

**Draft**

HUNTINGTON TOWNSHIP TRUSTEES  
45955 STATE ROUTE 162 WELLINGTON OHIO 44090

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**Minutes of November 7, 2022**

The Huntington Township Trustees met in a regular scheduled meeting at 7:00 PM with the pledge of Allegiance. Attendees: Walter Rollin, Robert Holmes, Jed Lamb, Sheila Lanning, Matt Combs, Frances Rollin, Nora Klebow and Sandy Denes. **Motion** by Holmes with a second by Lamb to approve the minutes of October 17th as written. Roll call: three yeas. **Motion** by Lamb with a second by Holmes to approve the October Finance reports with year to date revenue \$530,271.79, year to date expenditures \$418,178.40 and bank balances of \$511,759.47. Roll call: three yeas. Checks 10111-10131 and payments totaling \$19,013.53 were approved for payment.

**COMMITTEE REPORTS:**

**WATER BOARD-** Lamb: meeting is Wednesday. Lanning: would Trustees like 2022 hydrant reports as was done in the past. Lanning to email request for reports.

**LORCO-** Lamb: meeting is Thursday.

**AMBULANCE-** Holmes: meeting tomorrow night, MOU from Board on how much they are willing to put into the new building. Sandy Denes: what new building you're talking about. Holmes: a new garage/safety services building with the Ambulance in the far north and in the future the fire department. Rollin: we had to word it safety services to get the funding.

**FIRE-** Rollin: chili cook off went well, proceeds go to Well Help. Sandy Denes: if they vote for best chili via a committee they can do it ahead, if public votes it takes much longer. Received letter from Troy Pitts regarding fire safety inspections. Holmes: they are doing our inspections in the fourth quarter, gave list of what they look for during inspection to Combs.

**SHERIFF-** 49 incidents in October

**ZONING-** Klebow: provided draft letters of what will be sent for violations from a list composed after canvassing the Township with former Zoning Inspector Combs. If Trustees ok with letters they will be sent tomorrow. 1) Property 27540 Baker: received letter of complaint from a neighbor. Giving them 30 days to remove and 7 days to contact Inspector once letters received. Using Township address and 440-647-0040 phone number. Lanning: will check the mail and send picture when certified receipt returned. Klebow: 2) Property owned by an LLC company and the health department called and no septic permit issued. The letter states they need permits. Sandy Denes: I know the property and the tenants left recently. Klebow: 3) The third one is a shipping container on property where they previously promised to remove the container by June 2022. Holmes: when you say "take legal action" you mean you will go through the County. Klebow: yes, through the Lorain County Prosecutor's office. Lamb: will provide phone number to Kittle resident and suggest a call or text versus a letter, pretty sure this will clear them off the list. Discussion on letters and what could happen after sent and received. Combs: suggest reference to Zoning code violations be bold or highlighted and keep Mr. Mangan in the loop. Also send a letter to Erin & Tessa Morrison of West Road, the last one on the list. Because someone living in RV now. Lamb: I think they are building a house. Klebow: there is nothing under construction there. Holmes: what is the cost of a permit to live in temporary housing while building. Lanning: \$1,500.00. Klebow: Attended the 10/27/2022 training in New Russia and found the handout from Mr. Mangan very helpful. Looked at Lorain County Zoning web app and it is not very deep. Sent letter to Ken Knapp and once he files all the paperwork the Zoning Appeals Board will convene.

**OPWC & SWAC-** Lanning: SWAC 2023 application received and due 1/31/2023. Combs: need to call on what is needed for the Stewart Road Culvert project.

**CEMETERY-** Joanne Marie Harris Kepler purchased lot 93 West. Lanning: Asked the Auditor about the need to set up special fund for brick selling or similar donations for Cemetery: it depends upon how Trustees want to set up the donations and the specific uses of funds.

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**RECYCLING-** Holmes: Pickleball is gaining popularity, will look into erecting a court in the Park. Sandy Denes: those courts need enclosed. Lamb: they are like a tennis court.

**ROADS-** Combs: still working on cutting back roadsides, easier with the crops off the fields. Nothing new on the Baker Road ditch for Honoshofsky. Will dig back the bank but will not enclose the ditch. Going to dig back everything that is sluffing. Lamb: did you send him a letter. Combs: no, will call him. Sandy Denes: question on surveying on Stewart Road. Combs: that is not the Township doing the work.

**EQUIPMENT-** Combs: roller is apart, it would not go forward. Backhoe up and running after new piston and redone cylinder.

**EMPLOYEES-** Lanning: talked to Chris Pyanowski of Lorain County Prosecutor's office on the "legal" requirement for employees to *take* a lunch. FLSB states employee has the approval of Management to not take it than it is NOT illegal. The Township has no collective bargaining agreement or personnel manual to state employment conditions, they set them annually at the first meeting of the year. Lamb: request the list of first of the year resolutions so they can be reviewed prior to the January meeting. Lanning: always gave the list to Trustees prior to first of year meeting for that very reason. Lanning: Combs needs to fill out an accurate time card and get approval from Trustees for use of paid time. Discussion on way Combs is paid as salary 24 times a year.

**PREVIOUS BUSINESS:**

Armstrong phone line #440-828-0021 for Zoning Inspector installed and letter received on install. Lanning: sent updated roster. Lamb: did this go to Cravenor. Lanning: no Holmes: nothing new on status of safety service building funds. What is the status of the 4 janitor carts. Combs: still here. Sandy Denes: is there any value to them if so why give them away. Can always sell things on GovDeals. Holmes: we are asking various organizations if they can use them and can put them out on route 58 for sale. Lanning: 2020 & 2021 Audit is complete and mailed to Trustees. SAM (System for award management) registration re-activated and IRS validation complete. Thank you letter sent to 4H group for roadside litter pickup.

**NEW BUSINESS:**

Lamb: attending the Ohio Township Association conference, will also help Zoning Inspector register. Sandy Denes: An elected official can have a designee attend the required public records training. Lamb: that is why I am going to the conference, she is not willing to do that. Lanning: I have not been their designee for the past 4 years. I just attended an online training and the Lorain County Township Association is thinking of holding a public records training. Sandy Denes: what is the thinking on why not being a designee. Lanning: I believe the Trustees should attend, listen and learn regarding public records. *Motion* by Holmes with a second by Lamb to authorize Zoning Inspector to attend OTA conference and to cover travel expenses at the previous allowance. Roll call: 3 yeas. Holmes: fire on New London Eastern Road last night, approved Combs to take backhoe to dam water ways protecting from any contamination.

**CORRESPONDENCE/ ANNOUNCEMENTS:**

Lorain County Community Alliance annual government roundtable is 12/2/2022. Discussion on what the Alliance does. State purchasing explanation on how to research items. NAMI annual meeting 11/14/2022, MHARS monthly newsletter, Federal Clearing house new 1/1/2023 information, Black River Community newsletter, Ohio Township Association education and events update. Next LCTA meeting is 11/17/2022 in Rochester.

**PUBLIC PARTICIPATION:**

Sandy Denes: what is the intended used of the new tablet for Combs and how is it protected. Combs: to take pictures of projects, assemble progress reports, look up parts diagrams for pieces of equipment and portability of tablet. Lamb: there won't be any sensitive information on the tablet, it is not our financial data. I have not purchased one yet. Frances Rollin: need information on veterans' wreaths to put in the church newsletter. Walt Rollin: will get information on wreaths across America to Frances.

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***Motion*** by Lamb with a second by Holmes to adjourn. All favorable, meeting adjourned at 8:20 PM.

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Signed Chairman

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Attest, Fiscal Officer

**Payment Listing**

November 2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
114-2022	11/17/2022	11/06/2022	CH	RURAL LORAIN COUNTY WATER AUTHOR	\$59.07	O
115-2022	11/04/2022	11/06/2022	CH	BP	\$448.30	O
116-2022	11/07/2022	11/07/2022	CH	CHASE CARD SERVICES	\$3.23	O
118-2022	11/11/2022	11/07/2022	EW	PUBLIC EMPLOYEES RETIREMENT SYSTE	\$3,201.64	O
119-2022	11/11/2022	11/07/2022	EW	UNITED STATES TREASURY	\$1,099.29	O
120-2022	11/11/2022	11/07/2022	EW	TREASURER OF STATE OF OHIO	\$193.26	O
121-2022	11/07/2022	11/07/2022	CH	BUREAU OF WORKERS COMPENSATION	\$127.00	O
10111	11/07/2022	11/06/2022	AW	TREASURER OF STATE OF OHIO	\$1,045.50	O
10112	11/07/2022	11/06/2022	AW	Medina Material	\$1,655.02	O
10113	11/07/2022	11/06/2022	AW	FARM & HOME HARDWARE	\$56.60	O
10114	11/07/2022	11/06/2022	AW	JUDCO INC	\$74.20	O
10115	11/07/2022	11/06/2022	AW	RURAL LORAIN COUNTY WATER AUTHOR	\$379.38	O
10116	11/07/2022	11/06/2022	AW	SUNRISE COOP INC	\$2,175.82	O
10117	11/07/2022	11/06/2022	AW	ENZO'S	\$215.00	O
10118	11/07/2022	11/06/2022	AW	SHEILA LANNING	\$32.00	O
10119	11/07/2022	11/06/2022	AW	Nora Klebow	\$114.66	O
10120	11/07/2022	11/07/2022	AW	WELLINGTON AUTO PARTS	\$140.29	O
10121	11/07/2022	11/07/2022	AW	P & J SANITATION INC.	\$110.00	O
10122	11/07/2022	11/07/2022	PR	Robert Leroy Bort	\$1,223.86	O
10123	11/07/2022	11/07/2022	PR	MATTHEW A COMBS	\$1,535.05	O
10124	11/07/2022	11/07/2022	PR	JILL DEMARCO	\$121.58	O
10125	11/07/2022	11/07/2022	PR	ROBERT DUGALD HOLMES	\$970.07	O
10126	11/07/2022	11/07/2022	PR	Nora Klebow	\$352.67	O
10127	11/07/2022	11/07/2022	PR	Jed Lamb	\$532.88	O
10128	11/07/2022	11/07/2022	PR	SHEILA D. LANNING	\$1,149.81	O
10129	11/07/2022	11/07/2022	PR	WALTER C ROLLIN	\$883.13	O
10130	11/07/2022	11/07/2022	PR	Dimitri Szyal	\$655.22	O
10131	11/07/2022	11/07/2022	AW	Rumpke	\$459.00	O
Total Payments:					\$19,013.53	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$19,013.53	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

\* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.