

# **SHEFFIELD TOWNSHIP BOARD OF TRUSTEES**

## **Meeting Minutes**

11/21/2016

**CHAIRMAN ALAN KOHTA** called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at **7PM** on **11/21/2016** at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance.

The following persons were present: ALAN KOHTA, KEN KISTER, TROY VANEK, MARK DEGAN, CLAUDE KOBERNIK

Alan stated our meetings are audio recorded.

Troy made a motion to accept the minutes, Ken 2<sup>nd</sup> all in favor

Warrants 4743-4753 in the amount of \$14653.22 paid.  
Receipts in the amount of \$5260.13 were deposited.  
EFT payroll amounts for \$1448.17 were paid

### **I. OPEN BUSINESS**

#### **1. County Wide Agreement**

### **II. OPEN ISSUES**

- a) Alan (chairman) asked Claude about a charge on the credit card. Claude explained the purchase was for a fire dept. meeting/training night. Trustees ok purchase.
- b) Claude (fire chief) stated dumpster was damaged and they called for a replacement. Claude gave information about another trash service. Claude said they are in the process of having private vehicles inspected – Highway patrol does inspection – information forwarded to the state and a sticker given for the vehicle. Claude said the dept. has to comply or they are not allowed to use their vehicle. Claude said there is a mandatory sexual harassment meeting taught by University Hospital on Tuesday. Some other townships may attend. Claude also said they have had a couple mutual aid fires. Claude also stated he will submit the fire dept. payroll for Dec 1 meeting. He also changed a sink in the kitchen. (2) Applications submitted for the fire dept.
- c) Mark Degan (road dept.) discussed his payroll. Mark said he and Troy went to Shelly and Sands to look at stone. They decided not to get the stone. **Ken made a motion for Mark to buy \$2500.00 in misc. stone, Troy 2<sup>nd</sup> all in favor. Resolution #88.** Mark said he made some more delineators. He also has been grading and maintaining weather permitted. Mark said culvert pipe prices have decreased from Pipeline. Mark also discussed plow shoes and

carbide corners for the plow – this system helps the plow not dig into the roads. Cost is around \$1500.00. Mark also has been working in the cemetery. There was brief discussion between the trustees on trees in the cemetery. Troy suggested putting replacement smaller trees when large trees get taken down. Mark poured 2 footers for Haines Memorial. Mark also said the water and electric is off, and the flags are down. Mark also discussed moving the monument over for the McCroskey's grave site. Marks discussed getting a better chainsaw.. **Troy made a motion for Mark to buy a chainsaw for up to \$800.00, Ken 2<sup>nd</sup> all in favor. Resolution#89**

Mark asked to cash out his vacation time for this year. Trustees said just notify Dawn.

- d) Mark Degan (zoning) stated he issued 1 permit on Brown Rd. Mark also has a few violations going in the mail.
- e) Ken (trustee) stated he applied for the Otarma Grant for safety equipment. Ken also sent the county the grant information they needed for the Dewey Rd. grant.
- f) Troy (trustee) nothing
- g) Alan (chairman) discussed the countywide agreement. This is tabled for future discussion. The zoning county meeting is tomorrow. Alan presented a letter he is sending to the prosecutor regarding the McCroskey's cemetery plots.

**Alan made a motion to vote for Marsha Funk and Nicholas Schwab for Otarma Board of Directors ballot for 2017-2021, Ken 2<sup>nd</sup> all in favor Resolution#90**

**Alan made a motion to go into executive session for background checks, Troy 2<sup>nd</sup> all in favor Resolution #91**  
**Roll call Troy- yes, Ken yes, Alan yes**

**Alan made a motion to return to regular session, Troy 2<sup>nd</sup> all in favor Resolution#92**  
**Roll call Troy-yes, Ken – yes, Alan yes.**

Alan stated they reviewed a background check and will advise Claude on the results and he can get with the person.

- h) Dawn (fiscal officer) absent - gave checks and correspondence

### **III. ADJOURNMENT**

Troy made motion to adjourn the meeting, Ken 2<sup>nd</sup> all in favor, **8:30**

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