

CALL MEETING TO ORDER BY: Jeffrey Bixler: 7:31 p.m. Pledge of Allegiance
Roll Call

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

I. MOTION TO APPROVE AGENDA FOR 1/11/2024

Moved By: Pfile Second: Diehl
Mr. Pfile: yes Mr. Diehl: yes Bixler: yes

II. MOTION TO APPROVE MINUTES:

- a. 12/28/2023 Reorganization meeting
Moved By: Diehl Second: Bixler
Mr. Pfile: yes Mr. Diehl: yes Mr. Bixler: yes
- b. 12/28/2023 Trustee meeting
Moved By: Pfile Second: Diehl
Mr. Pfile: yes Mr. Diehl: yes Mr. Bixler: yes

III. Correspondences

Tim asked Bill if he had received information regarding a donation of chemicals to clean headstones at cemetery. Bill said he had and had sent the requested information to the organization through which the anonymous donor was making the payment. He also forwarded the road department contact information for scheduling delivery. He said he was unsure if we would initially make payment and then a check would be released from the organization with proof of payment. He is awaiting to see if organization also wants to remain anonymous.

Jeffrey shared information from letter of Lori Calcie Records office for fees for zoning. Jeffrey share contract regarding Facility use and indemnity letter from Boy scout troop sponsored by the Edinburg FFA, signed, and sent to Fire Department. Jacob Michael introduced to trustees from the fire department, and township paid training.

IV. Old BUSINESS.

Chris reported the town hall scheduler would like the town hall floor waxed before the Portage county Township association meeting in February. Trustees approved, awaiting pricing from previous service provider.

IV. Trustee Report:

VI. Department Reports.

1. Roads: Tim mentioned road department would like to purchase a new bucket for breaking up the salt, about 1000.00. Much like new.

MOTION: Tim made motion to purchase the one ton bucket from Edinburg tractor for 1000.00. Seconded by Jeffrey

Mr. Pfile: yes Mr. Diehl: yes Mr. Bixler: yes

Tim presented bids for new truck prices for Road department. Bill asked that Bidding must be under 75,000. Conversion pricing is creating over this. He asked for clarification, that conversions, can be done at other dealers, as we are not able to choose a purchase

over 75 without bid, and cannot break it into two warrants for the same contract. They are awaiting further estimates,

Tim mentioned the road department would like to purchase pipe to help solve further storm water drainage issues at the park by Shelter A. Tile and 3000.00 pipe and gravel estimate.

Bill said grant money is still available. Jeffrey agreed.

Motion: Jeffrey made motion to approve project, not to exceed \$3000.00 in material. Seconded by Tim

Mr. Pfile: yes Mr. Diehl: yes Bixler: yes

One funeral.

Tim shared the three bids again, reviewing, but not liking the diesel bid. Will await other bids.

Bill asked if vehicle were on the lot or would be ordered. Tim said probably not. He reminded Trustees this was not put in the 2024 budget, nor temporary budget, so they will have to await year end completion and 2nd amended certificate before he can approve the release of funds.

2. Fire: Asked if Indemnity board was established at Re-org meeting. Jeffrey said he would be the trustee, and Tom Eland and Alex Zayac as FF reps. Bill asked if this was the same board the pastor was put on, and it was clarified to be the same. In case of Line of duty death. Bill asked if Jesse had the information, as what he remembers, a form comes to the township. He has not gotten the form yet. A resident also needs to be added.

ODNR grant completed and submitted. Equipment and Safety Training grants to be submitted. Bill said he has not received any invoice from Howland Fire Department. Bill reviewed that the EMT ARP grant does pay for training, so payment could be available if denied by another grant. Bill reviewed that access to Township Accounts through the State and Federal Government and agencies are administered by the Township Rep. (Generally, the Fiscal officer in our case, occasionally Trustee like NOPEC). Another Representatives can sometimes be added to have access at different levels at some of these accounts, but an employee cannot be the Administrator. He has been trying to get information to Mr. Simmons for these grants such as account numbers, but has found to be locked out of some accounts, as the BWC account. He is contacting the agencies to reset access, but has not been able to get anyone to return calls or emails from OBWC Safety Grant Department. He also mentioned generally each individual requires their own personally access username and password, and frequently the personal cell phone is required to verify identity. The fire department is under the Township Administration, not a separate entity. Bill said he sent him information about times available to meet with him and thought it was great that he is working on these grants.

Jesse presented the final invoice for the new truck at the fire department. Jeffrey asked about the replaced vehicle. Trustees discussed sending to the auction as it tends to be better than a trade in. \$51835.50 is invoice. Jesse discussed conversions that would need to be done. Pricing will increase all to approximately \$75,000 when complete. Bill said he can create the warrant and he will put on desk for trustees to sign. Light package discussed at around 10000 top of the line. Bill asked what would happen to the lights on the present unit. Jeffrey said they can come off. Jesse said he is not sure if it has holes in vehicle if they are removed. Logo needs to be removed before auction.

Chris asked if there will be additional bids. Jesse said he did not have any at this time. Chris asked for additional pricing bids. Discussed some vendors. \$2200 for graphics.

Cap package price at about \$4891. Dual side doors on each side. Further pricing described. Jeffrey said about \$17,000.00 for everything. Asked for second pricing for cap and lights.

Jeffrey made a motion to pay for decaling not to exceed 2500.00.

Bill asked for motion for the Pick up truck first, as new year.

MOTION:RESOLUTION: 2024-001

Jeffrey made motion to approve \$51835.50 to Stadium to purchase Pickup. Tim seconded motion.

Mr. Pfile: yes Mr. Diehl: yes Mr. Bixler: yes

Bill said he will forward information to OTARMA regarding insurance.

MOTION: Jeffrey made a motion to pay for decaling not to exceed \$2500.00. Seconded by Tim.

Mr. Pfile: yes Mr. Diehl: yes Mr. Bixler: yes

3. Zoning: no report.

VII. Fiscal Officer: Financial reports shared with trustees.

MOTION: RESOLUTION:2024-002

Bill asked for a motion to reallocate \$79000.00 from 2194 contingencies to 2194 capital equipment: motor vehicle to pay for the fire department vehicle and conversions. Jeffrey made the motion, seconded by Chris.

Mr. Pfile: yes Mr. Diehl: yes Mr. Bixler: yes

Bill just asked for review of garage door repair at fire department, Trustee was notified.

Bill mentioned the purchasing signature from Pettigrew's was 100%, Thanked Department heads.

Bill reviewed the Time Sheet reports for the fire department, and some inaccuracies in reporting holiday, OT, and Bonuses. Bill mentioned that the way fire reports night shift 18:00-06:00, is actually reported on one day, but is technically 6 hours one day and 6 the next. It is especially troublesome considering they worked 6 hours in 2024 but they are reported all in 2023. But on payroll, they are all paid in 2024, so not a problem with income tax. Jesse discussed looking into a computer time clock software program, estimated at about \$800.00. Bill voiced he did not think it would be able to solve the reporting issues we are having with Holiday, OT and Bonus pay reporting, but hopes it can.

Jesse asked then why we didn't get paid. Bill said pay will be in tomorrow. He said he did not get notice of error in payment until 6 pm, so he could not correct it. He said it is his first error. Jeffrey asked if for 2024 (jokingly) Bill said there are many, but first time Payroll was late during his terms.

Edinburg Township Trustees Meeting

Town Hall

January 11th

2024

Jeffrey made motion to pay the bill 43309-43324 , seconded by Chris.

Mr. Pfile: yes Mr. Diehl: yes Mr. Bixler: yes

VIII. Motion to adjourn at pm. 8:25 Moved By: Bixler Second: Diehl
Mr. Pfile: yes Mr. Diehl: yes Mr. Bixler: yes

Jeffrey Bixler, Chairman

Chris Diehl, Vice Chairman

Tim Pfile, Trustee

William McCluskey, Fiscal Officer