

Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

February 9th, 2017

Mr. Hayes called the regular meeting of the Edinburg Township Trustees to order at 7:40 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, present.

- I. Introduction from Mr. Hayes to guests attending. He asked that attendees would be considerate of a time restraint in the meeting due to a family medical need of Ms. Austin.
- II. Mr. Dennis Gump of the Hot Stove asked to present plans requested by the trustees previously, relating to dug-outs for the Park softball fields. After some discussion trustees asked Ms. Templeton to review any zoning issues and Mr. Biltz to also review the plans. Mr. Hayes mentioned they will look at this in the future.
- III. Mr., 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.
- IV. Mr., Hayes called for a motion to approve the minutes of the January 24th, 2016 meeting; motion was made by Diane Austin; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, yes.
- V. CORRESPONDENCE:
 - A. Census Bureau information packet was shared and forwarded to Mr. McCluskey to follow-up on.
 - B. Election Board. Letter was reviewed stating the Township is able to charge \$60.00 for the cleaning of the Townhall. Mr. McCluskey asked for trustees to address whether they wished to charge.
Resolution 2017-0019: Whereas the trustees realize the extra cost of the use of the facility including potential loss of rental capacity, and increased hours of Staff, and charges by the Election Board for township levy/election costs, Diane Austin made a motion to accept the \$60.00 payment for the election boards use of our town hall to help off-set cleaning costs. Motion was seconded by John Hayes. Austin, yes Hayes, yes
 - C. Payment of Overtime to the full time- Road department works was discussed in relation to including holiday hours as worked hours in calculation of overtime.
Resolution 2017-0020: Whereas the road department employee does not have the ability to adjust their work schedule around township paid holidays and must at times report to work for duties above the 40 hour work week, such as cemetery burials/services and road work/snow plowing, A motion was made by Diane Austin to allow the Fiscal officer to include the holiday hours as hours worked when calculating overtime and/or comp time for the full-time Road department staff. This motion was seconded by Mr. Hayes. Austin, yes. Hayes, Yes.
- VI. OLD BUSINESS
 - A. Credit card policy was tabled due to absence of Mr. Bixler
 - B. Mr. Hayes presented a list of township residents and some others interested in participating on the Parks and Recreation Board and/or committees. The lists and letters of interest had been placed in the Trustees mailboxes, on Monday. He thanked Bill for copying the letters from emails he had forwarded to Mr. Hayes and those John had received in the post or email. The summary list included names, resident status, and if a letter of interest was sent. Two of the listed individual only wished to be on committees. He again spoke of his pleasure with the response the trustees have received. Ms. Austin agreed. Mr. Hayes made a motion to appoint the

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board. Mrs. Austin stated she thought they were going to interview or meet with those interested first. Ms. Templeton said the trustees would need to interview the people before they could be appointed. Mr. Hayes reviewed what the posting in the paper and on the website purported to be the mission of the Parks Board. He reiterated that the park Board is not just looking at the Edinburg park, but included areas around the township such as the Gazebo, concession, trails, playground and areas around public buildings. He stated he hoped it would expand the use of these spaces and offer more than just for organizations like the softball and soccer leagues. He stated that perhaps they could appoint more than just 5 members, and appoint the 6 that had completed all the information. Ms. Tempelton said you need an odd number and Ms. Austin mentioned the need to be careful of how large the board is. Mr. Hayes said he wanted to move forward with getting the board together as it has been since last year. Ms. Austin again said she felt she needed more time and the Mr. Bixler is also not there. Mr. McCluskey said a motion was on the floor and would need to be addressed. Mr. Hayes made a motion to appoint Maureen Haska, Terry Montz, Jodi Canali, Linda Dillon, and Kimberly Ehman to the Parks and Recreation board. Ms. Austin said it should be tabled. Mr. McCluskey asked (for formality) if she would second the motion, she said no, and it was therefore tabled.

Mr. Hayes reported that the tape recorder was not working. It was restated at this point.

VII. NEW BUSINESS –no new business

VIII. TRUSTEE REPORTS

A. Jeffrey Bixler- Absent

B. John Hayes- none

C. Diane Austin-none

IX. DEPARTMENT REPORTS

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

--Kevin said he would like to thank trustees for getting the two-way radios as they really help communicating. He said Mike and Tim from Deerfield came down with their Kubota and helped straighten out the park (referring to the cemetery) where he had been stuck with the tractor. They did demo a mini excavator and we had it carry a casket because the cart wouldn't carry it up. (Because of weather and wet ground). He stated the Kubota would be a good investment. Mr. Hayes commended Mr. Biltz on the job he has done at the cemetery with the problems with the weather and funerals being held for the last three weekends. Mr. Hayes asked Mr. Biltz to evaluate the edges in the roads around the cemetery. Kevin said the trucks that come in there are too big. He and Nate have discussed getting materials from Tallmadge asphalt to work on the area.

B. Mike Pittinger – Fire Department

--He reported that they ran 10 calls since the last meeting.

C. Sandy Templeton – Zoning

--She made/received 28 phone calls.

--she will have ?????????? (too much over talking to hear) with the BZA. She said she still has some zoning issues in the Highlands and will be sending a letter. She said she talked to Chris Meduri about the road on Carlisle way and he did send a letter to the Builder, Rockland homes. Diane said it would be discussed at the next meeting. She

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said she does not think the township should have to pay for a road that a builder tore up, not the taxpayers. John agreed, saying he had taken the pictures at the start. Bill mentioned that the sprint phone information had also been placed on her desk as well as a call message.

D. Bill McCluskey – Fiscal Officer

- He presented information regarding a contract with rent-ware for the trustees to review. Diane was concerned with the length of the contract of 156 weeks. Trustee asked Bill to get some other quotes. Kevin said he and Nate do wear the uniforms, however, in the summer sometimes they prefer tee shirts, but there was concern that the staff would have to launder their own t-shirts. Bill asked if there needs to be any adjustments to the number of shirts and pants the township is charged for at \$28.25 a week.
- Bill presented a request from an insurance company for a specific fire records. He stated he wanted the copy of the record before he would deposit the check, as in past he did not receive the information and note received it.
- Bill asked for approval to reimburse an EMS patient KAZJOH for 628.40 as insurance paid after it was also collected from patient.

Motion to reimburse patient KAZJOH for 628.40 by Diane seconded by Mr. Hayes. Mr Hayes, yes. Ms. Austin, Yes

- Bill requested information in regard to clarification of signatures on Pettigrew credit statement. Fire department said they were not them. Bill stated he has talked to Pettigrew's about not signing receipts for the township. He said he will talk to Pettigrew's again, but asked that the fire department sign and not let Pettigrew's sign the pad.
- Asked for PO's to be signed for property taxes 8-2017, storm water and another to approve appropriations to pay EMS collection fees.
- Bill also requested trustees approve sending 2 EMS transport non-residents NEZROB and BRAJOS01 to collections.

Resolution 2017-21. Whereas patients failed to communicate with Lifeforce after repeated attempts regarding payments for EMS services, a Motion was made by Diane to send claims for patients NEZROB and BRAJOS01 to collections, and was Seconded by John, Hayes, yes Austin Yes.

Bill reminded trustees financials are in boxes.

- Bill requested the trustees rescind motion of Resolution 2017-17. Bill said he was misinformed by the Election Board that we would need to put the levy on the Ballot in May. He said he had taken the information to the Auditors office and later got a call when going to OTA conference in Columbus that the levy was too Early. He called Mr. Bixler to see if he could follow up as he was out of town. Mr. Bixler called back and said he had talked to Janet Esposito and it should not go on the ballot until November.

Resolution 2017-22 Diane made a motion to rescind resolution 2017-17. Seconded by Mr. Hayes, yes Austin, Yes Hayes.

Mr. Hayes got a contact number from Mr. Gump regarding the dug-outs. Diane thanked those park board volunteers attending the meeting for their interest. Jody Morris and Jodi Canali. He mentioned he stated that perhaps they could just appoint more than just 5 members, and appoint the 6 that had completed all the information. Ms. Tempelton said you need an odd number and Ms. Austin mentioned the need to be careful of how large the board is. Diane said she thinks it would be nice to meet with all the volunteers. Bill said he did not get a hold of Justin Morris and Jody said she is

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his wife and she is taking that spot as he feels he may be too busy with the sports team. John said he feel he and Diane are on the same page but he just wants to get this up and running. Diane said she just feels she wants to talk to everyone and make sure the time is useful. Bill said he would follow up with the volunteers. Diane said she was not sure what shifts Mr. Bixler was working but hoped it could be done by March first.

X. **A motion was made by Diane John Hayes to pay payroll and warrants 39976 to 39999; this was seconded by Ms. Austin. Roll call shows: John Hayes, yes; Diane Austin, yes.**

XI. A motion was made by John Hayes that the 2/9/17 meeting be adjourned at 8:30 p.m.; this was seconded by Diane. Roll call shows: John Hayes, yes; Diane Austin, yes;

John Hayes, Chairman

Jeffrey Bixler, Vice Chairman

Diane Hargett Austin, Trustee

William McCluskey, Fiscal Officer