

Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

November 30th, 2017

Jeffrey Bixler called together the trustee meeting of November 30th 2017 at 7:30 starting with the Pledge of Allegiance.

Row call shows Trustees: Jeffrey Bixler: Present, Mr. John Hayes: present, Ms. Austin: present, Fiscal Officer Mr. McCluskey: present. Mr. Biltz road department, present Fire department: Mr. Pittinger, Present

Guests: Residents: John Kurtz, Tim Pfile, Luke Grudosky (presentation), Robert Grudosky (fire department also), Rob Swauger Fire Department.

- I. Jeffrey Bixler called for a motion to approve the agenda of November 30th, 2017. John Hayes made the motion seconded by Jeffrey Bixler, roll call: Bixler yes, Hayes yes, Austin yes
- II. Jeffrey Bixler asked for a motion to approve the minutes of October 26th with corrections. Motion made John Hayes seconded by Jeffery Bixler. Row call: Bixler yes. Austin abstain, Hayes yes.
- III. Jeffrey Bixler asked for a motion to approve the minutes of November 9th 2017 trustee meeting. John Hayes made the motion it was seconded by Diane Austin. Roll call: Bixler yes, Hayes yes, Austin yes.
- IV. **Correspondences.**

Bill presented information regarding the purchase of Superior Speedie Portable by United Rentals. This is the Porto pot provider,

- V. Jeffrey Bixler open the floor to the guests in attendance.

Luke Grudosky introduced himself and presented a project for his Eagle Scout. His plan is to resurface/redesign a fire pit at the Township Park. This is the fire pit back by the flagpole. He presented plans and diagrams to the trustees. He stated he would be replacing the wood structure and flower pots with block and stone. He described the walkway and pit in his diagram and Kevin Biltz also participated in the discussion. John Hayes asked if the product had already been purchased. Kevin responded no. They discussed the walkway of 24 inches, step up, and bull nose top of pit; Color of stone was also discussed. Diane Austin asked if there would be donations. Diane also asked about expanding the walkway. Kevin said at the present time the price estimate would be \$2200.00. Kevin stated the road department would dig the project out for him but Mr. Grudosky said he and his troop scouts would do the work. Bill asked if the walkway would be handicap-accessible. John Hayes asked if the walkway would they be able to get a wheelchair up to the pit. Kevin stated there would be no way to get inside of it. He said there would be a little step up into it. Jeffrey Bixler asked if the path going up to the pit could be wheelchair accessible. Discussion continued with further description of diagram and dimensions. Rob Grudosky added that to have full ADA accessibility you would need a ramp, but you only have gravel right now. Rob Grudosky also added that if you went any higher you would need handrails. Kevin said what this is basically doing is replacing the rotting wood and keeping gravel around the area so it will be easier to maintain.

Jeffrey asked Luke when he would be able to start the project he stated his goal would be within the next month and a half. Rob Grudosky mentioned there is still an approval process through the main conflict. Luke added more information. There was further discussion of product purchase. Diane Austin mention that the Boy Scouts do excellent job with the eagle scout projects at the park, and the township is very blessed with the Project's the Eagle Scouts have come up with over the years.

Jeffrey Bixler stated that they would need to approve funding for the project and materials. Diane Austin again asked if we was planning on getting donations for the materials and then the township also donates I percentage. she asked me what is the plan. Rob Gronkowski also

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mentioning other project Luke have been trying to work on with the State park but in part due to distance and landscaping, this fell through. He also mentioned the project needs to be completed by April when Luke turns 18. Robert stated Luke has not yet gone out asking for donations. Diane Austin asked then if the township donated 22 hundred and Luke got donations that would come off of the township amount. All agreed. Kevin stated he would talk to the stone provider. Bill mentioned that there is a \$200 donation fund for Johnny Montz memorial for Park Improvement. He stated he believes the family would approve its use. Diane Austin stated on a times local businesses would also help donate. Diane stated she believes they should approve the \$2200.00 and see what we can get donated.

Resolution 2017 - 071. Diane Austin made a motion to approve \$2,200 for purchase of materials for Luke Grudosky Eagle Scout projects working on the fire pit in the Edinburg Township Park and whatever donations are received will come off of that price. John Hayes seconded the motion roll call: Austin yes, Bixler yes, Hayes yes.

No further comment was added by those guests in attendance.

VI. **Old business.**

John Hayes asked Kevin where we stand on the light situation for the development at the Highlands 14 and Carlisle way. He asked if they were able to get the price lower than \$1,800. Kevin said no.

John Hayes said that it previous meeting they had also discussed the calls at the Coleman Center on 14 and since that time the records of preceding were brought to his attention. He was referring to the BZA meeting for the conditional-use at the home records, that he had received from the fiscal officer. He reviewed that the document stated Staffing would be present 24 hours a day. He also mentioned the document states that the residents need assistance with independent living. He reviewed that the chief had said there were multiple calls there for false alarms because of the smoke detector. Previously, that the fire chief had mentioned that when the fire department had responded at times there were only residents and no staff at the facility. He asked Jeffrey Bixler where they wanted to go with that.

Jeffrey Bixler mentioned that at the last meeting they had discussed the fire department would document staff present or not during these calls and if no staff is present it's a violation of their conditional-use. He stated the other thing they had discussed was several alarm drops for fire service; And what he was trying to find, if there's any information in the past that there's a resolution that after so many false alarms that there is a \$500-dollar charge for that call. Diane asked the fire chief if they had been documenting when there's no one there in their reports. Mike Pittinger stated not in the past but after the last meeting it is on their report. He said they had not yet had any calls since that time. He stated the basic fire report does not require documentation of staffing at the facility. Diane Austin asked if the fire department goes back to the facility that they ask who the staff is that is present. Mike says that that has been presented at the last meeting. Diane stated then you could take those minutes or reports and send them to Chris Meduri and let him handle it. But if there's no documentation it would be your word against their word.

Mike Pittinger asked why couldn't the zoning department knock on the door and ask to talk to whoever is in charge. There would be documentation right there. Zoning may have the authorization to do that. Diane stated no, they do not. She said you could knock on the door but you couldn't do a zoning inspection. Mike said you could go to the door and ask for the supervisor and document that. Diane stated yes you could. Mike said it's a public building not a personal residence.

Jeffrey Bixler added that type of thing could happen; they could knock on the door and ask to speak to the person in charge. And if at that time there was no coverage that would be documentation. But it seems more likely that the fire department is going to run into it sooner than anyone else. And all that has to happen is that when the fire department is taking that report they should be talking to the person in charge. Mike said when they're doing the fire report there's

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nothing particular to asking for a supervisor rather they ask they talk to whoever's there. Jeffrey Bixler again asked the fire department to ask to speak to whoever is in charge and if no one is in charge to document that. He said at that point Mike can bring that to the trustees and zoning and we can review the documentation.

Mike Pittinger mentioned that they could do a fire inspection at any time, being that it's a public building as well. Diane Austin stated something to think about is that the fire department inspects businesses at any time throughout the township and there should be a rotation. Zoning does not have this responsibility. So based on the conversations they've been having at the trustee meetings suddenly we get a zoning inspector and they knock on the door. We're not knocking on other businesses doors, so what does that look like. When the fire department is being called they're consistently wasting time. So we don't need to throw anything else into it.

Mike Pittinger stated if we go in for a fire inspection after 5 in the evening, which we have the right to do, and I go there and I don't see anyone in charge, I can report that back to the trustees because it's a zoning violation. Jeffrey Bixler said that's another system, however, we have to do a trail. So if it only happens one time, 1 shift, in 3 weeks and no one's there, that's a little different scenario. We need to find out if it's actually happening or not. According to the non-conforming permit issued. That was part of it.

Further General discussion occurred relating to this topic no new information discussed.

Jeffrey Bixler Summarize that this will be the procedure and they would see if any type of pattern develops.

Jeffrey Bixler asked Bill if he had submitted a job opening for zoning inspector to the paper. Bill responded he had only sent an email to the trustees for an example for them to discuss and approve to be posted to the paper and he also needed a closing date for the applications. Bill said he was just getting the ball rolling. He said only Jeffrey did respond. Jeffrey Bixler asked Bill to go ahead and move forward with that, however, he did not feel the need to include rate of pay requirement question. Jeffrey said he would rather leave that part out everything else was fine. Jeffrey Bixler said the cut off day should be 10 days after it hits the paper. Bill stated he would get that posted.

VII. **New business.**

No new business was presented.

VIII. **Trustee reports.**

John and Diane stated they had no further reporting Jeffrey Bixler stated he believes he recovered everything he had wanted to discuss.

IX. **Departmental reports.**

Road cemetery and Park.

Kevin built stated they have the Christmas lights up and they are on. The road department has been doing some ditching and some patching here and there. He said they put insulation on the windows around the town hall building. They are continuing to take care of the leaves in the township. They have also been mowing the grass in the park as well as the cemetery. He stated after all the rain, a lot of the graves have sunk in so they have been filled with dirt. He stated there was a funeral Saturday. Jeffrey asked Kevin if he had rented a piece of equipment Saturday for the cemetery. Jeffrey Bixler asked what the rental fee was. Kevin stated \$375. He said he picks it up and price includes the chains and the trailer. Diane Austin stated that she knows it's the end of the year now but at the reorganizational meeting they really need to look at the fees for the cemetery; more specifically regarding the amount of time the department spends at the gravesite waiting for the people to show as well as how long they stay for a services.

Kevin stated for the last funeral they were supposed to be there at 1 they got there at 2:30. Diane asked when the grave was ready. Kevin said the grave was ready in the morning. He said they have to get it ready in the morning because they don't know what they're going to get into. So

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Diane reviewed that there were 13 hours of time and a time and a half for a Saturday funeral for two employees and the cemetery fees does not even cover the employee hours. Kevin stated it is \$350 for a Saturday burial. Diane Austin stated a lot of the townships are going to an extra fee for weekends, if it's over a certain amount of time.

General discussion continued regarding different things that occur or can occur requiring more time from the township employees and the use of the cemetery Chapel for additional services, and in preparation of the service. John Hayes stated that you have to wait till the family leaves before things are finished Kevin agreed.

Diane again summarized that these fees should be something the new trustees review at the next three organizational meeting in January.

Fire department.

Mike Pittinger stated since the last meeting there has been 16 calls 1 alarm drop 3 fire calls 7 Ems 4 motor vehicle accidents 1 Mutual Aid Medical and 1 Mutual Aid structure fire. Jeffrey Bixler asked if all the equipment is up and running fine now. Mike Pittinger agreed yes.

Jeffrey has received anything back regarding the Gas in wells. Mike said he had talked to Mary at the health department and they have not gotten anything back from the state at this time.

Zoning

Jeffrey reported he has received a few calls. He does have the keys for the office and the phone. You stated he did talk to one individual that has gotten a permit but needs to make a change that permit so he will meet with the gentleman. Bill ask Jeffrey if he would need to be there Jeffrey stated when he finds out when they can meet he will notify bill.

Fiscal officer.

Bill mentioned that they had run out of appropriation for supplies for the fire department and he would need to transfer money out of the contingency fund for fire department supplies. This will come from the 2191 fire department fund

Resolution number 2017-072. Jeffrey Bixler made a motion seconded by Diane Austin to allocate \$2,000 from the 2191 fire fund contingency line item to the supply item. roll call Bixler yes, Hayes yes, Austin yes.

Bill presented five collection documents from Life Force. These people have not responded to Life Force requests for information and payment. Trustees review the reports.

Resolution number 2017-073. motion was made by Jeffrey Bixler to authorize collections for EMS Services by Lifeforce for account numbers allmic, stucal, bebjos, slavan, slanic. Diane Austin Seconded this motion. Row call. Bixler yes Hayes yes Austin yes.

He presented a sixth report asking for the trustees review and potentially discuss with the fire department in regards to how they wish to proceed. His request for preceding was due to recorded discussion regarding the length of time passing before the client was billed and a report that the police at the scene told the individual they would need to go to the hospital, and their report that they did not know they were going to get billed. Mike mentioned that sometimes depending on the scenario and whether alcohol was involved the individual may have a choice between Transportation to hospital or jail. Mike said he would review the report. Jeffrey Bixler asked Mike to look into this further and pulled the fire department reports as well. In particular Jeffrey stated the incident occurred in April of 2016 however wasn't filled until May of 2017. This was account number SAEMEG.

Bill presented the township insurance information from OTARMA for 2018 With the equipment changes that were made. The bill for the insurance is approximately \$17,000 the same as last year with an option to increase coverage amounts. The trustees reviewed the information. Bill

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stated this payment had already been appropriated for the year.

Bill stated he did send out information to the new trustees regarding bond forms that needed to be completed. He did receive Tim Pfiles at the meeting today. He stated that he will not be doing the oath of office as Chris and Tim said Janet Esposito will be performing the oath of office prior to the next trustee meeting. He shared with the trustees that the town hall should be open at 7 pm.

Bill stated that he did share some email communications with the trustees from Jack Groselle from Hiram Township regarding the local government fund committee. He stated he was told by Jack that all townships other than Edinburgh and Paris have responded to the local government statement that will be presented to the County Commissioners. He stated Jack approached him at the Portage County Township association meeting asking if the trustees were going to respond. Therefore, Bill asked him to forward the information and Bill emailed it to the trustees for him. Jack did not direct the trustees on how they should vote however just wanted to make sure they had discussed the information. Included in that email was a sample resolution. The request is in regards to the formulas they are presenting to the County Commissioners. Bill said he reviewed the bottom line payment for Edinburg Township and in both resolutions presented Edinburg Township will receive a slight increase in the local government fund. Depending on which formula is presented /approved, the township will receive between 300 to \$1,000 more in local government fund.

John Hayes said to Jeffrey Bixler that he believes we should respond to this. Jeffrey Bixler agreed. Diane Austin asked if the people were agreeing to this. Jeffrey Bixler asked Bill if they need to make the resolution. Bill said that would be up to the trustees. Jeffrey Bixler reviewed that every Township would be getting \$15,000 and the formula makes an adjustment further based on Township census. Bill stated the general information he has heard is that the committee presented this to the County Commissioners who agreed to drop 5% off of their cut and share that with the townships but in lieu of this the City of Kent at that point tied to negotiate the 5% to go to Streetsboro and Aurora for their support in the City of Kent's proposal. He stated further the committee member expressed to him that the townships in the county have over 51% of the population, however, they are only receiving a minimal amount of the local government fund, while the City of Kent is getting a large chunk of the fund with such a small percentage of population based on the County census. Bill stated he had also asked the county treasurer's office though a public request for the actual formula that was used in the past however he never received a response.

Jeffrey Bixler asked the other trustees if they were in agreement with accepting the resolution. He asked if so if he could have a motion. John Hayes says that this bottom line has changed slightly since they first started the committee meetings and is more based on Township populations with a higher amount. He feels the committee made a wonderful effort and trying to capture more of the fund for the townships. Jeffrey and John further discuss meetings they had attended. Bill mentioned that even with the resolution, there would be no guarantee that it would go through. Jeffrey Bixler agreed.

RESOLUTION 2017-074 RE: REQUEST THE PORTAGE COUNTY BUDGET COMMISSION TO DISTRIBUTE LOCAL GOVERNMENT FUNDING FOR THE PORTAGE COUNTY TOWNSHIPS, CITIES AND VILLAGES FOR A PERIOD OF TEN YEARS EFFECTIVE 2019 THROUGH 2028.

Jeffrey Bixler read the resolution and it was moved by John Hayes, seconded by Jeffrey Bixler that the following resolution be adopted:

BE IT RESOLVED, that the Board of Edinburg Township Trustees does hereby request that the Portage County Budget Commission distribute Local Government Funds to the Townships, Cities, and Villages of Portage County based on the attached formula (marked as exhibit A) for a period of ten years effective 2019 through 2028; and be it further

RESOLVED, that the formula would guarantee a base of Fifteen thousand and 00/100 dollars (\$15,000.00) for all communities except the Village of Sugar Bush Knolls with a base of Five thousand and 00/100 dollars (\$5,000.00) and

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the Village of Mogadore with a base of Negative Five thousand and 00/100 dollars (-\$5,000.00); and be it further

RESOLVED, that the remainder of the funds be distributed to each community on a per capita basis; and be it further

RESOLVED, that the Board of Edinburg Township Trustees would agree to a three (3) year implementation of the formula to lessen an immediate impact on the City and Village Communities; and be it further

RESOLVED, that the Board of Edinburg Township Trustees hereby appreciates and thanks the Portage County Board of Commissioners for acknowledging the disparity in funding to the communities and agrees to take a percentage portion of 35% in lieu of 39.8%; and be it further

RESOLVED, that the Board of Edinburg Township Trustees finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows: Jeffrey Bixler, Yes; John Hayes, Yes; Diane Austin: Abstained

Bill shared a letter he received from child services regarding a possible employee of the township, requesting records. He could not find any record of employment. The trustees and department heads agreed he was never a township employee to their knowledge.

He shared a request for reimbursement of a double payment for an EMS call. Trustees agreed to reimbursement NOCOR. Employer paid, but then Workers comp also paid.

- X. Motion to pay the bills made by John Hayes warrants 404 23 -40459. motion was seconded by Diane Austin roll call Bixler yes Hayes yes Austin yes.
- XI. Motion to adjourn the meeting was made by Diane Austin at 8:24 p.m., seconded by John Hayes roll call Bixler yes, Hayes yes, Austin yes.

Jeffrey Bixler, Chairman

John Hayes, Vice Chairman

Diane Hargett Austin, Trustee

William McCluskey, Fiscal Officer