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

Roll Call

Pfile: Chair, present, Bixler Vice chair: absent, Trustee Diehl: present, Bill McCluskey, Fiscal officer, present Jesse Baughman, fire chief, present, Rhonda Lipply, zoning, absent:

Guest: Cyndi and Pamela Oblisk, Ryan Lind, Roger Mansfield, Terry Montz, Rev. Susan Lehosky, Jeneen Kubala.

I. **MOTION TO APPROVE AGENDA** FOR 1/26/2023 (Mr. McCluskey mentioned Jeneen Kubala per agenda, had requested an audience with trustees but had not yet showed up)

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

II. MOTION TO APPROVE MINUTES:

A. Trustee meeting 1/12/2023,

Moved By: Diehl Second: Pfile Mr. Pfile: Yes Mr. Diehl: Yes

Floor turned over to Jeneen Kubala who had arrived.

Community member Jeneen Kubala made a presentation regarding annual plans for commemorating the 200 year celebration of the founding of the Edinburg United Church, May 18, 2023. Kubala Discussed a brunch for member memorial in February and also a banner. The church asked to donate a commemorative bench to Town Hall. Terry Montz mentioned the parks committee was aware of this and had discussions regarding placement after working on landscaping design. Jeneen also mentioned planters on some of the poles for flowers if that is a possibility. The church would purchase the bench, and Kubala said it would either pay for or reimburse the township for the concrete pad necessary for the bench. She also presented an engraved plaque that would be attached to the bench. The trustees discussed procedures for creating a cement pad for the bench and agreed to work with Jeneen in placement.

Kubala then discussed plans for an Eater egg hunt open to the community at the Edinburg Park on April 1st this year. She also discussed coordinating with Fire Chief Jesse Baughman, who reported holds an Easter egg hunt as part of the Edinburg Fire Fighters association, yet had been "put on hold due to COVID," according to the chief. Discussion occurred regarding number of eggs available and Jeneen mentioned she had already collected 2,500 eggs from post-Easter sales in 2022, and she has more that she had not yet inventoried. Jeneen and Jessie to discuss the event at a future date. She inquired about availability of Porto-pots at the event. The trustees agreed to look into an earlier placement of porta potties to accommodate the crowd. Bill McCluskey mentioned the pricing for these items are being reviewed for contract for this new year, looking for new contract pricing, and Jeneen mentioned she has a vendor that is 1/2 the present contractor price (\$62.00). Baughman offered to bring trucks to the event, and Kubala thought she might be able to get a K-9 demonstration, too. Several Dr. Seuss characters are also scheduled to make an appearance, and described some other activities to be held throughout the year. Kubala inquired about using the township's electric billboard for promotion and how many characters of type could be displayed. Trustees mentioned need for her to discuss layout with the road department. Egg hunt event to start April 1st at noon. Jesse discussed some other options for demonstrations and Bill mentioned the search and rescue dogs of a Kent organization, might be available. Trustees approved waiving the fees for the use of the pavilions that day and Bill to check with Scheduler to

make sure they were available. Before leaving, Kubala introduced the church's newly installed reverend, identified as Pastor Susan, to the board.

Roger Mansfield, president of the Southeast Lions Club, also addressed the trustees to offer the Lions' services to people of the community. Terry Montz requested that Town Hall landscaping be added to the next agenda. Terry expressed trustees should be recieving a check from a donor to underwrite the cost of the sign and the electrical. Chris mentioned that the plans need to make sure the maintenance for such projects need to be minimal. (Unkown speaker) mentioned the Boyscouts from the church could also be used to assist in landcape maintenance.

III. Correspondences

Tim shared communication regarding Southeast primary school wanted to post some information on the township sign. Trustees approved to have Nate put it on the sign March 29th parents meeting.

Bill presented information he received in an Email regarding training for the Medicare reporting program. Chris asked Jesse to follow-up with Andrea at lifeforce about this and if we should send a representative from fire department.

IV. Old BUSINESS

The trustees discussed painting of the town halls and floor maintenance in the town hall.

V. Trustee Report:

Tim asked Bill about vacation schedule for Kevin Biltz. Bill said this would be his 8 year, however, the trustees gave him an extra week 2 years ahead of schedule. Trustees discussed that this was given instead of a raise. Trustees said they would wait to discuss with Jeffrey as well. Bill discussed that the employee manual has not been changed. Bill stated from a human resource issue, the policy is in place based on retention of employees, and also then other employees will ask for exceptions. Trustees said this would not be the case. Bill said that he will review the actual start date and then prorate the time, so it might not actually be a full week this year, but at start of next year it will be. Bill also mentioned the time to discuss initial benefits would be at the start of employment, not during employment as the policy is in place. Tim disagreed stating since he got vacation rather than a raise he gave up money for that week of vacation, Chris agreed, Bill said an additional week off is a raise. Bill said it is not his decision to make, but the policy manual will need to be reviewed/changed by trustees.

VI. Department Reports.

- **1. Roads:** Tim reported on road department report Kevin updated LED bulbs on garage, presented quote for a steel entrance door for Town Hall \$3100, but thinks price is high and will review other pricing for the metal industrial doors, doing leaf removal, salting roads, worked on sump pump in basement, completed recertification for chemical applications for the maintenance crew, and an inventory of Veterans Memorial markers.
- **2. Fire:** Chief Baughman submitted his year-end report. He said the was little to report. He did speak to bob Hauser about what the next steps are in moving forward with the fire department drawings. He asked about legal postings regarding bids or posting about architectural notifications. Trustees and Bill did not know without research. The department is seeking part-time firefighters and prepared flyers.
- **3. Zoning:** no zoning report.
- 4. **Fiscal Officer**: The trustees reviewed financial reports submitted by Fiscal Officer William McCluskey. including the year end report submitted to the State Auditors office. Submitted reports regarding summary of revenue in and expenses out to review level of

spending over revenue. Reminding that anything not spent is available to reappropriate this year (unless retained for bills remaining from 2022). Reporting on how some funds had expenses greater than annual revenue, thus reducing carryover to next year. Reviewed that in general, funds were pretty much on budgeted amounts. He also reported that some of the fire levy funds did better than budgeted because we were able to appropriate Covid funds so that we did not need to use some of the salaries budgeted, thus the fund is higher (in the black) than was expected. Discussion regarding sale of obsolete equipment goes back into the purchasing fund.

Bill reviewed with trustees that the fire protection levy of 1.5 il is due for renewal. He reported he discussed with the Auditors office as well as the County prosecutors for new State revised wording. Bill asked trustees to decide if they want it on the ballot on May and/or November.

Jesse interjected asking about getting the Fire Department bond on the May ballot per Robert Grudosky. Trustees and Fiscal officer stated this would not be possible. November election was then mentioned with Fire chief saying it should be easy according to Mr. Grudosky. Bill stated to have bond on the ballot, you would need all the plans, contractor /building costs, financing, interest, number of years, prosecutor would need to work on it prior to even presenting it to the election board. Trustees said they would love to have it ready by November. Bill said another fire levy is up next year and it could be put on this November and next year, May and/or November, so Timing of the various levies will need to be considered.

Bill returned to the present levy and asked trustees for decision.

Motion Resolution 2023-004 "resolution of necessity for levying a tax exceeding the 10 mill limitation for the purpose of providing fire equipment and staff." It was seconded and passed. Chris made motion. (see attached) Seconded by Trustee Pfile. Bill stated for clarification; This is a renewal levy, Trustees agreed.

The trustees requested that McCluskey try to beat the Feb. 1 deadline to add the 1.5-mill fire protection levy (renewal) to the May ballot. Bill stated they would have to have an additional meeting once the County returns the certification of property tax revenue, to have resolution to proceed and Brett returns the new wording for election board.

Jesse asked trustees if he can get administrator access to the township website so that he could make changes for the Fire Department. Bill stated no. He said he has an understanding that the Fire department has their own Facebook page. He reported the township website is a public record for which he is ultimately responsible for. He said in the past, there was a position just for that, but when he came on board the responsibility was placed on him under the fiscal officer. Bill said if he is responsible he does not want others able to change things. Tim says he is aware of other township cost of \$1600 a month just for that. Bill reminded chief that the Facebook page the township uses could have postings, but it is not a township product, rather handled by someone else. He reported he knows there are updates needed i.e. fire roster page, but this has not been a priority for him when he has other priorities required first. He wishes he could get to it monthly but has trouble even keeping minutes and notifications up to date, as it is not so simple to make changes simply by posting text like Facebook. He apologized if he sounded negative, but is willing to work with Jesse to get things posted if he can send him things in electronic format. Chris reported that some of the local papers have the minutes and help wanted ads and such. Jesse reported he just has a goal of being more transparent with the fire department with just even the little things the fire department does.

Motion to pay EFT' and warrants 42930-42942 Moved By: Diehl Second: Pfile

ATTACHMENT:

BOARD OF TRUSTEES EDINBURG TOWNSHIP, PORTAGE COUNTY, OHIO

Resolution No. 2023-004

RESOLUTION OF NECESSITY FOR LEVYING A TAX EXCEEDING THE TENMILL LIMITATION FOR THE PURPOSE OF PROVIDING FIRE EQUIPMENT AND STAFF

The Board of Trustees of Edinburg Township, Portage County, Ohio met at a regular session on the 26th day of January, 2023, at 6856 Tallmadge Road, Edinburg, OH with the following members present:

Chris Diehl

Tim Pfile

Chris Diehl moved the adoption of the following resolution:

WHEREAS, the amount of taxes which may be raised within the ten mill limitation will be insufficient to provide an adequate amount for the necessary requirements of the Township of Edinburg, Portage County, Ohio;

WHEREAS, a resolution declaring the necessity of levying a tax under R.C.5705.19(I) outside the ten-mill limitation as per 5705.03(B) must be passed and certified to the county auditor of Portage County in order to permit the Board of Trustees to consider the levy of such a tax and must request the county auditor certify to the Board of Trustees the total current tax valuation of the Township of Edinburg, and the dollar amount of revenue rounded to the nearest dollar that would be generated by a 1.5 mill levy for each one hundred thousand dollars of the county auditor's appraised value; and an estimate of the levy's annual collections, rounded to the nearest one thousand dollars.

WHEREAS, a 1.5 mill levy in excess of the ten mill limitation for the benefit of Edinburg Township for the purpose of fire equipment and staff as set forth more fully in R.C. 5705.19(I) which requires a vote of the people pursuant to 5705.191, and R.C. 5705.25.

RESOLVED, by the Board of Trustees, two-thirds of all members elected thereto concurring, that it is necessary to (EDIT RENEWAL) levy a of 1.5 mills, to constitute a tax in excess of the ten mill limitation levied upon the entire territory of the Township of

Edinburg and for the benefit of the Township of Edinburg under R.C. 5705.19(I) for the following purpose:

For providing and maintaining fire apparatus, mechanical resuscitators, underwater rescue and recovery equipment, or other fire equipment and appliances, buildings and sites therefor, or sources of water supply and materials therefor, for the establishment and maintenance of lines of fire-alarm communications, for 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 staff under section 145.48 or 742.34 of the Revised Code, for the purchase of ambulance equipment, for the provision of ambulance, paramedic, or other emergency medical services operated by a fire department or firefighting company, or for the payment of other related costs;

As provided by Ohio Revised Code Section 5705.19(I) at a rate not to exceed 1.5 mills for each one dollar of taxable value, for the tax years 2023, 2024, 2025, 2026, 2027.

RESOLVED, that the levy be placed upon the tax list commencing in 2023 and first due in calendar year 2024 in compliance with Ohio Revised Code section 5705.34, if a majority of the electors voting thereon vote in favor thereof and,

RESOLVED, that the question of such tax levy shall be submitted to the electors of the Township of Edinburg in its entirety, at the election to be held therein on May (EDITED correction 2nd 2023) (incorrect 3, 2022) and,

RESOLVED, that the Fiscal Officer is hereby directed to certify a copy of the resolution to the county auditor and that the county auditor certify to this board of trustees the following:

- (i) the total current tax valuation of the Township of Edinburg
- (ii) the dollar amount of revenue that would be generated by a levy of 1.5 mill if approved by the electors and
- (iii) the levy's rate expressed in dollars, rounded to the nearest dollar, that would be generated by 1.5 mills for each \$1 dollar of taxable value, for each one hundred thousand dollars of the county auditor's appraised value;
- (iv) an estimate of the levy's annual collections, rounded to the nearest one thousand dollars.

RESOLVED, that the Board of Trustees finds and determines that all formal actions of this Board concerning and related to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Tim Pfile seconded the motion and the roll was called on the question of its adoption. The vote was as follows:

Name Vote

Chris Diehl yes

Jeffrey Bixler not present

Tim Pfile yes

Adopted 01/26/2023