

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES
Regular Meeting Minutes
4/21/2025

Chairman, Alan Kohta called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at 7:00 pm on 4/21/2025 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, MARK DEGAN, JASON COY & TRACY KOHTA.

Kirk made the motion to approve the 4/7/2025 meeting minutes with the correction of blast furnace slag not glass and Scott Yamamoto not Sam. Alan 2nd. Both in Favor. Troy abstained.

Warrants #6657-6659 were paid in the amount of \$2,913.69.

OPEN BUSINESS

- 1. Northeast Fire District disbandment**
- 2. Re-establishing Sheffield Volunteer Fire Dept.**

I. DISCUSSION:

- a) Jason Coy (Monroe Fire Chief) – Jason requested copies of the bids from Plymouth & Kingsville Twps. He returned all Sheffield's gear and asked for a helmet that was Monroe's which was handed to him at the meeting. Sheffield needed the gear back for volunteers as the fire dept. is being re-established. Alan stated Sheffield wanted to work amicably with Monroe and loaned the gear. Rob Ocasio had questions and asked Jason. Jason has refused to answer the questions and wanted to be paid a fee. Jason stated he advised Sheffield that he had no interest in helping. Rob has felt targeted because he was from Sheffield. Alan stated we can cut ours ties but will respond if needed for mutual aid. We don't need to keep bickering back and forth. Kirk stated he does not like seeing it go this way and we should move forward. Jason told Alan that Ronda Mullins (Previous Fiscal Officer for NEJFD) was asked for the computer and passwords. She was told by UAN not to give it out. Jason wants in the minutes, that Alan's response was that Monroe will need the money before Sheffield does. Alan said that comment was made because Sheffield does not need the money right away. Sheffield has wanted to get the district wrapped up. A Monroe trustee was in in contract with Ronda and we were not getting any information. Jason said that trustee did not reach out to Ronda. Alan said this has taken so long to even get the computer return from Ronda that we will probably have to reach back out to the lawyer. The only thing returned from Ronda is the printer, laptop and blank checks. No other records were received. The district cannot be closed out until records and reconciliations are received to confirm what is still outstanding, needs paid and processed. Alan has been in contact with trustee Roger Sherman and he was getting everything from Ronda which he hasn't. Jason said Monroe had to scramble to keep people employed. Alan said we were hoping to get this done by the end of January and now it's April. Now that the computer was returned, Tracy is working with UAN to get access. Jason said the district's board voted to get rid of Ronda and put Tracy in. Alan said Ronda had resigned. Jason said Ronda doesn't remember doing a letter up and that Roger wanted her to be done so they didn't have to pay her. Jason said Sheffield is on Monroe's mutual aid list but Monroe is not on Sheffield's. Alan does not know if that is true. Kirk said he would like the townships to get along.
- b) Mark Degan (Road, Zoning & Cemetery) – Mark has the screener and track hoe from Simak to start the grindings tomorrow. He has one footer to pour at the cemetery. Rob is going to have to do an inspection on the conditional use permit by the end of next week. The county said we should get an 8 x10 culvert for Pebbles Rd. The beavers are blocking up the drain by the creek and bridge. Alan thanked Mark for picking up the garbage on the road. Alan received a call from a resident concerning wash out on Forest Ridge.
- c) Troy Vanek (Trustee) – Troy's been talking to Mark and saw the load of garbage in Mark's truck.
- d) Kirk White (Trustee) – Kirk has nothing.
- e) Alan Kohta (Trustee) – Alan discussed that Rob mentioned about getting rid of the points system at the last meeting. Alan likes the point system to get volunteers here for meetings and training and not just showing up for calls. We had already reduced the points to 60 for 6 months. Dept. was paid for trainings also. Rob was not able to attend tonight's meeting due to attending a training. He left a list

of items to discuss. The dept. had a couple batteries that need replaced on the cots. The price was \$650-\$1000 each for new batteries or \$300 per battery to be refurbished from Bull Dog Batteries. **Alan made a motion to have the batteries refurbished for a max. value of \$650. Kirk 2nd. All in Favor. Resolution #38** Unit #361 is back in service after having the charging unit replaced. One more applicant has completed the drug testing. All portable MARCs radios will be upgraded per state directives on April 30th. Clean Up day is in a couple weeks on May 3rd. We received a quote from PennOhio. There is a \$95 delivery charge for the metal and refuse containers - \$375 per haul/\$69.50 per ton and reimbursed for metal. **Alan made a motion to accept the charges from PennOhio for clean-up day on May 3rd. Kirk 2nd. All in Favor. Resolution #39** Troy spoke to a couple guys to help with clean-up day – Jeff Shauberger, Butch Smith and Tim Smith. **Alan made a motion to pay the three guys (Jeff Shauberger, Tim Smith and Harry Smith) that help with clean-up day \$100. Kirk 2nd. All in Favor. Resolution #40** The next election is on May 6th and voting machines will be delivered the week before.

f) Tracy Kohta (Fiscal Officer) – Tracy will bring the old township computer, printer and file cabinet for Mark and dept. She received the list of items for the 2023-2024 audit and is preparing the records. The trustees will receive an email requesting information with the person preforming the audit. Every 4th audit is more in-depth which is this year.

g) ADJOURNMENT

Kirk made a motion to adjourn the meeting at 7:32 p.m. Troy 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