

Draft

HUNTINGTON TOWNSHIP TRUSTEES
45955 STATE ROUTE 162 WELLINGTON OHIO 44090

Minutes of September 5, 2023

The Huntington Township Trustees met in regular scheduled meeting at 7:00 PM called to order with the pledge of Allegiance. Attendees: Robert Holmes, Jed Lamb, Walter Rollin, Sheila Lanning, Zoning Inspector Nora Klebow and Barbara Murray. **Motion** by Holmes with a second by Rollin to approve the minutes of August 7, 2023 as written. Roll call: three yeas. **Motion** by Holmes with a second by Rollin to approve the minutes of Special Scheduled meeting August 21, 2023 as written. Roll call: three yeas. Checks 10409-10425 and payments totaling \$14,160.65 were approved for payment. **Motion** by Holmes with a second by Rollin to approve the August Financials with year to date revenue \$525,083.93, year to date expenditures \$275,572.78 and bank balances of \$713,854.71. Roll call: three yeas. **Motion** by Lamb with a second by Holmes to authorize **Resolution 2023-45** amending appropriations for 2023 as presented. Roll call: three yeas. **Motion** by Holmes with a second by Rollin to adopt **Resolution 2023-46** the Lorain County Solid Waste Management Plan as presented. Roll call: three yeas. **Motion** by Rollin with a second by Lamb to adopt **Resolution 2023-47** the Lorain County Hazard Mitigation Plan as presented. Roll call: three yeas.

COMMITTEE REPORTS:

AMBULANCE- Holmes: meeting 9/12/23, some flooding in basement, Hank pulled people out for a couple of days. A dehumidifier was put in to help dry out. Rollin: the water came in through the elevator shaft.

FIRE- Rollin- meeting tomorrow, send a copy of LC Hazard Mitigation Resolution to Fire Chief also.

SHERIFF- 57 incidents in August.

OPWC & SWAC- Lanning: still need all costs of the completed Stewart Road culvert replacement for the Auditor. Also need the Engineer estimate on second culvert project on Stewart Road and status of OPWC for 2024 round 38. An Ohio Township Association Legislative Alert for 9/1/2023 contained information on Grant Opportunities that may be used for the Safety Service Building. Rollin: culvert #1 replacement needs bigger stone around perimeter. Our stone contract does not cover this bigger stone, Doug (D&J Rief) will contact someone who can haul this size and bill the Township.

OFFICE ON AGING- Lanning: received and forwarded 211 Emergency information for posting on Facebook and/or Website.

CEMETERY- Rollin: 2024 Grant application not reviewed yet, did not yet contact Leslie Lowe on replacing headstones, did not yet answer ancestry question from Elizabeth Long Palmer, called Joyce Hardy on a foundation question but did not get a call back yet. Received email from Barbara Murray on bids for Cemetery Expansion. Rollin: The expansion is on hold because we cannot fund it. Lamb: we need got estimates that were above the current bidding threshold so we are asking the Lorain County Engineer for estimate. Depending upon the Engineer's estimate, we will either go out for competitive bids or we can get quotes. Barbara Murray: need clarification on how to get on the bidding/quote list. There were conversations with Walter Rollin about the Cemetery Expansion. Looked in the newspaper and on the Township website and did not find any information about the Cemetery Expansion. Wish to make sure we were not excluded because of son-in-law Matt Combs. Lamb: Thank you for that good idea to have a vendor/bidding list that we can use to solicit quotes. You were not excluded for being Combs mother in law, he would have no part in the authorization of a vendor for the work, there would be no ethical issue. Rollin: no intension to leave anyone out of the bidding process, did not know what the costs would be until some estimates were received. Lanning: sent pictures of Paul & Mary Sarafin headstones as requested, received from Combs.

RECYCLING- Lanning: Updates from Lorain County Solid Waste and flyers received.

ROADS- Lamb: Patching is complete and can be removed from agenda.

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EQUIPMENT- Rollin: Combs calling on chips for under playground tomorrow. Combs brush hogged the Landfill and still needs to push dirt around. Lamb: not adverse to paying for a dozer if it is needed. Rollin: the elevator is fixed but the handicap entrance door has a bad mother board. A date is set up with vendor to fix. The outside door to the Office stopped working, the BP card invoice for \$8.50 was for batteries to try and fix the keyless door. Freightliner lights not working, Lamb: take to Tipple and fix if not to exceed \$1,000.00.

Motion by Holmes with a second by Lamb to authorize the repair of Freightliner lights up to \$1,000.00. Roll call: three yeas. Lanning: Please remind Combs and Bort to write on the receipt so the Auditor does not question the expenditure. Combs asked that I order 4ea replacement door locks. I would recommend only ordering one at this time. **Motion** by Lamb with a second by Holmes to authorize up to \$150.00 for the purchase of one electronic door lock. Roll call: three yeas.

ZONING- Klebow reviewed updated status report dated 9.5.2023. Rollin: have updated Lorain County Prosecutor contact for Tom Mangan's replacement.

EMPLOYEES- Lanning: Fiscal Officer training in Twinsburg October 24th will cost \$100.00 plus mileage. **Motion** by Lamb with a second by Holmes to authorize training cost and mileage for the Fiscal Officer to attend the mandatory training. Roll call: three yeas.

PREVIOUS BUSINESS:

Holmes: Nothing further on ARPA money for safety building. Lanning: there is an Infrastructure related grant from ODOT/OPWC that was in the latest Ohio Township Association Legislative Alert. The application is due September 28, 2023. The previously approved cost of the man door in the Garage was \$500.00. Lamb: **Motion** to authorize the purchase of a man door in the Garage from Yuhar not to exceed \$900.00, second by Holmes. Roll call: three yeas. Lanning: Lorain County Health care audit reminder to complete by Lamb and Combs. Lamb: completed and believe Combs completed as well.

NEW BUSINESS:

Lamb: still checking on insurance quotes, Risk Management suggested employees provide their personal automobile insurance in the chance they may have an issue/accident while performing work for the Township. Lanning to collect insurance information and forward to OTARMA. Lanning: answered email question asking about cost of pavilion rental in the Park, told them to contact the Garage to reserve a pavilion. Lorain County Emergency Management sent several requests for information on Township residents who suffered damage during last storms. Lamb: don't know of any resident who sustained damage. Rollin: out moving trees off Township roads after storm till 3:00 AM. Lanning: received Lorain County Health Steering Committee request for input to draft RFP. Email about HDPE signs in Township answered.

CORRESPONDENCE/ ANNOUNCEMENTS:

Lorain County Soil/Water Summer & Fall 2023 newsletter, NOACA annual meeting is 10/20/2023, Lorain County office on Aging Southern Satellite Office September newsletter.

Motion by Rollin with a second by Holmes to adjourn, three yeas, meeting adjourned at 7:48 PM.

Signed Chairman

Attest, Fiscal Officer

Payment Listing

UAN v2023.2

September 2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
102-2023	09/17/2023	09/05/2023	CH	RURAL LORAIN COUNTY WATER AUTHOR	\$60.74	O
103-2023	09/06/2023	09/05/2023	CH	BP	\$458.63	O
104-2023	09/08/2023	09/07/2023	EW	TREASURER OF STATE OF OHIO	\$246.12	O
105-2023	09/08/2023	09/07/2023	EW	UNITED STATES TREASURY	\$916.31	O
106-2023	09/08/2023	09/07/2023	EW	PUBLIC EMPLOYEES RETIREMENT SYSTE	\$2,996.99	O
10409	09/05/2023	09/04/2023	AW	WELLINGTON IMPLEMENT	\$27.27	O
10410	09/05/2023	09/04/2023	AW	Nora Klebow	\$184.64	O
10411	09/05/2023	09/04/2023	AW	JOHN DEERE FINANCIAL	\$59.99	O
10412	09/05/2023	09/04/2023	AW	Rumpke	\$459.00	O
10413	09/05/2023	09/04/2023	AW	SUNRISE COOP INC	\$1,206.62	O
10414	09/05/2023	09/04/2023	PR	Robert Leroy Bort	\$908.34	O
10415	09/05/2023	09/04/2023	PR	MATTHEW A COMBS	\$1,615.18	O
10416	09/05/2023	09/04/2023	PR	JILL DEMARCO	\$110.13	O
10417	09/05/2023	09/04/2023	PR	ROBERT DUGALD HOLMES	\$995.07	O
10418	09/05/2023	09/04/2023	PR	Nora Klebow	\$352.67	O
10419	09/05/2023	09/04/2023	PR	Jed Lamb	\$546.46	O
10420	09/05/2023	09/04/2023	PR	SHEILA D. LANNING	\$1,213.97	O
10421	09/05/2023	09/04/2023	PR	Layne W Lawhon	\$240.32	O
10422	09/05/2023	09/04/2023	PR	JOHN PIPCAK	\$19.15	O
10423	09/05/2023	09/04/2023	PR	WALTER C ROLLIN	\$898.18	O
10424	09/05/2023	09/05/2023	AW	TREASURER OF STATE OF OHIO	\$618.00	O
10425	09/05/2023	09/05/2023	AW	Nora Klebow	\$26.87	O
Total Payments:					\$14,160.65	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$14,160.65	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.