

## EDINBURG TOWNSHIP TRUSTEES REGULAR MEETING

Edinburg Townhall

April 10, 2014

Diane Austin called the regular meeting of the Edinburg Township Trustees to order at 7:30 p.m. with the Pledge of Allegiance. Roll call shows: Diane Austin, present; Sandra Templeton, present; John Hayes, present; Judy Repcik, present; Chris Diehl, present; Tim Paulus, present; Julie Bearss, present.

**RESOLUTION 2014-66: A motion was made by Sandra Templeton to approve the Agenda as presented; this was seconded by John Hayes. Roll call shows: Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.**

**RESOLUTION 2014-67: A motion was made by John Hayes to approve the minutes of the March 27, 2014 Regular Meeting as presented; this was seconded by Sandra Templeton. Roll call shows: Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.**

### COMMENTS OR QUESTIONS FROM PERSON(S) IN ATTENDANCE:

David Starcher, Resident/Farmer	Gary Stewart, Resident/Firefighter
Samantha McPeak, President SSA	Thomas Repcik, Resident/Employee
Justin Morris, Vice President SSA	Noreen Brooks, Resident/Employee

Thomas Repcik said he is getting prices to upgrade three computers with Microsoft Windows software.

### CORRESPONDENCE

The following correspondence was presented:

- OPERS Employer Notice for Employees Retirement Decision - poster in Administration office
- Time Warner Cable letter announcing channel/Internet updates
- GrassRoots Clippings Newsletter via email/mail box

### OLD BUSINESS

--Memorial Day activities – Committee meeting has been set for Thursday, April 24 at 6:30p.m. in the Townhall (before the regular meeting). This will be advertised.

### NEW BUSINESS

--Southeast Soccer Association Representatives: Samantha McPeak & Justin Morris

Sandra told them that the Township needs a copy of their insurance policy. Thomas and Judy confirmed that it was recently sent in. Diane confirmed with Judy that Edinburg Township is listed in their policy. Samantha asked if the Township has coverage on the building because the Soccer Association does also. Diane said the Township insurance covers the building (structure, electrical, etc.) and their insurance covers what they're doing in it, in case their actions or negligence causes damage or destruction (fire, etc.). Diane asked how much coverage their insurance policy covers. Samantha did not have the policy with her so she will get a copy to Diane as soon as possible. Thomas went to make copies of their insurance and bring them to this meeting.

The Soccer Association had a cleanup day recently in the building.

Diane reminded them that if they are cooking food they must have a food license and an inspection (the food license may be purchased at the Health Department). If they are only selling pre-packaged food, they do not need a license. Diane stated that Hot Stove would have to have this also.

Diane informed them that the bleachers would all be removed shortly (due to safety issues). The Township will apply for a grant to replace them but for now there will be no bleachers. She told them tell their attendees to bring lawn chairs.

Chief Paulus told her that the stack of paint buckets and other items in front of the fire extinguisher and AED in the storage area of the concession stand would need to be moved to allow access. Samantha agreed to move the items. The Fire Department will paint lines on the floor around them so the groups know the exact area where it is to be kept clear. They will also paint lines around the electrical panel for the same purpose. Diane asked Samantha to give her a copy of their game schedule as soon as it is ready so scheduling conflicts can be avoided.

Diane admonished the groups that they must keep the storage area clean.

Chris will remove the remaining bleachers and take them to be scrapped.

### --Township Cleanup Dates

**June 6 & 7 Friday 8:00 am-8:00 pm; Saturday 8:00 am – Noon**

**They will take refrigerators, tires, etc. They will not take liquids (including paint) and no garbage.**

Samantha said that the Soccer Association might have three insurance policies so she will check into it and give copies to the Township as required. Diane said once they turn it in, she would send a copy to the Township's insurance agent to check for double coverage.

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### DEPARTMENT REPORTS

#### **Julie Bearss - Zoning Inspector**

--She made/received 13 phone calls.

--Two permits were issued.

--Zoning Commission met tonight prior to this meeting. Topic of review was the process followed to make changes to the resolution.

--She has sent a certified letter to the owners of the property at 4092 State Route 14 as well as to the Health Department. She asked the Trustees what the Township's expectations are for cleaning up this site.

She received a return phone call from Kathy Tipton of National Construction (leasing the property).

Ms. Tipton assured Julie that by the end of the month everything will be gone because they are moving to Akron. Julie will send the necessary notices in case the move does not happen. Jim Mooneyham [(818) 221-6000] is the corporate owner of M & M Property and is listed as the taxing/billing person on this property.

She has not talked to him. Diane told Julie to ask Kathy to put it in writing or send Julie an email stating that they are moving or Julie can just document everything Kathy has said and then keep an eye on the property.

--She asked if it would be possible to get an updated cell phone and at the same time get texting capabilities.

She is having trouble with some voicemails being in limbo for up to three days, which is very frustrating because she relies heavily on the phone. She will stop at the fire department tomorrow morning and Tim will change her phone number over to John's old one.

#### **Chris Diehl - Roads, Buildings, Cemetery and Park**

--He asked if he would be allowed to chip & seal this year? The Trustees told him it is not budgeted for this year but it is planned for every other year.

--Sandra asked if he received information for Issue 2. He said "no". Diane said there's not enough money in the budget to put into it.

--He asked if he could redo the mounds at the center with gravel instead of mulch. This would be more permanent. He will get a price – it would not cost much more than the mulch especially because the area can be covered with a thinner layer of gravel than what is necessary with mulch. The Trustees would like to see a price comparison.

--He turned in his form to authorize the direct deposit of his paycheck.

Judy is waiting for approval from the UAN to start direct deposit and will report back at the next meeting.

#### **Tim Paulus - Fire Department Report**

##### *Alarms*

--There were 17 EMS, 3 fires, 0 services and 1 false alarm.

--There were 3 M/A given, 1 received and 0 concurrent EMS alarms.

##### *Purchases*

--As previously discussed, there is a generator for sale at the auction big enough to power the whole station. He will investigate it this week. If it looks like a good deal he will ask for a Special Meeting to approve purchasing it.

##### *EMS Collections*

--He recommended that the Township begin using the Ohio Attorney General for EMS collections instead of First Federal. The benefits are:

- No cost to the Township – they add 10% to the debtor fee
- After 150 days, they will forward the account to their contracted collection agency—still at no cost to the Township—debtor fee increases to 21%.
- After 180 days the account will be sent to a contracted special counsel, fee increased to 30%
- The Ohio Attorney General's office will automatically garnish any Ohio tax return, Ohio Lottery winnings or Racino winnings for payment and will be assessed for 15 years.
- The Ohio Attorney General will provide weekly reporting and ACH deposits

He sees this as nothing but a win for the Township since it costs the Township nothing and LifeForce already has customers using them. Thomas said there is between \$50,000 to \$60,000 owed to the Township right now, all from the last six years or more. Tim will need to forward each account to Chris Meduri for his signature too.

**RESOLUTION 2014-68: A motion was made by Sandra Templeton to send all EMS collection accounts to the Ohio Attorney General for collection; this was seconded by Diane Austin.**

**Roll call shows: Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.**

Tim can have this set up as soon as he hears from Chris Meduri. It is run out of the Youngstown office. It is fairly new for the Attorney General to do this.

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### ***Township Easter Egg Hunt***

--He reported that they are all ready. They've filled over 2,000 eggs. The day should be beautiful and they will begin setting up at Noon.

### ***Grants***

--He has received pre-award notification from FEMA that the Township will be receiving the grant to purchase two new cardiac monitors. Grant value: \$71,591.00.

### ***Training***

--He was very happy to report that he has been approved to attend the CERT Program Manager and CERT "Train the Trainer" courses at the Emergency Management Institute in Emmetsburg, MD.

### ***New Website***

--He showed the Trustees what his team has done with the new website. He believes it is ready to go live. He showed it to them.

Diane suggested adding the CERT program to the website once it's ready to start.

Tim suggested contacting the art teacher at the high school to have a contest to draw a Township logo and use it on the home page of the website.

Links to other sites (like other townships or scouting and 4-H groups) will be added to the website.

It was suggested that the Record Retention Policy be added to the website.

Thomas wanted to make the Trustees aware that the clean up day continues to cost more money for the Township every year. Chris said it was never meant to be a moneymaker. In the past no money at all was brought in. Thomas suggested shortening it to just one day if it becomes too much of a financial burden do to the cost of the containers, 30 yd. \$450.00 & 40 yd. \$525.00 each. All agreed to see how it goes this year and then they will consider revising it in the future.

### ***Executive Session***

--He requested an executive session to discuss employee compensation.

## **DEPARTMENT REPORTS**

### **Judy Repcik - Fiscal Officer Report**

She presented the following:

--Year-to-Date Cash Summary

--March Financial Report

--Departmental Reports

--Direct Deposit was talked about earlier in the meeting.

## **TRUSTEE REPORTS**

### **John Hayes**

--He was approached by a member of the Highlands Homeowner's Association who wanted to reserve the Townhall for an association meeting. This association member thought the \$100 fee was the non-resident fee and they were not considered residents. [This is not true; the Highlands residents are Edinburg residents.] Since the time he had contacted the office, the rental fee has dropped to \$75 for residents for the first 5 hours then \$200 for over 5 hours. The fee for non-residents is \$100 for the first 5 hours then \$250 for over 5 hours. John will give him this information. [The 5 hours (and above) pricing DOES include set up time.]

### **Sandra Templeton**

--The school has requested permission to place a levy sign at the Center. The Township does not allow this and the school would have to get permission from the property owner to place it across the street from the Center.

--There was a recent entry in the Record Courier "Sound Off" column that may have been about Edinburg Township and the decision to hire Thomas as the Administrative Assistant. She expressed her disappointment that someone would put such a derogatory comment in the paper about a person who is such a huge asset to the Township.

Diane said she does not pay attention to "Sound Off". She welcomes any resident or anyone else to attend any meeting or call at any time. She would love to have residents present at the meetings to give input when they're trying to make decisions. Over the years they've spent hours gathering information and Tim is trying to gather money through grants. The Trustees try to do things that benefit the Township. She had personally put the Township before her own family too many times over the years. She feels that it's terrible that the Record Courier lets this kind of thing happen. If somebody calls in and makes an accusation, the newspaper should give the government entity the consideration to put in a rebuttal.

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This particular entry in Sound Off does not mention Edinburg directly but there have been other more specific entries that just are not true. She invites any resident to come to the meetings and give input or email or call any of the Trustees if there are any concerns.

Thomas is paid a salary of \$700 per month and puts in well over 25 hours a week researching, preparing documents, and pulling files for comparison, etc. It benefits the Township to have an assistant to do these things so the matters at hand can be dealt with in a timely manner on a daily basis.

Tim said that the Townhall floor would be stripped and waxed next Thursday.

The grant to replace the floor (including stabilizing jacks) will be submitted tomorrow. This will be a request for \$3,800 to Lowe's with a \$200 contribution from the Township in addition to firefighters in the construction trade who will donate their time.

The purchase order is ready to purchase the power assisted cots, which need to be purchased within 90 days of receiving the money. He will take care of this in the morning.

**Diane Austin**

--She will attend the Ohio Department of Jobs and Family Services meeting on April 17<sup>th</sup>. This meeting is to discuss the summer youth program that Federal and State grants pay to employ youth ages 16-24 from June 1 to August 31. Businesses can sign up to allow them to work at their site. Edinburg has requested two workers at no cost to the Township. The Trustees can interview them and choose whether to hire only 18-year-olds and older (to operate lawn mowers, etc.) or if they'd like to hire someone age 16 or 17 to do painting, etc.

**RESOLUTION 2014-69:** A motion was made by Sandra Templeton to approve the payment of the bills; this was seconded by John Hayes. Roll call shows: Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.

**RESOLUTION 2014-70:** A motion was made by Sandra Templeton to enter into an executive session at 8:40 p.m. to discuss Fire Department Personnel; this was seconded by John Hayes. Roll call shows: Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.

**RESOLUTION 2014-71:** A motion was made by Sandra Templeton to come out of executive session at 9:00 p.m.; this was seconded by John Hayes. Roll call shows: Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.

**RESOLUTION 2014-72:** A motion was made by Diane Austin that the meeting is adjourned at 9:01 p.m. this was seconded by Sandra Templeton. Roll call shows: Diane Austin, yes; John Hayes, yes; Sandra Templeton, yes.

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Diane Hargett Austin, Chairperson

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John Hayes, Trustee

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Sandra Templeton, Trustee

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Judy Repcik, Fiscal Officer