

Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

November 22, 2016

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; Jeffrey Bixler, present; Diane Austin, absent; Bill McCluskey, present; Kevin Biltz, present; Mike Pittinger, absent; Rob Swauger, present; Sandy Templeton, absent.

- I. John Hayes called for a motion to approve the Agenda as presented; motion was made by Jeffrey Bixler; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, absent; Jeffrey Bixler, yes.

- II. CORRESPONDENCE:

- A. OTARMA – Bill received an insurance renewal letter. He will fill out the information and send it in. He reported that they are starting a rebate program for:
1) Commercial Driver’s License Random Drug Testing Reimbursement: they will reimburse \$25.00 per test. 2) Motor Vehicle Record Reimbursement - for a search of employees and elected officials motor vehicle records - as part of an effective risk management; they will reimburse \$8.50. Bill will follow up on this.

- III. OLD BUSINESS

There was no Old Business to discuss at this time.

- IV. NEW BUSINESS

- A. Town Center Plans - John said that he had heard there were some changes to the plans at the Town Center. Kevin said Matt from ODOT called him and Matt said he has been trying to get feedback from the residents involved and then he will bring the print to Kevin in the next week or two. John said the Trustees need to talk about what they would do if ODOT asks them to move the brick sign and/or the gazebo. John said Kevin had told him the sign probably would not withstand a move due to its condition. Because the Town Center is open to the public, the ODOT representative said they do not want to disturb it; they would like to spruce it up.

- V. TRUSTEE REPORTS

- A. John Hayes
--He had nothing further to report at this time.
- B. Jeffrey Bixler
--Jeffrey stated that if ODOT wants the gazebo moved, it belongs to them so they would need to cover the expenses to move it. John agreed. Kevin said they’ll know more when they receive the actual drawing. John said maybe the sign could be updated.
John said the ODOT representative told him they are updating the storm sewers and will install curbs; the two corners are the northwest corner and possibly by the Corner Store.
- C. Diane Austin
--She was not present to give her report.

- VI. DEPARTMENT REPORTS

- A. Kevin Biltz – Roads / Buildings / Cemetery / Park
--They have been working on the trucks.
--They have finished crack sealing.
--They are working on the Christmas lights.
--They have been picking up leaves at the Park and should finish this in one more day.
--They will be trimming the trees and emptying the flower pots at the Cemetery.
--The clutch on the RTV is broken right now; it may need major work soon.

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Kevin Biltz (cont.)

--John said Nate mentioned the brick pillars at the cemetery; Kevin said one had been moved slightly but not damaged. He said there have been many visitors at the cemetery either playing *Pokémon Go* or *Find a Grave* or doing a treasure hunt of sorts where they find boxes and then add something and take something. There is currently one in the rafters of the gazebo and he heard there were several in the Park.

B. Mike Pittinger– Fire Department

--Since the November 10 meeting there were two motor vehicle accidents and four medical calls.

--Bill asked Rob who is in charge of entering the diagnosis codes when they take someone to the hospital. Rob said Life Force does this [based on what the ER doctor states]. Bill had an invoice from an insurance company denied because there wasn't a valid diagnosis code.

--John said the Township received a letter from the Portage County Combined General Health District regarding two commercial properties in Edinburg that were inspected by treatment plant personnel. Bill will give a copy of this letter to the Fire Department and then file the originals.

--Jeffrey presented the new contact sheet and attached were the written resignations of three employees who have resigned. He gave these to Bill for his documentation. Bill confirmed that formal acceptance of the resignations is needed.

Resolution: 2016-0095

Jeffrey Bixler made a motion to accept the resignation of Patrick Crawford from the Edinburg Fire Department; this was seconded by John Hayes.

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

Resolution: 2016-0096

Jeffrey Bixler made a motion to accept the resignation of Nathan Sorge from the Edinburg Fire Department; this was seconded by John Hayes.

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

Resolution: 2016-0097

Jeffrey Bixler made a motion to accept the resignation of Nathan Worley from the Edinburg Fire Department; this was seconded by John Hayes.

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

C. Sandy Templeton – Zoning

She was not present to give her report.

Bill said she reported working 3.5 hours.

D. Bill McCluskey – Fiscal Officer

--He started an electric rate comparison search. When he attended the recent Portage County Township Association meeting, First Energy was there and gave a presentation on their emergency procedures. Mr. Marozzi was also present and said NOPEC now has a provider. Bill checked their website and the rate has not been posted yet. When this rate is determined it will be locked in for three years. He spoke with Mr. Marozzi about making the choice and he said to be careful about an up-front charge and sometimes there are early termination charges too. If it is decided to stay with NOPEC residents and Trustees would not have to do anything at all if already signed up with NOPEC. If residents want an apples-to-apples comparison they may go to the website and look at the different rates.

--He met with Kevin and went through the deed book. To their understanding they are call caught up. He will send a letter to the residents involved with the number confusion. He now has it set up so that all the deeds are in the computer.

--Bill asked Rob if the Township regularly schedules staff for 24 hour shifts. Rob said no, they've always just scheduled 12-hour shifts. Bill said if they choose to go to

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24-hour shifts, compensation of wages can be withheld for sleep time as long as it is a minimum of five uninterrupted hours. He shared the information from the department of Labor and other related information he had received from Lori Calcei.
--Bill reported that a transfer of funds is needed to pay Tallmadge Asphalt.

Resolution: 2016-0098

Jeffrey Bixler made a motion to transfer \$3,000.00 from account 2021-330-5999 to the Road Department account to open a purchase order to pay Tallmadge Asphalt; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, Absent; Jeffrey Bixler, yes.

--Bill reported that a transfer of funds is needed to pay Warren Fire Equipment.

Resolution: 2016-0099

Jeffrey Bixler made a motion to transfer \$2,004.00 from account 2281-230-0420 to open a purchase order to pay Warren Fire Equipment; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, Absent; Jeffrey Bixler, Yes.

--He reported that also at the Township Association meeting it was mentioned that there is a grant available for \$500 for anything safety related. Kevin said they could use safety lighting for their equipment. Bill will apply for this grant and meet with Kevin.

John wished everyone a happy Thanksgiving and a safe holiday.

VII. Guests:

David Starcher, Resident/Farmer

John asked Mr. Starcher if he had something to discuss.

David Starcher asked how soon the Township could start spending the levy money on the 24-hour staffing at the Fire Department. Bill said the money will be received in March. Jeffrey explained that the Fire Department has always been staffed 24 hours but the funds to pay for this were running out. The levy money will enable this to continue at the level the residents deserve.

Bill asked if the only one new vehicle purchased in 2015 to present was the Fire Department vehicle. Rob said the ambulance was purchased September 15, 2015. Bill will make sure it is on the OTARMA insurance roster.

VIII. A motion was made by John Hayes to pay warrants 39856 to 39875; this was seconded by Jeffrey Bixler. Roll call shows: John Hayes, yes; Diane Austin, absent; Jeffrey Bixler, yes.

IX. A motion was made by Jeffrey Bixler that the meeting be adjourned at 8:15 p.m.; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, absent; Jeffrey Bixler, yes.

Next meeting: December 8

John Hayes, Chairman

Jeffrey Bixler, Vice Chairman

Diane Hargett Austin, Trustee

William McCluskey, Fiscal Officer