

# **SHEFFIELD TOWNSHIP BOARD OF TRUSTEES**

## **Meeting Minutes**

06/06/2016

**CHAIRMAN ALAN KOHTA** called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at 7PM on **06/06/2016** at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance.

The following persons were present: ALAN KOHTA, TROY VANEK, KEN KISTER, CLAUDE KOBERNIK, NATALIE SHAUBERGER, DALE HAYES, MARK DEGAN, MIKE KELLY, MR. COLE, CHRISTINE COLE, and GLENDA DOUGHERTY

Alan stated our meetings are audio recorded.

Troy made a motion to accept the special and regular minutes, Ken 2<sup>nd</sup>. All in favor

Warrants 4656-4674 in the amount of \$13091.95 paid.

Receipts in the amount of \$3758.58 were deposited.

EFT payroll amounts for \$2883.48 were paid

OPERS 2379.27 AND IRS 804.42

### **I. OPEN BUSINESS**

#### **1. Cemetery fees**

### **II. OPEN ISSUES**

- a) Natalie (zoning) nothing.
- b) Dale Hayes (resident) thanked Mark and everyone for Memorial Day Services.
- c) Christine Cole (resident) had a complaint regarding planted flowers stolen from her mom's gravesite 4 yrs. in a row. She asked permission to put up a camera – Alan said we would not be responsible if something happened to the camera. The trustees Ok'd her putting up a camera; also the township will put one up. Mark said there has also been solar lights and wreaths missing.
- d) Mr. Cole (resident) also discussed the flowers at the cemetery being taken.
- e) Glenda Dougherty (resident) had questions on the grant for Dewey Rd. She also discussed an emergency button she has and if she is injured in the woods can they find her. Claude said as long as they get a longitude and latitude they can find her within 7 feet.
- f) Mike (zoning) stated he gave some permits and a violation. Mike stated the Zoning Board of Appeals Variance meeting went very well. He complimented the members. Claude stated he recorded the minutes and he asked who can type them. – Alan said maybe Tracy can do them. Mike thanked everyone who has a job in the township and stated how hard they work.
- g) Claude (fire chief) stated the donated radios (valued \$3000.00) are up and ready – repairs cost around \$500.00. He also said Unit 362 front end needs repaired. Claude stated the grant was approved for \$2500.00 – the stair chair was used for this grant. Claude wants to purchase a new type of safety cone/beacons for around \$500.00 – The Otarma grant can be used for this purchase. Claude discussed the need for the cad system dispatch service for our township –this system knows where the squad is at all times and helps the community as a whole. **Ken made a motion for Sheffield Twp. to enter into an agreement with the county for the Memorandum of Understanding and to license and maintain the system for cad service in our squads, Alan 2<sup>nd</sup> all in favor Resolution #42**  
**Ken made a motion to purchase quote #7133, cost \$1104.00 from Warren Fire , 200 ft. of lite poly blue and red, Troy 2<sup>nd</sup> all in favor Resolution #43**

- h) Mark (road superintendent) stated he has been ditching and maintaining. He also said the cemetery has never looked so good.
- i) Troy (trustee) stated he received a call wanting to sell grave back to the cemetery. He will have Dawn look up the deeds. He also said Haines Memorial did a good job on Dave's plaque. Troy thanked Dale and Mark and Claude for Memorial Day Services.

Ken (trustee) discussed port a potty for Covered Bridge Festival. **Ken made a motion to cover the cost of port a potty for Covered Bridge Festival Oct, 8&9, Troy 2<sup>nd</sup> all in favor. Resolution #44**

**Ken made a motion to accept the Auditors Values for the renewal levies in Nov, Troy 2<sup>nd</sup> all in favor Resolution #45**

**Ken made a motion to put on the Nov ballot the cemetery .5 renewal levy, Troy 2<sup>nd</sup> all in favor. Resolution #46**

**Ken made a motion to put on the Nov Ballot the special fire 1.0 mil renewal levy, Troy 2<sup>nd</sup> all in favor Resolution #47.**

**Ken made a motion to put on the Nov ballot the fire 1.5 renewal levy, Troy 2<sup>nd</sup>, all in favor, Resolution #48.**

Ken discussed he went to a meeting and they discussed run down buildings and we can put the cost of taking them down on their tax bill.

Ken said the Dewey Rd. Grant is due Friday. He went over the estimated cost of the project - \$124,000. - ½ we are responsible for. He said our out of pocket should be around \$28,000 with Marks wages and in kind services.

**Ken made motion for Sheffield Twp to apply for OPWC grant for state capital improvements with us matching 50% for road improvements on Dewey Rd, Alan 2<sup>nd</sup> all in favor Resolution#49**

Alan (chairman) stated we received a complaint about the covered bridge being mowed. Alan said he wants to look at the Otarma policy to evaluate the values. There was discussion on having them come out to the township.

Ken discussed the sunshine law and executive session. He said we need a roll call as to who attended the executive session meeting.

**Alan made a motion to go into executive session to discuss hiring employees in the fire dept., Troy 2<sup>nd</sup>. All in favor Resolution #50**

Roll Call: Ken, Troy Alan and Claude – Aye.

**Alan made a motion to return to regular session, Ken 2<sup>nd</sup> all in favor Resolution #51**

In executive session they discussed hire of employees in the fire dept., (2) of the applicants the township needs to check current insurance before hiring.

**Ken made a motion to accept guidelines for the township, Troy 2<sup>nd</sup> all in favor Resolution #52**

**Ken made a motion to donate \$25.00 for Edgewood Band and \$75.00 to American Legion #743 for Memorial Day services. All in favor Resolution #53**

- j) Dawn (fiscal officer) absent gave checks and correspondence.

### III. **ADJOURNMENT**

Ken made motion to adjourn the meeting, Troy 2<sup>nd</sup> all in favor, 8:52 pm

Minutes submitted by Dawn Dietz (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: Alan Kohta