

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES

Meeting Minutes

06/03/2013

I. Call to order

CHAIRMAN Ken Kister called to order the regular meeting of the **SHEFFIELD TWP. TRUSTEES** at **7PM** on **06/03/2013** at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance.

The following persons were present: ALAN KOHTA, DALE SACKETT, DALE HAYES , TOM WING, DEANA & MIKE KELLY, RICHARD PINTAR, JODY BANCROFT, DAVE KRAY, GARY & ELLEN WEIR, MARY DOWNS, WANDA & ROY CUSANO, TROY VANEK, NATALIE AND JEFF SHAUBERGER, CLAUDE KOBERNIK, KEN KISTER, MARK DEGAN AND DAWN DIETZ.

The minutes were approved by the trustees

Warrants 3762-3774 in the amount of \$ 6169.67 were paid.
Receipts in the amount of \$1447.38 were deposited.
EFT payroll amounts for \$2864.10 were paid

II. OPEN BUSINESS

1. **Waterline tap in fee.**
2. **Trustees to decide if they will continue over all depts.**

III OPEN ISSUES

- a) Troy Vanek (resident) nothing.
- b) Mrs. Kelly (resident) is a 4-h advisor, asked for permission to put 4-h signs up in township. **RESOLUTION # 32 ALAN MADE A MOTION TO ALLOW MRS. KELLY TO PUT UP 4-H SIGNS ON EXISTING RT 193 SIGN. KENNY 2ND. ALL IN FAVOR.**
- c) Mike Kelly (resident) stated received a complaint from Dee Loomis regarding a mess at fathers's gravesite. She cleaned up the gravesite.
- d) Mr. & Mrs. Cusano (resident) nothing.
- e) Mr. Wing (mow's Benetka rd.) asked for 10 tons load of topsoil and a trash barrel for Benetka Rd. bridge area. Tim will place dirt and provide seed. Tim asked if the township could in the future provide a mower and weed-eater. **RESOLUTION # 33 KENNY MADE A MOTION TO PURCHASE 10 TONS OF TOPSOIL FROM BROCKWAY FOR BENETKA RD BRIDGE AREA DALE 2ND ALL IN FAVOR.** Trustees agreed to look into purchasing lawn mower next spring.
- f) Mr. Pintar (resident) discussed issues regarding his property. He doesn't recognize current survey. Mr. Kelly (zoning board of appeals) stated he feels Mr. Slay (surveyor) should be here also. Kenny stated he will stop over Mr. Pintar's residence.
- g) Jeff & Natalie Shauburger (resident) nothing.
- h) Mr. Weir (resident) asked for property owner's list. Kenny will contact property owners for Mr. Weir. Mr. Weir is asking for a 40ft. guard-rail from the state. He has contacted Mr. Patterson's office regarding this matter. Kenny to stop and look at area.
- i) Mrs. Weir (resident) nothing.
- j) Jodi Bancroft (resident) asked for executive session at end of meeting.
- k) Mark (road dept) stated spoke with Maurer's Mowing about weed whacking while wet. (2) Driveway pipes going in on Benetka Rd.
- l) Dave (fire dept) gave final radio quote for dispatching radio issue. Alan stated Phil Holden and Jake from Hudson Communicating should attend a meeting to answer any questions. Dave turned over information to Kenny to handle.

- m) Alan (trustee) stated he would like \$25.00 donations to Neal Post 743, Les and Neroy for cemetery service. **RESOLUTION # 34 TO DONATE \$25.00 FOR CEMETERY SERVICES TO NEAL POST 743, LES BOLEN AND NEROY CARTER, ALAN MADE A MOTION, DALE 2ND ALL IN FAVOR.**

Received (2) complaints on dust on roads Missy Poscics and Mr. Stowers. Alan followed up with residents.

- n) Gave report to Steve Stills. Claude gave Alan copies of scholarship guidelines. The fire dept responded to a call on Fink Rd., window busted on backhoe. Alan asked for load of topsoil at the cemetery. Alan asked for trustees to purchase t-shirts for fire dept. **DALE MADE A MOTION TO PURCHASE T-SHIRTS FOR THE FIRE DEPT UP TO \$1000.00, KENNY 2ND, ALAN ABSTAINED. RESOLUTION # 35**

- o) Dale (trustee) stated Historical Society does not provide funding for headstones. Resident on Van-Slke needs pipe removed. Chris Allen needs a bigger pipe. Driveway pipe on Hines Rd. put in, wrong size; trustees to provide do to given wrong information. **RESOLUTION # 36 FOR SHEFFIELD TOWNSHIP TO PROVIDE DRIVEWAY PIPE, DALE MADE A MOTION, ALAN 2ND ALL IN FAVOR.**

Dale received a complaint from Norm Hewitt regarding shovel & wheel barrel at gravesite. Dale stated on May 23rd, work was being done, no safety signs put up.

- p) Ken (chairman) stated a verbal complaint regarding ditching on Fink Rd. Kenny asked Dawn about meeting with prosecutor regarding township employee manual and cemetery inspection. Dawn to set up date with Prosecutor.

Motion was made to go into executive session with Jodi Bancroft for personnel reasons @ 8:05pm; Ken made a motion, Dale 2nd, all in favor. Resolution # 37

Executive session closed at 8:34 pm. Ken stated we will meet with the prosecutor regarding personnel matters and follow through with employee manual and ask questions about employee relations and return to regular session, Dale 2nd all in favor. Resolution # 38

- q) Dawn (fiscal officer) gave checks and correspondence to trustees. Gave Alan information regarding fire dept training. – Alan to check start dates. Gave letter for Neroy Carter for trustee signature. Gave state audit printouts to trustees, Kenny to sign audit letters. Dale and Dawn attended records retention class.

III. ADJOURNMENT

Dale made motion to adjourn the meeting, Alan 2nd all in favor, 8:50 pm

Minutes submitted by Dawn Dietz (fiscal officer), I hereby certify there are sufficient funds in the depository to pay the above warrants.

X

Minutes approved by: Ken Kister