

Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

May 31st

2018

Edinburg Township Trustees-Regular Meeting

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

Fiscal Office: Roll Call; Bixler Chair: Here; Vice Chair Diehl: Here; Trustee Pfile; Here; Fiscal McCluskey; Here; Roads, Cemetery, Parks: Biltz: Here; Fire: Bob Grudosky: Here; Zoning: Lippy: Here

I. MOTION TO APPROVE AGENDA For: May 31st, 2018 regular meeting

Moved by: Tim Seconded by: Jeffrey

Roll Call: Mr. Bixler: Yes; Mr. Diehl: Yes; Mr. Pfile: Yes

II. MOTION TO APPROVE MINUTES: May 10th 2018 regular meeting

Moved by: Tim Seconded by: Chris

Roll Call: Mr. Bixler: Yes; Mr. Diehl: Yes; Mr. Pfile: Yes

Guests: Chris Morrison, Randy Porter, Luke Grudosky, Joshua White, Adam Fox, Darrell Rose, Scott Simmons

III. CORRESPONDENCE:

A. Bill: OTARMA came out and did a visit. Jeffrey: We had just a little bit of correspondence come in it was mostly from Cerni motors; they are going to have an open house and wanted to invite everyone. Bill: I received this letter from the Ohio Department of Commerce in regards to a fire department grant; I am not sure what that is about; I do not know if that that GATCHO was applying for or something that Amber might have been working on. Chris: It says that we regret to inform you that the funds were exhausted; so it does not matter anyway. Bill: I did not initiate it and it came to me. Jeffrey: I will pass that on down to you Bob.

IV. OLD BUSINESS:

A. Jeffrey: As we move forward; Job applications. We have reviewed all of the job applications; we will have more discussion on them later in the meeting; I would like to go into executive session to finish discussing then come out and close the meeting. Any objections to that? Bill: Does that include Zoning Assistant? Jeffrey: I did not see any applications for that. Bill: Just to clarify that.

B. Jeffrey: Bids, This is the only Bid package that I had in my mailbox. Is that correct? Bill: Yes. Kevin did you check the box today? Kevin: Yes, I checked it earlier today. Jeffrey: Liquid Asphalt supplies including the spreading of aggregate from Luli Construction; Description is MC3000 10000 gallons more or less \$3.85 per gallon; CRS2P Polymer. Liquid asphalt furnished for this bid proposal shall be as specified below and shall conform to the requirements set forth in the latest edition of section 300 and 400 of the construction and materials specifications as specified by the Ohio Department of Transportation; the bid shall be on a unit price basis delivered to various Edinburg Township roads and applied with distributor trucks as directed by the Edinburg Township Roads Supervisor. Aggregate is to be from the townships stockpile and is to be spread in accordance to state specifications 409 and is to include the loading, hauling, spreading by self-propelled spreaders and compacting by appropriate rollers; Roads are to be cleaned with a self-propelled broom before sealing begins; all traffic controls responsibility of the contractor. They did not give us an actual total price; we have to do the math. Tim: It will depend on how many gallons it takes. Jeffrey: We need to have kind of an idea of what we are going to approve in line with the total budget expenditures. Tim: The estimate is about \$64,000.00. Kevin: The bill with gravel and everything should be right around \$54,000. Tim: 54 or 64? I thought we said \$64,000. Jeffrey: What roads are to be done? Tim: A section of Giddings; the rest of it

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was side roads and the allotments. Tim: I would say let's approve the oil and what are we going to do about stone? We did not get a stone bid. The stone is 400 Tons; we did not get a bid for #8 Slag and I am going to figure that it is going to be pretty close to \$30.00 per ton; so that is \$12,000. worth of stone that we did not get a bid for; I will have to look and see if we can find somebody that can get us slag; slag is getting hard to get; that might be part of why we did not get bids; at this point I think that we should find somebody or try and get a couple of prices that we can reasonable; I would rather not rebid it; we have gone throughout the process and we do not have a price from anyone and it is under \$15,000. for the stone; if we cannot get it; we may have to come back to the table and change it to Limestone if we cannot get the Slag; that is my take on it; I think that we should go ahead and approve the oil in line for the summer. Jeffrey: I think that if we are estimating somewhere in the vicinity of \$12,000. for the stone; then we could add that in to our total pricing that would bring us up to roughly \$76,000. Tim: No that was included in that \$64,000; that is what we came up with; that is out estimate. Kevin: That was stone and oil applied and completely finished. Bill: We budgeted \$62,000. Jeffrey: So we are right in the same ball park; I would really like us to have the opportunity to move forward and not have to come back with this at another meeting.

MOTION: RESOLUTION: 2018-062

The liquid asphalt at \$3.85 per gallon and Polymer to be purchased from Luli Construction for Roads.

Slag also to be purchased. Total project not to exceed \$65,000.

Moved By: Tim Second: Jeffrey

ROLL CALL: Mr. Bixler: Yes; Mr. Diehl: Yes; Mr. Pfile: Yes

More general Discussion regarding Slag and Gravel.

B. I did have some contact with Terry Sagert; this is in reference to billing claims that we had sent forth and processed going after the funding; after lengthy conversation with the patients mother; I contacted Chris Meduri and there seems that there is possibly an actual limit on the amount of time that you can bill for something like this; so he is checking into that for us; he is going to get back with me; this whole thing was kind of a mess from the beginning of the billing process to the end; there is some conversations that was had with Life Force Management that I am going to also get a hold of the representative from Life Force and try to understand some of the statements that she allegedly made to the mother; about billing and not understanding; I am going to continue to move forward on this; just to let you guys know that if anything that comes through the mail on this further; we are going to just put it on hold until I get an answer back.

C. Jeffrey: I think that the parade and everything else went well; I want to extend my thanks to the committee; I think that they did a great job. Chris: I think that it went real well too.

IV. NEW BUSINESS:

A. Tim: Bill and I met with Kelly Austin from Chris Management on Tuesday; she has recommendations for the park; the roads and fire and all of that; she had not been through the park yet; so she was going to do a report and send it off to Bill; after she had been through the park; so I think that we should go over all of it when she gets that back to us.

V. TRUSTEE REPORTS:

A. Tim: The Cemetery looked great for the parade; the road department did a great job; all of the flower beds looked good and everything.

VI. DEPARTMENT REPORTS:

A. Kevin Biltz- Roads/Buildings/Cemetery/Park Report: Roads: We want to start mowing the roads by next Monday or Tuesday; I am going to have Nate out mowing the side of the road back; it will take him 3 or 4 days to do that; I want to start patching as

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soon as we get the roads back; I want to start over on Giddings; It is probably our worst road; I got a few holes and a big one that has developed over at the park; I do not where it came from; but all of the sudden it was there; I might go out Monday morning;

We still have the hotbox; I want to get some of the bigger holes and make sure that we get the ones in there; just trying to keep ahead of the grass; got all of the flowers planted; the mulch done; foundations are in; I would like to thank the Boy Scouts for planting the flowers in the pots at the cemetery for me and for putting up the Veterans flags; they did a real good job. Jeffrey: How many boxes did we end up actually taking out from trash day? Kevin: 6 boxes of trash; it ended up being 19.15 ton of trash; 4 dumpsters of tires; 2 dumpsters of scrap iron; we got a check for \$580 some dollars for scrap. Tim: What did we end up spending on trash? Bill: Scotts Disposal Jeffrey: \$3,880.00. Kevin: The scrap iron; we took a lot out; but there was a lot of refrigerators and stuff that took up a lot of room; Freon and all of that; they probably dock you for some of that too; there was a lot of plastic in there too; some of that stuff had quit a bit of plastic on it; I think over all that it went well.

Jeffrey: How did that compare to the last time we did the scrap and the tires and stuff; we did not do the trash; but we did it with scrap and tires; what did we end up getting out of that scrap? Bill: about \$300.00. Kevin: I think it was less than \$300.00.

B. Bob Grudosky/Fire Department: Since the last meeting we have had 8 EMS, 6 Fire, 4 MVA, 0 Hazmat, 5 gave Mutual Aid and received 0; a total of 23 calls. Upcoming projects, ongoing grants for EMS and Fire Equipment that we are applying for in-house; and ongoing IOS Rating increase to lower our home owners insurance premiums; in general Matt is moving forward with the new hire procedures and we will be interviewing for a paramedic. Jeffrey: So you are going to go ahead and move forward with his application then? Bob: Yes. Jeffrey: What is the ongoing Fire Code Enforcement contacted; what does that mean exactly? Ongoing Fire Code Enforcement contacted ODOT for road right away along state route 14; what does that mean? Chris: I can explain that; I talked to Rob earlier today; what that is about is the pallet place down there; he is working with trying to see about if they can help us a little bit about getting the pallet place cleaned up and ODOT is supposed to be coming out and marking with some steaks their right away and then they require that he stay back I think another 10 foot of off their right away so we might get a little bit of help from the pallet place through that; I think that is what that is about; I talked to Rob earlier today. Rhonda: I have not talked to Diane yet; I have been working on it. Chris: So that is what that is about. Bob: I want to thank Chris for getting that oil right away for us; we got all of the trucks oil changed; except for 26; we have not got that yet. Chris: One thing bob; it is not really fire; how long do you guys think that it is going to be up at the park? Bob: This week end we are going to get it; last weekend we had the band and music in the park; we will get it done this weekend. Chris: I guess we have had a few people asking about it; using the pavilions and that; Reenie asked me if we had any idea; we definitely appreciate it Luke; it is going to look really awesome when you are done; there is no doubt about it; It is going to be a nice improvement; this is kind of coming up on the busy time of year for up there; just was wondering so; thanks.

C. Rhonda Lippy-Zoning: I did give a sign company permission to take down a sign and repair it and put it back up; the Wayne Homes Sign by the interstate it got wind mutilated; so I gave them written permission to take it down repair it; it is going to stay the same size; he may change the graphics a little bit; but the same dimensions and size and everything is going to stay the same. Jeffrey: They have a variance on that. Rhonda: Right they have a variance; but there was no place in the book that said that they could take it down and repair it and then put it back up; so I wrote a letter saying that he had permission to do that.

D. Bill McCluskey-Fiscal Officer-financial reports, warrants, bills and PO shared. I do

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have a collection letter from Life Force for the best that I could figure out; I will share it with you; for account DONDAR for a bill; the report is claimant has passed away; however they have not been able to verify that the patient is actually passed away. Jeffrey: So that would end up being a part of the estate settlement; if there was such a thing for that. Bill: I did speak with Kevin brought it to my attention in regards to previous cemetery deed that we had discussed; where the purchaser requested that deed be notarized; it does not need to be notarized; however that does not necessarily satisfy the customer; in order to notarize we would have to get; it was past trustees; a notary notarizes that these are the real people signing the document; so I cannot really change that; the best that I could do as far as trying to find a solution is to go ahead and write a letter to certify that this is the deed and the fiscal officer certifying that this is the deed; these are the signatures; and I will get that form notarized and attach it to the deed and mail it back. Jeffrey: That is outside of our procedures and policies from the way that we do it. Chris: I really would not worry to much about it. I would not mind writing a letter that this is the way that we do for everybody else. Kevin: That is what I explained to her today; she was mad because John Hayes' name was on the deed; they bought it Dec. 17th of last year; I said; he was a trustee til Jan 1st; his name is going to be on it and so is Diane she said the next time that she talks with me will be with her lawyer. It says right on the deed; this document does not have to be notarized. Bill: Some townships do if the fiscal officer is not available; they will get that notarized; but the fiscal officer is allowed to certify signatures. Jeffrey: I prefer that we stay with our same policy. Chris: I think so too. Kevin: She gave it to me and we brought it to the meeting; we could not get it notarized. Chris: I would mail it back to her; put a little note on it that this is the way that we take care off all of our deeds and we are not necessarily going do something special. Tim: I cannot think of any other township that would do it that way. Kevin: All of the other ones that I have sold we have not had anybody; no trouble; no nothing. Tim: Ever since they have had all of these troubles over in Ravenna; people are asking more questions; the private one; people read that in the paper. Bill: I did complete all of the applications for the e checks; the fire department vehicles were not e checked in 2018; they were e checked in 2017; they accepted those forms; they had not been submitted; what he actually needs is a certification number; you can go online and put a VIN number in and it says yes it is e checked; so I did it that way; 2017 they were e checked; what he needed was the actual confirmation number on the form that gets printed out; they are the same department that has those forms that are printed out; but that is what they wanted; so I got those to them; at one point trustees said to have the vehicles e checked this year; it is odd years so 2018 we can scratch that motion then it is 2019. Rob was telling me that they had been e checked and that he was going to give me the certificates; I was going to send those in; we went over and looked in the files and they were not; everything is up to date on that. Bill: There is a check for the audit; we did get the mini audit; so that saved the township about \$2,000.00 off of the full audit; I got a preliminary report that there were no compliance violations; we should be getting that report; they already dropped all of the documents back off. Jeffrey: On this account right here DOMDAR the amount due of \$150.00 this is the one that was apparently a full arrest; we transported and they are saying that they can not contact; about the only think that we can do is go ahead and forward it to processing and if it did go through an estate settlement; we may get something out of it; but I think that our normal policy is to go ahead and push it through and then once it gets to a certain point we can always stop it if we had to.

MOTION: RESOLUTION: 2018-063

DOMDAR account to Life Force to precede with the process.

Moved By: Jeffrey Second: Tim

Roll Call: Mr. Bixler: Yes; Mr. Diehl: Yes; Mr. Pfile: Yes

VII. MOTION TO PAY THE BILLS: Warrants 40691-40717

Moved By: Tim Second: Chris

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Mr. Bixler:Yes; Mr. Diehl: Yes; Mr. Pfile: Yes

MOTION TO GO INTO EXECUTIVE SESSION @ 8:10 PM to discuss personnel

Moved By: Tim Second: Chris

Mr. Bixler:Yes; Mr. Diehl: Yes; Mr. Pfile: Yes

MOTION TO COME OUT OF EXECUTIVE SESSION @ 8:39 PM

Moved By: Tim Second: Chris

Mr. Bixler:Yes; Mr. Diehl: Yes; Mr. Pfile:Yes

Jeffrey: Our discussion on personnel has ended.

MOTION RESOLUTION: 2018-064

To hire Jesse Baughman as Fire Chief for Edinburg Township; that would be at the current salary of \$400.00 per month plus the hourly rate for his level of training or certification with a probationary period effective June 1st 2018 extending to 12-31-2018.

Moved By: Jeffrey Second: Chris

Roll Call: Mr. Bixler: Yes; Mr. Diehl: Yes; Mr. Pfile:Yes

VII. MOTION TO END THE MEETING @ 8:41 PM

Moved By: Tim Seconded: Chris

Roll Call: Mr. Bixler: Yes; Mr. Pfile: Yes; Mr. Diehl: Yes

Jeffrey Bixler, Chairman

Chris Diehl, Vice Chairman

Tim Pfile, Trustee

William McCluskey, Fiscal Officer