

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES
Regular Meeting Minutes
4/7/2025

Chairman, Alan Kohta called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at **7:00 pm** on **4/7/2025** 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, MARK DEGAN, JUDY SIMS, SCOTT YAMAMOTO, ROB OCASIO, RON LICATA & TRACY KOHTA.
ABSENT: TROY VANEK

Kirk made the motion to approve the 3/3/2025, 3/17/2025 meeting minutes and the 3/26/2025 special meeting minutes. Alan 2nd. Both in Favor.

Warrants #6643-6656 were paid in the amount of \$20,369.51.

March Monthly Online Payments: IRS \$1,425.58 OH Treasurer \$227.20 OPERS \$2,483.25
Windstream \$188.76 Illuminating Co. \$927.13 Aqua \$14.80

March Monthly EFT Payroll: \$1,586.42, \$4,305.08, \$1,667.53
March Monthly Receipts: \$16,023.18

OPEN BUSINESS

- 1. Northeast Fire District disbandment**
- 2. Re-establishing Sheffield Volunteer Fire Dept.**
- 3. Stone & Cemetery Mowing Bid Openings**

I. DISCUSSION:

- a) Bid Openings – Trustees reviewed stone bids from Simak Trucking and Larson Trucking. Martucccio Asphalt submitted a MC-70 bid. Canter's Lawncare submitted a mowing bid for Gageville Cemetery and Benetka Rd. Bridge. Trustees also received request for copies of the stone bids from Kinder Morgan – which were copied and handed to Judy Sims. Kinder Morgan will let Mark know when they receive clean blast furnace slag for Mark to look at.
Alan made a motion to use Simak Trucking for stone and Larson trucking a back-up for the next year. Kirk 2nd. Both in Favor. Resolution #33
Alan made a motion to accept the lawnmowing service bid from Canter's Lawncare for the Gageville Cemetery at \$12,000.00 and \$1,714.26 to mow the Benetka Rd. Bridge. Kirk 2nd. Both in Favor. Resolution #34
- b) Scott Yamamoto (County Auditor) – Mr. Yamamoto is traveling around the county to township meetings to introduce himself. He will be presenting classes at the Ashtabula County Township Meeting at A-Tech on Thursday, April 17th at 6:30.
- c) Ron Licata (Resident & NEJFD) – Ron was dropping off an application for the Fire Association. He supports the fire dept. and wants to help. Ron thanked Mark for the great job he did on Evergreen.
- d) Rob Ocasio (Fire Chief) – Rob thanked trustees for their donation of the bikes for the Easter Egg hunt. The Easter Egg Hunt went well on Saturday. Phil's garage came over to look at Unit #361 that would not start. The charging unit needs replaced and will cost between \$1,000 – \$1,100 (\$800 for just the part). All the other units are running well. No tones yet – waiting on Spaulding to come back. Rob has tried to contact Chief Moisio. Rob found one more pager. Trustees discussed sending the first batch to NE Communications and letting one of the fire fighters reset the tones if there are additional that need reset. Rob was asked what the volunteers pay will be. Kingsville has got rid of the points system. Trustees discussed what previously what was paid for runs. Alan reminded Rob to turn down the thermostat after an event - it was set at 68 degrees after the Easter Egg Hunt.
- e) Mark Degan (Road, Zoning & Cemetery) – Mark's been mixing grindings. He will contact Simak about grinding up the pile. Mark likes the idea of the blast furnace slag & will look at it when Kinder Morgan calls. A resident from East Maple called and thanked Mark. He had to put a load down a load of stone where they were logging on Fink Rd. Alan suggested to ask the company to purchase a load of stone. **Alan made a motion to purchase \$7,600 worth of stone from 2021-330-420-1005. Kirk 2nd. Both in Favor. Resolution #35**

Mark had one agricultural permit. Mark mentioned the county would like the townships to review the setbacks and road frontage requirements. The township requires a minimum of 200 ft. of frontage – trustees would like to keep it the same.

- f) Alan Kohta (Trustee) – Trustees discussed Memorial Day. Kirk will ask his pastor. Rob volunteered to speak. Alan will touch base with the band, Boy Scouts and Neal Post. Alan spoke to Justin at the engine’s office. He said they won’t have the bid package done until the middle of May. We will probably have to ask for an extension. Alan spoke to the zoning board. They received the resignation of Darrell Maines. **Alan made a motion to appoint Dave Kerr to the zoning board. Kirk 2nd. Both in Favor. Resolution #36** There were 2 background checks back that trustees reviewed. He will speak to Rob to discuss one applicant not being able to drive. NEJFD – waiting to distribute funds and receive paperwork. **Alan made a motion to repair the charging unit on Unit #361 for up to \$1,200 out of 2901-220-323-0000. Kirk 2nd. Both in Favor. Resolution #37**
- g) Kirk White (Trustee) – Kirk sent the digital flyer for clean-up day again. He spoke to Chief Strubbe about dispatching and thanked him. Kingsville will adjust the date to April first.
- h) Tracy Kohta (Fiscal Officer) – Tracy was contracted by the person auditing the township. She will be sending a list of items needed for the 2023-2024 audit to start. Tracy passed purchase orders and checks to sign.

i) ADJOURNMENT

Kirk made a motion to adjourn the meeting at 8:11 p.m. Alan 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