

Edinburg Township Trustees – Regular Trustee Meeting
(Amended and with corrections)

At Edinburg Town Hall

June 16th,

2016

John Hayes 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; Jeff Bixler, present; Diane Austin, present; Bill McCluskey, absent; Lori Calcei, present; Kevin Biltz, present; Mike Pittinger, present; Kelly Crislip, absent; Stephanie Gilcrest, present.

I. A motion was made by Jeff Bixler to approve the Agenda as presented; this was seconded by Diane Austin. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeff Bixler, yes.

Citizens present:

David Starcher, Farmer/Resident

There were no comments from persons in attendance at this time.

There was a discussion on the reasons why the May 12 meeting minutes were not approved. Diane said they need to be cleaned up and that they have never looked like this. She does not believe the minutes need to be verbatim.

John said the only regret he has about the May 12 meeting is that he did not mean to say “property” he meant to say “structure” or “building”. Diane said she remembers him saying the “house.”

Diane asked to look at the minutes. She said that they appear to be cleaned up.

Diane asked Lori how the minutes are done for her township. Lori said she types them but not verbatim and they do not tape their meetings. She said the only meetings that they do verbatim are appeals hearings.

II. A motion was made by John Hayes to approve the minutes of the May 12, 2016 regular meeting with one correction: change “property” to “building” on page 5, paragraph 17; this was seconded by Jeff Bixler. Roll call shows: John Hayes, yes; Diane Austin, no; Jeff Bixler, no.

The minutes were not approved at this time.

Diane would like to see them cleaned up more. Jeff said he’s noticed lately that when they are typed verbatim, instead of a complete sentence, someone else’s comment would be inserted and then the sentence would start back up again from the original speaker. Diane agreed that this should not be done.

III. A motion was made by Jeff Bixler to approve the minutes of the May 26, 2016 regular meeting; this was seconded by John Hayes. Roll call shows: John Hayes, yes; Diane Austin, no; Jeff Bixler, no.

The minutes were not approved at this time.

John asked the Trustees what they would like to do about getting the minutes the way they would like them. Jeff said either a special meeting could be set or a Trustee could meet with the Fiscal Officer to discuss this with him then he [Bill] would tell Karen. All agreed that one Trustee would meet with Bill. Jeff said he will do this.

IV. CORRESPONDENCE:

A. Bids For Road Work

Lori presented the two bids that Bill had given her. [One had been opened by Bill in error.]

John present the first bid dated June 8, 2016 from Specialized Construction, 711 Harvard Avenue, Cuyahoga Heights, Ohio; their total bid was **\$76,386.00**. Part One: Stroup Road from Tallmadge Road to Wilkes Road = \$51,424.50; Part Two: Clark Road from State Route 183 to Porter Road = \$24,961.50.

He then opened and presented the second bid from H. Luli Construction Company, Magadore, Ohio; their total; bid was **\$66,979.20**. Part One: Stroup Road from Tallmadge Road to Wilkes Road = \$45,898.00; Part Two: Clark Road from State Route 183 to Porter Road = \$21,081.20.

John asked about traffic control for both. Diane and John then read from the bids: Specialized Construction lists traffic control in Part One for \$6,000 and for Part Two, \$3,000. H. Luli Construction lists traffic control in Part One for \$1,850 and for Part Two, \$850.

RESOLUTION 2016-066: A motion was made by Diane Austin to accept the roads bids that were presented tonight and award the bid at the next meeting; this was seconded by Jeff Bixler. Roll call shows: John Hayes, yes; Jeff Bixler, yes; Diane Austin, yes

Dave Starcher asked if it would be better if the Township used the [chip and seal] money toward black top instead. Kevin said it would cost upwards of \$300,000 to do just one road—it’s very expensive. He said they are trying to fix some of the rough patches before the roads are chipped and sealed to make them smoother.

Diane would like to make the decision at the next meeting so Bill is present to discuss the money portion.

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B. Fire Department Levy – email

Jeff reported that Rob has been sending emails back and forth with Chris Meduri and Bill regarding the process of moving forward with getting a levy on the November ballot.

Jeff said the Trustees need to decide if they are interested in putting a levy on and if so, what type of millage.

Jeff said he believes they should pursue a levy for fire department staffing.

Diane read from the proposed levy: *5705.19 l - For the purpose of providing and maintaining fire apparatus, appliances, buildings or sites therefore or sources of water supply and materials therefore or the establishment and maintenance of lines of fire alarm telegraph or the payment of firefighting companies or permanent, part time or volunteer firefighting emergency medical service, administrative or communications personnel to operate the same. Including the payment of any employer contributions required for such personnel under sections 145.48 or 742.34 of the Revised Code or the purchase of ambulance equipment for the provision ambulance paramedic or other emergency medical services operated by a fire department or firefighting company.*

Jeff asked Mike what the established funding amount would be in order to determine the levy amount needed. Mike said he would like to have a meeting with Jeff, Rob and Bill to discuss it.

Mike said the Board of Elections would like to see the first levy draft by the end of July.

The final deadline is August 10, 2016.

RESOLUTION 2016-067: A motion was made by Jeff Bixler to declare the necessity of a Fire Department levy; this was seconded by Diane Austin. Roll call shows: John Hayes, yes; Jeff Bixler, yes; Diane Austin, yes.

V. OLD BUSINESS

A. Regional Planning

Diane feels it is not necessary to belong to Regional Planning. The Township has utilized their services without being a member and the cost has been minimal using them on an as-needed basis—thus saving the Township the membership fee.

Jeff said he realizes Regional Planning has new leadership now but it has always been beneficial and worked best for the Township to use them on-demand only when necessary.

All agreed.

B. Indians Grant for the Bleachers

Mike said it was his understanding that Judy [Repcik] had the check and there was a discrepancy on it because of the way it was worded and they weren't sure which account it had to go to. Shannon has contacted the Cleveland Indians and they have not returned her call yet.

Jeff asked how much the check was. Diane [and Mike] said it was to be for \$5,000.

Diane was told not long ago by Shannon per Tim Paulus that the Township would have to make the purchase first and then the invoice be submitted to the Cleveland Indians for reimbursement.

Diane said in order to resolve this, some research of the Township's books needs to be done and Shannon can report when she hears back from the Cleveland Indians.

Jeff said from what he understands a check **never** came in to the Edinburg Fire Association for \$5,000 for bleachers. Mike said to the best of their knowledge, they cannot find any record of this [check].

C. Township Checks from Firefighters Association [Judy Repcik Memorial]

Jeff would like to have either the Association's treasurer and/or their president at the next meeting to speak on these checks to either verify or deny receiving these monies that should have been addressed to the Township. They will need to resolve the issue with the Township's Fiscal Officer. Mike agreed to set this up.

Diane stated, for the record, that she does not believe Tom [Repcik] did any wrongdoing. She also stated that if a check was deposited in the wrong account she does not believe that it was intentional wrongdoing.

NEW BUSINESS

A. Zoning Inspector Position

Jeff said he has not received a written resignation from Kelly Crislip. He received a voicemail from her saying that she was not able to keep the position because of a new job. She has turned in her keys, and cell phone and the Trustees feel this is her formal resignation.

RESOLUTION 2016-068: A motion was made by Diane Austin to hire Stephanie Gilcrest as the new Zoning Inspector/Administrative Assistant/Zoning Secretary at a rate of \$10.00 per hour; this was seconded by Jeff Bixler. Roll call shows: John Hayes, yes; Jeff Bixler, yes; Diane Austin, yes.

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Stephanie has accepted this position.

John forwarded two phone calls to Jeff regarding permit issues. Jeff contacted Mr. Hershberger and after some discussion he decided to re-evaluate his request and make it on a future date.

The second call was regarding a resident getting a permit to build a deck. Stephanie will be able to follow up on this once she has access to the office.

RESOLUTION 2016-069: A motion was made by John Hayes to accept the verbal resignation of Kelly Crislip from the position of Zoning Inspector/Administrative Assistant/Zoning Secretary; this was seconded by Jeff Bixler. Roll call shows: John Hayes, yes; Jeff Bixler, yes; Diane Austin, yes.

TRUSTEE REPORTS

John Hayes

He thanked everyone for their part in making the Memorial Day Parade happen.

Jeff Bixler

He said, for as rapidly as it was put together, he enjoyed the parade very much and he thoroughly enjoyed the speakers. He was disappointed that the gator was filthy and asked that more attention be paid to this in the future. Diane and Sandy took it to Sandy's and washed it [before the parade]. The P.A. system also failed but everyone was able to project well enough to be heard.

Diane Austin

Diane said this was the first year in a long time that there was a lot of help. She said she appreciates everyone who stepped up and did a good job.

DEPARTMENT REPORTS

A. Kevin Biltz - Roads, Buildings, Cemetery and Park

--They mowed the roads and have been patching. They borrowed Rootstown's roller and they were able to keep everything moving.

--They've been mowing at the Park.

John asked Kevin if he has a way to cut the long grass in the ditches and berms on Stroup Road. Kevin said yes, but it takes a lot of time and it limits what else they could get done.

B. Mike Pittinger - Fire Department Report

--There were 18 calls since the last Trustee meeting: 5 EMS, 4 MBA, 2 M/A Given, 5 Fires, 2 Alarm Drops with no incidents

--He presented a proposal from Detect Alarm to upgrade their system and eliminate the AT&T hard line.

AT&T said they will not run a new line down State Route 18; they will patch it but they will not replace it.

Mike said they are constantly getting calls from the alarm company because when the line fails it shows as a line drop as if somebody cut the phone wire and there is a break in. Detect said it is best to go with an uplink system that runs off of a cell tower.

Mike said they would still have the hard line from Time Warner as the backup line but the uplink would replace the AT&T line and eliminate the \$75 per month charge. The monitoring charge for the uplink system is \$30 per month and the cost to have it put in is \$450.

Diane said residents are having the same problem with Time Warner.

Jeff asked if the hardline was used for anything else. Mike said no.

RESOLUTION 2016-071: A motion was made by Jeff Bixler to accept the proposal to install the Uplink System at an initial cost of \$450.00 for installation and an additional \$10.00 per month to the existing account for monitoring and also approve the termination of the AT&T hardline; this was seconded by

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

--Pump testing is due soon. He will present a formal proposal as soon as he receives it.

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C. Zoning Department

There was no report presented at this time.

D. William McCluskey - Fiscal Officer Report

He was not present to give his report.

--The Trustees briefly discussed Bills request for a resolution to standardize the Cemetery bequests, since this information has been located, and he would like to change how the funds are directed in the UAN system.

All agreed to table this so the Trustees can fully understand what Bill would like to do.

John read the following from Bill's report:

--He is still missing several receipts from Fire Department purchases.

--He has requested when employees make purchases that they please sign legibly or print their name next to their signature.

--He still needs a job application from Scott Taylor. Mike said this has now been given to him.

--He gave the sample haz-mat reports (found in Tom's former desk) to Diane for Shannon. Diane said she did not handle these; they were taken directly to Shannon.

--He has not received the quarterly pay from the Fire Department yet. All agreed it is not due yet.

--The auditor has picked up all information for the audit and he has not heard anything at this time.

A motion was made by Diane Austin to pay the bills; this was seconded by Jeff Bixler.

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

A motion was made by John Hayes that the meeting be adjourned at 8:54 p.m.; this was seconded by Jeff Bixler. Roll call shows: John Hayes, yes; Jeff Bixler, yes; Diane Austin, yes.

John Hayes, Chairman

Jeff Bixler, Vice Chairman

Diane Hargett Austin, Trustee

William McCluskey, Fiscal Officer *

Lori Calcei, Assistant Fiscal Officer

*Absent from meeting but reviewed Tape and Notes