

Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

April 27, 2017

Jeffrey Bixler called the regular meeting of the Edinburg Township Trustees to order at 7:31 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, absent; Rob Swauger, present; Sandy Templeton, absent.

- I. Jeffrey Bixler 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, yes.
- II. Jeffrey Bixler called for a motion to approve the minutes of the April 13, 2017 regular meeting as presented; motion was made by John Hayes; this was seconded by Jeffrey Bixler. Roll call shows: John Hayes, yes; Diane Austin, abstain; Jeffrey Bixler, yes.
- III. CORRESPONDENCE
 - A. Jeffrey reported that he had a conversation with Mr. Durham of the State of Ohio. The appraised value of the land they would like to acquire for the project at the corner of Route 14 & Route 18 is around \$1,000.00. Mr. Durham plans to attend the first Trustee meeting in May to present the paperwork in the appraisal process.
- IV. OLD BUSINESS
 - A. Zachary Stewart from VFIS plans to attend the May 11 meeting. All agreed.
 - B. Salt Contract – Kevin said 60 tons will be delivered tomorrow to finish up last year's contract. Jeffrey asked Kevin what the Township's normal purchase is. Kevin said for the last two years 60 tons were purchased each year.
A motion was made by John Hayes to approve ordering 60 tons of rock salt in preparation of the 2017 and 2018 season; this was seconded by Diane Austin. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeffrey Bixler, yes.
- V. NEW BUSINESS
 - A. A letter was received from Janet Esposito regarding the upcoming May 30, 6:00 pm meeting to discuss the local government fund. Diane and Bill plan to attend this meeting if possible. Bill mentioned that they will have the opportunity to discuss the breakdown of the payments to townships and other local governments. He said he contacted the County Treasurer and he was not able to get a copy of the Alternative formula they use to establish who gets what of the total fund. Diane said this meeting happens every ten years. Bill said he has not heard from the OTA in their opinion. John Hayes said he would like Bill to attend. Bill said he has a Dr. appointment that day but will attend if able.

- VI. Introduction from Jeffrey to guests attending:
David Starcher, Resident/Farmer
Tom Freborg, Fire Dept./Resident (Atwater)
Martin Collyer, Resident

Shannon Paulus, Fire Dept.
Kristie Collyer, Resident

David Starcher shared that he was very impressed by the new stone work at the Cemetery entrance and told Kevin he did a great job on it. Jeffrey and Diane agreed.

Tom Freborg asked if the Trustees would approve of the Shaolin Kung Fu Institute using the Town Hall for a class that would be open to the public and 35% of the tuition would go to the Township. The practice is insured so all of the liability would be on the instructor. It would be used once a week for an hour. Jeffrey asked Diane to contact

Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

April 27, 2017

Ms. Brooks about the weekly availability and then it can be discussed at the next meeting. All were in favor.

VII. TRUSTEE REPORTS

A. Jeffrey Bixler

--He reported that the Parade Committee had met. Marlon Brown will be the recipient of the Trustee Award. Sandy is looking into the choice for Grand Marshal. The next meeting will be on May 1.

B. John Hayes

--He had nothing further to report at this time.

C. Diane Austin

--She reported that there was an issue with Noreen not knowing ahead of time when the Ben Dillon Tournament was to be held and the pavilion had already been rented out to a resident. Fortunately, she was able to accommodate the resident at the Town Hall.

A motion was made by Diane Austin that Hot Stove Baseball cannot use the Park until their schedule is given to Administration; this was not seconded and the motion died.

Jeffrey said he observed trash cans overflowing. Kevin said Hot Stove was supposed to rent a dumpster and they did not. Jeffrey said the Township should bill Hot Stove for the additional dumpster dumping costs and the Trustees should ask Chris Meduri to write them a letter informing them of the fees over and above and that they are in jeopardy for the use of the Park. He said the letter should go to Dennis Gump. Diane said this letter should [also] go to the secretary of Hot Stove. John said the letter from Chris Meduri should also demand that a schedule be given to Noreen for the pavilion schedule.

Kristie Collyer said it is not fair that Hot Stove does not have to put their name down with Noreen on the official schedule and the residents do. All agreed.

Jeffrey asked Kevin what is left to be cleaned up at the Park. He said there are about eight barrels still full of trash and the bottles around the perimeter have not been cleaned up yet.

Jeffrey told Kevin to give the extra costs due to the Hot Stove tournament—including his extra hours—to Bill to send them an invoice. Jeffrey will contact Chris Meduri and find out to whom to send the letter.

Diane asked Bill if she had forwarded a records request to him. Bill said that he did receive it.

VIII. DEPARTMENT REPORTS

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

--They had a new fuel pump put on the backhoe this week.

--They are getting the salt tomorrow.

--The decision on which roads to chip and seal needs to be made so the bid process can begin. Jeffrey asked John and Kevin to discuss which roads are the top priority and present them at a future meeting for a vote.

--At the Cemetery, they have seeded the graves and the backhoe ruts, poured the headstone foundations and trimmed around all of the headstones.

--Clean up is next Friday, May 5 from 8:00 am to 8:00 pm.

--He presented a spreadsheet of costs that neighboring townships charge for opening and closing graves; pouring foundations, etc.

B. Mike Pittinger – Fire Department

Rob Swauger gave a report in Mike's place.

--They had 8 EMS and 1 Fire call since the last meeting.

--Mike had met with a grant writer. Rob presented Mike's paperwork on this. This company helps with all grants, not just fire grants. Jeffrey asked Rob, and he agreed, to ask a representative from this company to come and talk to the Trustees at a meeting.

--There was a mutual aid hazmat call yesterday.

Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

April 27, 2017

RESOLUTION 2017-043 A motion was made by Jeffrey Bixler to submit Invoice #17-0095, Hazmat billing to Palmyra Fire Department, Chief Garland in the amount of \$744.40; this was seconded by Diane Austin. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeffrey Bixler, yes.

Fire Department (cont.)

--Zach Minnix has submitted his resignation.

A motion was made by Jeffrey Bixler to accept the resignation of Zachary Minnix; this was seconded by Diane Austin. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeffrey Bixler, yes.

Rob has reminded him by email to turn in his station key and jacket.

--Due to state testing on May 4, the mock accident at the school may be moved to May 5 or cancelled.

--He asked if he could set up a time to meet to discuss night time staffing. Jeffrey said this can be discussed later tonight in an executive session.

C. Sandy Templeton – Zoning

She was not present to give her report.

D. Bill McCluskey – Fiscal Officer

--He presented financial reports, warrants, bills and POs.

--The website has been updated.

--He is submitting a NatureWorks grant for bleachers. He spoke to OTARMA and Risk Management and they said there is no ruling that a township cannot have bleachers because of insurance, there are just certain specifications that have to be met. He is still waiting for them to send him the actual specifications. He received quotes from two companies and the higher was in the amount of \$13,769.41.

The 25% match for this would be about \$3,443.00 and would come out of the Park fund. He is still waiting to hear from KLA Consulting – the risk management advisory division of OTARMA. This application has to be post marked by May 1. The following resolution was presented for motion:

RESOLUTION 2017-044

WHEREAS, the State of Ohio through the Ohio Department of Natural Resources, administers financial assistance for public recreation purposes, through the State of Ohio NatureWorks grant program and WHEREAS, the Township of Edinburg, Portage County Ohio desires financial assistance under the NatureWorks Grant Program,

NOW, THEREFORE, be it resolved by the Township of Edinburg

That the Trustees of Edinburg Township Board approves filing this application for financial assistance.

That William McCluskey, Fiscal Officer is hereby authorized and directed to execute and file an application with the Ohio Department of Natural Resources and to provide all information and documentation required to become eligible for possible funding assistance.

That the Trustees of Edinburg Township agree to obligate the funds required to satisfactorily complete the proposed project and become eligible for reimbursement under the terms of the **NatureWorks Grant Program**.

This motion was made by Jeffrey Bixler and seconded by Diane Austin.

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

--VFIS Insurance—Bill said if the dates of service for this insurance is December 2016-2017, payment of this \$1,040.00 invoice is overdue. Diane suggested that they to wait to pay it until after they talk to the representative. All agreed.

--He presented cemetery deeds to be signed.

Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

April 27, 2017

- IX. **A motion was made by Diane Austin to pay payroll and warrants 40111 to 40139; this was seconded by Jeffrey Bixler. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeffrey Bixler, yes.**
A motion was made by Jeffrey Bixler to enter into an executive session at 8:44 p.m. to discuss personnel issues and invite Rob Swauger, Bill McCluskey and Kevin Biltz; this was seconded by Diane Austin. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeffrey Bixler, yes.

A motion was made by Diane Austin to come out of executive session at 9:31 p.m.; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeffrey Bixler, yes.

--Kevin will present a request for mulch at a future meeting. Bill will submit a \$500.00 safety grant application to help pay for the mulch.
 --Bill said the NatureWorks grant pushes for community involvement. He talked to several area groups who would be willing to volunteer to put the bleachers together, etc.
 --John asked if the Trustees would consider hiring a professional to do weed-eating this summer. All agreed to discuss it at the next meeting. Diane will submit an application to receive help from the summer youth program through Family and Community Services.
 --Bill said Karen Ross has informed him that, due to life and work changes, she would like to resign as Fiscal Officer Assistant as soon as he can find her replacement.

A motion was made by Jeffrey Bixler to bring the Fire Department pay scale up to the current day shift standard for rate of pay, according to classification effective May 1, 2017; this was seconded by Diane Austin. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeffrey Bixler, yes.

The rate for training will remain the same.

- X. **A motion was made by Diane Austin that the meeting be adjourned at 9:38 p.m.; this was seconded by Jeffrey Bixler. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeffrey Bixler, yes.**

Next meeting: Thursday, May 11, 2017

John Hayes, Chairman

Jeffrey Bixler, Vice Chairman

Diane Hargett Austin, Trustee

William McCluskey, Fiscal Officer