

# Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

May 25, 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: Trustees John Hayes, present; Jeffrey Bixler, present; Diane Austin, present; Bill McCluskey, Fiscal officer, present; Kevin Biltz, Roads, Cemetery, Parks, present; Mike Pittinger, Fire Chief, absent; Rob Swauger, Assistant Chief, present; Sandy Templeton, Zoning, present.

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

II. Jeffrey Bixler called for a motion to approve the minutes of the May 11, 2017 regular meeting with the following clarifications: (After clarification requested by fiscal officer) on page one, it should say: A learning portal, and the abbreviation should be **EVO**C (Emergency Vehicle Operations Center); on page two the word should be **reparation**; motion was made by Diane Austin; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeffrey Bixler, yes.

### III. CORRESPONDENCE

- A. NOPEC
- B. Western Reserve Land Conservancy
- C. Annual Report for the Mental Health Recovery Board

### IV. Introduction from Jeffrey to guests attending:

Shannon Paulus, Parade Committee	Adam Fox, Parade Committee
David Starcher, Resident/Farmer	Tim Pfile, Resident
Brittany Rose, Resident	Kaitlin Herr, Resident

There were no comments at this time.

### V. OLD BUSINESS

- A. VFIS – Jeffrey has not heard anything from them. He will contact them.
- B. State Contract for purchase of Township property – signatures were needed on one page that was overlooked.
- C. Hot Stove schedule – Diane reported that Noreen has received a copy of their schedule and a conflict involving a class reunion that was booked in January 2017 for a July [clarified June] date has been discovered. Diane asked what the Trustees would like to do about this. All agreed that Hot Stove would need to communicate early with Noreen to schedule tournaments and reserve the pavilions to avoid conflicts in the future.

Jeffrey said in order to get through this current situation, part of the parking lot should be blocked off and a sign put up that that part is for the class reunion use only. Kevin suggested scheduling one of the ball fields for the reunion attendees if they want to use one. Diane called Noreen and clarified that these events are on June 24. The reunion is from 1-6 pm; they probably won't need a ball field; and the number of attendees is unknown as far as parking is concerned.

Sandy suggested offering the Town Hall for the reunion but Diane confirmed that it is already booked. All agreed to move forward with Jeffrey's suggestion.

### VI. NEW BUSINESS

- A. May 30 Budget meeting - Local Government  
Diane recommended that another Trustee attend this meeting since she is planning to **resign** at the end of this year. She and Bill will be attending also, (If Bill can change a Dr. Appointment). Jeffrey and John both plan to attend.
- B. Park – Diane reported that there was trash all over the Park this morning. Kevin

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will document the hours and clean up needed and give the list to Bill to send an invoice to those responsible, as for the Ben Dillon Tournament. Jeffrey said he'd like to see that as soon as there is one month's worth of hours, a bill should be mailed.

Kevin asked and Bill confirmed that Conrad's did not charge for extra trash pick up this last time.

Diane said if the Ben Dillon Tournament is not a Hot Stove sponsored event, it should be reserved through Noreen. The Township could waive any fees if the Trustees agree, a contract should be signed and a deposit should be paid which could be used if the Park is not cleaned up after the event.

## VII. TRUSTEE REPORTS

### A. John Hayes

--He thanked Kevin and Nate for "tuning up the town"; spreading mulch and making the Cemetery look good.

### B. Diane Austin

--She had nothing further to report at this time.

### C. Jeffrey Bixler

--He presented a bill for Don Hannah concerning an EMS non-transport evaluation at a scene. This should have never have been billed because he is a firefighter who was on the scene during a mutual aid.

**A motion was made by Diane Austin to remove the EMS billing for Don Hannah dated 5/5/2017; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeffrey Bixler, yes.**

--He presented an EMS transport bill for Barvio in the amount of \$861.20 which was a mutual aid for Deerfield. This bill was handed to Mike by the chief of Deerfield Fire Department who said it should be under the soft bill agreement. The Trustees are not aware of a soft billing agreement with Deerfield. Jeffrey will contact Deerfield to get further details.

## VIII. DEPARTMENT REPORTS

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

--He said they will need to patch roads soon. He talked to the State and they have a hot box that the Township can borrow.

--He reported that he has received the estimate back from the County Engineer for the chip and seal. The priority roads are Porter Road (from Yale to 14 and north of power lines to Hughes Road) and Clark (from 14 to Porter). He said it would also be a good idea to do Bingham Place since it was crack sealed last year. All agreed to only do the three sections on Porter and Clark Roads.

Bill presented the financials stating that only approx. \$100,000.00 was available in the road funds, and that they have also been considering a new back hoe and vehicle.

Diane said they could take a loan for the equipment. Bill suggested if they choose the purchases, rather than pay interest they could loan the money from the general fund.

**RESOLUTION 2017-049 A motion was made by Diane Austin to have the County Engineer put together the bid books and then receive bids to chip and seal Porter Road from south of State Route 14 to Yale and north of the power lines to Hughes Road and Clark Road from State Route 183 to Porter Road; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeffrey Bixler, yes.**

Jeffrey said he had a meeting with the Fire Chief, Assistant Chief and a person from the grant writing company. It was a very good meeting. They write grants for just about everything. Their upfront funding averages \$675.00 and then if awarded a grant they receive up to 8% of the grant as their payment, up to \$3,000.00. The grant writer is a

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former grant reviewer and now has her own successful grant writing business. He would like to move forward with this for the road equipment, Fire Department and eventually Park improvements. All agreed to move forward with this.

--Kevin reported that the trash cans at the cemetery were full of dirt from when residents empty their flower pots. He will stencil "no dirt" on the side of the cans. John asked if there is a place for them to put the dirt. Kevin said they can put it by the edge of the road and they will pick it up.

--He said the flowers are planted, the mulch is down and the Cemetery is ready.

### **B. Mike Pittinger – Fire Department**

Rob Swauger presented this report in Mike's absence.

--They had 7 EMS and 1 Fire call since the last meeting.

--Shannon Paulus purchased a light for the 1511 and will need to be reimbursed the \$40.00.

**A motion was made by Jeffrey Bixler to reimburse Shannon Paulus in the amount of \$40.00 for the purchase of a passenger side rear scene light assembly and cover; this was seconded by Diane Austin. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeffrey Bixler, yes.**

--They have asked Chris Meduri to draft a hold harmless letter, for the cadets' parents to sign, that would include injury and insurance. He asked him to complete it before the end of the school year so they could communicate with the students and parents that way.

--This Saturday they will be interviewing two candidates for employment to fill the current vacancies.

### **C. Sandy Templeton – Zoning**

--She made/received 25 phone calls.

--One home addition permit was issued.

--Everything is ready for the parade. Shannon Paulus said she received a suggestion from the speaker to set the tent up to the right of the memorial so it is not blocked from the attendees' view. Jeffrey said they can look into this but it should be fine. They will be handing out flag pins instead of flowers. Haas Auto Mall is supplying two Jeep Wranglers. ODOT has been contacted.

### **D. Bill McCluskey – Fiscal Officer**

--He submitted the information to Rob, Mike and Jeff on the grant numbers that they wanted. He did the best he could with the forms that he had received from Mike. He stated he completed the forms in an excel worksheet that could repopulate each year if he or another fiscal officer imports the information from the State UAN system.

--Bill questioned if Bequests for the Cemetery- flowers for Memorial Day, Previously called Decoration Day, have been completed per list he compiled last year, from the list of bequest records. Kevin said the pots were filled. Bill said those specific plot bequests like Shillady, in the front left section. Kevin said he had no list.

--He presented POs, Blanket Certificates and bills.

John asked Kevin if the entrance pillars that were recently repaired ever had urns on top of them. Kevin said they did not but the urns on the ground are there and he planted flowers in them.

**IX. A motion was made by Diane Austin to pay payroll and warrants 40168 to 40183; this was seconded by Jeffrey Bixler. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeffrey Bixler, yes.**

**X. A motion was made by Diane Austin that the meeting be adjourned at 8:30 p.m.; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeffrey Bixler, yes.**

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Next meeting: Thursday, June 8, 2017

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John Hayes, Vice Chairman

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Jeffrey Bixler, Chairman

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Diane Hargett Austin, Trustee

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William McCluskey, Fiscal Officer