

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES

Regular Meeting Minutes

5/16/2022

Chairman Alan Kohta called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at 7:00 on 5/16/22 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, ROBIN PARSONS, MARK DEGAN, CLAUDE KOBERNIK & TRACY KOHTA.**

Troy made a motion to approve 5/2/2022 meeting minutes with the addition of the word at between looking and nozzles. Alan 2nd. Both in Favor. Ken: Abstained

Warrants #5991-5999 paid in the amount of \$5,940.48.

I. OPEN BUSINESS

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

II. DISCUSSION:

- a) Mark Degan (Road & Zoning) – With the weather, Mark continues to work on grading. At cemetery, getting the footers set and turned the water on. The resident on Sheffield Rd. has started to clean up the yard. Received quote for MC-70 from Suit-Kote for Maple Rd. between Lillie & Griggs. Discussed getting quote from the county.
- b) Robin Parsons (Resident) - Nothing
- c) Claude Kobernik (Fire Dept.) – Claude discussed the email received from Kingsville for an EMS/fire meeting June 18th with Will Anderson. We need to be openminded to listen to options with no commitment. Claude will ask Chip Comstock to also come. UH was able to get us another Life Pac 15 monitor. Discussed options for \$1,829.70 service contract.
Ken made a motion for a 1-year contract through Stryker to repair the Life Pac 15 out of Special Levy 2191-220-360-000 contracted services. Alan 2nd, All in Favor. Resolution #31
- d) Troy Vanek (Trustee) - Troy bought a grease gun to grease new mowing from the side.
- e) Ken Kister (Trustee) – Ken received a complaint from a resident on Dewey Rd. that the bank is eroding. Township did receive grant for Dewey. Ken went meet with resident to discuss issue. Ken will reapply for Maple Rd. Tim Martin suggested breaking up grant into phases – smaller amounts.
- f) Alan Kohta (Trustee) – Election Board sent a friendly reminder to keep a eye out for drop/off pick up times. Alan received an email from a resident about paving Hines Road. No plans at this time. Alan let him know we are hoping to complete Dewey this year and Maple is the next road. Alan discussed options for a laptop for the zoning board.
Alan made a motion to purchase a laptop with word out of the general fund 1000-110-599 – other expenses. Troy 2nd. All in favor. Resolution #32
Township is still in need of a speaker for Memorial Day.
- g) Tracy Kohta (Fiscal Officer) – Tracy sent the legal option to trustees from the prosecutor for the use of ARPA funds on EMS/Fire payroll.
Ken made motion to appropriate \$82,873.37 to 2901-230-599-2022 Other Expense ARPA Funding. Troy 2nd. All in favor. Resolution #33.
Alan made a motion to use the AARP money for EMS/Fire payroll for Sheffield Township in the joint venture with Monroe Township will be authorized and shall be paid from the ARPA fund of \$82,873.37 for fire and emergency medical services. Ken 2nd. All in favor. Resolution #34. Discussed propane account and electric water heater – will wait for fall on propane.

Ken made a motion to approve up to \$1,300 to replace the hot water tank from gas to electric out of General 1000-110-599 other expense. Troy 2nd. All in Favor.

Resolution #35 Tracy passed checks and purchase orders to sign.

h) Discussion and review of Employee Manual.

Ken made a motion to go into executive session for policy manual, etc. for fire dept. personal. Troy 2nd. All in Favor. Resolution #36

Troy – yes Ken – yes Alan - yes

Alan made a motion to return from executive session. Troy 2nd. All in Favor.

Resolution #37

Troy – yes Ken – yes Alan – yes

In executive session, trustees discussed Sheffield Township personal policy for the fire dept. – no discussions were made.

III. ADJOURNMENT

Ken make a motion to adjourn the meeting at 9:17 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