

## Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

June 29th, 2017

Jeffrey Bixler 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, present; Bill McCluskey, present; Kevin Biltz, present; Mike Pittinger, present; Sandy Templeton, present.

- I. Jeffrey Bixler called for a motion to approve the Agenda for June 29<sup>th</sup> as presented; motion was made by John Hayes; this was seconded by Diane Austin. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeffrey Bixler, yes.
- II. Jeffrey Bixler called for a motion to approve the Minutes of June 8<sup>th</sup>; motion was made by Diane Austin; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeffrey Bixler, abstain
- III. Guests,
- IV. Cody O'Shields, Roger O'Shields, Rachal Weitzel, Terra Postiy, Tyler Postiy, residents, Andy Reshensky, business owner. Jeffrey opened up for comments but guests had no comments. Bill introduced Rachel Wheitzel who had interest in replacement of Karen Ross position and wished to observe meeting.
- V. CORRESPONDENCE
  - A. Jeffrey discussed letter from ODOT concerning property purchase for road work at intersections of 14 and 18, for \$995.00 and final papers that needed signed. Signatures added. Bill will meet with representative at noon on 6/30.
  - B. Jeffrey discussed letter regarding from ODOT department of environmental study , from Mr. Brian Peck , showing EPA to address any issues and in return property to acceptable levels
  - C. Landmark dividend letter shared with Bill.
- VI. OLD BUSINESS
  - A. Diane reported notifying Noreen of Park Board meetings.
  - B. Bill reported he had no correspondence from Conrad's disposal regarding billing for carpet dump pick up. Kevin reported illegal dump is being continued to be investigated and tape has been downloaded and received by County Sheriff's Department. Short discussion on past illegal dumping investigation and outcome, which is going to court.
  - C. Mike reported he had not yet completed any waivers back for VFIS for cadet program, also Insurance Waiver for fire department workers.
  - D. Bill reported he did not have an official resignation letter from Karen Ross, but she did confirm after the June 8<sup>th</sup> minutes that that was her last;
  - E. Report from portage county land bank discussed by Jeff.
- VII. NEW BUSINESS
  - A. Jeff opened 2 bids received for the Edinburg, Road Chip and Seal (Porter and Clark) at 7:40 pm. Luli construction bid was \$61,261.25. The Bid for Specialized Construction incorporated. Bid was \$65,567.50. Discussion occurred regarding difference in pricing for different road sections and past performance and work in township. Jeff reported these bids are in stone, John asked if we could attempt any negotiation, but bids might not be negotiable and trustees Austin and Bixler did not wish to attempt any negotiation. Jeffrey asked Bill to again confirm the funds are available. He confirmed. Based on cost factor a motion was made to vote on assignment of project.

**RESOLUTION 2017-051 A motion was made by John Hayes to accept the lower bid of W. Luli construction for the Porter and Clark road Chip and seal project at \$61,261.25; this was seconded by Diane Austin.**

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

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### VIII. TRUSTEE REPORTS-no reports were offered

Jeffrey changed agenda of Department reports due to time constraints of Mike Pittinger

### IX. Department Reports

A. Mike Pittinger reported last month had 10 calls, he has been working with Grant writers and gathering information. Bill asked if they had been hired, Mike reported the trustees had said yes, However, Jeffrey said they had not, rather they are awaiting a proposal report. Mike said he would present that report when ready. Jeffrey asked if Mike had a applicant ready to present. Bill reported he had not received any information in relation to social security information for a back ground check. Her qualifications were discussed. He reported they are getting on formation to Bill for Background, as it is not complete. Mike reported trustees needed to decide how they wish to approach the Back ground checks, as Mike and Bill are concerned that the system used by the contracted company, includes only public records search, no finger printing. Pricing was addressed in the past at a cost of \$45-\$55. Mike stated he wished to use the Portage County Sheriff's department. Bill mentioned there are other options as well, like the Ravenna police department. Bill reported he had shared pricing with Jason Pitre last year, regarding this pricing.

Trustees, fiscal officer and Mike discussed procedures further, and Bill mentioned the cost to the township when a potential candidate does not pass a test, after the offer as well as other going to different locations for the physicals, even though we have a contract with University Hospital. Jeffrey stated it is his opinion that is we require a drug test and Background test we need to pay for it. Mike said this is why he feels they need a background check and drug test before they are presented to the Trustees for hire. Bill mentioned he was concerned that this would not be acceptable procedure legally. Diane stated she thought we should do our due diligence before they are hired and that she has spoken to other Fire departments and they do the back ground checks before they are hired. John asked for clarification and recommendation of what should be done between application and presentation to the trustees for hire. She mentioned that the fire department, the trustees have nothing to base the hire on. She said she feels all the application in interview information should be completed and summarized for the trustees to make a more informed decision. She mentioned when it is simply Hire with acceptable drug and background check, that's the last the trustees hear about it, unless something goes comes up or there is a problem way down the road. She thinks it should be better to address the due diligence before the hire. John again mentioned how much it costs before we can actually decide to hire. Jeffrey voiced his view that the drug test should be done first, before hire decision. Bill stated presently the drug and physical are both done together. Diane and Jeffrey stated they think they should be separate. Mike mentioned breaking them up would cost more. Jeffrey asked why we even need a physical. Jeffrey said this needs to be examined more. Diane asked about internal drug testing. Bill said this is a very complicated procedure and not likely acceptable. Diane asked that Chris Meduri be asked about this. Discussion came back to potential hire.

B. Kelvin Biltz – He reported borrowing hot box from State and patching holes in roads, and reported uneventful normal departmental activity around township.

C. Sandy Templeton, zoning:

She reported 25 phone calls, 2 pool permits and boathouse Marina. She mentioned she will be out of town in future and requested to talk to trustees after the meeting.

D. Bill McCluskey – Fiscal Officer

Bill presented some non-complaints payments for EMS services forwarded from

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Life Force for trustee decision on sending to collections. All were non residents and did not respond to billing requests. He mentioned the State has decided to keep the State collections process.

**RESOLUTION 2017-052** after discussion A motion was made by Jeffrey Bixler to approve LifeForce sending case BALBAI, SUHSAU and FRAKEV to collections.; this was seconded by Diane Austin.

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

Bill presented another case relating to another fire fighter getting treatment, but was billed by collections.

**RESOLUTION 2017-053** after discussion A motion was made by Jeffrey Bixler to deny LifeForce sending case HANDON to collections.; this was seconded by Diane Austin.

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

He also presented blanket certificates and financials to trustees.

- X. A motion was made by John Hayes to pay payroll and warrants 40208 – 40224. this was seconded by Diane Austin.**

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

Jeffrey asked Sandy if she needed to go into executive session, or just wanted to make comments, she said just some comments to the trustees.

- XI. A motion was made by Jeffrey Bixler to adjourn the meeting at 8:15 pm. this was seconded by Diane Austin.**

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

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Jeffrey Bixler, Chairman

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John Hayes, Vice Chairman

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Diane Hargett Austin, Trustee

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William McCluskey, Fiscal Officer