

EDINBURG TOWNSHIP TRUSTEES REGULAR MEETING

Edinburg Townhall

February 13, 2014

Diane Austin called the regular meeting of the Edinburg Township Trustees to order at 7:30 p.m. with the Pledge of Allegiance. Roll call shows: Diane Austin, present; Sandra Templeton, present; John Hayes, present; Judy Repcik, present; Chris Diehl, present; Tim Paulus, present; Julie Bearss, absent.

RESOLUTION 2014-35: A motion was made by Sandra Templeton to approve the Agenda as presented; this was seconded by John Hayes. Roll call shows: Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.

COMMENTS OR QUESTIONS FROM PERSON(S) IN ATTENDANCE:

David Starcher, Resident/Farmer Thomas Repcik, Resident/Employee
Gary Stewart, Resident/Fire Fighter

RESOLUTION 2014-36: A motion was made by John Hayes to approve the minutes of the January 30, 2014 Regular Meeting as presented; this was seconded by Sandra Templeton. Roll call shows: Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.

CORRESPONDENCE

--Certificate of Insurance (Girl Scouts) for Townhall Use

Diane would like Judy to make sure the Township has a copy of the insurance certificate for the Boy Scouts and the 4-H group also.

--Letter from Insurance – for information

--Training Announcement for Elected Officials – Diane, Sandra and John

Wednesday, March 5 from 2:30-4:00 pm or Saturday, March 8 from 8:30-10:00 am on the topic of Homeland Security and Emergency Management. Trustees will need to register if they're able to attend.

OLD BUSINESS

--The Huntington Bank representative will make their presentation at the March 13th meeting.

NEW BUSINESS

--Request from Southeast Schools to post the information about the March 13th Family Information Meeting for Kindergarten Registration. All agreed. This will be posted on the sign.

--Accident claim turned over to insurance company.

--Diane received the following late in the day today from Chris Meduri to the Township officials regarding the garage on the property at the Highlands. She will forward a copy to Mr. Redekker, Donny Burns and Mr. Longgood.

[reading] "Based upon the information that has been forwarded thus far it appears unlikely that an appropriate argument would be able to be made in which the Township itself could seek an injunction from the court ordering that the subject accessory structure be moved. Thus in the absence of any additional evidence I will close the file whether or not private property owner may have a private cause of action is something a private property owner would need to consult with their private attorney."

DEPARTMENT REPORTS

Julie Bearss - Zoning Inspector

Diane read her report in her absence.

--She made/received 20 phone calls.

--Six permits were issued.

--The Board of Zoning Appeals is scheduled to meet Thursday, February 20th at 7:00 pm at the administrative offices to discuss a conditionally permitted sign for Wayne Homes. Certified letters have been sent and information packets have been mailed to the BZA. [This will be held at the Townhall due to attendance.]

--Donnie Burns was given a copy of the minutes that he requested as well as information on the Township's Record Retention Policy. She consulted with Chris Meduri who directed her to the Ohio Historical Society website in which she was able to locate typically accepted time frames for record retention, which is what the Township's policy is based on. She gave a copy of these to Mr. Burns.

While these are accepted practices, Chris suggested that each township have their own policy in place. It can be verbatim from the Ohio Historical Society website. She asked the Trustees for advice as to whom this should be brought before. [Diane said this is something that will be updated.]

--She is currently drafting correspondence to the National Fence Company and the Portage Health Department concerning the issues at the property on State Route 14.

Chris Diehl - Roads, Buildings, Cemetery and Park

--They've been keeping things cleaned up.

--He will be attending a refresher class on his spray license on Wednesday.

--The salt supply is holding up.

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Tim Paulus - Fire Department Report

Alarms

--There were 20 EMS, 4 fire and 1 service alarm.

--There were 6 M/A given and 2 received.

The addition of a second squad has proven to be a wise decision as there were four concurrent alarms so far this year -- all handled entirely by Edinburg Township Fire Department.

Purchases

--He would like to renew the annual grant consulting services agreement with First Responder Grants at a cost of \$999.00.

RESOLUTION 2014-37: A motion was made by Diane Austin to renew the annual grant consulting services agreement with First Responder Grants at a cost of \$999.00; this was seconded by John Hayes. Roll call shows: Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.

Community Emergency Response Team (CERT)

--He has developed an application and waiver of liability for the CERT program. He has emailed it to Chris Meduri for his review and comments before using it. He also recommends that the applicants be required to complete a BCI background check at their own expense. He has applied to attend the CERT train-the-trainer and CERT program manager classes at the Emergency Management Institute in Emmitsburg, MD. The classes and transportation are free.

Ohio EMS Grant

--The EMS grant is complete and will be submitted tomorrow.

Firefighters Association

--He has received verbal approval from the IRS for the Association's 501(c)3 application and should have the written documents in the next couple of weeks.

Township Easter Egg Hunt

--He researched prices on supply costs to hold the Easter egg hunt. The least expensive costs found were: 2,000 plastic eggs = \$130 (free s/h); 10 lbs candy = \$44.90; bunny costume = \$60.49 for a total of \$235.39. The eggs would be reusable and the costume would last for years if purchased so supply costs for year two and beyond would be just candy costs. He and Lt. Stewart will split the costs of some additional prizes for the eggs that will have a special ticket. The only other thing needed is a storage tote with lid.

Diane would like to invite the Hot Stove baseball and soccer representatives to find out their schedule and share information with them. The Trustees and Fiscal Officer are making personal donations to help make the egg hunt happen. It has been tentatively set for Saturday, April 12 at 1:00pm.

Park

--He reminded the Trustees of laws that went into effect last year in regards to concussion safety:

Youth Sports Organizations: Starting April 26, 2013 Ohio Law (ORC 3707.551) requires a youth sports organization to provide this sheet to the parent or guardian of an individual who wishes to practice for or compete in an athletic activity organized by the organization.

Per ORC 3707.52 as enacted by Ohio HB 143 of the 129th General Assembly, ODH is required to post free training programs that train coaches and referees in recognizing the signs and symptoms of concussions and head injuries.

Edinburg Fire Department may be able to provide this required training. It depends upon what is received from the Center for Disease Control request. It is also available online and takes about 30 minutes.

DEPARTMENT REPORTS

Judy Repcik - Fiscal Officer Report

--The Trustees signed the bond for Thomas Repcik.

She presented the following:

--Year-to-Date Cash Summary

--January 2014 Monthly Financial Report

--Departmental Appropriations Status Report

The budget should be approved by the Budget Commission on February 18, 2014 so she will present it at the February 27 Trustee meeting for approval. She will then resubmit it for final approval so it can be entered into the computer and used by mid March.

--She received a request from the Board of Elections for the Trustees to update their listing in the County Directory. All Trustees reviewed and updated their listing (if needed) and Judy will fax it over tomorrow.

TRUSTEE REPORTS

Sandra Templeton

She requested an executive session and invited Chris Diehl to join them.

John Hayes

He had nothing further to report at this time.

Diane Austin

She had nothing further to report at this time.

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Thomas suggested that the BZA meeting be held at the Townhall due to the anticipated number of attendees.

RESOLUTION 2014-38: A motion was made by John Hayes to approve the payment of the bills; this was seconded by Sandra Templeton. Roll call shows: Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.

RESOLUTION 2014-39: A motion was made by Diane Austin to enter into an executive session at 7:55 p.m. to discuss employee issues; Chris Diehl was invited to enter also; this was seconded by John Hayes. Roll call shows: Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.

RESOLUTION 2014-40: A motion was made by Diane Austin to come out of executive session at 8:35 p.m.; this was seconded by John Hayes. Roll call shows: Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.

RESOLUTION 2014-41: A motion was made by Diane Austin to move Mike Pittinger laterally to part time Road Supervisor and Cemetery Sexton,(in training), effective May 1, 2014 at a rate to be determined and then full time on November 1, 2014 at a rate to be determined; this was seconded by John Hayes. Roll call shows: Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.

RESOLUTION 2014-42: A motion was made by Sandra Templeton that the meeting be adjourned at 8:38 p.m. this was seconded by John Hayes. Roll call shows: Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.

Diane Hargett Austin, Chairperson

John Hayes, Trustee

Sandra Templeton, Trustee

Judy Repcik, Fiscal Officer