffield Township based on what was discussed moving within the funds. Alan 2nd. All in favor. Resolution #24** Tracy passed checks and purchase orders to sign.

III. ADJOURNMENT

Ken make a motion to adjourn the meeting at 8:15 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