

Edinburg Township Trustees – Regular Trustee Meeting

At Edinburg Administration Building

April 11 th

2019

CALL MEETING TO ORDER BY: Chris Diehl @ 7:35 p.m. Pledge of Allegiance

Roll Call: Chair Diehl: Here; Vice Chair Pfile: Here; Trustee Bixler; Here; Fiscal McCluskey: Here; Road, Cemetery, Parks: Biltz: Here; Fire: Jesse Baughman: Absent; Zone: Lippy: Here

I. MOTION TO APPROVE THE AGENDA FOR 4/11/2019

Moved By: Jeffrey Second: Chris
Mr. Bixler: Yes Mr. Pfile: Yes Mr. Diehl: Yes

II. MOTION TO APPROVE MINUTES FOR 3/28/2019 Regular Meeting

Moved By: Tim Second: Chris
Mr. Bixler: Abstain Mr. Diehl: Yes Mr. Pfile: Yes

III. CORRESPONDENCE:

A. Chris: Dominion Energy, Evidently they are going to do some type of survey and it has to do with the PUCO, they have to have permission from the PUCO to do it. What they are trying to do, they must be wanting to upgrade their system, the infrastructure and so forth. I guess they must have to do a recovery cost estimate on how much it is going to cost and they already have a rate schedule for it, it is going to be for residential 3.89 per month and general nonresidential would 11.06 per month. Large volume they have prices for that and on and on you go. I do not know whether we need to look into this a little bit more, we probably really don't have any choice anyway. They have some phone numbers here to call if we have any questions. They said that it was not necessarily be ready to go until the fourth quarter of 2019.

IV. OLD BUSINESS:

A. Bill: We approved the salt resolution for 60 tons, so I went on the website and in order to enter the information in the website this is the form that they have in, I did edit it to Edinburg Township and put in the 60 tons, but it requires the trustees signature. That was resolution 2019-020, so I have to submit that with the 60 tons.

V. TRUSTEE REPORTS:

A. Chris: Check that road out up there, the only reason that I knew is that Debbie drives through there and she saw it. Kevin: I will have to drive out there and see who the builder is.

VI. DEPARTMENT REPORTS:

A. Kevin Biltz- Roads/Buildings/Cemetery/Park Report: Roads: we put new wood legs on the picnic tables at the town hall. We got about 50 tons of salt on Monday. We roto tilled the ball fields. We hauled 8 loads of baseball mix for the ball fields. We put the walk ways in at the dug outs. We had to fix two water hydrants that were leaking. They sprayed the ball fields last night. We fixed the brick flower bed with land scape timbers. Jeffrey: Did you go down and look at our little episode down there? Kevin: We are going to go down there when it is dryer and try to put it down a little bit. Jeffrey: They get a call for a grass fire down there and the guys decided to go off road down there on Porter and didn't make it. I kind of reminded them that you are supposed walk and look. Anyway I asked Kevin if he would go down there and look at it, the guy was a little irate but Jesse calmed him down when he got down there. I think that it was a little overkill to run the trucks over there, I think that was a little out of line. Tim: Was there a legitimate fire. Jeffrey: Yes, they were doing an open burn it looks like it was probably their garden off to the side, when they came back and around they just continued. Kevin: It is not real bad, we could probably take the roller down or take the mini down and just smash them down with the tracks. Jeffrey: Just clean it up a little bit.

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- B. Jesse Baughman/Fire Department- Jeffrey: Fire Department runs for March equals 27, 3 Fire gave mutual aid 2 times, EMS 17 calls, mutual aid given 4, Motor vehicle 6 and 0 service calls. To date 103 runs, but that will go up significantly after today, they were running all day. He did the EMS Grant so that is completed and submitted, also they can't refund the money for Adam but they will hold it for the next class in the fall if he is able to attend. Which I would assume that we would talk to him about. Then again with the issue with 1518, he said that it will start but no gauges, accelerator pedal won't work, the pump will not engage and so they came out today and looked at it and he will fill us in a little more. The M300 was completed 7 Edinburg personnel and then 2 additional personnel from other departments and then he has a request for us to look at hiring Paula Baughman. We can discuss that later. If we want to take a few minutes and go into executive session and have a discussion over personnel for the Fire Department. Tim: If for some reason that he is not going to take that class in the fall is there someone else we could put in it. Jeffrey: We will see if there is somebody else that we can put into it.
- C. Zoning- Rhonda Lippy: I have been really busy writing lots of permits, lots of phone calls, Camp Carl is building 2 cabins, they are renovating the kitchen, they did need a permit for that they were putting in an identical overhang and a porch light. I did go through lots of boxes and he (Bill) found some for me to where they had applied for conditional use. Do you have a whole book of resolutions? Bill: No, the zoning department has their books of resolutions, I did call and talk to regional planning to see if they were involved. Todd was not here at that time. He said Regional Planning, if Edinburg was a part of Regional Planning at that time, that yes they would have helped with setting up conditional uses, but they would have nothing to do with the Townships Board of Zoning granting those and they would not have those records that the Township did have those records. Rhonda: I did read all about that, but I did not see the actual resolution, nobody was worried about, they were more worried about noise than anything about. So I went ahead and wrote the permits for the two cabins, one is elevated, one is just a normal cabin right in line with the rest of them. He called them tree houses, but the county just looks at them as elevated, so they are not going in the trees they are 8 ft off the ground. They have a plan to do 8 of those, but they are only building one now. I even said that I have camped for years and I would not want to carry my gear up and down stairs, I just wouldn't want to. He said that their staff does that for them. I don't know if you guys know this but they 115 kids on staff with them. That is just their staff that they have hired for the summer and it is 400 to 500 kids that are there for the week of camp plus day camp comes in. They are so quiet you would never know that there was that much there. They have invited us to come and check everything out. Jeffrey: I am going to tell Jesse that I want him to make sure that he goes down through there or has one of his officers because they should be inspecting. They seem like they are a class act. Jeffrey: How big are these elevated structures? Rhonda: They sleep 8, if you want to look at all of the plans, he gave me the plans of everything that they are doing. They have been doing this for years and we never even really noticed. They have 30 horses there in the summer, they have 15 years around but they bring more in during the summer. Chris: I had someone calling me yesterday, they were looking for a permit for a garage. Rhonda: I do not understand that, he called me at 4:30 the night before, the next morning he called me at 8:00. He never gave me a chance to call him back. Chris: As far as the pallet place is concerned, I think that the problem probably has solved itself, but you probably should make sure that you keep with it and don't tell them to back off. Rhonda: I am going to leave it as it is until it is closed and in somebody else name and then, I am sure that they will probably still be responsible for back fee's, but he should still be responsible for those. Chris: The only other one, did you get anywhere with that trailer down there? Rhonda: No, I will talk to you after.
- D. Fiscal Officer-William McCluskey-shared warrant, PO's, financial reports. Salt contract, Solid waste, Pickens payroll, invoices for fire department, motion to bill Hot Stove. Chris: What do we have to do with this bill for Solid Waste? Bill: Basically that is a letter

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from Bill Steiner, they have to redo their plan every so many years so this is the year that they had to redo it, I printed out the packet. I was looking for a summary of the items that would change and there was not a summary on it, so regardless they need a resolution whether you approve those plans or not. I did fill in Edinburg Township on the resolution form. Chris: Wasn't some of the townships having problems with this new plan or not. Tim: I have not heard anything. Chris: Everybody is good with it then. Jeffrey: Well if they did like we did look at it and go into paper shock. I would like to establish what changes were made because. Chris: Wasn't he going to come to one of our meetings and try to bombard us. Bill: He has offered to come to the meeting and talk about different things, but he just needs to be invited. Chris: So when do we have to have this done by? Tim: It says the 26th of this month. Chris: I guess I would not mind knowing what changes they have made to the thing. Jeffrey: We can always disapprove. Bill: The 25th is the next meeting. Chris: How about if we ask him if he will come to our next meeting and explain it to us a little bit and then also explain to us what he wants in Edinburg Township, if he doesn't want to come or can't come I guess we could sign it at that meeting. What do you guys think about that? Tim: That is fine. Chris: I guess that I am a little bit nervous about signing it, I am not real thrilled about the way he is heading with our County's solid waste but I know that we are just one township and don't have that much say about it. Tim: He keeps talking about going curbside, I think that he needs so many more Township's to be ready to change over. Chris: Wasn't there something in the paper that they could not afford to keep doing it the way that they are doing it, they are going to have to raise the price on it and everything. Tim: At some point why are we recycling? I mean why do we bother. Other than cardboard and aluminum. Chris: He already has trimmed the whole thing down more than I thought that he should have. Tim: It is taken up there and sorted and a lot of it is going to trash. Even if that cardboard gets wet, if it rains and that cardboard gets wet, it gets hauled out to the dump. In my opinion it is a joke. Anything that is profitable to recycle there is going to be recycled, but as soon as there is not outlet for it. But I don't know that it is all Bill's fault I think that he is over a barrel, I don't know that it is all his fault. Rhonda: Everybody thinks that they are doing a good thing and don't realize that most of the stuff that they are putting in there is still getting thrown away anyway. Bill: So at this point you would like me to contact Mr. Steiner and see if he could provide us with a summary of changes and invite him to the meeting as well. Chris: I guess I would like to, like I said worst case scenario is next meeting we will go ahead and adopt it and move on I guess. If we can get him to come explain any changes to us we would appreciate it. Tim: I will give him a call too and talk to him, see if he will come. He lives right there in Randolph. Bill: I did talk to Jesse the Fire Department has been actually getting much better at getting me their payroll. Usually I am held up with last minute things getting turned in and the problem that I have is when I do the automatic payment through the bank, if I have to go in and do it again we get an additional fee for a second run so if I am missing somebody and I go in to do that. Also starting in this year the IRS is requiring me to send in the tax report of all the tax payments, Social Security, Federal after every paycheck. Once your annual liability gets above \$50,000 the IRS requires that you send it in twice a month, basically with every check rather than once a month. There is an addition to Michael Pickens apparently it was turned in, since I had already sent the report in, I had to change his pay date for this specific check to tomorrow not today and that is because I already submitted the IRS payment so I will go ahead and make another IRS payment. If I don't get all of the payroll at the same time, it just really messes up. When I have to do deferred payments, when I have to pay the Ohio State Taxes when I have to pay the IRS, to go back and keep doing this. Jeffrey: Was Pickens hours missing totally? Bill: Yes, his time sheet is included, he just had 36, he didn't have the last two days. So, the way that I resolved it this time was I did give him a separate pay date for tomorrow for that pay period. Then I will go in submit another IRS report just for his Social Security and Medicare for that. UAN won't like it, but if I get audited I have the documentation. Jeffrey: The thing about it is and I will talk to Jesse about this and have him bring it forward or I will sit down with the guys and talk with them myself. If they flat out miss the pay date then it is going to be adjusted

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on the next paycheck, not special checks. If we make an error then we are obliged to fix that error, but if they just flat out don't put their time in they are going to wait until next pay. Chris: I agree. Tim: Yes, there is no reason for that. Bill: Well I didn't want withhold that money from him. Chris: You did it the right way, but from here on we are not going to twist around like that, especially when it makes all this extra paperwork. Bill: I guess I will have to follow up with Jesse on these two invoices, they are basically, I can't process anything, there was an invoice for repayment of fire water rescue training is there for two of the fire fighters, so that is the only paper that I got the invoice, so I can't even enter that into the system, I did go to the website for them and there are no links or phone numbers to call so I could not resolve that first one, so I am just letting you know that I didn't write a check for that. And then the one under that is for Shamrock something, that is all I got and I obviously can't pay a bill on that, so I am not sure where, It was in a file with stuff and I am not sure if that was paid by check or what. Jeffrey: I think this was the gear that had that oil from that fire on it. Bill: I remember processing a check at some point for some cleaning hoses. Jeffrey: Why is this not considered to be a good invoice? Bill: Because I don't have a contact person, I need a tax ID number. Jeffrey: I see what you are saying, you need the information from the company, from the Portage County Rescue Team. Bill: Right. And the address here is different than the address on their website, I am not sure if I end up sending this to a specific person rather than the company. Jeffrey: It says makes all checks payable to Portage County Water Rescue Team, but I will get with him and see if he can get you the phone number and find out if this is actually the current address or not, the website may not be updated. Bill: Then I needed to have a motion to, I talked with Kevin and apparently the infield mix was delivered and I talked with Tim also, D&K Materials there was a purchase for infield mix for the park fields by Hot Stove, so the bill was made out to Edinburg Township and not Hot Stove. So I will need a motion for us to go ahead and pay this bill and then bill Hot Stove for the materials, I understand Hot Stove is willing to pay for it, just the way that it was done basically got billed to Edinburg Township, so Kevin said that there will be two invoices, so the one that we have is for \$329.95 and then we will be receiving another one for additional. So I just need to have a motion that I can pay that bill and then bill the Hot Stove organization. Chris: Does someone want to make a motion to that.

MOTION:

Motion: Pay invoice to D&K for infield mix Not to exceed 700.00 and bill Hot Stove.

Moved By: Tim Second: Chris

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

Bill: There was a problem with Certified, we get a statement from Certified I take that statement and take all of the receipts and put them all together and compare, so the amount on the receipt that we get for example this receipt they bought 9.47 gallons of gas the receipt says that it was \$22.25 then it goes to the corporate office and they do the adjustments so what we actually paid was \$20.53. So I go to the receipt and I have to look up each card, then I have to look at the gallons because the price is not going to be the same, then I write the correct price on the receipt. Two of the receipts that I had in the batch for the Fire Department were listed as a fuel correction on the bill it says non-gasoline purchase, so I went up to Certified and asked them what the issue is, because my concern is the price here says \$41.39 is what they paid, it was gas that was purchased, but it doesn't have the gallons so I can't really find it on the sheet, we are not getting the discount, so two of those receipts that happened, they were really not much help in describing the situation up there, they told me that they could only use the pumps on the one side, I am said that is not true, they buy gas all of the time and never have a problem, so then they finally admitted that they had a new clerk, she must not know how to do it right and messed it up and canceled it out and redid the receipt. So I did talk to them and next time they are going to have to make corrections, because if it keeps happening we are losing money, so might have lost on those two like \$4.00, so I just wanted to point that out if it happens again. Jeffrey: Why did we pay Portage County Hazmat \$543.06; do

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you know? Bill: Every year we get charged for Hazmat and Portage County USAR Team and they charge it based on census.

VII. MOTION TO PAY THE BILLS: WARRANTS 41141 THRU 41159

Moved By: Jeffrey

Second: Tim

Mr. Diehl: Yes

Mr. Pfile: Yes Mr. Bixler: Yes

MOTION:

Motion: To go into Executive Session to discuss Fire Department Personnel @8:19 PM

Moved By: Jeffrey

Second: Tim

MOTION:

Motion: To come back out of Executive Session @ 8:26 PM

Moved By: Jeffrey

Second: Tim

Mr. Bixler: Yes

Mr. Diehl: Yes

Mr. Pfile: Yes

VIII. Motion: MEETING ADJOURNED @ 8: 27 PM

Moved By: Tim

Second: Chris

Mr. Diehl: Yes

Mr. Pfile: Yes Mr. Bixler: Yes

Chris Diehl, Chairman

Tim Pfile, Vice Chairman

Jeffrey Bixler, Trustee

William McCluskey, Fiscal Officer