

# Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Administration Building

July 25th

2019

CALL MEETING TO ORDER BY: Chris Diehl @ 7:30p.m. Pledge of Allegiance

Roll Call: Chair Diehl: Here; Vice Chair Pfile: Here; Trustee Bixler; Here; Fiscal McCluskey: Here; Road, Cemetery, Parks: Biltz: Absent; Fire Department: Baughman; Here: Here; Zoning: Lippy: Absent  
Guests: Sadie Pritts, Emilee Bucholz, Lindsay Farmer, Kathy Klein, Brittany Arnold, Ashley McKenzie, Jenna Cay.

## I. MOTION TO APPROVE THE AGENDA FOR: 7/25/2019

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

## II. MOTION TO APPROVE MINUTES FOR:

### A. June 27th 2019 Budget Meeting:

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

### B. July 11th 2019 Regular Meeting:

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

Chris: OK Kathy why don't we take care of this. Kathy is here to notarize our signatures for this Quit Claim Deed. Bill: There is one that is front and back and the other you just print it out separate, I would feel more comfortable doing that one because there are not page numbers on this one. She just needed to notarize the signatures. Chris: What we are signing here kids. There has been a little bit of a mix up on who owns the property for about 100 years. It is too small for the township to do anything with. The Church has plans for the property and we are signing over the property to the church and Kathy here is Notarizing the Signatures. Chris: Are you guys here for a class? Kids: Government

## III. CORRESPONDENCE:

## IV. OLD BUSINESS:

- A. Chris: Evidently you sent the budget Sent to the County. Bill: Yes it was sent to the County the next day. Chris: We as a township have to come up with a budget for next year, every year in July, we have to send a copy of it to the County and that is what we did last meeting.
- B. Chris: And then the Property Deed we took care of that.
- C. Tim: The only thing that I have is I am hoping to get started the end of next week on doing the plumbing, I have everything lined up, we have a sink, Doug Dillon talked to someone about a stainless sink and they donated one to us, it is an older one, a used one, but actually it is heavier duty, but I have to order the legs for it and things like that, so I am kind of waiting on that. Hopefully in the next week we will get going on that.
- D. I am not sure; I guess Rhonda is not here anyway so it doesn't make much difference. That Roland Spooner that was here last meeting about the water problem, he called me and he did talk to his lawyer and his lawyer seems to think that it falls back onto us, we haven't gotten anything in writing as of that. I forgot our new prosecutors name so I guess thought maybe we ought to give him a heads up of what may be coming down the pike, but that is it. Jeffrey: Are you going to have Rhonda take the lead on that then and call the prosecutor and let him know what is going on. Chris: I thought maybe, I didn't know that she wasn't going to be here tonight. I will give her a call and have her. Jeffrey: Have her start the process and then. Bill: Does the Zoning Board get involved this. Chris: I wouldn't think so. I really, he is our lawyer and we will have to talk with him, but I can't imagine how we can be held liable for that, that would be anybody in the township could just start building something and then it fall back on us, that seems kind

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of crazy. Tim: Yeah, I don't understand that. Jeffrey: Especially since the beginning of the process is not us.

### V. TRUSTEE REPORTS:

- A. Tim: While Kevin has been on vacation Nate has had to do a few repairs and most of the time we have accounts at places, like today he needed something and he doesn't have a credit card, is there any reason why he couldn't have a credit card so that he could make purchases. When Kevin is not around, I met him at lunchtime and made a purchase for him, but I don't know why we couldn't, he has been an employee long enough, I don't think that it would be a big deal. Jeffrey: We did put restrictions on them. Bill: He doesn't have one yet, he is limited to \$500.00 unless he has approval. Tim: Like today it was \$160.00 or something, but he just didn't have a credit card. I don't think that he would even use it that often but, I just wanted you guys to think about it. Bill: Just from the stand point of how I would do it, I could call the credit card company and add him, we can put any limit on that we want, He would have to sign the credit card policy and all of that, that is from my involvement would be. You guys would have to decide. Jeffrey: Well we have always put the head of the departments the \$500.00 and then the second in charge of the department was less money, If I am not mistaken. Bill: Well \$1,500.00 is the max the head can do in an emergency without going to the trustee. \$500.00 is the regular limit. Jeffrey: I have no problem doing that for the fact that he is a long term employee. Chris: And if you wanted to put a \$500.00 limit on it unless he had a trustee standing there with him or something. I would just put the \$500.00 limit verbally with us and then leave the credit card at the \$1,500.00. Tim: Yeah. Jeffrey: Because all we are doing is regulating each purchase. Bill: I am not sure what their time frame would be to turn that around. Tim: It is not a rush, that way next time something like this comes up he has a card and we won't have to be running around.

### Motion:

Motion: To allow Nate R Worley to obtain a township credit card not to exceed \$1,500, not to exceed \$500. per purchase.

Moved By: Tim

Second: Jeffrey

Mr. Diehl: Yes

Mr. Pfile: Yes

Mr. Bixler: Yes

### VI. DEPARTMENT REPORTS:

- A. Kevin Biltz--Roads/Buildings/Cemetery/Park Report: Roads: We have been roadside mowing. Due to the breakdown I will just be doing 1 to 2 passes until the new hydraulic is in. We replaced a driveway pipe on Giddings Road and did some ditching. Cemetery: We have been mowing and weed eating. Also we have summer help through the County that has been hand pruning trees and helping with the mowing and weed eating. We also had 1 burial on Monday 7/22/19. Bill: Is there a charge for that pipe? Chris: People have to buy the pipe and then we charge for gravel.
- B. Jesse Baughman-Fire Department: We had our regular EMS training here at the Town Hall with the other departments through UH. The topic that we discussed this past time was Trauma Triage. I would like to make a public announcement to Congratulate to Lieutenant Flynt and Lieutenant Paulus. Earlier this past week they got dispatched out to a EMS call at the rest area East Bound on 76 for a male and when Lieutenant Flynt made contact with the patient he noticed several signs put him on a 12 lead and discovered that he was having a stemming with full blockage so they. From the time they actually made patient contact to the time that the patient was rolling through the Cath Lab doors was less than 28 minutes. So that a great catch on Flynts behalf, the doctors and nurses actually met them in the parking lot opened up the squad doors and said we will take him from here. So that was a great save for them. Chris: Back up just one second Jesse for you guys that maybe do not know it. Jesse is our Fire Chief for the Township here and maybe just for information Jesse what is Stemming. Jesse: Stemming is basically is in the patient's heart you have all kinds of different valves and there are 4 major arteries involved that were blocked on this patient he was essentially he was having a full blown

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heart attack probably if it would have went unattended another 5 or 10 minutes he probably would have not survived.

For Fire we finished up training this month and we are going to start extrication this month and Stigmatization training complete over here has several cars waiting in the parking lot for us to destroy so that will be a good exercise to work on during the summer. I purchased a 100ft section of rubber jacket hose, to replace our 2 sections of trash lines on 18. This hose when we use it now we don't have to dig it out, hang it up and let it air dry with the rubber lined it can be just wiped off and repacked so it will make things a lot easier and faster to get the truck back in service. Bill: Is that the one from Warren Fire? Jesse: Yes, I haven't gotten that yet. All that they send was that packing slip. Bill: I was just letting you know that i didn't receive it yet. Under General, again I would like to thank Captain Grudousky and Lieutenant Paulus for covering while I was on vacation. As usual things were crazy.

C. Rhonda Lippy: Absent.

D. Fiscal Officer- William McCluskey- Shared warrant's, PO's, financial reports. I do have one question regarding rentals, I know that for the town hall and for the park there are different fees for people that live in the Township and people that don't. Sometimes I think a resident might be renting the hall but the check is written out by a business. Rather than the person living here. So just for audit purposes that has a concern for me based on different prices. I didn't know if there was anything in the past that came with that. Chris: Nobody has ever said anything before, but we can make a note of it. Jeffrey: It should be paid for by the person that is having the Town Hall. Bill: So if it is a business check, like I know some the church of so and so and it will be \$50.00 but then somebody else will sign the waiver that is a resident and it will be a different price, but it is still a different company. Chris: It could be just somebody helping out as a gift and that too. Bill: So it should be personal checks then. Chris: We can make sure that it comes from the person. We can let Reeny now that. Bill: Do you want me to talk with her? Chris: No, I can talk to her. Chris: Do you guys have any questions at all? You guys did come to an easy meeting. Ashley McKenzie: So, you said that you have a budget, how much is the budget? Chris: Edinburg Township takes care of, we have roads that we have to take care of we have approximately 15 miles of roads that we have to take care of, we have to take care of this Town Hall, we have to take care of the Fire Department and we also provide money for the Fire Department to operate, take care of the Fire Trucks, Maintenance, we have a cemetery that we have to take care of, we have taken care of burying people, we have to take care of mowing it, we also have a park, the park belongs to the the Township, street lighting, the street lighting that you see the lights at night, we have to pay for that. As far as roads go we have to take care of patching them, take care of the maintenance on them, we have mown along all of the road sides, that is what you heard them say that the road side mower is actually kind of broken down right now, some of our equipment because we are a small township is getting older so there is some maintenance that goes along with it. It is kind of...., you have to judge what you spend your money on, what we have is probably about a million dollars isn't it. Bill: Right, some of the money that does come into the townships primarily from property taxes that residents pay, there is a set amount that the county sets that comes in to do some different things like taxes and then as a township the trustees can pass levies that ask for extra money such as other things such as road or cemetery so we do have some levies for the fire department and we do have a levy for the general fund. So that money comes in and sometimes we don't use all of the money that we bring in so we kind of have a little savings, maybe we need to hold onto that because we are going to put a new roof on the Town Hall or we need to buy an Ambulance or something down the road, so we can kind of set up a savings for some of those things or any leases that we might have. So we basically just have to watch that the Township doesn't end up spending more money than what we are going to have coming in or we need to set up a bonds or future levies or take leases or loans for items that would be beyond what we have coming in. Chris: We have to be just a little bit careful like your parents sometimes we can't tell what is going to happen to a building or to a truck. We have to make sure that we have a

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little bit of money in reserve to be able to do some kind of major repair or buy a new one or something like that, so we try to watch. Bill: The budget helps you plan. Chris: What we have to do with a budget is try to guess what we are going to spend our money on next year as far as major road upgrades or if we want to try to replace. Just like part of our budget we set aside some money for this next year we think that we need to buy a new mower for the cemetery next year and we are also thinking that we need to replace, we have one of those side by side carry all things that we use in the cemetery and use in the park, use on the roads to move a little bit of dirt and so forth around and we have had ours now it is probably getting close to 10years old and we need to replace it. Those are two a little bit bigger items that is probably going to cost us 20,000-30,000 to replace those two items next year. Bill: Three miles of road. Chris: We are going to chip and seal 3 miles of road next year, we have to try to set money aside to try to do those types of things in that budget. It is a little bit of check and balance system, we send out budget in to the County and there is people up there that look it over and make sure that there isn't something crazy in our budget that shouldn't be there, then they can reject our budget if they see something that shouldn't be there. I have been involved in it 30 some years and I haven't seen one rejected yet, but it is possible. Bill: They actually collect the levy and tax money and give it to us so if we are estimating how much that we have coming in too. but they double check the numbers. Jeffrey: What do you think would be our biggest expenditure in the Township? Ashley: Probably roads. Jeffrey: The Fire Department. Ashley: Well that makes sense. Jeffrey: We staff our Fire Department with 2 people, 24 hours and we maintain 7 pieces of equipment. Which is an Engine, a Tanker, 2 Ambulances, Grass Truck, Security Vehicle. If you look at it when we go to replace these Fire Trucks they are somewhere in the vicinity of \$350,000 to \$400,000 for a cheap one and ours are 20 years old. This is the type of thing that we have to start looking at and budgeting for, just like Chris was telling you about the mower, we are budgeting for it, we have to make plans now to figure out a way, plus our dump trucks are a little old, but they are not quite as expensive as a Fire Engine. Tim: A new dump truck right now is over \$100,000. Jeffrey: It really is kind of, we really have to keep an eye on things and do quite a bit of planning. Jesse: The fire station alone is what, 70 some years old. Jeffrey: Which part? Chris: Part of it goes back it is probably 100 years old. Jesse: It in itself is showing extreme wear. Chris: We have started a little bit of a talking process, we think that we need to build a new fire station, that is just in the very preliminary stages and that. Jeffrey: Because that right there is probably going to be a half a million dollars at least if we go cheap. Chris: That was a good question. Jeffrey: That was a very good question. Chris: Anything else. Ashley: We have community hours to do, if you like volunteer could you like do stuff with the cemetery like planting and stuff. Chris: Yep, sure can. Ashley: Like if I were to do that, how would I go about doing that. Chris: Come talk to us or talk about it to the Road Supervisor. You could come talk to us and we could get you set up to do something like that, there is always tree trimming and if it is the later time in the year and I know that it is not really that glamorous but there is always, we have a lot of flower pots and a lot of flower beds up there that need weeded. That is what I would want to do. Chris: That would be Awesome, if you wanted to do something like that and we would be glad to have you. Jeffrey: That is great community service. Jesse: We also have a cadet program for the Fire Department also, if that is something that you guys think that it would be something that any of you would be interested in, you train right along with us and you can respond to calls if you are interested in something like the medical field or anything like that down the road, it is a good start. 14-18 years old or graduation, but the 18-part kind of floats a little bit depending on the individual situation. Kathy: My daughter is 16 and she actually talked about doing that, does she need training or how do you go about that? Jesse: We train, we have a cadet program and we have 2 cadet advisers that are members that are on the department they do a training with the cadets on the monthly basis and then the cadets also come and train with us during our regular monthly training's also, so it is all in house. Kathy: So you would just have to call the Fire Department? Jesse: She can stop by the Fire Department and pick up an application

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and then fill it out, we bring her in and we bring parents in an interview, kind of explain the situation. Ashley: How long do you do that for? Jesse: The cadets, I am hoping that we can do it from here on out, as long as we have enough interest, we always have, it just kind of depends on the interest, it depends, sometimes it just kind of falls off, right now our numbers are a little bit low, Ashland is a Cadet, she has been a cadet between Edinburg and the previous department she has been a cadet for 3 1/2 years. Luke Grudosky, he is a cadet, he is graduated so that is where that revolving variance falls a little bit because he is both 18 and out of school, but he is going to stay on kind of a cadet because of it being a busy time with going to college. Chris: In a perfect world the idea is that you become a cadet and follow along with the firemen and so forth and then when you get to be 18, you go ahead and take the actual classes to be a fireman and you become a fireman, well people's things change and they go different directions so sometimes it doesn't always work out but we have had a lot of people who were cadets and went right into being firemen too. Jesse: Firefighters. Chris: Yeah. Jesse: She can come down anytime. Bill: I did have one question, when I was paying the bills for the Porta Potties there was one for the cemetery, is that going to be all year long now? I thought originally it was just for Memorial Day. Tim: Well we talked about just doing it for the Parade, I don't know, we haven't had conversation. What does that cost now? Bill: That is a handicap unit so \$100.00 per month. Jeffrey: I don't think that we need one down there. Chris: I don't either. I agreed with the temporary thing for the parade and everything which I think was probably a good idea, because it is such a influx of people, but typically people come and go at the cemetery and don't. Tim: I was just wondering because of the chapel and everything there is not really a bathroom for the chapel. Chris: But nobody else has one either for chapels. Tim: So have it taken out. Bill: So otherwise I would have to do a blanket certificate.

VII. MOTION TO PAY THE BILLS: Warrants 41304-41320

Moved By: Tim Second: Jeffrey

Mr. Diehl: Yes Mr. Pfile: Yes Mr. Bixler: Yes

VIII. Motion: MEETING ADJOURNED, TIME: 8:06 PM

Moved By: Jeffrey Second: Tim

Mr. Diehl: Yes Mr. Pfile: Yes Mr. Bixler: Yes

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Chris Diehl, Chairman

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Tim Pfile, Vice Chairman

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Jeffrey Bixler, Trustee

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William McCluskey, Fiscal Officer