

# Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

June 8, 2017

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, absent; Diane Austin, present; Bill McCluskey, present; Kevin Biltz, present; Mike Pittinger, present; Sandy Templeton, absent.

- I. John Hayes called for a motion to approve the Agenda as presented; motion was made by Diane Austin; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeffrey Bixler, absent.
- II. John Hayes called for a motion to approve the minutes of the May 25, 2017 regular meeting; motion was made by Diane Austin; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeffrey Bixler, absent.
- III. CORRESPONDENCE
  - A. Thank you letter to the Fire Department for their response to a call.
- IV. Introduction from John to guests attending:  
Tim Pfile, Resident                      Cody O'Shields, Resident  
Kimberly Casteel, Resident  
There were no comments at this time.
- V. OLD BUSINESS
  - A. Zachary Stewart - VFIS Payment  
Zachary had contacted Bill asking him where things stood. Bill asked Zachary for a copy of the verification of the hours limit. The 1,500 hours is not specifically stated in the contract, it states 28 hours per week. If personnel work over 28 hours per week, they do not qualify for this coverage.  
Bill read an email from Zachary where he states that 28 hours x 52 weeks per year totals 1,500 hours (which Bill forwarded to the Trustees on May 31). Zachary asked for payment after approval at the June 8 Trustee meeting. Zachary also stated that the fire chief's email address has been corrected in their system.  
Rob Swauger stated that with call back hours, overtime would throw off the 1,500 hours as well. Bill said that this was discussed with Chris Meduri and labor laws and it is the same as with the health insurance.  
**A motion was made by Diane Austin to pay VFIS in order to prevent lapse in coverage for the firemen, in the amount of \$1,040.00 to cover December 2016 to December 2017; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeffrey Bixler, absent.**
- VI. NEW BUSINESS
  - A. Kelvin Biltz – There was a person caught on camera putting their scrap carpet in the Township's recycling dumpster. This has been reported to the Sherriff and they will be prosecuted.
  - B. John said that the Park Committee wanted to know what day Edinburg Township was founded in order to have a celebration (200 years?). Diane suggested that he contact the Portage County Historical Society to get the exact date. Diane checked information poster at the town hall and it said "1811" but she thinks it is closer to 1818. John will follow up with this and report to the Park Committee.
  - C. Kevin has the bid book for the chipping and sealing of the roads. The ad to receive bids will run in the newspaper on June 9 and June 16.

## VII. DEPARTMENT REPORTS

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## **A. Kevin Biltz – Roads / Buildings / Cemetery / Park**

- The road bids will be opened at the next meeting, June 29 at 7:30 pm. The work is to be completed by August 18.
- They made one pass around the road with the road mower -- some hoses needed to be replaced on it.
- The received 24 tons of salt from Akron yesterday morning.
- They've been mowing at the Park and Cemetery.

## **B. Mike Pittinger – Fire Department**

- They had a total of 12 calls since the last meeting.
- John reminded them to remove the Memorial Day Parade words from the Town Center sign. Mike agreed.

## **C. Sandy Templeton – Zoning**

- She was not present to give her report.

## **VIII. TRUSTEE REPORTS**

### **A. Diane Austin**

--She presented the Special Waiver of Damage or Injury Release of Liability received from the Prosecutor's office for the Fire Department's Cadet program.

**RESOLUTION 2017-050 A motion was made by Diane Austin to approve the Special Waiver of Damage or Injury Release of Liability for the Edinburg Fire Department Cadet program as presented; this was seconded by John Hayes.**

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

--She spoke with the organizer of the Southeast High School reunion on June 24. She verified with Noreen that the Town Hall is already booked that day so they will need to meet at the Park. The organizer wanted to make sure there is plenty of parking for 50-60 people and they'd like to be able to play yard games by the pavilion (no baseball field needed). Kevin suggested blocking off some areas for them. Diane said she will have Noreen try to get a hold of Dennis to make sure he knows there will be a reunion there that day.

### **B. John Hayes**

He had nothing further to report.

### **C. Jeffrey Bixler**

He was not present to give a report.

## **DEPARTMENT REPORTS (cont.)**

### **D. Bill McCluskey – Fiscal Officer**

--He received the new UAN computer and will be working to get it ready for use. He reminded the Trustees that they had discussed possibly giving the old computer to Kevin to use in his office -- it is not very functional and it is outdated as far as security features. He suggested purchasing a laptop computer for use with the Cemetery program and found one at Staples for \$399.00. He just has to make sure that the Cemetery program, on a new laptop with Windows 10, would be compatible with the UAN system which requires that it remain on Windows 7. Otherwise they would need to buy a used computer that has Windows 7. Diane said Lenovo has brand new computers at Micro Center with Windows 7 for around \$300.

Mike said to talk to the Sherriff about making sure that the person who dumped the carpet is also court ordered to pay the Township back for anything that is purchased involving evidence in the case -- like the flash drive [containing the camera footage].

--He asked how the Park Committee would be let into the Town Hall for their meetings on the first Wednesday of each month at 8:00 pm. Diane will make sure Noreen knows to let them in. Bill said he would come after the meeting to lock up and set the code if at the administration building.

--He presented three cemetery deeds for signing.

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- IX. A motion was made by Diane Austin to pay payroll and warrants 40184 to 40207; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeffrey Bixler, absent.
- X. A motion was made by John Hayes that the meeting be adjourned at 8:15 p.m.; this was seconded by Diane Austin. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeffrey Bixler, absent.

Next meeting: Thursday, June 29, 2017

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John Hayes, Vice Chairman

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Jeffrey Bixler, Chairman

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Diane Hargett Austin, Trustee

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William McCluskey, Fiscal Officer