

# Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

March 26th

2020

CALL MEETING TO ORDER BY: Tim Pfile@ 7:30 p.m. Pledge of Allegiance

Fiscal Officer: Roll Call

Pfile Chair: Present, Vice Chair Bixler: Present, Trustee Diehl: Present, Fiscal Officer McCluskey: Absent, Roads, Cemetery, Parks, Biltz: Absent, Fire Department Baughman: Absent, Zoning Lippy: Absent (Township employees were excused from the meeting due to limiting this trustee meeting to essential personnel in response to social distancing and Governor/Health Department orders)

Guests: None. (meeting was open to the public, with chairs allowing social distancing.)

## I. MOTION TO APPROVE AGENDA FOR 3/26/2020

Moved By: Chris Second: Jeffrey  
Mr. Diehl: Yes Mr. Bixler: Yes Mr. Pfile: Yes

## II. MOTION TO APPROVE MINUTES 3/12/2020

Moved By: Chris Second: Jeffrey  
Mr. Diehl: Yes Mr. Bixler: Yes Mr. Pfile: Yes

III. CORRESPONDENCE: Tim: Discussed grant offer from Portage County Regional Planning for community development grant relating to lower income region, and flood and tornado damage. Trustees to review to see if township qualifies, however seems unlikely.

Tim: ODOT Salt contract for 2020-2021 season presented to trustees with road department recommendation of 25 tons, which is lower than past, however, salt shed is full this year, deadline 4/24/20.

MOTION to approve and submit contract to ODOT for 25 tons of road salt, **Resolution 2020-030.**

Moved By: Chris Second: Jeffrey  
Mr. Diehl: Yes Mr. Bixler: Yes Mr. Pfile: Yes

## IV. OLD BUSINESS:

A: Jeffrey spoke of discussion with Prosecutor regarding live streaming meetings in video conference format. Shared guidelines from prosecutor, trustees to review further. (no change in format presently in place). Jeffrey reported he discussed personnel issue with County Prosecutor and present township policy will remain the same. Jeffrey to notify appropriate personnel.

Tim: Notice to bidders for road chip and seal reviewed regarding posting.

Chris: Discussed closure of Town hall and need to reimburse one individual for town hall deposit. He also discussed cleaning and disinfecting town Hall. He has a bid for \$250.00.

Jeffrey: Asked for opinion of other trustees regarding Dumpster Day and Memorial day parade. Trustees will postpone Dumpster and change information on the township center sign.

Motion to postpone township cleanup until further notice:

Moved By: Jeffrey Second: Tim  
Mr. Diehl: Yes Mr. Bixler: Yes Mr. Pfile: Yes

Further discussion of parade regarding what needs done prior to parade, i.e. will band be available, pursuing permits, proceed as normal with knowledge that might be cancelled a week before. Presently no donations were being asked for due to carryover from previous donation.

Trustees decided to let parks committee decide, however, move forward with permits due to time restraints.

Tim: discussed flooding in Park field. Discussed plans and activities required to move forward mitigating problem with tile and plumbing work and working with ODOT. He

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also discussed Edinburg townships present participation level in the 2020 census, at 29.4%, encouraging others to push for compliance especially since if you don't do it they will come to your door. Also he reported the Portage County Recycling employees will no longer leave truck to clean up area around recycling dumpsters when picking up. road department will need to work to keep the area picked up.

Tim: Mentioned he has reviewed and found that a lot of the road departments around us have shut down. The road department he works for has not, however, is allowing employees to vary work and schedule based on weather and demand, and ability to social distance. He has spoken with Kevin and Note who reported they can practice social distancing and continue work. Office is however closed to public. Jeffrey stated the fire department has also posted they are not open to the public just walking in.

Other trustees reported they agree with decision, as long as they are aware they are not being forced to come to work especially if they feel sick or family members are sick.

Further discussion of Rootstown and Stark County totally shutting down road departments as well as crew rotations at the County level.

Mentioned potential to assist with fire department, However, Jeffrey mentioned limitations in runs with only one fire fighter.

Time: Reviewed road department report. Items:

Received a bid for stump grinding of 27 stumps thru-out areas by township hall, cemetery, park. Priced at \$35 a stump, \$945.00.

## **MOTION: Resolution 2020-031**

Motion to approve Jack Hopkins bid to grind stumps for a total of \$945.00

Moved By: Chris

Second: Jeffrey

Mr. Diehl: Yes

Mr. Bixler: Yes

Mr. Pfile: Yes

Work in park flooding discussed with need to pipe. Total cost of piping running \$1500.00 and need for gravel as well.

**MOTION TO APPROVE** purchase of 600 feet of 6 inch and 300 feet 4 inch. presented by Tim, Jeffrey suggested addition of other supply needs to get started

Tim amended Motion:

**MOTION TO APPROVE** purchase of 600 feet of 6 inch and 300 feet 4 inch. at \$1500.00 and additional \$500.00 for gravel totaling \$2000.00 for number 4 ball field in the park.

Moved By: Jeffrey

Second: Chris

Mr. Diehl: Yes

Mr. Bixler: Yes

Mr. Pfile: Yes

Chris read fire department summary. Items reported included maintaining all precautions set by UH, CDC and Portage EMA due to coronavirus. Fire department personnel are disinfecting station and equipment after each call. All department training has been suspended with requirements able to be met online.

The primary valve has been repaired on 1513, waiting on quote from Findley on updating hydraulic system for generator. 1513 need to have front spring shackles replaced and then front end alignment. 1512 also needs front end alignments and new front tires.

Further discussion occurred regarding backing up of septic system and also replacement of toilet men's room. Carpet also needs replaced.

Tim said Kevin is replacing toilet. Jeffrey discussed options regarding quote for generator only from Findley.

Alliance and Stuber spring discussed regarding fixing fire vehicles. Plumbing issues discussed regarding Septic system and problems especially during heavy rain. General discussions regarding solutions.

Chris discussed need to move ahead with new fire station. He feels something needs to move forward this year. Trustees discussed solutions now and then full replacement when new fire department is built in 2 years.

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no zoning report. Jeffrey did discuss that someone is living in a trailer on porter road, and this was discussed in the past and with prosecutor. This is to be reviewed.

D. William McCluskey-Fiscal Officer: Tim Reviewed: Shared Warrants, PO's/ Financial Reports with trustees for the meeting. Provided cemetery deeds, The State Audit fee is \$3100.00, and lack of supportive staff for process so may take a bit longer to box up all the documents. Audit will have a greater emphasis on Credit Cards and Public records retention. Received approved certificate from County auditor in that we did not appropriate amounts greater than official estimate of resources, so in compliance

VII. MOTION TO PAY THE BILLS: WARRANTS 41648-41675

Moved By: Chris Second: Jeffrey  
Mr. Bixler: Yes Mr. Diehl: Yes Mr. Pfile: yes

VIII. MOTION: MEETING ADJOURNED, TIME: 8:07 PM

Moved By: Chris Second: Tim  
Mr. Bixler: Yes Mr. Diehl: Yes Mr. Pfile: yes

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Tim Pfile Chris Diehl, Chairman

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Jeffrey Bixler, Vice Chairman

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Chris Diehl, Trustee

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William McCluskey, Fiscal Officer