

SHEFFIELD TOWNSHIP BOARD OF TRUSTEES
Special Year End Meeting Minutes
12/30/2024

Chairmen Troy Vanek called to order the special year end meeting of the **SHEFFIELD TWP. TRUSTEES** at 5:30 pm on 12/30/24 at the **SHEFFIELD FIRE DEPT.**, followed by the Pledge of Allegiance. Troy stated meetings are audio recorded.

The following persons were present: ALAN KOHTA, TROY VANEK, KIRK WHITE, MARK DEGAN, RON LICATA, JIM BRANCH, ROB OCASIO and TRACY KOHTA.

OPEN BUSINESS

- 1. Year End Business**
- 2. Northeast Fire District**

I. DISCUSSION:

- a) Alan Kohta (Trustee) – Alan read the following motions for 2025:
Alan made a motion to set dates for regular meetings as the first and third Monday of each month at 7 p.m., unless the Monday falls on a holiday. Then it will be the Tuesday immediately following the holiday. Kirk 2nd. All in Favor. Resolution #1
Alan made a motion to name the Gazette Newspaper as the newspaper of record for the purpose of official meeting notification. Kirk 2nd. All in Favor. Resolution #2
Alan made a motion for the township trustees to remain on salary basis for the year 2025, at the rate set by the State of Ohio out of the General Fund. Kirk 2nd. All in Favor. Resolution # 3
Alan made a motion to approve the revenue budget for 2025. Kirk 2nd. All in Favor. Resolution #4
Alan made a motion to approve the temporary appropriations for 2025. Kirk 2nd. All in Favor. Resolution #5
Alan made a motion to approve super blanket purchase orders #1 - #30 including electric, water, internet, phone, advertising, office supplies, auditing services, website maintenance, zoning board meetings, misc, expenses for general, road, cemetery & fire, repairs & maintenance for road & fire depts., health care reimbursement, on & off road diesel, propane, garbage removal and contracted services for 2025. Kirk 2nd. All in Favor. Resolution #6
Alan made a motion to approve a purchase order for \$1,000 misc. items from the Ashtabula County Highway Dept. for 2025 from 2031 – other expense. Kirk 2nd. All in Favor. Resolution #7
- b) Mark Degan - (Road, Cemetery & Zoning) – Mark received a quote from Phil’s Garage for the Black Mack rear end repair. It’s in the locked position and needs pulled out to see what is wrong.
Alan made a motion have Phil’s Garage work on the Mack truck’s rear end for a max of \$6,000. Kirk 2nd. All in Favor. Resolution #65 Troy mentioned he would like to see a higher amount set for Mark to get equipment fixed without approval. Discussed a few bills that Mark had.
Alan made a motion to pay Kingsville Towing for repairs of hydraulic lines on the 1-ton for \$730.24, credit cards receipts: \$302.39 for gift cards for Phil & Jeffrey for helping during the storm, \$32.44 for gas and \$213.49 for boots. Kirk 2nd. All in Favor. Resolution #66
There is a Zoning Board of Appeals Meeting set for Thursday, January 9, 2025.
- c) Discussion on the district and Fire/EMS coverage - Alan asked if trustees wanted to go into executive session to discuss Fire District and coverage. Troy stated he didn’t think they needed to. Alan sent a copy to the trustees of the contract Kingsville sent. Kirk responded and asked about the \$75,000 threshold for going out for bid. Alan sent Karl from Kingsville a message about going under the threshold. For 5 years, Sheffield would recreate our Fire Department and pay Kingsville to cover us. Our squad and department would assist but be a separate entity and work in conjunction with them. Alan thinks it’s a win, win situation for our residents being that we have a fire department that’s utilized and have coverage since we don’t have enough personnel to provide a reliable service. Troy and Kirk met with Plymouth. Troy feels that both are good departments. Plymouth is offering the same thing and certainly viable as Kingsville is. Plymouth gave Troy their word that they would take over ambulance service anytime we want. That way Sheffield has time to discuss this instead of jumping into a five-year contract. Alan stated that with Kingsville’s contract, we are not locked in for five years, we can get out of the contract with a 90-day notice. Alan doesn’t feel like Plymouth’s trustees are all on the same page and there is conflict between them. Troy spoke to all of them twice

and he doesn't see that. Kirk spoke to Plymouth's chief and they will cover Sheffield for \$300 per call. Troy asked where Kingsville's fire department is operating out of. Jim Branch said they were going to update restrooms and got into structural issues. They are working out of the township garage and hoping to get the department back into the fire hall by the summer with updates and a larger area. Troy asked about Kingsville's levies. Jim stated that a 4-mil levied passed for a total of 6-mil. Kirk said that Plymouth would like Sheffield to match their millage. Ron feels the millage is different for each department and needs compared to the amount brought in. Troy asked about the call ratio. Kingsville is heavier. Jim guessed that the county home makes up 60-70% of the 830 EMS calls. Alan spoke to Chip Comstock. He said we need to pass a resolution to get out of the district and that we don't have to leave immediately and could set a date. Alan said we can stay in the district for a month, to get things set-up. Troy and Kirk feel like we cannot trust the district if we stay. Ron said he is for getting out of the district. Kirk feels like we need to wait for a contract from Plymouth to compare. Jim said Kingsville would accept the counteroffer. **Troy made a motion to leave the district as of midnight on December 31, 2024. Kirk 2nd. All in Favor. Resolution #67 Troy made a motion to have Plymouth cover calls for Sheffield for 30 days. Kirk 2nd. Both in Favor. Alan – opposed. Resolution #68** Trustees will sit down and work through these numbers and have Plymouth come up with contract like Kingsville to compare. Alan asked if we should give Kingsville the opportunity to come up with a number also.

d) Rob Ocasio (Fire Dept.) - Rob asked if Sheffield will have a department again. Troy reinforced, yes, we will. He has a lot of people interested in coming back.

e) ADJOURNMENT

Troy made a motion to adjourn the meeting at 6:09 p.m. Alan 2nd. All in Favor.
Minutes submitted by Tracy Kohta (Fiscal Officer).

X

Minutes approved by: Troy Vanek