

**CALL MEETING TO ORDER BY:** Jeffrey Bixler 7:30 p.m. Pledge of Allegiance

Roll Call

Bixler: Chair, present, Vice chair:, Diehl present Trustee Pfile: present, Bill McCluskey, Fiscal officer, present , Jesse Baughman, fire chief, present. Rhonda Lippy, zoning, absent. Emily Duma present for zoning.

Guests :Peggy Coy, Linda Dillon, Cynthia Oblisk: residents, John Kennedy Portage County Treasurer, Sandra Paris, volunteer  
Emily Duma introduced as new zoning inspector assistant.

**I. MOTION TO APPROVE AGENDA FOR 9/12/2024**

Moved By: Pfile            Second: Diehl  
Mr. Pfile: yes            Mr. Diehl: yes            Mr. Bixler: yes

**II. MOTION TO APPROVE MINUTES:**

a. 8/29/2024

Moved By: Pfile            Second: Diehl  
Mr. Pfile: yes            Mr. Diehl: yes            Mr. Bixler: abstain

Jeffrey opened to Guests. Mr. Kennedy opened conversation. floor to the guests for comments. He introduced himself and discussed (in rapid speaking) the property tax valuation letters, with average increasing by 30 % in the County. This returns about 15% in property tax. He explained a few things to address process of challenge until end of year and then a board of revision to evaluate the reports. Matt, Portage County Auditor, has directions in actions that can be taken at the website. Discussed various conversation with community members. Document property deficits and get realtor to appraise and address your case. Need information before appointment.

Discussion regarding homestead act (presented by Sandra Paris) Mr. Kelly agreed that is an important issue, \$38600.00 ceiling, for approval. Voiced OPERS is included in income even though SS is not. Discussed actions possible to contact local state representatives regarding concerns. Bill asked if Auditor will share deficits identified, with other county agencies, i.e. health department, zoning. Mr Kelly said he would hope not but to ask Matt Kelly at meeting. Discussion the appraisals occurred simply by a drive by viewing. Linda mentioned the septic over 10 years old, will not pass new requirements, thus already decrease value. Other general discussions regard updated county auditor sites, lead paint, rental property. Matt Kelly's office handles Homestead exemptions.

Mr Kennedy stated likely interest rate dropping soon. Lead in to when to take a new loan. Mr. Kennedy presented Portage Growlink program for low interest loans for homeowners, Family Farms, and small business.1 to 3% below interest rate. at website portagecounty.oh.gov/treasurer. Discussed amounts and rate and handed out pamphlets to those present. Must be in Portage County, Majority of employees must also be in portage county.

Presented information regarding the Farm Bureau. Mentioned support from organization. Benefits Ohio as Agriculture is still number 1 business in Ohio. CAUV benefits Farm owners, 29% of Market property tax, reduction.

On personal note discussed support for a marathon, Hunger Run.Org for supporting Portage County Food Banks.

Jeffrey opened the floor to Peggy Coy next. Asked for permission to finish the work on Mausoleum doors, as they had already started the project and began painting after sanding and painting. Hinges also discussed, Chris stated base stone is broken, just making closing more difficult. Trustees all agreed Peggy and Beverly could finish this

project.

Sandra Paris interjected that the Kent State Archeology department contacted her, and they feel the building is a historical building and they would like to come out and assess it. She said she gave them the sextons number. She said if this is the case they should not be touching it. Chris mentioned it is not on registry, Peggy added it has a new roof, not longer slate. Peggy continued showing pictures of how Ms. Paris repairs in other cemetery has been using concrete bases. Ms. Paris asked to see photos. Trustees identified that these are not Edinburg Cemetery stones. Ms. Coy agreed, but stated she did not want this to happen in our cemetery. Tim said this is not how the stones are repaired here, and there is no concern. Peggy said well there are 50 graves already dug up and she wants to put the stone in storage, or off site. Tim said this is not going to happen as it has already been stated no one is to touch another stone at this time. Coy countered Ms. Paris asking if she did not train Rootstown agents how to restore these stone. Ms. Paris countered that she was in charge of the project, but resigned, when she said they were not going to restore the stones correctly. She stepped away when they were not doing correct restoration. Discussed some stones she was unhappy with. More general discussion of work in neighboring Cemeteries. Jeffrey summarized the trustees want the Edinburg cemetery to look nice, be cleaned up, want it to be as it is, its character and integrity. Peggy asked if the stones flagged will remain down over the winter. Sandra said they were just flagged for an expert to look at and decided if work needed now or can be held off. Jeffrey asked if any stones are down now, Peggy said yes, alot, she can send photos via email. Sandra said no. Jeffrey asked Sandra how many, she said she only worked on military and would have to look at her mapping to get specific number, the pink flags were for the ones that were urgent and would not make it through the freeze thaw, they are on the edge. Jeffrey said he does not want any stones laying down or dug up. Sandra said they are not doing that. Peggy said they are. Tim said he would go to the cemetery with the Sexton and will look at what needs to be done before winter. Ms. Paris said she already spoke to the sexton and wanted to present something, Jeffrey interjected and said Tim volunteered and would take care of it, Chris said he would also participate. Jeffrey asked if they were done. Sandra said she brought more to share and presented map from WPA, front and back survey. She said it was done in the 1930's by WPA. Also shared a correction to the minutes in last meeting claiming she was called a liar about not sending texts telling her to not touch Ms. Coy's family stones. presented to Ms. Coy, Peggy said no that was before the last meeting. ( for record this is not a correction to the record, rather what Ms. Paris felt was offering supporting documentation that she was not lying) Jeffrey interjected and said there would not be more discussion about this, he said Im going to use a word I probably shouldn't, but if there is going to be a pissing contest going on about this, he is going to stop it right here. Ms. Paris continued presenting information on George Gilbert history. She said she believes his mother is in an unmarked grade. with daughter and grandson. Jeffrey said he enjoys reading the history on face book and does get involved. Shared other information regarding tree scheduled to come down, and shows support to community from the trustees, which she posts on here site. Showed picture of before and after stone cleaning. It is sitting on the hill and it will likely come down. Chris stated he disagreed. back to regular meeting

III. Correspondences. Tim mentioned letter from title agency regarding title insurance. Trustees said this was already decided.

#### IV. Old BUSINESS.

Chris mentioned the one town dump truck fair board has made out check for purchase. Chris said Bill is going to the title bureau to get title.

Tim discussed need for a decision on donated bench placements for road department to pour foundations. Tim said to look after meeting and they need to be functional. Chris said he has Noreen Brooks bench

Jeffrey contacted Brett about building, but building department would need to get approval. Asked Bill about funding. Bill says he cannot give specific numbers tonight as he did not have time to prepare an appropriations report and they were also talking about snow plow. Chris said he would really like to look at it due to time and weather. Tim said are we doing both, building and plow and money. About 11,000 for plow. Bill said trustees would need to decide if Building will be classified as Infrastructure for the grant, trustees would need to make that call. Bill said he believes we can fund both, as long as trustees are not planning any other huge expenses or purchases. Jesse left for a call.

Bill said he would need specific amounts and vendors for PO's. Cynthia Oblisk asked about placing the boy scout building. Chris suggested at road department garage at the Park. Likely the building may not stand through another move.

VI. Trustee reports:

Chris introduced Emily Duma the new zoning assistant.

VII. Department Reports.

Bill asked to have zoning go first as he thought she was on a time crunch  
see zoning

**1. Roads: Tim reported** Roads: We went out with the hot box and filled in some holes. The chip & seal is done. We have a salt spreader that was given to us for the new truck. We have to get a new spinner for it. The cost of the new spinner is \$750.00. We have some prices for a new plow. The price for the plows are for a western 8'6 to 11' wide out complete installed is \$11,900.00 with a 2 year warranty and the Meyers plow 8' to 10.5' super plow is \$10575.00 with a 5 year warranty. Trustees discussed the plows and warranty and systems.

**Motion:**(Fiscal officer note: Funds available from sale of vehicle, but not official until receive check, in trustee hands, not deposited.)

Chris made a motion to go ahead and purchase the Myers plow from Coia at \$10575.  
Seconded by Tim.

Mr. Pfile: yes            Mr. Diehl: yes            Mr. Bixler: yes

Park: We have the mulch around the trees. We started the play ground re-gravel. Bill asked what is the cost of the gravel, since he told road department just to go ahead. Tim joked it is what it is. He said didn't we get it approved already. Bill said he has gotten grant money but only around 1000.00. Bill said he did not have money appropriated. Bill said he can use infrastructure grant money but needs to see what final chip and seal invoice. Tim agreed he did not check with Bill.

Cemetery: We have been mowing.

**2. Fire:** 326 run 2024 below 2023 by about 9 runs. Mutual aid was high at 20 last month. Jeffrey said he would like to follow up on this as one particular township was quite high. Discussed training. Batteries on 1512 replaced. Toilet replaced, Tile replacement in ceiling at fire department. Tire replacement on 1518. 1513 service and new truck out for recall fix.

**3. Zoning: Emily read Rhondas report:** Gave update on 3920 Property, Judge did give 60 day notice. After 60 days, the township can complete cleanup. 3499 Giddings permit, 2860 SR 14 permit. Fielding calls and emails.

VIII. **Fiscal Officer:** Bill shared payment reports. Discussed report regarding bi-annual audit report. He discussed one line item regarding computer contract he does not understand or recognize. Discussed audit stating PO's not being completed appropriately. The main issue is he felt PO's are not in place before purchases are made. Bill said he does not believe this is true, as the certification of funds is almost always before the item is purchased or approved at a meeting but maybe issue of when physically PO is created and printed, He prints them for the meeting when Trustees will sign the warrant. He will change this process, so date on PO is prior to the purchase. The exception is if the line item fund is below appropriation (and encumbered) amount and over 5000.00 or over employee approval level of purchase. He then does a then and now PO. Which is generally very rare. He will change to using Blanket certificates at a larger amount next year, as auditor suggests, but actually, personally feels this encourages less spending forecast by the fiscal officer and trustees' control, giving more to employees, and less financial prediction for future purchases and carry over for first quarter new year (even though BC's end at year end) due to reduction of unencumbered funds. It will also restrict funds available to purchase items over \$5000.00.

Bill gave an example of an issue where a PO was not created, prior to a very large purchase, as he was not in attendance at the last trustee meeting. Trustees voiced based on statement by Fire chief, an approval had been made for a cot lift purchase and installed for an amount of about 37000. Scott Simmons said they would just make a PO number up for the purchase that Stryker needed by Friday. Bill said, luckily, he came in on Friday and listened to the meeting recording. He called Jesse and Scott but got no response as invoice did not have contact person information. He goggled and was able to find sales agent and create a PO for him in the UAN system. He shared the Myers invoice but was not able to understand the statement, it is a quote, but says payment method was charged, and amount is over approval level for a charge. He will need more information.

Chris said they presented that they needed the money Friday or would lose the grant. Tim said they should not wait 'til last minute for a meeting but check with Bill beforehand so he can prepare documents.

Bill then reviewed that it was not the case the amount was ever approved prior to the meeting on the 9/29. What was approved was to apply for the grant, knowing the ballpark cost. However, in actuality, it was also not presented by Mr. Simmons, that the township will need to pay the full amount up front and additional \$9000.00 percentage match. Also, the total bill is even greater than this as additional items were purchased. We need to then submit final invoices, completed work, copies of check payments cashed by vendors, to BWC, before we receive the \$28000 (estimate). So 37,000 is a big chunk to just pull out of our pocket.

He then presented a then and Now PO, as the amount of money spent on the Decaling by ARTvark was greater than the approved amount. Apparently, the proof was not reviewed closely enough and the website address was incorrect, That decal was recreated at over \$ 600.00. Jeffrey explained there was also another decal added.

Motion: Approved payment of \$630 to Artvark decaling, Motion made by Jeffrey seconded by

Bill said when he got the invoice he went over to look at the vehicle to see what completed work looked like as the road department did there decaling for \$ 350.00 total. (although less decal) significantly lower price overall. Jeffrey asked who they used, but not known off hand. Jeffrey said he wanted to use them because they were local, Tim added but expensive. Bill questioned if the decal of the frog was a ff association decal, the trustees would have to have a motion to approve the donation and he would need a price. Jeffrey said that it is the FF emblem, not FFA emblem. Discussion about patch and history of frog logo.

Motion: requested by Bill to pay Linings incorporated original quote \$3047, actual is \$3321.00. Jeffrey made motion seconded by Tim

Mr. Pfile: yes

Mr. Diehl: yes

Mr. Bixler: yes

Bill noted uniform increased by \$9 a week, so \$51 a week. Bill says he never see them wearing them (shirts) so why are they getting cleaned every week? Discussion regarding options for providing uniforms to road department. Bill said we would need to address if they had an allowance in their pay, it would likely be taxable. Other options reviewed, such as charging on card or stocking.

Bill reported that when people or reports are given to the trustees they are public records (if not advertising or published on sites) needs to be given to Bill as it is available for public records request.

Jeffery asked about a date correction on document last meeting (had been corrected) Jeffrey asked Bill if there were any funds not appropriated in his reports, some other bank or bonds. Bill mentioned there is Huntington and Star Ohio. He stated he is not certified by the state to use other options. Star Ohio is basically a Saving account and holds the Cemetery bequests and general fund money. He stated that's why he asks for reports of work done on what stones be reported to him so he can take the money from the bequest. Gave Shillady as an example. Said he never has gotten any stone specific reports so cannot use the money. However, these amounts are included in the financial reports.

Jesse returned so he was shown the Myers statement in question. He said it was not yet invoiced. Some discussion.

Jeffrey asked Jesse about tire tanker replacement. Jesse showed picture. He said by code they must be replaced after 10 years. Some disagreement by trustees with this statement. But pictures did show poor condition. Price will be around \$9000.00. Jesse is going to get another bid.

Bill shared Grant management invoice from EMS. Jesse said that is the money we should be getting from them. Bill said his concern is that the grant was written to the Edinburg Volunteer Fire department, which is not the Township title for OID OIG number. Hence there may be a problem with approval of payment with them not having the correct ID numbers through the State, They should Present themselves as Edinburg township in their application, as Edinburg volunteer fire department is not a business entity in itself.

Bill asked what the 13000 grants at BWC in January was for. Jesse said that was for the cot. Jesse said the 13,000 was what our part was. Bill said he spoke with BWC and she said Jesse is incorrect. His concern was if this was for something different, for a grant other than the cot they can reapply, as the grant was closed due to inactivity. Jesse said BWC ran out of money and cancelled the grant. Bill said he does not want to argue, as the Safety grant rep said no one followed up after 45 days of inactivity, not because the allocated funds we used up. She said it had nothing to do with money running out (he asked specifically). He just wanted to check and since it was for the same grant, it didn't matter.

Bill then presented the credit card invoice. He shared with trustee regarding the electronic payment. He also shared that if he waited to next meeting there would be a late fee and interest charged. He expressed that he cannot wait to get copies of the receipts at the meeting, since they are too late to process the payment with documented receipts. He reviewed that the trustees have previously stated receipts are to be turned in weekly, however this does not occur. Chris gave Bill a receipt tonight for his charge and there are

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Administration Building

September 12th

2024

3 receipts missing from fire department. Jesse said he can bring them sooner, he has them. Jesse said he wasn't aware of it. Bill requested he knows about big purchases or emergency purchases instead of waiting until the meeting.

Chris made a motion to pay the bill, efts and warrants shared; 43590-43608 , Tim made motion seconded by Chris.

Mr. Pfile: yes            Mr. Diehl: yes            Mr. Bixler: yes

Mr. Pfile made a motion to Adjourn the meeting 9:09 pm seconded by Chris.

Mr. Pfile: yes            Mr. Diehl: yes            Mr. Bixler: yes

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Jeffrey Bixler, Chairman

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Chris Diehl,            Vice Chairman

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Tim Pfile, Trustee

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William McCluskey, Fiscal Officer