

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES
Regular Meeting Minutes
6/2/2025

Chairman, Alan Kohta called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at 7:00 pm on 6/2/2025 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, ROB OCASIO & TRACY KOHTA.

Troy made the motion to approve the 5/19/2025 meeting minutes. Alan 2nd. All in Favor.

Warrants #6679-6695 were paid in the amount of \$23,061.23.

May Monthly Online Payments: IRS \$1,256.08 OH Treasurer \$197.54 OPERS \$2,245.10
Windstream \$245.19 Zito 44.89 Illuminating Co. \$649.45 Aqua \$15.43

May Monthly EFT Payroll: \$1,856.77, \$4,305.08, \$1,775.65
May Monthly Receipts: \$16,956.15

OPEN BUSINESS

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

I. DISCUSSION:

- a) Rob Ocasio (Fire Chief) – Rob received a quote from Countryside for the suspension system – liquid system \$4,556.53 and waiting to hear from Myers Equipment for a quote. One new member started EMT basic school tonight and one more member starting in August. He asked about members being reimbursed. The service on Unit # 363 is completed. Fire Dept. is waiting on MARCs with new tones reset in July. MARCs will be coming back out. Dept. can receive calls on their phones. Rob went to a North Area Leadership Committee meeting with Kingsville and Plymouth. They are setting up fire & EMS trainings. The last weekend of July, the dept. will work with Plymouth at Pine Lake. They will have a pancake breakfast Saturday & Sunday. We will provide 2 squads and coverage will be paid per hour.
- b) Mark Degan (Road, Cemetery & Zoning) - Mark has got a good jump on mowing and only has Fink, Hines, Benetka and allotment left. Hydro line blew and Shamrock got him right in. East Maple is looking good. A resident asked about a big rock on Benetka that came out of a driveway. Mark put it back into the driveway. He issued a stop work order on Sheffield Rd. for a garage without a permit. Resident got the skid steer out of the ditch on Hines Rd. and has until Sept. 1st to get things cleaned up. Alan asked Mark about the small engine repair shop on Plymouth Gageville Rd. Mark will stop and ask him to apply for a variance. At the cemetery, he pulled the footer frame and they came in & set Swan's headstone.
- c) Troy Vanek (Trustee) – Troy nothing.
- d) Kirk White (Trustee) – Kirk mentioned a stack of tires on Benetka Hill. Kirk thanked Rob and fire dept. for participating in Memorial Day Service. **Alan made a motion to send a \$50 donation to Neal Post, the pastor, speaker, Edgewood Band and cub scouts. Kirk 2nd. All in Favor. Resolution #49**
- e) Alan Kohta (Trustee) – Alan called Jake Brand to find out if a public meeting is required to change fines for zoning and left a message. He also called Justin Kline about the bid package for Maple Rd. and has heard nothing. Background checks were approved that were received from Amerisearch.
- f) Tracy Kohta (Fiscal Officer) – Tracy asked Mark if he gave Shamrock a tax-exempt form. He thought they already had one. Tracy will check. Tracy said that we won't receive the NOPEC funds for the garage door until the work is completed and submitted. The door will take 6 to 8 weeks for delivery and installation. Tracy went through the audit information that was received. No findings were found and is available on the auditor's site. After discussed of the audit, **Alan made a motion for the trustees and fiscal officers to forgo additional pays that could have been received in 2023-2024 and keep the salaries based at \$750,000 to 1.5 million budget numbers. Kirk 2nd. All in Favor. Resolution #50**

Tracy has been working on receiving access to pay Federal Tax, Ohio Tax and the bank accounts. Alan sent Chip Comstock an email concerning if the district board is still able to pay bills and sign checks since the district dissolved at the end of March. He is waiting for a response. **Kirk made a motion to name Rob Ocasio as Fire Chief of Sheffield Township starting today, June 2, 2025. Alan 2nd. Troy opposed. Alan & Kirk in favor. Resolution #51**

g) ADJOURNMENT

Troy made a motion to adjourn the meeting at 8:18 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