

EDINBURG TOWNSHIP TRUSTEES REGULAR MEETING

Edinburg Townhall

February 11, 2016

John Hayes called the regular meeting of the Edinburg Township Trustees to order at 7:30 p.m. with the Pledge of Allegiance. Roll call shows: John Hayes, present; Jeff Bixler, present; Diane Austin, present; Bill McCluskey, present; Kevin Biltz, absent; Nathan Worley, present; Mike Pittinger, absent; Rob Swauger, present.

A motion was made by Jeff Bixler to approve the Agenda as presented; this was seconded by Diane Austin. Roll call shows: John Hayes, yes; Diane Austin, yes; Jeff Bixler, yes.

A motion was made by Jeff Bixler to approve the minutes of the January 21, 2016 reorganizational meeting; this was seconded by Diane Austin. Roll call shows: Diane Austin, yes; John Hayes, yes; Jeff Bixler, yes.

A motion was made by Diane Austin to approve the minutes of the January 28, 2016 regular meeting; this was seconded by John Hayes. Roll call shows: Diane Austin, yes; John Hayes, yes; Jeff Bixler, yes.

PERSON(S) IN ATTENDANCE:

Marlin Brown, Resident	Robert Osterland, Resident
Matthew Finney, Resident	Chris LaChance, Resident
Justin Morris, Resident	Dennis Gump
Jason Pitre, Fire Department	Saudi Pettigrew, Resident
Shannon Paulus, Fire Department	

Marlin Brown, of Boys Scout Troop 558, stated that the Township informed him that they were going to start charging them to use the Town Hall and he asked for an explanation. Jeff and Diane agreed that with the amount of service projects that the boys do to enrich the Township, they could continue using the Town Hall for free. Diane expressed the concern, however, from the buildings and grounds staff that some of the boys were making a mess (scattering salt, etc.) outside of the Town Hall. Marlin said the boys have been told not to do this and to stay away from Township property outside.

RESOLUTION 2016-30: A motion was made by Jeff Bixler to allow Boy Scout Troop 558 of Edinburg Township to use the Town Hall without charge for regular Tuesday meetings; this was seconded by Diane Austin. Roll call shows: Diane Austin, yes; John Hayes, yes; Jeff Bixler, yes.

Marlin asked about receiving a key to the Town Hall. This request was denied. Diane told him for now it will be opened for them when they arrive and they are to lock it when they leave. Marlin is to keep Noreen informed of times when they will not be meeting. Jeff said they will discuss giving them a key in the future. It was suggested by Shannon Paulus that a keyless entry be installed at the Town Hall and to give each group their own code which would also serve to track who has used the Town Hall. Jeff asked the road crew to get pricing on this for consideration.

Saudi Pettigrew, of Hot Stove, discussed a proposal to install a double batting cage at the Park. It would be purchased and owned by Hot Stove and not the Township. She discussed the dimensions (30 x 60') and needs for permanent space and ground pad construction. She stated that it would not require Township work as electric is already in the area. John Hayes asked about the placement of the cage. It would be right by field one. Jeff Bixler discussed liability issues, and that the Township would not be responsible and Hot Stove would have to maintain it. He stated his discussions with Township liability carrier about this. Saudi discussed times of use. Bill McCluskey asked about electricity use and asked her to put her plans on paper. Jeff Bixler discussed the need to contact the Township's attorney to write up a contract once Hot Stove has presented their complete plan and proof of liability insurance. Saudi agreed to do so.

CORRESPONDENCE

--Anthem Provider Approval – Bill McCluskey discussed approval of Township FD/EMS services as provider for Anthem.

--Cleaning Company – Bill McCluskey shared a letter from a cleaning company requesting to give a proposal to clean for the Township. Diane said there was no need for this at this time.

--Bill McCluskey presented a letter from Industrial Commission regarding a court appearance request relating to the appeal of Mr. Paulus regarding an order to repay Workers' Compensation overpayment.

--Bill McCluskey presented a letter from the Board of Elections regarding using the Town Hall for the election. It stated that the Township is allowed to charge them for cleaning expenses.

EDINBURG TOWNSHIP TRUSTEES REGULAR MEETING

Edinburg Townhall

February 11, 2016

RESOLUTION 2016-31: A motion was made by Jeff Bixler to approve the use of the Town Hall by the Board of Elections at no charge for cleaning costs; this was seconded by John Hayes.

Roll call shows: Diane Austin, yes; John Hayes, yes; Jeff Bixler, yes.

OLD BUSINESS

--Reorganization Pay

McCluskey discussed the need for the start date relating to wage changes approved at the reorganizational meeting. After a discussion with each Trustee, he prepared today's wage payments with a start date of the 1/15/2016 pay cycle. He said he can change that date if needed.

RESOLUTION 2016-32: A motion was made by Diane Austin to begin the wage changes, approved at the reorganizational meeting, in the current pay cycle beginning January 15, 2016; this was seconded by Jeff Bixler. Roll call shows: Diane Austin, yes; John Hayes, yes; Jeff Bixler, yes.

--Parks Committee

Bill McCluskey, mentioned the need to address old business for the formation of a Parks Committee. Diane stated she had discussions about the issue and a trustee does not have to be a member. She suggested that it be a five-member committee. Three residents volunteered: Marlin Brown, Justin Morris and Dennis Gump.

Hayes asked the Trustees what the committee should do. Diane said that they would advise the direction that they want to see the park go and if a park levy is needed in the future they would be in charge of that. McCluskey said although softball, baseball and soccer are great for the park use, others in the community would also like to use it for other park things and other resident volunteers should have a chance to be on the committee. Diane stated that over five people on a committee can be too big. Diane said she would post the need for more volunteers on Facebook. McCluskey will also post it on the Township web page. Saudi Pettigrew also volunteered for the Committee.

--Human Resource Response from Chris Meduri

Bill McCluskey is working with Chris on human resource questions (i.e. per diem charges, training, call backs and the number of hours allowed).

NEW BUSINESS

There was no New Business to discuss at this time.

TRUSTEE REPORTS

John Hayes

--He thanked those in attendance for coming to this meeting and also thanked those who volunteered to serve on a committee.

Jeff Bixler

--He's been communicating with the Fire Department Chief and Assistant Chief making sure there is a good equipment inventory on file and getting a better idea of when and if some of the smaller equipment may need to be replaced.

Diane Austin

--She asked the other Trustees what their thoughts were on filling the vacant Zoning Inspector position. She felt that the positions [Zoning Inspector, Zoning Secretary and Administrative Assistant] should be combined to offer a more substantial position. Bixler agreed.

Bixler raised the question whether the wage should go by hours allowed or by issues that come up. Diane said the current rate is \$10.00 per hour. Hayes asked Bixler what he recommends based on his time filling in recently. Bixler said the hourly wage should be a little higher than the \$10.00 per hour. Rob Swauger noted in Rootstown said due to the possibility of court hearings, the Zoning Inspector position should not be combined with the Administrative Assistant. Bixler said they should consult with Chris Meduri on this and proceed from there.

All agreed.

DEPARTMENT REPORTS

Kevin Biltz - Roads, Buildings, Cemetery and Park

Nathan Worley presented his report in his absence.

--They've been servicing mowers and the tractor.

--They've been patching holes in the roads.

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Edinburg Townhall

February 11, 2016

Kevin Biltz - Roads, Buildings, Cemetery and Park (cont.)

--They bought, cut and welded a coal shoot for the dump truck; it turned out real nice.

--The lights have been installed outside of the garage by Kozma Electric.

--He met with David Saltsman of Detect Alarm Systems and received a bid totaling \$695 for installing a security system in addition to this there will be a \$34.00 per month charge for cellular monitoring.

--All is quiet at the Cemetery.

Hayes asked if the Detect Alarm bid included cameras. Diane said it does not appear to include cameras. Worley said that's correct—only sensors. McCluskey asked if it needs to go out for bid. Diane said it does not if it's under a certain amount, but three estimates do need to be obtained and cameras will need to be included in the bids. Worley suggested putting in a speed bump in, in hopes the security would capture a license plate number--someone has been turfing recently.

--They would like someone to check into getting a grant to put safety surfacing around the playground and swings at the park. McCluskey stated he received some information from a couple of playground people from the Ohio Township Association and he's looking at three grants that he may apply for. He will talk with Kevin to see how they might incorporate it.

Mike Pittinger - Fire Department Report

Rob Swauger gave his report in his absence.

--They are 19 runs ahead of last year at this time—around 40 runs.

--They are working on Scott Simmons' dry hydrant. He has the estimated GPM (gallons per minute) calculations if they are needed. Bixler stated the size of the pipe and water flow will be looked into further—there may be another option so the Township equipment is not pushed to the limit during a fire.

--Bob Grudosky and Zack Minnix are implementing the cadet program [SOP/SOG]. Once it's been reviewed and fine-tuned, Pittinger will present it to the Trustees at the next meeting.

--The physical inventory is now complete. They continue to look at equipment replacement costs.

--The new turnout gear is assigned, filed and in service.

--They are rotating the 1511 and 1512 on a weekly basis.

--They have two houses to burn/train on; asbestos reports are being completed and it will have to be abated. Also the shingles will need to be removed and branches trimmed.

--They are having monthly, joint EMS trainings with Palmyra, Paris and Charlestown Townships. Edinburg will host the training this month on February 15.

--Rob Swauger will need to be reimbursed for a Staples purchase because the Township VISA credit card was declined again. McCluskey said Sandy Templeton needs to sign a form to remove herself from the cards and appoint him access so he can address the issue. He will contact her. Rob will be reimbursed. McCluskey said that he has had no problems with his Township credit card.

Diane reported that her grandson had to be transported to Akron Children's Hospital and the hospital staff complimented the Edinburg Fire Department personnel on their skills and professionalism and said that Edinburg should be proud of their staff. Diane thanked the FD staff and said that she is really proud that they've all worked so hard. She added that it was nice to hear the compliments from the hospital staff as well.

--The Fire Department received an anonymous donation of \$250.00 in appreciation for the fine job that they did putting out a fire.

Zoning Department

There was no Zoning report presented.

FISCAL OFFICER REPORT

William McCluskey – Fiscal Officer

--He asked for confirmation that \$1,677.00 was already approved for Waterway for Fire Department hose testing. Diane said it was already approved last August or September.

--He followed up with Lifeforce regarding rates for the Fire Department. Edinburg is in standard with the rest of the County.

--Ravenna dispatch increased by \$1.00 per call to around \$32.00 per call. Edinburg had to pay the 75% of the contract upfront. The Trustees asked McCluskey to follow up on this.

RESOLUTION 2016-32: A motion was made by Diane Austin to pay the bills; warrants 39430 to 39460; this was seconded by Jeff Bixler. Roll call shows: Diane Austin, yes; John Hayes, yes; Jeff Bixler, yes.

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A motion was made by Jeff Bixler that the meeting be adjourned at 8:34 p.m.; this was seconded by Diane Austin. Roll call shows: Diane Austin, yes; John Hayes, yes; Jeff Bixler, yes.

John Hayes, Chairman

Diane Hargett Austin, Vice Chairman

Jeff Bixler, Trustee

William McCluskey, Fiscal Officer