

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES

Regular Meeting Minutes

06/01/2020

Chairman Ken Kister called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at **7:00** on **06/01/2020** at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance.

The following persons were present: **KEN KISTER, ALAN KOHTA, TROY VANEK, TRACY KOHTA, MARK DEGAN** and **ROB OCASIO**.

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

Alan made a motion to approve the 05/18/2020 minutes with corrections of spelling of stones & Ken, Troy 2nd, All in Favor.

Warrants #5503-5513 paid in the amount of \$4,188.63.

May Monthly EFT payroll \$4,160.40, \$1,697.88, \$1,697.16
Monthly receipts \$46,010.35

May Monthly Online Payments

IRS \$1,111.08 OH Treasurer \$238.04 OPERS \$2,119.77 Illuminating Co.
\$664.22 Aqua \$9.56 Waste Mgmt. \$97.01 Windstream \$112.05 Zito \$91.92

I. OPEN BUSINESS

1. NOPEC Grant

II. DISCUSSION

- a)** Rob Ocasio (Fire Dept.) New lights were placed on unit #363. Claude mentioned unit #371 had a blown out tire and had all rear tires replaced for \$1,504. Late the previous night, fire dept. was called out for a house fire in North Kingsville.
- b)** Mark Degan (zoning) One application for an addition to a house on Rt. 193. Footers have been poured at cemetery and burial on Wednesday. Mark started roadside mowing.
- c)** Troy Vanek (trustee) Sherriff called at 1:30 am that a stop sign at Fink & Hines had been stolen. Troy notified Mark in the morning. Rip Stowers on East Maple has a ditch project he would like done. Troy will meet with Mark to discuss.
- d)** Alan Kohta (trustee) Thanks to everyone that participated in Memorial Day Ceremony. He would like to donate to band dept., Neal Post & Kingsville Church. County may have a form to receive funds to cover costs of Memorial Day. Trustees going forward with clean-up day on June 6th. Asked if Rob would like to help out on clean-up day. Claude was not able to attend tonight's meeting but asked Alan to discuss unit #371 blown out tire. **Alan made motion to pay Bob Sumerel \$1,504 for the tires on unit #371 out of the 2191 account. Troy 2nd, All in Favor. Resolution #46** Claude also mentioned department is back to full staff and everyone has recovered from COVID and released out of quarantine. Alan also asked about the Sloan's issue being resolved and Ken will stop by.
- e)** Ken Kister (trustee) Ken called Maurer's Mowing and talked to owner about hitting the headstones. Owner will talk to employees & tell them to slow down. At Memorial Day, neighbor across the street was complaining about neighbor burning trash and rats. Trash problem is a health department issue. Ken will apply for NOPEC grant by July 31st. Mark has made a few calls about insulation for the garage.

- f) Tracy Kohta (fiscal officer) Passed checks to be signed. Received a bill for State & Ashtabula County Township dues. **Ken made a resolution to appropriate \$240 for the County & State dues out of the General Fund 1000. Alan 2nd, All in Favor. Resolution #47** Previously, we talked about the cemetery rules which didn't include price list. On the website, we will attach the price list to rules & regulations.
Dewey Road Project – We received the bid package signed by the county & prosecutor. Mark will check with the land owners to see if they want the wood. He will also let Rundolph Tree Service know what trees need to be taken down.
- g) **Ken made a motion to go into Executive Session to complete employee reviews for Mark Degan on road superintendent & sexton, cemetery and zoning. Alan – yes. Troy – yes. Ken – yes.**
- h) **Ken made a motion to come back from executive Session from employee evaluations. Alan – yes. Troy – yes. Ken – yes.**
- i) Evaluation went well for zoning, cemetery, road superintendent & sexton. **Alan made a motion to give Mark a 50 cent raise to his road pay. Troy 2nd, All in Favor. Resolution #48**

ADJOURNMENT

Troy made motion to adjourn the meeting, Alan 2nd, All in Favor, 8:07 pm
Minutes submitted by Tracy Kohta (fiscal officer), I hereby certify there are sufficient funds in the depository to pay the above warrants.

X

Minutes approved by: Ken Kister