

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES
Regular Meeting Minutes
6/16/2025

Chairman, Alan Kohta called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at **7:00 pm** on **6/16/2025** 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, TROY VANEK, MARK DEGAN, ROB OCASIO, JIM MOYER, ZACH KEMP & TRACY KOHTA.** ABSENT: **KIRK WHITE**

Troy made the motion to approve the 6/2/2025 meeting minutes. Alan 2nd. All in Favor.

Warrants #6696-6707 were paid in the amount of \$11,920.33.

OPEN BUSINESS

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

I. DISCUSSION:

- a) Bid Openings – Jeff Maki was the only person to submit a bid for the 2016 aluminum trailer. He submitted a bid of \$1,501.00 for the 2016 Sport Haven Aluminum Trailer. **Troy made a motion to accept the bid from Jeff Maki of \$1,501.00 for the 2016 aluminum trailer. Alan 2nd. Both in Favor. Resolution #52.**

Canter's Lawncare submitted a bid of \$150 per month/\$600 total to mow around the fire hall for the remaining 2025 season and Sheffield Landscaping & Lawncare submitted a bid of \$90 per month/\$360 rest of the mowing season and \$200 for brush hogging out back. **Alan made a motion to accept the bid from Sheffield Landscaping & Lawncare for mowing & trimming of \$90 per month and \$200 if needed to mow out back. Troy 2nd. Both in Favor. Resolution #53**

- b) Zach Kemp (Resident) – Nothing.
- c) Jim Moyer (Resident & Zoning) – Jim spoke to Jake Brand. He will send the trustees Articles #1-10 to review. Jake and Christine Davis have items that are highly recommended to review. A public meeting will be needed to change the zoning text.
- d) Rob Ocasio (Fire Chief) – Phil's Garage is looking over Unit #369's Liquid Spring System. Rob received the manual for Phil to look over and he looks to keep it local. Rob received an email from the sheriff's dept. concerning AT & T subscribers not receiving text messages from the CAD system anymore. Sheriff's dept. is currently working on a reduced rate depts. can pay. National Night Out is the 1st of August. Shannon called asking if our dept. would bring down some equipment to display. Rob is going to Columbus for an all-day class. Alan told Rob to keep track of mileage to be reimbursed. Alan asked about a fire hall rental over the weekend. Rob was across the street watching and door codes are not given out. Rob contacted Judge Iarocci to swear him in as fire chief on July 21st at 6:00 p.m. before the regular trustee meeting.
- e) Mark Degan (Road, Cemetery & Zoning) – Kingsville is resurfacing Dibble Rd. on their end. Mark is working on the berms and roadside mowing. At the cemetery – he cut the brush out back. Zoning – he has started accessing the fines for the owner of the land on the corner of Griggs & Rt 193. Alan said he had 3 compliments on how good the roads look good.
- Troy made a motion to apply brine up to two applications if needed with a trustee and Mark's consent. Alan 2nd. Both in Favor. Resolution #54**

- f) Troy Vanek (Trustee) – Troy said cemetery looks good. He hasn't heard from Bill Strubbe concerning the grindings. He will get a hold of him.
- g) Alan Kohta (Trustee) – Alan received the bid package for Maple Rd. Phase I. There are a couple things the county will need to check – high pressure gas lines and fiber optic lines. The county mentioned a couple residents may need to move their fences back. Tracy will place the ad in the Gazette and Star Beacon for the August 4th bid opening and ask the county for a digital copy of the bid package. We received an email from the Western Reserve Land Conservancy regarding a 238-acre acquisition for the Cleveland Museum of Natural History. Trustees will review for next meeting. **Alan made a motion to give the Edgewood Band and Neal Post an additional \$100 for Memorial Day. Troy 2nd. Both in Favor. Resolution #55**

- h) Tracy Kohta (Fiscal Officer) – Tracy will be working on the 2026 budget and asked trustees for any projects to include. Genny from NOPEC will be attending the July 21st meeting for a brief update. Tracy passed checks and purchase orders to sign.
- i) ADJOURNMENT
Troy made a motion to adjourn the meeting at 8:00 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