

Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

June 30th,

2016

I. 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; Jeff Bixler, absent; Diane Austin, present; Bill McCluskey, present; Kevin Biltz, present; Mike Pittinger, present; Stephanie Gilcrest, present.

Citizens present: Residents: Judy Rohl, Thomas Repcik (later), Douglas Rohl (Government class), Curtis Rohl (Boy Scouts) Other: Rob Swauger, Fire department

John welcomed the citizens in attendance.
There were no comments from citizens at this time.

II. A motion was made by Diane Austin to approve the Agenda as presented; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeff Bixler, absent.

III. A motion was made by Diane Austin to approve the minutes of the May 12, 2016 regular meeting as amended; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeff Bixler, absent.

IV. A motion was made by Diane Austin to approve the minutes of the May 26, 2016 regular meeting as amended; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeff Bixler, absent.

V. A motion was made by Diane Austin to approve the minutes of the June 16, 2016 regular meeting as amended; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, no; Jeff Bixler, absent.

VI. CORRESPONDENCE:

--Bill reported that he had received the annual report from University Hospitals. This will be at the Administrative Office for viewing.

--John received a call from Mark of Landmark Dividend wanting to make an offer on one of the Township's cell phone towers. John stated that he remembers this being discussed at a recent meeting. He asked Bill to return this call. Diane suggested having Mark come to a meeting to clearly present his offer. Bill will follow up on this first. John gave Bill the phone number for Landmark Dividend: 224-217-9230.

Thomas Repcik is now present.

VII. OLD BUSINESS

A. Township Checks - Firefighters Association [Judy Repcik Memorial]

Diane had previously asked Tom and a member of the Association to be present tonight. Mike said the Association Treasurer was working during this meeting and the Association President was currently out of town.

Diane asked Mike if they retrieved copies of the checks. Mike was told that they did get copies but he has not confirmed it with them yet.

--Diane asked Tom to confirm that he had put in Judy's obituary that the memorials were to be sent to the Edinburg Fire Department. He said, "right". He also confirmed that he had received many checks at his home and he took them to the Fire Department and also some checks were mailed to the Fire Department. He said Dan Dumovic had given him a list of who had given. Tom said he didn't know whether the checks were written to the Fire Department or to the Association. All agreed that this is what needs to be cleared up.

--Diane asked Mike when someone would be able to attend a meeting to report and get this straightened out. Mike said he has made the request and he will find out and let the Trustees know.

B. Fire Levy

--Diane stated that it is necessary for the Fire Department to put a levy on the ballot to pay for 24/7 staffing. Mike stated that he and Bill met and looked at the figures and they decided that a 2 mill levy for five years would be necessary.

Diane asked if it would be specifically for staffing. Mike said 5705.19-1 is what they are going with [see previous meeting minutes] which is primarily for staffing but can include maintaining fire apparatus, appliances, buildings, etc. if necessary.

--Tom mentioned that the 1513 will be 20 years old soon and will need to be replaced or brought up to NFP standards. Mike said they are working on a grant to replace this engine.

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--Diane asked how much a 2 mill levy would generate. Bill said the amount that the Chiefs had come up with was \$115,000. After talking with the [Portage County] Auditor he was told that the Township would have to ask for a 2 mill levy which would bring in \$114,343. A 2.1 mill levy would bring in the \$115,000 needed. Mike said the estimate that he figured is the maximum that it would be, considering the (pay) levels of medics may be lower.

John asked Mike to explain the personnel spreadsheet.

Bill said the final approval has to be in by August 10. Mike said the Board of Elections would like everything to them by July 31.

Diane reminded Mike that once this moves forward it is the Fire Department's responsibility to get the word out about what the levy would cover. She added that it will protect the Township residents.

RESOLUTION 2016-072: A motion was made by Diane Austin to place a levy on the ballot for 2.1 mill as follows: [Diane read from the resolution as presented]; this was seconded by John Hayes.

Roll call shows: John Hayes, yes; Diane Austin, yes; Jeff Bixler, absent.

C. Parade Committee

Bill stated that the Township auditor approved transferring the Parade funds from the Chase account into the General Fund and the Chase account could be closed.

RESOLUTION 2016-073: A motion was made by Diane Austin to give approval to set up a revenue fund for the Parade Committee; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeff Bixler, absent.

D. Road Bids

The Trustees confirmed with Bill that there are adequate funds to cover this project and he presented a report to show this. Diane recommends completing only Stroup Road (the worst road) this year and then doing Clark next year in order to make sure there are enough funds this year to cover unforeseen [machine] breakdowns, etc.

RESOLUTION 2016-074: A motion was made by Diane Austin to accept the bid from H. Luli Construction to complete the chipping and sealing (including traffic control) of Stroup Road at a cost of \$45,898.00; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeff Bixler, absent.

Diane stated that H. Luli Construction was awarded the bid because the other bid from Specialized Construction was considerably more at \$51,424.50.

E. Life Force and Fire Call Log Coordination

Bill stated that there were two bills discussed at the May 26 meeting on which he had followed up. He is now presenting them to be sent to collections.

Diane asked about the amount billed for a mutual aid call and how much the insurance pays to the Township [that responded]; is the resident still responsible for the balance? Mike and Tom Repcik said it depends if they soft bill or hard bill. John moved for a motion.

RESOLUTION 2016-075: A motion was made by Diane Austin to send delinquent Life Force Fire Call accounts GIRJOH and KAUGAR to collections; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeff Bixler, absent.

Diane restated her question and asked about the Township accepting what the insurance company pays even if it is not the full amount. Bill will make a note when he sends it in.

VIII. NEW BUSINESS

There was no new business to discuss at this time.

IX. TRUSTEE REPORTS

John Hayes He had nothing further to discuss at this time.

Jeff Bixler He was not present to give a report.

Diane Austin She had nothing further to discuss at this time.

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X. DEPARTMENT REPORTS

A. Kevin Biltz - Roads, Buildings, Cemetery and Park

--They're almost finished patching on Stroup Road down to Wilkes Road and would like to continue patching Giddings, Clark and Porter Roads.

--He has the crack seal machine scheduled for the week of July 11. He will need some help taking turns driving the truck, blowing out cracks and filling in with material. Jim Hershberger said he would work part time to do this. Kevin told Bill that he needs to give Sealmaster a copy of an insurance binder proving that there is insurance to cover replacing the machine while the Township is using it. Diane stated that to hire Jim he'd need to be on the payroll, Workers' Comp, OPERS, etc. -- this is not feasible for just one week of work. Mike volunteered to drive the truck. All agreed.

--They've received the salt order from 2015. They had to take 90% which was 68 tons. They're now really full. Bill stated that he received the bill for this in the amount of \$3,971.87.

--They've been mowing at the Park.

--They tilled up field #4 for the third time which has not been dragged since they tilled it. He said Hot Stove should be notified to drag it soon or it will be weeds again.

--They cut trees off of the trails.

--They've been mowing and trimming around the headstones at the Cemetery.

--He will be on vacation the week of July 25 and Nate will be mowing the roadsides then.

--John asked about the status of receiving youth to work in the Township through the Jobs and Family Services Summer Youth Program. He and Diane said none of the youth called to interview for the grounds position because she figures none of them wanted to do weed eating.

B. Mike Pittinger - Fire Department Report

--There were 18 calls since the last Trustee meeting: 8 EMS, 5 MBA, 0 M/A Given, 5 Fire calls

C. Stephanie Gilcrest - Zoning Department

--She received about 15 calls. Diane and Jeff guided her and Diane helped her with some agricultural permits.

--She now has her email set up. It is: edinburgzoning@gmail.com Bill will add this to the Township website.

--She will be receiving some additional training from Chris Meduri and spending some time in the office getting familiar with everything.

D. William McCluskey - Fiscal Officer Report

--He received notification that the new salt contract has been awarded to Cargill at \$36 per ton.

--He presented an audit report draft. The only negative finding was: in order to invest monies, the state requires fiscal officers to be Certified Public Investment Managers (CPIM) or a waiver must be in place. The Township uses STAR Ohio, so a waiver is allowed. Judy had no exemption certificate. Bill has now signed up for this.

--The 2017 Budget is due July 27. Diane will go to the office to work on this with Bill.

--The Audit fees budgeted last year [\$2,800.00] are not enough to cover the actual fees to the State of Ohio. The final contracted amount is \$4,800.00 and he received a bill for \$3,840.00 so far. He will transfer money from the reserves in the General Fund to pay for this.

A motion was made by Diane Austin to pay the bills – warrants 39640 to 39662; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeff Bixler, absent.

A motion was made by John Hayes that the meeting be adjourned at 8:38 p.m.; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeff Bixler, absent.

John Hayes, Chairman

Jeff Bixler, Vice Chairman

Diane Hargett Austin, Trustee

William McCluskey, Fiscal Officer