

Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

August 11th, 2017

Jeffrey Bixler 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.

Jeffrey Bixler called for a **motion to approve the Agenda as presented**; motion was made by John Hayes; this was seconded by Jeff Bixler. Roll call shows: John Hayes, yes; Diane Austin, Absent; Jeffrey Bixler, present.

Jeffrey Bixler called for a **motion to approve the minutes of the August 8th, 2017 Special meeting**; motion was made by John Hayes; this was seconded by Jeff Bixler. Roll call shows: John Hayes, yes; Diane Austin, absent; Jeffrey Bixler, yes.

CORRESPONDENCE

Introduction from John to guests attending:

Tim Pfile, Resident                      Alexis Bixler, Resident  
Michael Kline, Resident  
Kimberly Ehmann, Park Board

Kim Ehmann (Park Board) – Discussed and brought forth printed picture for the fair sign. Wanted the boards opinion on them. Trustees approved.

John Hayes asked Jeffrey Bixler about getting an updated picture for the display. She also asked for the date of the bicentennial, records have conflicting dates in her paper work.

Kim also has a list for the community involvement and information on the 2019 celebration of the presentation of the sign.

Jeffery mentioned there is some difference between when it was foundation date and when it was recognized. Trustees agreed to organized in 1819 year and 2019 for celebration with explanation of date's difference. No date set yet but Parks board reviewing. Bill reminded Kim of the road work project next year.

OLD BUSINESS

1. Roads Patched, Chip and seal for Clark Road. No discussion about drain pipe with a Clark road resident has occurred (Discussed at previous township meeting). Kevin stated the road crews spent a lot of time there patching. Kevin said residents he spoke to are happy with progress.
2. Stroup Road follow-up from previous meeting, Bill reminded trustees about Jeffrey's request to report road violations for Stroup road. Road department did not evaluate as busy patching and on vacation. Kevin said he has viewed the area and will do berming in the fall. Kevin reported the stripping is a very expensive task, about \$4000.00 a mile only counting one side, each mile is 2 sides.. Tom Phile (Resident) also commented that the stripping paint, now doesn't hold up very well.

NEW BUSINESS

John Hayes- Discussed that the percent needed to be changed from (Maximum rate to be levied on schedule B of the fire levy 2092), 2.10 to 1.5 on the budget from the county Auditor report.. motion was made by Jeff Bixler; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, Absent; Jeffrey Bixler, absent.

**Resolution 2019-0059** . Jeffrey reviewed Bill report and requested a motion to approve the Auditors budget Certification report. Jeffrey read the following resolution:

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The Board of Trustees of Edinburg Township, Portage County, Ohio, met in regular session on the 10th day of August, 2017, at the office of Edinburg Township (Town hall) with the following members present:

Mr. Jeffrey Bixler

Mr. John Hayes

Mr. Hayes moved the adoption of the following Resolution # 2017-059 :

RESOLVED, By the Board of Trustees of Edinburg Township, Portage County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1<sup>st</sup>, 2018; and

WHERE AS, the Budget Commission of Portage County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill limitation; therefore, be it

RESOLVED, By the Board of Trustees of Edinburg Township, Portage County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted with the exception of the “2.1 mil” listed on Schedule B, (maximum rate authorized to be levied), appearing a transcription error, to be replaced with 1.5, as accounted for in the addition of outside 10 mil limited column listed on Schedule A under fire levies, and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

See attached: Certificates from the County Auditor dated August 7<sup>th</sup> 2017

And be it further resolved, that the Fiscal officer of Edinburg Township Portage County is hereby directed to certify a copy of this resolution to the County Auditor of Portage County.

Mr. Bixler seconded the resolution and the roll being called, by the Fiscal Officer upon its adoption, the vote resulted as follows:

Mr. Jeffrey Bixler: Yes

Mr. John Hayes: Yes

Ms. Diane Hargett Austin: Absent

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motion was made by John Hayes; this was seconded by Jeffrey Bixler. Roll call shows:  
John Hayes, yes; Diane Austin, Absent; Jeffrey Bixler, absent. (**See attached record**)

#### TRUSTEE REPORTS

A. Diane Austin

-Absent

B. John Hayes

He had nothing new to report but mentioned he would like to thank the Parks advisory board for the work they are doing and sticking to it and bring things to the trustee meetings. Kim said everyone on the board is enjoying it.

C. Jeffrey Bixler

Jeffery also thanked the board for their work and see this moving forward.

#### DEPARTMENT REPORTS

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

--Stated that the mowers are now fixed.

-- Kevin states he needed a new trailer to haul the roller. The one the township has isn't heavy enough to haul the roller. Also gave quotes the board for brand new ones. He said the auction had some that they were looking into.

--The loader bucket for the backhoe has been fixed but the cutting edge is bad. They did some work to get it working for now. They have also looking at older used buckets, to replace it, but had no pricing yet. John Hayes asked "How is the back bucket where the loader arms meet the bucket?" . Kevin said the salt has taken a toll on it.

--They've been mowing at the Park and Cemetery. Also had a community service worker there. He put in about 24 hours and didn't show up again. Nate finished his scheduled tasks. Kevin said he had another service worker due to show-up for the following week. Kevin said he would have him pressure wash the picnic tables and clean up the shelters.

- Also stated they were keeping up with the cemetery but too early for weed eating. John reported a resident complaint about the cemetery, but just about one lot. Kevin said the front grows a lot faster than the rest. John mentioned the need for the trustee board to look into assistance for the road department in the summer. Kevin said even patching is difficult due to traffic control and operations. Mike Pittinger said to call him for help also for help.

A bit further discussion of the 2 trailer quotes. He also discussed other equipment purchase and with trade in of the grader. Jeffery asked why get rid of the grader, "doesn't it still have purpose?". Kevin they haven't moved it other than inside and out. He said operationally it is problematic to berm with it. The front end loader is better.

Jeffery mentioned getting a better price at the Auction yard versus a trade-in.

B. Mike Pittinger – Fire Department

-Total of 11 calls. One Fire and 10 EMS. They repaired pipe at the station.

- Jeffery asked about being an increase to first to respond to calls to other townships.

Mike said about the same. Jeffery said he would like to know as his recollection of the mutual aid program was set up to assist other townships and need and not be on a regular transport basis. He also asked if he had received the paperwork for new hires that he gave to the fire department, Mike gave affirmative response.

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John Hayes asked about copies of the department reports for other parties.

C. Sandy Templeton – Zoning

-Total of 24 phone calls.

-No permits

-and the three Variances approved for Dollar General Store.

- Jeffery asked if anything further was done with the signs discussed last month.

Sandy reported they are down.

Discussed the property on Rocksprings Rd. She said it is in foreclosure and Fannie Mae.

Jeffery said if township had to go in and mow than he wants to assure the correct procedure and assessment to taxes.

John asked if the owner is sick. Jeffery said the health department has been out their due to complaints of rats and issues.

D. Bill McCluskey – Fiscal Officer

- Brought up Employee records needed for personnel pay,

-Gave list to trustees for inventory for review by their departments for OTARMA, for insurance purposes. Sent these lists to liaison. Just needed confirmation that these were accurate.

- He attended the park committee meeting and they asked about a form letter for donations. He created one and gave to trustees for approval. He said he found the form requirements from the IRS for tax purpose ( publication 526 for donations over \$250.00) would need to have a supportive letter. It said it needs to have:exemption statement, tax id, name address and total amount of donation. It also requests a statement from donor. He said that no goods or services could be provided by the township, for the donation.

If there was a reimbursement for an in kind service, it would require a different form.

He sent the forms to Linda Dillon of parks advisory board on August 10<sup>th</sup> 2017.

John Hayes asked “Has there been any interest in people donating?” Bill and Kim both assure that there was.

Jeffery mentioned that getting rid of the title on the letter head would be more efficient since the positions may change every year.

-Marks Radio, Bill has proceeded to get in contact with D.A.S (department of administrative services). stating that we are no longer using the radios and haven't been since before 2015. Agent stated he sent all radio numbers for deactivation through the website as requested by company to Mike. Mike said it was only supposed to be for the period of the grant. He also said Chris Meduri may need to be contacted. Bill said the last letter mentioned sending the township to collections. He Did contact them and got a work order ticket number. The response will be forwarded to the trustees.

-Bill also brought forth a bill for \$150.00 for the volunteer fire fighters fund. He attached the revised code indicating volunteer fire departments must pay the fee. He asked for clarification, as we are no longer volunteer station so he questioned why this would need to paid. Trustees agreed we are not any longer a volunteer fire department,

-Life force management; Bill presented three bills that may need sent to collections.

1) Non transport for WELCHA from Nashville TN. No response when contacted.

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- 2) non-transport WILRYA, Deerfield Ohio, no response to contacts
- 3) Non transport for SPEROB Youngstown, OH. Sent letter no response.
- 4) KERLINO1 Urbana , OH insurance sent her the payment, but not forwarded and no response, was with transport.

**Resolution: 2017-060.** Motion was made by Jeffrey Bixler to Approve lifeforce to send WELCHA, WILRYA ,SPEROB, KERLINO1 to collections.; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, absent; Jeffrey Bixler, yes.

-Bill also shared the final Local Government distribution letter received from the County Commissioners. He wanted it noted that looking at the final County commissioner decision, One vote for each commissioner, one from the largest city and one collective vote of all townships, local Government fund distribution has the City of Kent receiving 19.9 percent of all State local government funds. Which is one of the highest percentages. We are getting .76. John, Jeffrey both agreed that the townships and villages are receiving a much less percentage. It has been an ongoing battle with surrounding areas.

-Bill shared ORC about zoning secretary work in excess to Fiscal officer duties and the trustees agreed to a separate rate of \$12.00/hour rate to provide the typing. Trustees deferred a motion, and Bill stated it needed to be on the record for an Auditor

Jeffrey asked for a **motion to pay the bills** 40263 – 40285, made by John Hayes and seconded by Jeffrey Bixler. Roll call shows: John Hayes, yes; Diane Austin, absent; Jeffrey Bixler, yes.

**A motion was made by John Hayes that the meeting be adjourned at 8:20 p.m.;** this was seconded by Jeffrey Bixler. Roll call shows: John Hayes, yes; Diane Austin, absent; Jeffrey Bixler, yes.

Next meeting: Thursday, August 31st, 2017

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Jeffrey Bixler, Chairman

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John Hayes, Vice Chairman

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Diane Hargett Austin, Trustee

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William McCluskey, Fiscal Officer