

## Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

December 8, 2016

John Hayes called the regular meeting of the Edinburg Township Trustees to order at 7:30 p.m. with the Pledge of Allegiance. Roll call shows: John Hayes, present; Jeffrey Bixler, present; Diane Austin, absent; Bill McCluskey, present; Kevin Biltz, present; Mike Pittinger, present; Sandy Templeton, present.

- I. John Hayes called for a motion to approve the Agenda as presented; motion was made by Jeffrey Bixler; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, absent; Jeffrey Bixler, yes.
- II. John Hayes called for a motion to approve the minutes of the November 10 and 22, 2016 meetings with a correction made to the duplicate section about Mr. Bittner; the motion was made by Jeffrey Bixler; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, absent; Jeffrey Bixler, yes.
- III. Introduction from John to guests attending:  
James Repasky, Boathouse Marine

**James Repasky:** Yeah, um, last week we had a fire at our store. It burned up about—

**Jeffrey Bixler:** Could you state your name for us, please?

**James Repasky:** James Repasky, Boathouse Marine.

**Jeffrey Bixler:** Thank you.

**James Repasky:** [We] had a fire at our store. No one got hurt which is a good thing. Material stuff got lost, no big deal. The response time from the fire department was really good. We were very disappointed in the urgency that the fire department showed once they got there. I think a lot of it could have been prevented. Lack of communication on the fire departments that were there. No command center so people could communicate. Two fire fighters almost got knocked on their can because of the water hose coming from the outside to the inside which could burn ‘em—flash fire—so, I was a little disappointed in that. With that being said, we are going to probably rebuild our store. I’m in negotiation with the insurance, the county, and Ohio EPA. We’re grandfathered into our septic they’re going to make me do a new EPA system—don’t know the cost yet but we have to do all that through the EPA. Building Department wants us to bring our building up to code and it’s probably going to be easier to tear it down and put a new one up.

**John Hayes:** Well I had a fire, James, one time at one of my houses that I lived in on Rock Spring Road years ago and Tom Repcik was the fire chief at the time and you know it seemed like it took forever to get there so Tom Repcik put his arm around me and you know the feeling that you had the other day, I can only empathize with your feelings but Tom said, hey, when you see the fire trucks go someplace else, why it’s exciting but when they’re coming towards your place it just seems like it takes forever, you know?

**James Repasky:** Oh I thought the response time was great.

**John Hayes:** Well that’s good.

**Mike Pittinger:** No, if I may intervene just one second, in all fairness I agree, and it’s always been an issue, you know, that time of the day, you know, our mutual aid departments aren’t fully staffed as well and communication has always been an issue and it’s— you know what I’m talking about sometimes you know, with the radio traffic and so forth and it’s—

**James Repasky:** Well he had the Edinburg guy fighting the fire from the inside, which I believe is the proper way to do it.

**Mike Pittinger:** Right but when somebody went on their own, I understand I was privileged— they filled me in on the details and I did –to be honest with you—and this isn’t a hidden secret— I’m changing my maintenance round due to that fire because I was not pleased with some of the things that were done. We have corrected it so—

## Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

December 8, 2016

**James Repasky:** I want to offer to the Township, before we tear down the building, if times allowed that you guys can run drills through—smoke drills or whatever.

**Mike Pittinger:** I'd greatly appreciate that.

**James Repasky:** So I want to look at how can we improve the fire department to be able—as us business owners here we have a lot of money invested and how can we improve it? Is there different fund raisers for equipment—?

**Mike Pittinger:** Well, now, I mean we are, as you know we are now beginning to staff 24/7 so in doing that what we are working on doing is keeping the more seasoned firefighters per shift so that we can—

**James Repasky:** Have a leader.

**Mike Pittinger:** Yeah, basically that's exactly what we're working on right now and like I said we have changed our mutual aid box alarm system. Right now we're in the process of redoing that and it has been—I've got a few more things I want to do to it but I understand totally and like I said I—

**James Repasky:** Yeah I was frustrated but I'm not here to put anyone down but—

**Mike Pittinger:** I understand. I want you to know—I want to reassure you that the changes that I'm making on that mutual aid box alarm is definitely a huge improvement and it—

**James Repasky:** So I mean we can learn from this to improve the whole fire department and the community.

**Mike Pittinger:** Right. And believe it or not every fire we go to, and I think Jeff can tell you the same thing, there's never two fires exactly alike and every time you go back to the station, you know, everybody sits down, now, ok what could we have done differently with this fire, this fire, this fire—it's every department.

**James Repasky:** I'm just glad we got it out because if we would've had a boat catch fire [indecipherable].

**Mike Pittinger:** I know that's why I came in early the next morning I talked with you—

**James Repasky:** He was there at 6:30 [a.m.].

**Mike Pittinger:** I came and talked to you, you know, 'cause I wanted to know what happened so it could be straightened around and we have done that so—

**James Repasky:** That's good.

**Mike Pittinger:** But I'd appreciate if we could use the building for training that'd be great.

**James Repasky:** Yeah 'cause that one wing they're going to make me tear down for sure; we're waiting on the rest what it's going to cost to bring it up to code because like our glass widows aren't code anymore, the electrical panel they want to upgrade that, so by the time they gut the building to get the smoke smell out I'm down to 8 by 8's and tip so I might as well doze it.

**John Hayes:** Well James, you're a business man in town and we appreciate you and when your fire was on the other day, why of course I was one of the spectators from across the street, you know, and my heart went out to you buddy, and I'm so glad that you came over with your constructive criticism or I'm glad that you shared your feelings with us.

**James Repasky:** I just think we can improve. I mean we improve our business every day, everyone does, I mean so we got to look at what we did wrong to improve and make it better so the next time we can have different results.

**John Hayes:** I'm sure the fire department did everything they can do.

**James Repasky:** They did their best for what they had.

**John Hayes:** But like I say, we as a Board appreciate it and as a community appreciate you coming by and glad that everything—as best as it could be—happened and anytime that you can come to the meetings and share with us about anything. Thank you so much.

## Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

December 8, 2016

**James Repasky:** So, um, we're going to build, and I want to build bigger; I want to go to 12,000 square feet; we're going to do an all-steel building with concrete footers; concrete, probably be about 23 foot tall but right now my existing building that we're going to tear down is 7,900 square feet. When I put my warehouse up we had different staff in here and it didn't go too smooth—I'll leave it at that.

**John Hayes:** We're going to have to get a ladder truck if you're going to build a building too tall then. Hey, he's putting a skyscraper in the 'burg.

**James Repasky:** So I just ask for everyone's cooperation while we go through this 'cause I'd like to have the doors open by May 1<sup>st</sup>.

**John Hayes:** Well, you know Sandy Templeton right here, she's our acting Zoning Inspector and you know she'll work with you for—

**Jeffrey Bixler:** You acting or are you for real?

**Sandy Templeton:** I don't know, I think I'm for real.

**John Hayes:** Well, she's the best one we have. She's perfect.

**James Repasky:** I mean, don't take offense but I usually hand it over to Doug Paul our attorney to take care if it 'cause he understands the law way better than I do.

**Sandy Templeton:** Yep. That's fine.

**James Repasky:** I mean with the variance and stuff, but I know with the 4,000 square feet, from what he was telling me on the phone, I'm allowed 4,000 square feet without going for a variance on that property.

**John Hayes:** Well, you take it up with the Zoning—

**Jeffrey Bixler:** That'll be something that they'll work out for you and everything.

**James Repasky:** We just want to be seamless 'cause I really want to get the doors open so I don't lose any more business than we already have. We already got our boat show taken care of for January, which probably 600 people come to Edinburg during that weekend and it should be good.

**John Hayes:** Well, best of luck to you, James. Thanks for coming by. You're welcome to stay for the rest of the meeting if you want to but if you've got somewhere to go we're gonna go ahead with our meeting. Anything else that we can—anything else, James?

**James Repasky:** Nope. Did you have something for me?

**Mike Pittinger:** I do but I'll get ahold of you tomorrow—couple things I need to—

**James Repasky:** Ok I'll be in and out; I got a bunch of stuff going on with the EPA tomorrow and Monday.

**Mike Pittinger:** Ok.

**John Hayes:** Thanks for coming by. Good luck to ya, James.

**Mike Pittinger:** I'll call you in the morning.

**James Repasky:** Ok. No problem. I appreciate it.

**Jeffrey Bixler:** Thank you.

**Sandy Templeton:** Thank you.

#### IV. CORRESPONDENCE:

##### A. Portage County Engineer – Road Weights

Bill presented a resolution from the Portage County Engineer to modify a list of bridges posted for weight reductions in Portage County. The County will put up the signs by these bridges.

##### B. Communication to Public Officials from Dominion East Ohio Gas -

They will seek an AMA cost recovery charge of \$.44 per month per customer based on its estimated schedule for AMR costs incurred during the calendar year 2016. The current recovery charge is \$.46 per customer. The PIR cost recovery charge for the general sales service, residential general sales service, non-residential energy choice transportation service, residential and energy choice transportation service, non-residential rate scheduled is capped at \$9.49 per month plus or minus any applicable reconciliation of costs recoverable and costs actually recovered. They are presenting this to the PUCO. This is a pre-filing notice.

# Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

December 8, 2016

## V. OLD BUSINESS

- A. Portage County Turnout Gear Replacement – Paperwork for State Route 76 Spill - Follow-up: Mike said he re-sent the bill to Chris Meduri and he thought he copied Jeff on that email.
- B. Park Concession Stand Contract – Follow-up: Sandy talked to Chris Meduri and he said he would try to get a mock-up to her by the first of next week and then she will bring it to the Trustees to brainstorm.

## VI. NEW BUSINESS

There was no New Business to discuss at this time.

Mike said the email about the turnout gear was sent to Chris Meduri and copied to Jeffrey on November 10, 2016. Jeffrey asked Mike if Chris had responded to this email. Mike said no. Jeffrey said he does remember this email and not getting any response from Chris. Mike said he would call Chris tomorrow. Bill said the Township did purchase the turnout gear.

## VII. TRUSTEE REPORTS

### A. John Hayes

--He asked Sandy about gas line markings up [Route] 14 and down [Route] 183 and around the intersection. She said she has not received anything on this. John said it's strange for this to appear this time of year. Kevin said they are along the back roads too. Bill said they had just completed one recently on Tallmadge Road.

--He asked Mike about taking his friend to the fire department to receive a bandage for a cut and his friend received a bill for \$150.00. John's friend was very upset about the amount of this bill. John presented a check to pay for this.

Jeffrey said it's not based on how much the bandage cost, it's based on the fact that they have a policy for charging rates for services like this. They have a lot of walk-ins and this is the amount that their policy says to charge.

Jeffrey said the Trustees have the ability to waive this charge. John said he does not have a problem with paying for it—however in the future he'd like Mike to tell the paramedics to tell the patient what it will cost so they have the opportunity to refuse treatment there.

Bill said medically he [the patient] could deny payment because he wasn't told upfront that he was going to get billed for it.

Mike said they have to generate a run report for every patient that comes in there because it's a medical treatment. Bill asked Mike what would happen if someone just asked for a band aid. Mike said the Trustees can decide how they want to handle it but the fire department personnel are not supposed to hand out medical supplies—they have to be on a report in order to track the supplies. Jeffrey said without legal counsel giving the ok, he would not ok this. Sandra said anything could happen like infection or claiming that personnel mistreated them, etc.

John said residents should be forewarned about the charges. Mike said Chris Meduri should be consulted. Jeffrey said maybe something needs to be posted.

**Jeffrey made a motion that the Township not charge for this care. There was no second. Motion failed.**

Mike will email Chris, and copy Jeffrey, about this discussion and ask what the Township's options are.

### B. Jeffrey Bixler

--He had nothing further to report.

### C. Diane Austin

--She was not present to give her report.

# Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

December 8, 2016

## VIII. DEPARTMENT REPORTS

### A. Kevin Biltz – Roads / Buildings / Cemetery / Park

--They have been patching roads with cold patch.

--They put reflectors on some “stop ahead” and “stop” sign poles.

He will get prices to purchase “stop ahead” signs and poles to Bill first, to determine that amount is available, and then it can be brought to the Trustees.

--The trucks are now ready for the snow.

--They took the transmission out of the Landpride RTV to have it looked at and receive an estimate to have it fixed.

--They have trimmed the trees and emptied the flower pots at the Cemetery.

--They put new weather molding on the two garage doors at the main garage.

--They would like to start looking for a 3 to 5 ton roller for the roads. The Township’s roller was sold last spring and they had borrowed Rootstown’s this past summer. John suggested looking for a surplus seller from which to purchase one. John said the Township received a very nice Christmas card from Seal Master Seal Products and Equipment. He suggested that Kevin call them to get a quote.

### B. Sandy Templeton – Zoning

--She made/received 15 phone calls.

--She issued one permit for an accessory building.

--She received one complaint from the Health Department.

--She reported that Chris Meduri is working on the draft contract for the Park and the road issue at the Highlands. Chris told Sandy that someone had contacted him about the road at the Highlands but he didn’t tell her any details about this.

Jeffery asked if the Township needs to follow up on the complaint. Sandy said the Township just gets a copy of it and the Health Department stays on it until it’s taken care of. Mike said he received a call from a concerned neighbor about this property and he advised them to contact the Portage County Building Department and/or the Portage County Prosecutor. Jeffrey wants to make sure that the Township is on the issues that are within Township zoning rules. Sandy said she would contact Jack to make sure. There is no formal complaint for Zoning at this time.

### C. Mike Pittinger – Fire Department

--He reported that they ran 12 calls since the last meeting.

--He’s been working on decommissioning the Marcs radios so that they won’t have to pay the current bill. They have not had them in service for approximately two years.

--The Fire Department Association annual food and toy drive will be this Saturday at Pettigrew’s from 8:00 a.m. to 1:00 p.m.

### D. Bill McCluskey – Fiscal Officer

**Jeffrey Bixler:** Ok, we have the issue with the Firehouse software.

**Bill McCluskey:** I just need some clarification. In the minutes when this was originally discussed, it said that the software program—I guess I’m confused—what I don’t understand is the difference between what software program you’re using presently versus this system because this is actually a new software program, correct?

**Mike Pittinger:** It’s an upgrade. It’s to get us so we can be compliant. We can’t report. Our Firehouse expires at a certain point and then you have to re—

**Bill McCluskey:** You’re saying Firehouse.

**Mike Pittinger:** That’s our software, correct, it reports to the State of Ohio. It reports all the fire reporting -- goes from that program to the State of Ohio – it’s a reporting system.

**Bill McCluskey:** And we paid a company called Firehouse for that before?

**Mike Pittinger:** Yes.

**Bill McCluskey:** Alright there’s no record in the computer so it must’ve had a different name.

## Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

December 8, 2016

Bill McCluskey (cont.)

**Mike Pittinger:** It's always been Firehouse.

**Jeffrey Bixler:** It's always been Firehouse software; that was even when I was chief.

**Bill McCluskey:** It might've been Firehouse software, can you buy it from different people?

**Mike Pittinger:** Nope. It's only their licensing.

**Jeffrey Bixler:** That's what we use, It's got to be in there somewhere.

**Bill McCluskey:** Maybe she (previous fiscal officer) abbreviated then. We did approve \$1,500.00 for that. So therefore now we're at a higher quote.

**Jeffrey Bixler:** Ok. The thing about it, they sent a bill originally which is the original invoice that you received for \$1,950.00 and that was for an annual maintenance agreement for the system in which we don't do, so that's \$600 of that.

**Bill McCluskey:** So the difference between those two invoices—

**Mike Pittinger:** Those should be quotes not invoices.

**Bill McCluskey:** Or quotes.

**Jeffrey Bixler:** These right here say 'quote date'. These are quotes.

**Bill McCluskey:** And what difference do you see when reading those quotes?

**Jeffrey Bixler:** The difference in the annual maintenance agreement. We have an annual maintenance agreement for above system 10/01/16 through 10/01/17 at \$600.00 and a different one for 10/01/16 through 10/01/17 which is \$480.00. That's the difference.

**Bill McCluskey:** I mean, do you see my confusion when you read this Firehouse software upgrade to version -- same version staff training ... occupancy all the same and then we've got two different prices—

**Jeffrey Bixler:** There is a difference if you look at the way it's more the verbiage down through there. This one right here has 'staff activities training equipment apparatus occupancy' and this one has 'inspections and preplan journal log book' this one also has 'hydrants'.

**Bill McCluskey:** Hydrants is what's different.

**Jeffrey Bixler:** So they're charging us more for the hydrants.

**Bill McCluskey:** So the only difference between those two is the hydrants.

**Jeffrey Bixler:** And the one that we would do is the \$1,560.00 but do we need to adjust the resolution?

**Bill McCluskey:** Yes.

**A motion was made by Jeffrey Bixler to rescind Resolution #2016-0089 for Firehouse software at a cost of \$1,500.00; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, absent; Jeffrey Bixler, yes.**

**Resolution 2016-0101. A motion was made by Jeffrey Bixler to pay \$1,560.00 to Firehouse software for software upgrade version 7.18.19; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, absent; Jeffrey Bixler, yes.**

The reorganizational meeting has been set for **Tuesday, January 3, 2017 at 6:30 p.m.**

--Bill reported that the most recent payroll was tough to complete because he did not get it on Sunday. He asked the department heads to really focus on getting the payroll ahead of time. He would like the cut off to be the Sunday before the meeting. Mike agreed to do this.

--He asked the Trustees to speak with their department heads about what future purchases would need to be made so he can organize the payments and funds in advance.

--Per approval from the last meeting, he tried to take an advance from the General Fund to the Fire Fund to pay for salaries.

Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

December 8, 2016

It wasn't working so he went on the UAN website and took the training. It said all advance transfers have to be repaid by the end of the year. He confirmed this with the State Auditor so he was going to wait until January. Then he heard back from local government and they told him he could do that. So, he's still working on it; he balanced the monies but from the Auditors stand point he's not making the transfer until the first of January even though it was approved by the recent motion.

The Trustees agreed.

--He received a bill from Health Department for vaccinations—it could be considered an employee benefit.

**Resolution 2016-102: A motion was made by Jeffrey Bixler to pay the Portage County Combined General Health District \$60.00 for the flu shots for Robert Grudosky and Zach Minnix from 10-31-16; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, absent; Jeffrey Bixler, yes.**

Jeffrey said this would be a benefit for all employees.

--Bill asked Mike about the heat detector installed [in the kitchenette area] at the station. Mike said the previous smoke alarm kept falsely notifying the alarm company so a way to remedy that was to install a heat detector instead. Jeffrey reminded Mike that they are out of money. Mike said if it would've kept setting it off the Township would've been billed for the excessive alarms.

--Bill asked Mike to please make sure when they turn in receipts, invoices, or checks to keep them separate from each other because a packet marked "receipts" gets set aside sometimes until the next month's credit invoices are ready to be paid and invoices are missed.

- IX. A motion was made by Jeffrey Bixler to pay payroll and warrants 39862 to 39903; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, absent; Jeffrey Bixler, yes.
- X. A motion was made by Jeffrey Bixler that the 12/08/16 meeting be adjourned at 8:47 p.m.; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, absent; Jeffrey Bixler, yes.

Next meeting: December 22

---

John Hayes, Chairman

---

Jeffrey Bixler, Vice Chairman

---

Diane Hargett Austin, Trustee

---

William McCluskey, Fiscal Officer