

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES

Regular Meeting Minutes

9/19/2022

Chairman Alan Kohta called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at 7:00 on 9/19/22 at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance. Alan stated our meetings are audio recorded and copies of the minutes are available.

The following persons were present: KEN KISTER, ALAN KOHTA, TROY VANEK, MARK DEGAN, SUSAN MARPLE, MARGE KUBICHEK & TRACY KOHTA.

Ken made a motion to approve 9/6/2022 meeting minutes. Troy 2nd. Both in Favor.
Alan: Abstained.

Warrants #6074-6080 paid in the amount of \$10,860.03.

I. OPEN BUSINESS

- 1. Tractor Bids**
- 2. Employee Reviews**
- 3. Review guidelines for grave purchases**
- 4. Joint Venture w/Monroe**

II. DISCUSSION:

- a) Susan Marple (Resident) – Susan discussed her plans for converting her barn to a wedding chapel. Mark will get in touch concerning a building permit and zoning. She will need to get in touch with the building department to get the building approved with fire requirements. Claude will stop over to approve the property being cleared after the fire and the release the fire funds.
- b) Marge Kubichek – Ms. Kubichek discussed an issue with her family's grave. Trustees will look at the chip on the Kubichek family's stone to see if the chip was made by a lawn mower. Tracy will let Marge know what Kubichek grave sites are open.
- c) Mark Degan (Road Dept./Zoning) – Mark has a crank seal leak on the 1-ton truck and received an estimate from Phil's Garage for \$2,972.82.
- d) **Ken made a motion to get the 1-ton's oil leak fixed and annual maintenance done on the 1-ton through Phil's Garage on Rt. 193 out of the MVT 2011-330-599 Other Expense for \$3,751.75. Alan 2nd. All in Favor. Resolution #63**
Garbage is being dumped on Pebbles and Baldwin Rds. Mark issued two agricultural permits for zoning. Mr. Britton paid for a zoning permit. The township needs to return his payment since the permit is for agricultural use.
- e) Troy Vanek (Trustees) - Nothing
- f) Ken Kister – (Trustee) – Ken and Alan went to the Ashtabula County Township meeting. Discussed NOPEC turning over the electric back to the electric company. NOPEC's contracts ended and had to get new contracts which are higher. Electric company lower rate will end in April. NOPEC will then be competitive again. There was discussed at the county meeting of a company that recycles batteries, TV and computer.
- g) Alan Kohta (Trustee) – Alan mentioned at the last meeting there was a resolution to take the matching funds for the FEMA Grant from the ambulance fund- not a fire fund.
Ken made a motion to rescind Resolution #56. Troy 2nd. All in Favor. Resolution #60
Ken made a motion for the Fire FEMA Grant for new air packs with the federal govt providing \$111,785.71 and our township's portion \$5,589.29 for a total of \$117,375.00 and our portion being paid out of the fire fund 2901-220-599-000 other expense. Troy 2nd. All in favor. Resolution #61
Alan received a call from Jackie Pebbles concerning external flames being hit by the mower and wanted to know who is responsible. In the cemetery rules, memorial lights will be approved by sexton. Trustees will look at the issue for next meeting. Trustees will look at employee reviews at the next meeting. Alan discussed mutual aid agreement with

Kingsville, Monroe and Sheffield that was left on the table. There will be automatic mutual aid on 2nd tone out and motor vehicle accidents – both Kingsville & Sheffield/Monroe both being dispatched. Need to look at guidelines for purchasing graves for relatives that are non-residents.

- h) Tracy Kohta (Fiscal Officer) – Tracy received the 2023 Budget back from the commissioners that needs approved.

Alan made a motion accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the county auditor. Ken 2nd. All in Favor. Resolution #62

Tracy passed purchase orders and checks to sign.

III. ADJOURNMENT

Troy make a motion to adjourn the meeting at 8:06 p.m. Ken 2nd, 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.

X

Minutes approved by: Alan Kohta