

Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

October 4th,

2017

Jeffrey Bixler called the October 4th rescheduled 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, Absent.

Guests attending:

Tim Pfile, Resident, Dave Starcher, resident, Rob Swagger, fire department, Josh White, applicant.

Mr. Bixler called for a motion to approve the agenda of October 4th 2017; John Hayes made this motion, seconded by Mr. Bixler. Roll call shows: John Hayes, yes; Diane Austin, absent; Jeffrey Bixler, yes

Mr. Bixler called for a motion to approve the minutes of August 31st 2017. This was made by John Hayes and seconded by Mr. Bixler. Roll call shows: John Hayes, yes; Diane Austin, absent; Jeffrey Bixler, yes

Jeffrey asked for an introduction of Josh White who is applying for firefighter with our department. Mike Pittinger introduced him. He said Josh is an EMT basic and in school for paramedic graduating in December. Mike Pittinger is requesting that Josh be hired. Jeffrey Bixler asked for clarification of graduation. Mike said December 18th stated in the application. John Hayes said he did not see the application. Mr. Bixler excused Josh while the trustees and fire chief discussed his credentials and certifications. Mr. Bixler stated he did not have an application. The trustees shared a hard copy of the application that was presented by Mike. The trustees continued discussion with Mike Pittinger and Rob Swauger.

Resolution 2017-066. Jeffrey Bixler made a motion to bring Joshua White onto the fire department Personnel for his probationary period as all background, physical and Drug Testing had been completed. John Hayes Seconded the motion. Roll call shows: John Hayes, yes; Diane Austin, absent; Jeffrey Bixler, yes

Jeff said he usually gets copies of the drug test results; however, he did not on Josh. Rob Swagger stated that University Hospital has changed their system and all results for testing will be done electronically and we would have to log into the site.

Motion was continued, John Hayes Seconded the motion. Roll call shows: John Hayes, yes; Diane Austin, absent; Jeffrey Bixler, yes

Correspondence

John Hayes and Mr. Bixler reviewed General informational letter they had received relating to marketing of businesses.

Jeffrey opened floor to attendees, no one had comment.

Old Business

Jeffrey Bixler mention that he had talked to George Sturgen on Clark Road relating a the culvert. Mr.Bixler told him they would not be replacing the pipe but reviewed everything that would be needed to be done to make the roadway safe. He also stated that he found

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he has know the resident for quite some time. And was discouraged that this has been an issue since around 2005.

Bill report further old business relating to Microsoft Office follow-up request from trustees. He stated he had called the number on the Bane invoice and that number was not in service. He stated he spoke to Microsoft, and Microsoft did agree that a home edition of Microsoft Office rather than a business Edition would be available since the fire department is at not-for-profit. The cost of that software would be \$149 per computer for a disc copy. When reviewing Microsoft 360 with the technician they agreed This edition has a lot of other stuff on it that the township does not need anyway.

Mike Pittinger said he had done the same homework that Bill had done and they had got it on a home addition and the price was \$99 but that it could be done on four computers. Bill stated that would depend on if you wanted the actual disk or if you were getting an electronic license. Mike said they are looking at the electronic. Bill said then you would be getting into the same problem with an annual license. Jeffrey asked if when they update, if they'll have to go back in and electronically update. Mike said yes. Bill stated the software disc does not have expiration as if you do electronic. He stated his concern is if you do the electronic that he is discussing, that they would have to update the license annually. Jeffrey asked that Mike check on this. Mike said he would check. Bill asked the Trustees for approval of the purchase for a P.O.. Mike said the cost would be \$107.24; if they were paying tax however since we are exempt it would be \$99. Bill asked if that was for the Microsoft Office Suite. Mike said no it was the Office 365 home. Jeffrey asked Bill if that was the same thing that he had looked at. Bill said no he was looking only at office because they did not need the other stuff on the 365 such as email. It was straight office and included Word and Excel. Mike said that person he talked to, recommended the 365 because he would then be able to transfer the documents. Rob Swagger stated they had the exact same program previously that was set up probably when Tim left so it would be the same as what they have had for the last 3 years. Bill said as long as that Edition has Word and Excel you should be fine, his concern is the licensing being renewed every year.

Motion: Jeffrey said he is good with the electronic version and moved that they purchase the electronic version of Office at a cost of \$99.99. John seconded the motion. Roll call shows: John Hayes, yes; Diane Austin, absent; Jeffrey Bixler, yes

Jeffrey asked if there's anything else under old business.

John asked if Jeffrey got an email in regards to the local government meeting discussions Jeffrey said no. John said another one came from Gail Pittman. John asked if Jeffrey or Bill could bring him up to speed if they knew anything about that. Bill said he had not been part of that email chain. Jeffrey said that he believed that was discussed at a previous meeting and the money that was allotted was going to stay the same and Kent city was going to get 19%. He stated he wasn't sure what the percentage was for Ravenna, or the township, he would have to look through his notes. Bill said he believed it was around .76%. Jeffrey stated that they have lost money from the previous year as had all other Townships, everybody.

Jeff asked if there was anything else.

Bill stated he had handed out the schedule for Trunk or Treat he received from the parks committee, to the trustees at the beginning of the meeting. Date is Sunday October 29th. 1-3 pm.

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John stated he had talked to Jodi Canali of the parks committee regarding how everything was going and that she said it is going well. He continued that although it won't happen this year, what they would like to do next year is have the Trunk or Treat event be more of a day-long event.

He said that presently the parents kind of sit in their cars and let the kids loose to do their thing, then they go back to the car and the parents leave. Their goal would be for the event to draw the parents out of the cars to participate in a day-long event and so be welcoming.

New Business

John said it is the second time someone has spoke to him about a lack of a street light at the entrance of the Highlands main entrance at St. Andrews way and 14. Jeffrey said they do pay for "Township" road lighting and Bill agreed at a price of approximately \$400.00 a month. Jeffrey continued stating that this is on a state route. Kevin stated he had called Ohio Edison about it but needed the 9 digit code on the account to even get a person to talk to regarding this issue. John asked if there were already polls there were they could be hung. Kevin said yes. Kevin stated that Ohio Edison would need trustees' approval to further pursue this issue. John Hayes said that they would have to find out about the cost.

Further discussion about the process and account number and procedure continued. Bill stated he could provide that account information. Jeffrey asked John if he would like to look into that. John stated yes and that Kevin had followed up when he had mentioned it to him. John said these people are residents, and whether they come out to the State road or County road, it is a concern of theirs.

Kevin said he drove by and looked at the other subdivisions in Edinburgh and none of them have lights at their entrances either. It was mentioned that nothing could be done about subdivisions already in place; however, moving forward this should be brought up with the County when any other developments are planned. Kevin mentioned perhaps this would be zoning issue. John stated in his opinion, if they needed a motion to go forward, he felt they should accept the burden of paying the bill for that light for our residents. Jeffrey stated what he thinks they should do is get the account number, and between John and Kevin, they should discuss the situation with Ohio Edison and get some cost estimates and perhaps time frame. Then the right information can be brought to the trustees.

Mike Pittinger said from an emergency standing it makes it a lot easier to have a light at that street.

John mentioned another thing he would like to discuss was is regards to the cemetery and the situation was some of the monuments leaning, in the front or old portion of the cemetery. John mentioned he had discussed this with Kevin and it's something he feels the township would be able to handle; however, some of the big ones might take some equipment. Kevin said he has already moved on this, and he has discussed the situation with the Bob from the Boy Scouts 358 troop as part of a Merit project. John stated the project would need supervision in regards to safety due to the weight of some of the stones. Kevin stated in discussing the plan with Bob and that they walked through there, and are aware of that. He said they also have access to some equipment that they will be able to bring in and use. The leaders will oversee it and the road department will help. Jeffrey asked if this would include putting in new foundations. Kevin said on some perhaps. Mike mentioned that when he worked with Saint Mary cemetery they had a company that came in with slab jackers to pump them up to where it's level on the big old ones that were in solid shape. Further discussion about safety, equipment, oversight occurred.

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Jeff mentioned that we would have to look at the cost of material to do this. Bill asked Kevin to look at some of the names on the stones as there is potentially some bequest money available in the cemetery fund.

New short discussion ensued regarding the hardness of the ground at the cemetery because of the present weather conditions and complications in digging.

Jeffrey agreed the need to keep up on this and John asked the names on the stones to be shared with trustees and Bill.

Trustee Reports

John said he would once again like to mention the 200 year Bicentennial celebration is set for 2019, however, but they have not come up with a month or date. Bill agreed record stated 2019. John asked when we would want to do it. Jeffrey said he really hasn't thought too much about it at this time and figured he should wait till after the new year begins as discuss this as new business.

John stated that it was his concern that this be discussed in advance, and did not wait until the last minute, like the Memorial Day Parade, so that we have time to show up and invite the businesses and neighboring communities. He stated the park committee has brought to his attention that they want to discuss whatever events could be happening or will be happening. John stated he would like to be a part of it whether or not he's a trustee at the time and he thought it was about time that Edinburgh comes together even more than they are.

Jeffrey said regarding the parade they usually start in March and perhaps two years ago they got a little behind, but this of course would take a lot more pre-planning to make sure everything is set up the way that we want it.

Jeffrey mentioned that the only thing he has at this time, is when he has taken a walk around the Gazebo and the flagpole, it seems there's a lot of loose wood around the bottom maybe some dry rot. Perhaps it could be cleaned up a bit. The other thing is that all the lights don't seem to be working. Kevin said he had worked on the Gazebo a couple years ago but would look at it again. He has been looking at the lights with Nate and trying to work on them, however he can't get any electric to the Sign. Mike Pittinger was chuckling and stating that when they were working on some of the plumbing that they had to disconnect the electric because of the wiring and that it has not yet been reconnected, however, he will do it tomorrow.

Jeffrey Mentioned that he believes the light should shine on the flag and not the Pole.

Kevin mentioned that he was unable to find the breaker for the electric power to the sign and Mike mentioned that that breaker is in the fire department in the chief's office.

DEPARTMENT REPORTS

Road, Cemetery, Park

Kevin mentioned that they have received a new bucket for the back hole and it works good. He's trying to stay ahead of the leaves. The oil company has a pump in the park and they've been having problems because every time they fire it up there is smoke and some resident is calling the fire department so the fire department has to come down for no reason, since it is simply a hit and miss motor and the smoke is normal.

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Kevin said what the oil company would like to do is put in a electric motor which would require running and electrical line next to the main roadway from the transformer box at the concession stand. He said that they will explain the plan to the trustees for their approval in the future and it will have its own meter. Rob Swagger asked that if they run it through the park if it would be possible for them to put digable concrete on that line as a safety measure. Bill asked Mike if they were calling 911 when reporting the smoke Mike responded affirmatively. Bill stated, therefore, the township is being charged at least \$32 for each dispatch call as well.

Further discussion occurred regarding the type of motor and the timing of the motor running and cost and specs for the line. Discussion occurred regarding Enervest leasing this from the township and paying royalties. Billing discussion continued. Jeffrey mentioned it was his belief that after so many alarm drops the township could bill them for those.

Kevin further discuss that they are trimming back trees in the cemetery, removing some dead ones. John said he had driven into the park, saying just where the property line is on the south side; there are a couple of tree limbs hanging down that need Kevin's attention.

Kevin said they are looking at that specifically in regards to the hayrides are running this year. Some of these are not a problem and that they are renting the chipper because there are also trees that need to be removed and these large branches are too hard to haul. Jeffrey mentioned that he believes they need to look that we're renting quite a bit of equipment and the need to look at forecasting it in our budget. John mentioned they could see if someone in town has a chipper they could borrow since they don't have much chipping. Kevin agreed. Jeffrey said we rent various types of equipment quite frequently and felt we don't talk enough about how much money to set aside about leasing and renting equipment and we should look at doing it in the budget next year. Bill mentioned the budget for 2018 has already been completed. Jeffrey agreed it is already done.

Fire Department Report

Mike Pittinger said since the last meeting there were: 29 total calls, 2 alarm drops, 2 oil well incidences, 3 fire, 17 EMS calls, 1 MVA, 2 Mutual Aid medical, 2 mutual aid: one structure fire and 1 grass fire.

Mike said the only other thing he had is that the 1511 is at Lang's getting checked out for the air system repair. Discussion occurred regarding the brakes and sensors and outcome. Mike also mentioned the muffler is getting loud. Jeffrey said this is something that absolutely needs repaired (Air compressor)

Zoning

Absent, no report

Fiscal Officer

Bill mentioned he had again got information about the Marc's radios that he had forwarded that email to Jeffrey and Mike. He in turn has printed out a spreadsheet with signature lines to document that these units are no longer being used and he will forward this signed document to DAS he asked that Jeffrey and Michael sign those.

He discussed presenting PO'S for Fire and road department supplies as previous appropriated amount has run out. He also presented warrants for bills including H. Luli for the road project.

John Hayes asked Bill if the situation with Rentwear Uniform has been taken care of and

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he said as he stated before it has been and John has a check there to sign for them including paid one week in advance of the billing invoice he received. Bill clarified that information available for the Grader going to auction is a 1973 Galion grader. He stated it will be posted in the newspaper and also the township website. He asked if there was any other information to include. Nothing else offered.

Bill stated he also completed a full day Safety training course required by BWC so that the township can remain on the one claim status. Jeffrey thanked him for that.

MOTION: John Hayes made a motion to pay the bills warrants 40335- 40363. Jeffrey Bixler seconded the motion. Roll call: Mr. Bixler yes Mr. Hayes yes

MOTION: Mr. Bixler asked for a motion to adjourn the meeting. John Hayes made the motion at 8:25 pm, this was seconded by Jeffrey Bixler. Roll call: Bixler yes, Hayes yes.

Jeffrey Bixler, Chairman

John Hayes, Vice Chairman

Diane Hargett Austin, Trustee

William McCluskey, Fiscal Officer