

# Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

December 26th

2019

CALL MEETING TO ORDER BY: Chris Diehl at 7:30 p.m. Pledge of Allegiance

Fiscal Officer: Roll Call

Diehl Chair: Here, Vice Chair, Pfile: Here, Trustee Bixler: Here, Fiscal: McCluskey: Here, Roads, Cemetery, Parks: Here, Fire Department: Baughman: Absent, Zoning: Lippy: Absent, Guest Ben Pfile.

## **I. MOTION TO APPROVE THE AGENDA FOR: 12/26/2019**

Moved By: Jeffrey

Second: Tim

Mr. Pfile: Yes

Mr. Diehl: Yes

Mr. Bixler: Yes

## **II. Motion to approve the minutes for 12/12/2019**

Moved By: Tim

Second: Jeffrey

Mr. Bixler: Yes

Mr. Pfile: Yes Mr. Diehl: Abstain

## **III. Motion to approve the minutes for 11/21/2019**

Moved By: Tim

Second: Chris

Mr. Diehl: Yes

Mr. Pfile: Yes

Mr. Bixler: Abstain

## **IV. CORRESPONDENCE:**

A. Chris: Northeast Ohio Regional Planning and Development Organization they are coming out with a new draft for a water plan chapter 3. It has a 60-day public review and comment period. Here is how you get, I guess you have to go online to see it if anybody is interested in taking a look at that, here is how you get to that website.

B. Chris: Portage County Health District was out to inspect the septic system at the fire station and near as I can tell from what this says here it was passed and they didn't find any problems with it or anything, so I guess we need to file that.

C. Chris: Social Security seminars for public employees, Webinar, it is going to be an online thing I guess if anybody is interested in it, here are the dates and the times and the phone numbers to be able to call and talk to somebody if anybody is interested.

D. Chris: NOPEC sent us a letter, they are going to do that sponsorship grant again for the committees. Who used this last year? Bill: The Bicentennial, so when we applied for the grant the restrictions on that grant it said that it had to be a community sponsored event that the township puts on and we have to let them know what it is, when it is and give them space if they actually want to participate, those are pretty much the only restrictions. Chris: So we have until March 31st to resubmit. If nothing else couldn't we submit for the parade. Jeffrey: Yes. Chris: We wouldn't have to do it immediately; we will just have to make sure not to let it slip through the cracks. If something else comes up that might be more important why If somebody wants to bring it to our attention, why that would be fine, but if nothing else we will use it for the parade.

E. Chris: We got a Christmas Card from Seal master for the Township.

F. Chris: Safety Congress and EXPO is March 11th to the 13th of 2020, if anybody is interested.

G. Jeffrey: Did we take care of this SAM Registration for the Grants? I thought that we discussed that and we were going to go ahead and move forward with this for the Fire Department it is for what it is called The System from Award Management and actually our registration expired on November the 15th it was for \$499.00 and it is for the Fire Department. I know that we discussed it, I thought that we were going to go ahead and look into it and see if we actually needed it or not. Bill: That was my understanding. Chris: Is Jesse not coming tonight? Jeffrey: No, He and the family went to the zoo, let me text him and see if I can find out. We will go ahead and move forward, other than that the only other thing are we going to discuss this later. Chris: I think that we turn it over to him. Jeffrey: OK, Very good.

## **V. OLD BUSINESS:**

A. Bill: So you know at the end of the year we have to approve temporary appropriations for the beginning of the year basically everything that extends to March.

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Pretty much what we do is look at what money we have in the fund that has not been spent yet. Look at what has been appropriated, I need to compare those amounts to the amounts that the auditor sent us in the certificate of estimated resources and make sure those amounts are not greater than those that are listed in the certificate of estimated resources. Looking at year end, looking at what is left in the funds and not going over those values that is what I presented to you guys in the temporary budget sheet. I reviewed those, It should be enough to get us through March. Actually once year end closes and submit the stuff I can put in the permanent appropriations once all year end is closed and the County has that report and sends us the amended certificate then I can put in those permanents. The main thing that we need to consider is that we are not going to get property taxes until later, twice a year. I don't see a problem with those, however there was a problem with payroll with the amount that we had budgeted and had appropriated I was short on two accounts for Zoning we were over budget and for Road we were over budget. Since there are two levels, I am allowed to move money within a fund, but I am not allowed to take money within fund level and put into a salary fund level. So I need resolutions to do that. I did take money from Zoning, so it is kind of after the fact, I could hold the paychecks and not pay them if you disagree with allowing me to move the funds. Jeffrey: Did you say that we were short in Zoning? Bill: Yes. Jeffrey: And then you took money from Zoning? Bill: I can take money from contingencies and moved it into Zoning. Jeffrey: OK, Very good. Bill: But, I will need a resolution to approve that. Jeffrey: I will so move.

**MOTION:**

**RESOLUTION: 2019-063**

Motion: To move funds from Contingencies to Zoning to accommodate wages

Moved By: Jeffrey

Second: Tim

Mr. Diehl: Yes

Mr. Pfile: Yes

Mr. Bixler: Yes

Bill: And the same thing for the Road Department, I needed to move money, I took it from Supplies and Materials and moved it up into the salary fund.

**MOTION:**

**RESOLUTION: 2019-064**

Motion To move money from Supplies and Materials to the Salary Fund for Roads Department.

Moved By: Tim

Second: Tim

Mr. Diehl: Yes

Mr. Pfile: Yes

Mr. Bixler: Yes

Bill: So looking forward since the first paycheck the next paycheck is going to be in January, however the amount of money that is used comes out of the December Funds, so since we were short obviously we are going to be short again, so I looked at the appropriation accounts. So I just need authorization to move money, I did pay Workers Comp so we have some extra money there and we have money in Operating Supplies and we have some money left that is unencumbered for Motor Vehicles, so as needed I would like to move that money up in to Salaries to cover December Road Salaries.

**MOTION:**

**RESOLUTION: 2019-065**

Motion: To move funds from Operating Supplies and Motor Vehicles as needed to cover December Road Department Salaries.

Moved By: Tim

Second: Jeffrey

Mr. Diehl: Yes

Mr. Pfile

Mr. Bixler: Yes

Bill: I did not get any hours for Rhonda for December so again that is going to be slightly short, so I would like to move money out of the Contingency Fund into the Salary Fund to pay Zoning for december.

**MOTION:**

**RESOLUTION: 2019-066**

Motion: To move funds as needed from the Contingency Fund into the Salary Fund to pay Zoning.

Moved By: Tim

Second: Jeffrey

Mr. Diehl: Yes

Mr. Pfile: Yes

Mr. Bixler: Yes

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Bill: OK, So the ones that were done for the record were Resolution 2019-063 for the Road Department, 2019-064 the next Road Department 2019-065 the last is 2019-066. Jeffrey: What was the approximate amount moved. Bill: When I transferred the money before I transferred enough so there is \$900.00 left in there, so I am sure between the two of them it would be more than \$900.00. Zoning was down to zero, so it is just going to depend on whatever she turns in. Jeffrey: Whatever she turns in an hour. Bill: Yes, because we generally budgeted at like 20 hours a month and her last two months was 76 hours.

Chris: Can I have a motion to approve this temporary appropriations? (these were submitted to the trustees for review prior to meeting).

**EDINBURG TOWNSHIP  
2020 TEMPORARY APPROPRIATIONS**

Fund #	Fund	TEMPORARY 2020 Budget Expenditures
1000	General	\$ 196,000.00
2011	MVL	\$ 5,000.00
2021	Gasoline	\$ 25,000.00
2031	Road & Bridge	\$ 6,770.00
2191	Fire-General Operating	\$ 45,021.00
2192	Fire Department	\$ 3,381.00
2193	Park	\$ 1,500.00
2194	Fire-Capital Improvements	\$ 79,200.00
2231	Permissive License	\$ 2,000.00
2281	EMS	\$ 45,000.00
	Permanent funds cemetery	\$ 65.00
		<b>\$ 408,937.00</b>

**MOTION:**

**RESOLUTION: 2019-067**

Motion: To approve the temporary appropriations in the amount of \$408,937.00.

Moved By: Tim

Second: Jeffrey

Mr. Pfile: Yes

Mr. Diehl: Yes

Mr. Bixler: Yes

Bill: I have the PO's the checks are done, there was one check that was written, I just kept it separate, I just wanted to point it out that was for PENCUR for the Fire Department, they got a grant, It had to be done before the end of the year, they wanted to see if the Township was paying for it first and then it was going to be reimbursed, so I went ahead and wrote the check so that they had a copy of it, so that was written, so that is what that is about. Get the OTARMA Resolution in to them, the application. All I have left was the Life-force there were three Life-force Accounts to review. Jeffrey: If you don't mind I will go ahead and review the Life-force Accounts and then we can move on those. We have one that is WADJUD in the amount of \$100.00 with no response from the patient and the next one is CASJUS in the amount of \$550.00 and the other one is TRACAN \$789.00.

**MOTION:**

**RESOLUTION: 2019-068**

Motion: To send Life-force accounts WAJUD in the amount of \$100.00, CASJUS in the amount of \$550.00 and TRACAN in the amount of \$789.00 to the prosecutor's office for collections.

Moved By: Jeffrey

Second: Tim

Mr. Diehl: Yes

Mr. Pfile: Yes

Mr. Bixler: Yes

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### VI. TRUSTEE REPORTS:

A. Chris: Since I wasn't here last time, Kevin, did you have a chance to take a look at any of the street lights? Kevin: Yes, I called in a whole bunch, they fixed the one at Clark, the one in front of Templeton's and I haven't really checked to see if they fixed any others, I sent in like seven.

B. Tim: I talked to Bob Grudosky today I guess they are not going to be able to do the Fire Pit for Eagle Scouts. I guess they are looking for, it sounds like they are looking for another project, they would like to do another Fire Pit, but I don't know if that park needs a third fire pit, we need to figure out something for him to do I guess, there are lots of things that could be done, they could redo the sign in front right here, the flower bed and the sign, there are several of these flower beds and stuff and signs. Kevin: The Fire Station. Tim: There are several of those that need redone. I think that he would like to do a fire pit, but I don't think that we need a third fire pit anywhere.

Tim: I guess we should talk about the trees under old business. One is for \$500.00 that is to remove two White Oaks and a Red Oak that is at the park around the concession stand they are right up against it. This one is for \$1,000.00, that is the Pine Tree over here on Rock Spring Road and to trim the trees around the salt shed. This is for the Sugar Maple that is right out here one price is to trim the other is to take it down and completely out. I know there is not going to be much left of it after they trim it. If we are going to do anything, what do you think. Jeffrey: I looked at it a couple of different times and it looks like the main part of the trunk up above right where the wires are is dead to me that makes no sense at all to just trim it, but I will tell you that if we take one down here and one down in here, I definitely want to see us replace them. Tim: Right. Absolutely.

Kevin: We have to replace this one right here by the mailbox because we took that one down because it was dead. Jeffrey: The ones that are across the road, I don't care about replacing, but the ones out through here I think we need to make sure that we maintain around here. Kevin: You know that stone that is over there by the shelter Riggerbach stone, we took that tree down, it was dead, we pulled it out before the Bicentennial because it was just dead, we need to put a nice one over there too, maybe like a flowering something that doesn't get real big, but heartier, it might be better now that we took some of those big trees out, so there isn't so much shade over there too. We need to put one in over there. Tim: I wouldn't mind moving on it and getting it done. Jeffrey: What is the total damage going to be? Tim: The total is \$2,700.00. to do everything. That is if we are taking this one completely out. It would be \$600.00 less to trim it. I know that you kind of wanted to save that tree Chris. Chris: The only reason that I kind of wanted to save it is because of what you guys already said, we are starting to get a little bit sparse and if there is a little bit enough left to protect it so be it, but if it is not worthwhile, it is not worthwhile and I get that. Tim: There is just not much left of it. Chris: And I get that. I do agree whenever I was here I always tried to replant and I think that we should try to do it. It would be nice to have another tree right where that one is at, but it is going to get so tangled up with wires if we plant something there all we are going to be doing is shooting ourselves in the foot. Tim: Could we do something ornamental. Jeffrey: We could probably do some type of ornamental tree. Jeffrey: We could do something like that as long as it keeps the intersection clear. Tim: Maybe a Crab Apple or a Pear tree or something. Chris: It is always easy to say what really looks nice and what everybody likes and everything but the last time we tried to pay attention to what somebody suggested would look good, we put all of them Pear Trees down through there and they just weren't hearty enough and then when I checked with the guy at Atwater Nursery, Tim he is the one that suggested those other ones that are there now and I think that every one of them lived. If we do something like that we should go there and ask him, tell him what we want to do and ask him what he suggests. Kevin: Something nice for here and something nice over where the one by the mailbox was. Chris: That is fine. Kevin: The one at the park, I don't know if we need to replace this one over here, there is a lot of brush. Tim: I wouldn't bother replacing the one over there. Chris: No. Kevin: The one down at the park replaced by Riggerbach Stone and then these two. Chris: Yeah. So, I don't have a problem what so ever with going ahead and taking this one clear down, we

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have been trimming on it for a long time, between it dying and Davey Tree coming through and chopping on it for them wires, it doesn't have much of a chance. You may as well just finish it off and be done with it and quit fighting with it. If we are going to do it mines well do it and be done with all of it.

### **MOTION:**

Motion: To pay \$2,700.00 to to have the specified trees taken down and removed.

Moved by: Jeffrey

### **RESOLUTION: 2019-069**

Second: Tim

Mr. Bixler: Yes

Mr. Diehl: Yes

Mr. Pfile: Yes

C. Jeffrey: As far as the Fire Department goes they did get the supplies that they ordered under the Grant so they have them in their possession too.

### **VII. DEPARTMENT REPORTS:**

A. Kevin Biltz-Roads/Buildings/Cemetery/ Park: We put an exhaust pipe on the 1997 International, we call it number 77, we have been cleaning the trucks up and working in the garage, we had a funeral last week, we had one Saturday and Monday that would put us up to 18 burials and 5 cremations for the year. I also had Beckwith Heating came out and gave us a price to put install a new tube heater in the garage that we just put the insulation and the concrete in. The full stainless steel burner and the stainless steel tubes coming in and everything stainless steel that is around \$5,000.00. Just the stainless steel burner and just regular tubes is \$3,200.00. I think the reason that he went with the other one was because he told me that he was going to put the truck with salt in there and he is afraid of the salt, but we don't keep salt in the trucks but three times a year and right now they are empty unless we are busy and then we are going in and out all of the time and as soon as it quits snowing we empty them and wash them out so there really isn't salt. So I think we would be good to go with just the stainless burner. The reason that he said the stainless burner, the other one is not stainless and the salt might absorb to that with just a regular metal one. We don't have to do that right now but I just got a quote on that.

Chris: I don't have a problem doing this but could this be a thing for the NOPEC Grant next year? Tim: Well we were going to use that to do the doors. Because those are not insulated doors. Kevin: We were thinking about getting insulation board and gluing it on that door which would make that an insulated door. Tim: OK. Kevin: That would save us \$5,000.00 for the doors. Tim: I talked to the guys at Suffield, they are having that spray foam done and they are having them spray the doors. Kevin: Yeah, but you have to remember that is a lot of weight, an inch is a pound per square foot, if you put two inches on them doors and you have a lot of weight, he told us that he did it to someone's door and he told them before he did it, I am not responsible if this door doesn't go up anymore because that is putting a lot of weight on that door. Tim: Well it is up to you guys, if you guys think that you can put insulation on it. Kevin: There is lift so you can actually push them up and down and I think that if we glued that and they are two foot panels and 9 boards will do them two doors in there. Chris: It seems like to me that those doors aren't ancient, I guess that I would rather do that. Kevin: We can buy the board and try it and I think that it would help, because if we cut them at two foot they would fit right in there, there is like a little lip and then we could put PL400 on them and just glue them on there and then they wouldn't bounce on and off or maybe 200, 400 might be too much. I would have to find out what would be good for the insulation. Chris: I have seen people do that before. Kevin: Basically that is all that it is in an insulated door. If you had to you could always put those strips in there so when it comes down it closes to where it seals tight when they come down and close. Tim: Do we have any idea when that other NOPEC Grant going to come through? Bill: I didn't get anything for 2020, we submitted, I got the first batch of the 2018 \$4,500. 00 got paid but not the last submission. Tim: So it hasn't been paid yet? Bill: No, I submitted the invoice but they haven't paid it. So the 2019 it was submitted as door, I could call and ask if it would be a problem if we changed it, they probably wouldn't even notice but I can double check to make sure. Tim: That would be good. Bill: tell them we want to do something else other than door. It is still all garage insulation; it is still all under garage.

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Kevin: I would rather try that insulation before we spend \$5,000.00 to put two doors up. We could always put an automatic door opener on in there too. Chris: Why don't we try to head that direction and see if we can switch that grant. Tim: Yeah, we want to switch it over to buy the heater. Kevin: Did he get a copy of that? Chris: I can give him mine. Kevin: I have an extra one if somebody wants it. Bill: What I think I will do is I will go ahead and submit this as an additional. I will just add this to what we already submitted. Tim: OK. Thank You.

**VII. MOTION TO PAY THE BILLS: WARRANTS 41515-41531**

Moved By: Jeffrey

Second: Tim

Mr. Diehl: Yes

Mr. Pfile: Yes

Mr. Bixler: Yes

**VIII. Motion: MEETING ADJOURNED, TIME: 8:05 pm**

Moved By: Jeffrey

Second: Tim

Mr. Diehl: Yes

Mr. Pfile: Yes

Mr. Bixler: Yes

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Chris Diehl, Chairman

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Tim Pfile, Vice Chairman

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Jeffrey Bixler, Trustee

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William McCluskey, Fiscal Officer