

**SHEFFIELD TOWNSHIP BOARD OF TRUSTEES**  
**Regular Meeting Minutes**  
**12/4/2023**

**Chairman Ken Kister** called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at **7:00** on **12/4/23** at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance. Ken stated our meetings are audio recorded and copies of the minutes are available.

The following persons were present: TROY VANEK, CLAUDE KOBERNIK, JASON COY, KEN KISTER, ALAN KOHTA, MARK DEGAN, KIRK WHITE & TRACY KOHTA.

Alan made a motion to approve 12/4/2023 meeting minutes. Ken 2<sup>nd</sup>. Both in Favor.  
Troy – Abstain.

Warrants #6381-6387 were paid in the amount of \$4,721,87

November Monthly EFT payroll \$4,338.81, \$1,517.28, \$1,491.53  
November Monthly receipts \$24,119.89

November Monthly Online Payments

IRS \$1,341.34 OH Treasurer \$228.89 OPERS \$2,439.74 Zito \$91.39 Windstream \$219.26  
Illuminating Co. \$699.28 Waste Mgmt. \$164.88 Aqua \$16.66

**OPEN BUSINESS**

- 1. Fire Dept. District**
- 2. Dewey Road Completion**

**I. DISCUSSION:**

- a) Kirk White (Resident) – Nothing.
- b) Jason Coy (Monroe Fire Chief) – Nothing.
- c) Claude Kobernik Fire Chief) – Claude ordered the remaining items to finish the FEMA Grant. Once the items arrive, we will be able to close out the grant. The association paid to have the trailer repaired. The squads are due for oil changes this month. Tonight, we need to make Jason Coy the interim chief. He knows the department and will continue to run both department the same. The district meeting will be this Thursday. Claude will continue to help the district and the levy campaign. Monroe needs to get the cot mounted in the new squad to get it on the road. The board will discuss what to do with Monroe's unit #829.
- d) Mark Degan (Road/Zoning/Cemetery) – Mark stated the road are really soft. The 1-ton plow needs new lights. **Alan made a motion to purchase new lights for the 1-ton out of Motor License Tax fund 2011-330-323-0000 repairs & maintenance up to \$550 plus shipping. Ken 2<sup>nd</sup>. All in Favor. Resolution #72** The exhaust is going out on the 1-ton and Phil's Garage is working on the quote. Cemetery – Mark had a full burial over the weekend. Zoning – discussed process when a variance was applied for. Mark will be putting in a driveway pipe on Hines Road and ditching a property on Maple Rd.
- e) Troy (Trustee) – Nothing.
- f) Alan Kohta (Trustee) – Zoning decided to hold off for another month. **Alan made a motion to rescind Resolution #71 sending sections 1-4 to the county. Ken 2<sup>nd</sup>. All in Favor. Resolution #73.** Zoning Board will review the county's zoning text.
- g) Ken Kister (Trustee) – Ken had the zoning books printed. Ken paid for the binders and gave the invoice for the copies to Tracy. Ken sent his employee Eric with the skidster to Dewey Road. Dewey Rd. resident called and said what a good job he did. **Ken made a motion to hire Jason Coy as the interim fire chief for Sheffield Township until the district takes over for \$500 per month starting January 1, 2024. Alan 2<sup>nd</sup>. Resolution #74**
- h) Tracy Kohta (Fiscal Officer) – Tracy said the invoice for Dewey Rd. was submitted to OPWC and they approved the chip and seal to be finished in the spring. Haines Memorial sent a notice that the price of the bronze plaques went up to \$816. **Alan made a motion to raise the price of the bronze plaques at the cemetery to \$816 plus \$100 payable to Sheffield. Troy 2<sup>nd</sup>. All in favor. Resolution #75.** Tracy passed purchase orders and checks to sign. Alan thanked Claude & Ken for their years of service to the township. Claude had 32 years with 8 years as Sheffield's fire chief and Ken has been a trustee for 12 years.

**II. ADJOURNMENT**

Alan make a motion to adjourn the meeting at 8:07 p.m. Ken 2<sup>nd</sup>, 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

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Minutes approved by: Ken Kister