

Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Town Hall

October 29th

2020

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

Roll Call

Pfile Chair: present Vice Chair Bixler present: Present, Trustee Diehl: present, Zoning: Lippy present,

Guest: none

I. MOTION TO APPROVE AGENDA FOR 10/29/2020

Moved By: Jeffrey

Second: Tim

Mr. Pfile: Yes

Mr. Diehl: Yes

Mr. Bixler: Yes

II. MOTION TO APPROVE MINUTES:

a. Trustee meeting 10/08/2020

Moved By: Chris

Second: Jeffrey

Mr. Pfile: Yes

Mr. Diehl: Yes

Mr. Bixler: Abstain

III. CORRESPONDENCE:

A. Tim Shared Free tire drop off information.

B. Tim presented Colonial life programs available to employees working an average of 20 hours at the township. Trustees to share with their departments.

IV. Old Business:

Chris, mentioned participating in the trunk or treat past weekend and success of event. Wished to thank all that helped. Tim presented report from fiscal officer reporting about 120 bags of candy were passed out. Remaining candy taken to Stahls for the Edinburg community as they donated pumpkins and gourds for the event. Seven Prize baskets were donated by Country Elegance.

Tim reviewed park entrance location/identification, and trustees agreed to adding small off roadway sign to help identify the entrance.

Tim reviewed status of LED sign update. Jeffrey stated he is awaiting schedule from company.

Tim mentioned Chip and seal will be hopefully completed next week. Concern expressed relating to weather and water on roadway. Hopefully company can take advantage of good weather prediction next week.

V. Trustee Reports:

Chris mentioned there had been discussion about disinfecting of town hall after the election. He scheduled cleaning with Done Right and directed Noreen Brooks to schedule cleaning. Done Right reported the sanitizer being used would protect surfaces within 10 minutes and for 28 days after application if not wiped off. He mentioned Done Right will maintain same pricing even though disinfecting solution increased price. Tim mentioned (referring to Portage County Health District Recommendations for cleaning), that normal routine cleaning should suffice after the disinfecting by Done Right.

Chris mentioned soft opening of town hall and only Boy scouts utilizing hall at present.

VI. Department reports:

A. Roads. Presented by Tim.: Roads servicing three trucks. Snow Plow in garage. Serviced fire truck. Put new pressure switch in pressure tank at fire station. Patched road with asphalt, to prepare for chip and seal. Maintaining trees, leaves roadway in park.

B. Fire department . Presented by Jeffrey. no run report. Discussed completion of hose testing and ladder testing. Some hose replacement needed due to one section failure and ladders approved. Still waiting on generator. Valves that were replaced are still leaking. Findlay Fire (who placed the valves) will return to correct the issue at no cost. No Quotes yet received from 2 companies contacted about purchase of gear extruder (washer) and Dryer.

C. Zoning: Discussed property permits for garage agricultural permit for Porter road.

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(Hard to discern more from tape recording.) Permit completed for Giddings road property. Jeffrey asked about property they had discussed due to piles of asphalt at a non-zoned business. Rhonda said she is working on reviewing zoning book to organize different sections. She is also looking in to building at "Auction" Building.

D. Fiscal Officer: Presented by Jeffrey, request for resolutions from trustees.

Motion: Resolution 2020-056

The trustees of Edinburg township agree to add funding provided by the State through the Portage county auditor from house bill 614 into fund 2273 with previously adopted restriction and to submit this new budget information to the County for approval of an amended certificate

Moved: Tim seconded by Chris

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

Trustees reviewed financial reports provided relating to CARES money summary. Trustees asked by fiscal officer for decision regarding use of money available to portion amounts for equipment or payroll of essential fire fighters and EMS workers. Trustees called Mr. McCluskey for review of policy regarding encumbrance and appropriation. Mr. McCluskey mention that trustees can appropriate money for Payroll, Covid only related Supplies/equipment, or any combination. Trustees are aware of the need for washer (extruder) and Dryer for turn out gear and back up turnout gear (mentioned previously with potential for purchase through separate Fire Department Grant) and purchase of back up Turn out gear. Trustees discussed options and presented the following resolution. He mentioned he is not able to transfer money between payroll and other objects without trustee approval. Any money not utilized can be moved within the fund.

Motion: Resolution 2020-057

The trustees have approved encumbrance of funds 2272 and 2273 for Emergency service payroll and Covid related supplies and equipment. The encumbrance shall be broken out in the following manner. \$35,000 for Washer, Dryer and Turnout gear (2273). The remaining \$127,205.12 for salary of Emergency medical workers (Fire Department) (2272-2273).

Motion by: Jeffrey Bixler, seconded by Tim Pfile

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

Tim finished report: FO provided financials, Payroll, PO, Payments, EFT's, BC to trustees for approval. Summary of Cares money, reports, use summaries and use suggestions, resolution and motion requests remaining to financials.

Motion made by Chris to approve addition of \$23.10 for truck LED lights as previous motion was capped at \$1000.00, invoice was for \$1023.10.

Seconded by Tim

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

Motion to pay EFT' and warrants 41947-41970

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

Motion to adjourn at 7:55 pm made by Jeffrey, second Tim

Tim Pfile, Chairman

Jeffrey Bixler, Vice Chairman

Chris Diehl, Trustee

William McCluskey, Fiscal Officer