

**SHEFFIELD TOWNSHIP BOARD OF TRUSTEES**  
**Regular Meeting Minutes**  
**6/5/2023**

**Chairman Ken Kister** called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at **7:00** on **6/5/23** 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: **KEN KISTER, ALAN KOHTA, TROY VANEK, CLAUDE KOBERNIK, ALLEN VANCE, HEIDI MILCZEWSKI, TOM MILCZESKI & TRACY KOHTA.**

Alan made a motion to approve 5/15/2023 meeting minutes. Troy 2<sup>nd</sup>. All in Favor.

Warrants #6241-6257 were paid in the amount of \$6,949.25

May Monthly EFT payroll \$1,704.04, \$4,339.63, \$1,729.78  
May Monthly receipts \$153,128.09.

May Monthly Online Payments

IRS \$1,228.89 OH Treasurer \$227.30 OPERS \$2,419.41 Zito \$91.39 Windstream \$196.15  
Illuminating Co. \$700.26 Waste Mgmt. \$138.73 Aqua \$13.00

**OPEN BUSINESS**

- 1. Joint Fire Dept.**
- 2. Bid opening for Dewey Road**

**I. DISCUSSION:**

- a) Allen Vance (Resident) – Mr. Vance asked about dust control for Dewey Rd. Ken explained that you don't want to put brine on the road since we are going to be surfacing the road. Anything you put on the road will make it soft. Mr. Vance also asked about his ditch that is causing flooding. Ken will take a look at the culvert & catch basin. Mr. Vance discussed the property line pins.
- b) Tom & Heidi Milczewski (Resident) – Mr. Milczewski asked about putting stone down. Ken explained that adding 4" of stone is part of the bid. Mrs. Milczewski asked what will the hard surface be? The county advises using pug mill for the township roads.
- c) Claude Kobernik (Fire Chief) – Claude said most of the new air packs are in service now and that the air conditioner in the meeting room is not working. He received a quote from Burdick for labor would be a max. \$600 if we purchase the materials around \$1,242.00. **Ken made a motion to replace the split unit air conditioner in the fire office area for a maximum of \$2,250 between from 2901-220-323-0000 Fire & Rescue between Burdick and Famous. Troy 2<sup>nd</sup>. All in Favor. Resolution #39** Claude discussed the need for bunkrooms and that the association will help pay. Alan asked if the drain outside is working? Trustees will look tonight at placement of bunkrooms and drain. Claude stated the other townships discussed placing Bob Pixley and Carl Burnell on the board along with Ken Kister from Sheffield. Alan called Ron Licata and he agreed to be on the district board also. A couple guys from Kingsville have been helping out to cover shifts. Monroe and our association paid Hudson Communication directly for the new radios for the squads. Tracy will pay Hudson the \$10,000 grant money we have already received.
- d) Ken Kister (Trustee) – Mark called Ken. He is sick with allergies from ragweed and dust. Mark will take the rest of the week off to go to the doctors and for his daughter's graduation and birthday. With Mark off and Troy not able to attend the road tour scheduled for Saturday. Tracy will try to cancel newspaper ad. Trustees rescheduled the road tour for June 29<sup>th</sup> at 6:00 p.m.
- e) Troy Vanek (Trustee) – Troy drove a few roads and has had dust complaints on East Maple. Troy and Alan received a complaint about potholes on Hines Rd. Both trustees drove on Hines and said it is not that bad. Ken calculated the road tax received from Hines Road and residents in the township only paid \$6,000 in road tax. The resident that made the complaint only paid \$208 in road tax. Trustees discussed the road grindings. Southeast Equipment will rent for a week minimum for \$16,200. Ken is getting a quote from Kanect. Troy also asked about putting brine down.

**Alan made a motion to apply brine to roads as needed with a limit of 2 times per year. Troy 2<sup>nd</sup>. All in Favor. Resolution # 40**

- f) Alan Kohta (Trustee) – Alan attended the zoning meeting. Robin is working again and is not able to type the zoning text but will continue to type the meeting minutes. Jim Moyer (part of the zoning board) agreed to type the zoning text. **Alan made a motion to pay Jim Moyer \$20 per hour to type the zoning text and replace Robin. Troy 2<sup>nd</sup>. All in Favor. Resolution #41** Alan questioned using John Griggs for sub-contracting and digging graves. Trustees decided it was ok to use John for outside work. Alan asked if Mark would go to a zoning board meeting on Monday and will talk to him. Alan stated that Memorial Day went well. **Alan made a motion to donation \$50 to the Edgewood Marching Band, the Neil Post and the speaker out of the general fund. Troy 2<sup>nd</sup>. All in Favor. Resolution #43** Claude added that Kingsville & Sheffield's fire depts. went over to Monroe's Memorial Day's service to show we are working a unit.
- g) Ken Kister (Trustee) – Ken dropped off the Maple Rd. Phase I to the county. Trustees were disappointed that the township did not receive any bids for Dewey Rd. Ken will talk to the county about what to do next.
- h) Tracy Kohta (Fiscal Officer) – Tracy received audit back. There was one exception and auditor asked if we would move the American Rescue Plan funds into a new fund. Also, the auditor figured that the trustees and fiscal officer were underpaid due but within the guidelines due to the fluctuating budget for 2021 & 2022. **Ken made a motion to not take the pay increase for 2021, 2022 and 2023 due to changes in the budget. Alan 2<sup>nd</sup>. All in Favor. Resolution #42** Tracy passed purchase orders & checks to be signed.

## II. ADJOURNMENT

Troy make a motion to adjourn the meeting at 8:06 p.m. Alan 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.

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Minutes approved by: Ken Kister