

## EDINBURG TOWNSHIP TRUSTEES REGULAR MEETING

Edinburg Townhall

May 29, 2014

Sandra Templeton called the regular meeting of the Edinburg Township Trustees to order at 7:30 p.m. with the Pledge of Allegiance. Roll call shows: Diane Austin, absent; Sandra Templeton, present; John Hayes, present; Judy Repcik, present; Chris Diehl, present; Tim Paulus, present; Julie Bearss, present.

**RESOLUTION 2014-94: A motion was made by John Hayes to approve the Agenda as presented; this was seconded by Sandra Templeton. Roll call shows: Diane Austin, absent; John Hayes, yes; Sandra Templeton, yes.**

**RESOLUTION 2014-95: A motion was made by John Hayes to approve the minutes of the May 8, 2014 Regular Meeting as presented; this was seconded by Sandra Templeton. Roll call shows: Diane Austin, absent; John Hayes, yes; Sandra Templeton, yes.**

**RESOLUTION 2014-96: A motion was made by Sandra Templeton to approve the minutes of the May 14, 2014 Special Meeting as presented; this was seconded by John Hayes. Roll call shows: Diane Austin, absent; John Hayes, yes; Sandra Templeton, yes.**

### COMMENTS OR QUESTIONS FROM PERSON(S) IN ATTENDANCE:

Noreen Brooks, Resident/Employee

Gary Stewart, Resident/Employee

Thomas Repcik, Resident/Employee

Noreen Brooks reported that a resident called her wanting to rent the Townhall for a fundraiser to support Sara Fowler for her reelection as State Representative to the Ohio School Board. She wanted to make sure it was alright to allow a political fundraiser. Sandra will call Chris Meduri to find out.

### CORRESPONDENCE

The following correspondence was presented:

- OTARMA Photo Contest
- ODOT 2014 Ohio LTAP Customer Training Need Survey
- OTA Statehouse Report
- GrassRoots Newsletter – via email

### OLD BUSINESS

--Review of Memorial Day Activities

The Trustees reported that the parade and weather were nice and there was a good turnout. Sandra will ask Tami Scott if she is interested in continuing to organize this event each year. John suggested holding a meeting soon, while it's fresh in the residents' minds, to see if there are more volunteers who would come forward. Judy said it would be good to have more volunteers, especially by 2019 for the Township's bicentennial celebration.

### NEW BUSINESS

--Two EMS closures were signed.

--Draft of Road Maintenance & Repair Requirements

Judy typed up this draft of notes she and Tom had made through the years and asked the Trustees to read through it and give her any comments on how to simplify it or additions they'd like to make. This will be placed in the permanent file.

### DEPARTMENT REPORTS

#### **Julie Bearss - Zoning Inspector**

--She made/received 21 phone calls.

--Two permits were issued.

--She attended the OTA Zoning Inspectors group meeting on May 9, 2014 in Blacklick, OH. She said it was informative and made her more comfortable in her job knowing that many of the topics she had been concerned with since she started are points that veteran zoning inspectors have questions about also. She will look into whether the national registry of standards, that some communities are using to classify zoning, is suitable for small townships like Edinburg.

--She was not able to attend the Health Department education session called: "Meth Labs: What You Need to Know to Stay Safe in the Field."

--John asked her if she found any solicitation information. She said has looked all through the book and found nothing.

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### **Chris Diehl - Roads, Buildings, Cemetery and Park**

--They've been doing patchwork on the roads and getting ready to start mowing roadsides.

--The dumpsters for Cleanup Day are still much cheaper from Republic than the other company. Republic will bring them on the Thursday before Cleanup Day.

--He thanked the Trustees for presenting him with the Trustees' Award. All agreed it was well-deserved. Sandy also complimented him on how nice the grounds looked on the day of the parade too.

### **Tim Paulus - Fire Department Report**

#### *Purchases*

--He is ready to purchase the two cardiac monitors from the Fire Act Grant. He would like to purchase two Lifepak 15s from Physio Control, including charger, batteries and accessories in the amount of \$73,849.00 with the Township's share being \$5,837.00 and FEMA's share being \$68,012.00.

He received an email from Chris Meduri stating that these are State Term Prices and the Township can use these prices without having to go to bid. In order to avoid paying interest, the delivery, billing, receipt of the money and payment will have to be coordinated so that the money is not kept longer than 30 days.

**RESOLUTION 2014-97: A motion was made by John Hayes to approve the purchase of two Lifepak cardiac monitors at a cost to Edinburg Township of \$5,837.00; this was seconded by Sandra Templeton. Roll call shows: Diane Austin, absent; John Hayes, yes; Sandra Templeton, yes.**

--He asked for approval to purchase a Pro-Pak portable foam application system with mount from Finley Fire Equipment for a total cost of \$836.00. This is a self-contained kit that connects to the end of a fire hose to make and spray foam on special fires (such as car fires).

**RESOLUTION 2014-98: A motion was made by John Hayes to approve the purchase of a Pro-Pak portable foam application system from Finley Fire Equipment for a total cost of \$836.00; this was seconded by Sandra Templeton. Roll call shows: Diane Austin, absent; John Hayes, yes; Sandra Templeton, yes.**

--He would like to purchase the animated Sparky the Dog costume. The total is \$4,645.00. The Fire Department received \$2,000 last year from FM Global and he has raised just over \$100.00 from the crowd funding site leaving a balance of \$2,545.00. The complete costume includes storage case, voice modifier and cooling kit. He asked if the Township would be willing to split the cost of this fire prevention tool with the Fire Department or they will purchase it with Fire Department funds. He'd like to have the costume available for the Cops & Bobbers event at West Branch in mid-June. Sandy will talk with Diane to get her input on it. John said it's a great idea. This was tabled until all Trustees are present.

#### *Grants*

--The Township was rejected on its first station addition application. He will reapply to a different source.

--The new cots will be in next week. A manufacturer's representative is coming for training on Monday.

#### *Training*

--He received a flyer for a training that all Trustees may be interested in "Fighting Frustration in the Workplace: How to Communicate with Tact and Skill". This training is in Canton on August 7 and Akron on August 8. The cost is \$99.00.

#### *Asset Transfer*

--The Fire Department has received a new, 4-gas air monitor from the Portage County EMA. This, like the previous one, will remain county property and Edinburg Fire Department is required to maintain it. These were purchased for every department in the county with a State Homeland Security Grant. He worked with the EMA earlier this year (as President of the PCFCA) so that these monitors could be purchased at no cost to any department. He gave the Asset Transfer form for this to Judy to file.

--He requested an executive session to discuss Fire Department employment.

### **Judy Repcik - Fiscal Officer Report**

She presented the following:

--Year-to-Date Cash Summary

--She received the budget tax numbers from the Auditor for 2015.

--The 2015 Budget needs to be submitted by the first part of July. She would like all estimates to her by the June 12<sup>th</sup> meeting, so that by the last meeting in June the numbers will be fairly permanent. She asked Sandra and Chris to meet and figure out an estimate of what will be needed for Roads, Cemetery and Park for 2015.

--She asked Chris to put the advertisement for Cleanup Day on the Township sign.

--She received her copy of the final audit and asked the Trustees to check their email to see if they received their copy.

--She said several employees have confirmed that the direct deposit of their paycheck was successful.

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**TRUSTEE REPORTS**

**Sandra Templeton**

She had nothing further to report at this time.

**John Hayes**

He had nothing further to report at this time.

**Diane Austin**

She was not present to give a report.

**RESOLUTION 2014-99:** A motion was made by Sandra Templeton to approve the payment of the bills; this was seconded by John Hayes. Roll call shows: Diane Austin, absent; John Hayes, yes; Sandra Templeton, yes.

**RESOLUTION 2014-100:** A motion was made by Sandra Templeton to enter into an executive session at 8:22 p.m. to discuss Fire Department employment; this was seconded by John Hayes. Roll call shows: Diane Austin, absent; John Hayes, yes; Sandra Templeton, yes.

**RESOLUTION 2014-101:** A motion was made by Sandra Templeton to come out of executive session at 8:34 p.m.; this was seconded by John Hayes. Roll call shows: Diane Austin, absent; John Hayes, yes; Sandra Templeton, yes.

**RESOLUTION 2014-102:** A motion was made by Sandra Templeton that the meeting be adjourned at 8:35 p.m. this was seconded by John Hayes. Roll call shows: Diane Austin, absent; John Hayes, yes; Sandra Templeton, yes.

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Diane Hargett Austin, Chairperson

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John Hayes, Trustee

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Sandra Templeton, Trustee

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Judy Repcik, Fiscal Officer