

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES

Meeting Minutes

10/07/2019

Chairman Alan Kohta called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at **7PM** on **10/07/2019** at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance.

The following persons were present: ALAN KOHTA, KEN KISTER, TROY VANEK, NATALIE SHAUBERGER, DALE HAYE, DAWN DIETZ, MARK DEGAN & CLAUDE KOBERNIK

Alan stated our meetings are audio recorded and copies of the minutes are available.

Ken made a motion to approve minutes with changes Troy 2nd all in favor. All in favor

Warrants 5352-5359 paid in the amount of \$6032.03

I. OPEN BUSINESS

- 1. Cemetery Fees**
- 2. Demolition Resolution**

II. DISCUSSION

- a) Dale Hayes (resident) asked about the minutes on the website – Dawn said she sent the minutes today to update. Dale gave Dawn the cemetery books.
- b) Natalie Shauburger (zoning) stated the sign is up for the Trick or Treat event.
- c) Mark Degan (road superintendent) stated tractor was repaired and working. Mark also requested 60 ton of stone. **Ken made a motion to approve up to \$2000 in misc. stone out of the road and bridge fund, Alan 2nd all in favor resolution # 54.** Mark gave a blanket purchase order for the year from the County Engineers Office for misc. signs, cold patch and supplies or renting any equipment. **Alan made a motion to approve a blanket po from the Asht. County Engineers Office for signs, cold patch, supplies and renting equipment, Troy 2nd all in favor Resolution # 55.** There was brief discussion on a new mower. Mark said he has been working on the roads since the tractor is back. Mark said the blueprints should be finished for Dewey Rd shortly. Mark said he would be shutting down the water at the cemetery. Mark gave a

zoning permit for new construction on Rt. 193. Alan discussed a few potholes on Maple Rd. and he said Dewey Rd. is wash boarded. Alan asked Mark about a new deck in Forest Ridge Dr. – Mark said they got a permit.

- d) Claude Kobernik (fire dept.) gave a thank-you letter from Great Lakes Auto and the title for the new truck. Claude said the truck bed is scheduled for November. Claude said we did not get the FEMA grant – he discussed our air packs are getting out of date – the cost to replace is around \$60,000. He said the air packs need inspected this year. Claude said our pump test passed. Claude also said he spoke with OPERS about membership. He said he needs to write a letter to them saying that he is strictly administrative and that he volunteers for calls. He said they would review the letter and see if he is eligible to join. Claude briefly discussing touring dispatch centers with Alan. He said they wanted to tour the Sheriff Dept. but they were not allowed to tour it. Alan is going to the next county meeting – he wants to ask the County Commissioners about not being allowed to tour the facility.
- e) Troy Vanek (trustee) thanked Mark for getting a bush cut on Maple Rd. and Sheffield Rd.
- f) Ken Kister (trustee) asked Dawn about the Nopec Grant – she gave Ken a copy of the grant so he can apply for it. Ken also applied for the Otarma Grant for the safety equipment for the fire dept.
- g) Alan Kohta (chairman) asked Mark to look at Maple Rd and between Lilly Rd. & Griggs Rd. for potholes. Mark said all the roads would be done this week. Alan asked Mark to let the trustees know if township vehicles are down so they can inform the residents if they call regarding the roads.

h) Dawn (fiscal officer) Gave checks and correspondence. Gave letter from Prosecutor and the County regarding forfeited land. Gave the Prosecutor opinion letter to read for medical release for reports from the fire dept. Gave Claude the AT&T bill to update the billing address. Dawn discussed briefly the audit. Dawn gave Claude copy of credit card statement for missing receipts.

Alan made a motion to go into executive session regarding employee matters

**Roll Call; Troy Vanek – yes Ken Kister – yes Alan Kohta – yes
Resolution#56**

Alan made a motion to return to regular session.

**Roll Call; Troy Vanek – yes Ken Kister – yes Alan Kohta – yes
Resolution # 57**

Alan stated during the session they review a workers comp claim that had previously been approved.

ADJOURNMENT

Ken made motion to adjourn the meeting, Troy 2nd all in favor, 8:10 pm

Minutes submitted by Dawn Dietz (fiscal officer), I hereby certify there are sufficient funds in the depository to pay the above warrants.

X

Minutes approved by: Alan Kohta