

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES
Regular Meeting Minutes
2/3/2025

Chairman, Alan Kohta called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at 7:00 pm on 2/3/25 at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance. Alan stated meetings are audio recorded & copies of the minutes are available.

The following persons were present: ALAN KOHTA, KIRK WHITE, TROY VANEK, ROB OCASIO, SCOTT KREBS, MARGARET KREBS, SAMANTHA BRELAND, TIMOTHY BRELAND, DENNIS LEMPONEN & TRACY KOHTA.

Kirk made a motion to approve the 1/21/2025 meeting minutes. Troy 2nd. All in Favor.

Warrants #6616-6621 were paid in the amount of \$6,153.71

January Monthly Online Payments: IRS \$2,094.21 OH Treasurer \$343.29 OPERS \$3,383.00 Windstream \$174.13 Illuminating Co. \$852.24 Aqua \$14.80

January Monthly EFT Payroll: \$3,665.40, \$3,983.34, \$2,179.09
January Monthly Receipts: \$14,424.88

OPEN BUSINESS

- 1. Fire/EMS Contracting**
- 2. Northeast Fire District disbandment**
- 3. Re-establishing Sheffield Volunteer Fire Dept.**

I. DISCUSSION:

- a) Scott & Margaret Krebs (Residents) – Mrs. Krebs inquired about what is happening with the fire dept. Alan explained the district disbanding, re-establishing the volunteer fire dept., contracting with Kingsville or Plymouth – decision to be made at the 2/18/2025 meeting.
- b) Timothy & Samantha Breland (Fire Dept.) - Nothing
- c) Rob Ocasio (Interim Fire Chief) – Rob is checking into dispatching with the county. The contract expires at the end of March. Rob received three additional applications for rejoining the dept. He will change the dept. start date to March with the fire marshal’s office. Rob received an estimate for the gutter repair of \$576. After Kirk spoke to Roger from Monroe and Alan spoke to Chief Coy, Rob received a call from Chief Coy asking to use the fire gear. Rob did bring 2 helmets, coats, pants and radios back from Monroe. Monroe’s Dept. is still using 3-4 sets of gear. Right now, we do have enough equipment to cover the volunteers. He is also working on the drug license. It will be \$450 for the next two years and we will have to have the radios reprogrammed/updated. Rob has applied for a \$15,000 grant to use for gear and a chief helmet.
- d) Kirk White (Trustee) – Kirk discussed the county’s 250-year anniversary. He doesn’t feel that it’s beneficial to the township spending tax payer’s money on a tree and marker. Alan and Troy agreed.
- e) Troy Vanek (Trustee) – Troy looked over the cemetery guidelines, township and zoning guidelines.
- f) Alan Kohta (Trustees) – Alan brought up changing the fire chief’s pay to \$4,200 per year - \$350 per month and raising the zoning meeting pay \$5.00 to \$25.00 per meeting. Trustees discussed fees for the cemetery and agreed on small raises. **Alan made a motion to change the township guidelines to: fire chief \$4,200 per year, travel reimbursement to .70 cents a mile, zoning board members paid \$25.00 per meeting. Kirk 2nd. All in Favor. Resolution #16**

Trustees felt zoning guidelines and cemetery regulations did not need changed at this time.

Alan made a motion to change the cemetery grave opening fees per discussion.

<u>Grave opening price</u>	<u>Weekdays</u>	<u>Saturday</u>
Adults	\$ 300.00	\$ 350.00
Infants	\$ 200.00	\$ 225.00
1 – 9 years	\$ 250.00	\$ 275.00
Cremains	\$ 175.00	\$ 200.00

Disinterment of Cremains	\$ 250.00
Full Disinterment	\$ 600.00
Re-bury	\$ 300.00

Indigent burial has a cost limit of \$ 750.00 Cremains only
False setting with no burial \$ 200.00 Nothing supplied (tents chairs etc.)
Foundation for markers up to 36" x 14" are \$300.00.

Troy 2nd. All in Favor. Resolution #17

Alan drove roads – right now still frozen. Trustees discussed County Highway Manuel and will take another look at it. Alan is waiting on Chip Comstock to get back in touch to set-up meeting. He also brought up timesheets for Mark. Trustees discussed looking at a simpler timesheet and will follow up with Mark.

Alan made a motion to enter into a contract with Ashtabula County Board of Commissioners for the Emergency Management Services. Kirk 2nd. All in Favor. Resolution #18

Kirk made a motion for Miller's All-Pro Construction to replace the gutter and downspout on the building for \$576. Troy 2nd. All in Favor. Resolution #19

- g) Tracy Kohta (Fiscal Officer) – Tracy sent the contracts to the prosecutor and OTARMA for EMS/Fire contracting. OTARMA stated Plymouth's was not an actual contract and they commented on a couple things on Kingsville's contract. Tracy passed checks and purchase orders to sign.

h) **ADJOURNMENT**

Troy made a motion to adjourn the meeting at 8:02 p.m. Kirk 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