

Edinburg Township Trustees Meeting

At Edinburg Town Hall

February 10th

2022

CALL MEETING TO ORDER BY: Chris Diehl 7:32 p.m. Pledge of Allegiance

Roll Call

Diehl: Chair, present, Pfile Vice chair: Present, Trustee Bixler: Present Bill McCluskey, Fiscal officer, present; Jesse Baughman, fire chief, present; Guests: Andrew Leffler, Brittany Bolevich

I. MOTION TO APPROVE AGENDA FOR 2/10/2022

Moved By: Pfile

Second: Bixler

Mr. Pfile: Yes

Mr. Diehl: Yes

Mr. Bixler: yes

II. MOTION TO APPROVE MINUTES: Trustee Meeting 1/27/2022

Moved By: Pfile

Second: Bixler

Mr. Pfile: Yes

Mr. Diehl: Yes

Mr. Bixler: yes

III. CORRESPONDENCE:

Chris reported communication from census bureau regarding annexation, of which there are not township issues. Shared with trustees. Annual Bridge inspection report forwarded to road department.

Bill presented a bill for concession stand permit from County health department. Trustees discussed that invoice to be split 3 ways, township, softball, soccer. \$615.00.

Motion: \$ 615 will be divided 3 ways amongst township, softball, soccer organization for use of concession through 2022. Township to pay bill and invoice organization's share.

Moved By: Jeffrey

Second: Tim

Mr. Pfile: Yes

Mr. Diehl: Yes

Mr. Bixler: yes

Bill stated he would be will to use his servesafe certificate as lead, but only if the softball and soccer concession staff meet with him for review of rules/policy and education this year. Trustees stated affirmative and will present at the parks board meeting.

IV. Old Business:

V. Trustee Report: Chris stated he has had some involvement with a complaint to the trustees regarding illegal burning/smoke complaint of neighbor on Clark road. He met with complainant and told him he would need to contact EPA and possibly sheriffs' department. Other neighbor contacted Chris and stated only Biobricks are burnt in the fire place. She has no children and diapers to burn. She filed a report with police as well. Fire chief reported he also met with the neighbor and discussed the issue, after getting a letter from Akron Air Quality notifying him of the complaint. Bill state he received 2 email complaints at website and forwarded to trustees and Fire chief. Also stated they cannot do anything as it is an indoor burn in an approved system. Chief met with Todd and discussed their meeting and distance of houses. Complainant stated late night burning sets off his fire alarm. He told resident he was working every night and would respond if there is a call and test air. After an afternoon call he went out again and listened to resident explanation of how air in open area was circulating into his house. Also took air quality measures for CO. All normal. Again told resident to call and they will take air measures if occurs again. No violations observed by neighbors chimney.

Chris opened floor to guest that had arrived for comment. They said they came as there heard of there was a big meeting scheduled to discuss a possible housing development going up on Rock Spring Road. Trustees expressed others had also come in before the meeting with same interest. There is no such meeting. Chris explained that this may be a rumor, however, Trustees, zoning, Portage county regional planning, nor Fiscal officer have heard no communications regarding this and it is the first the trustees have heard of this. He said he cannot guarantee this will not be done, however, he knows the property owner and does not believe this is the interest for the property.

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Jeffrey reported a call from Stephanie Tarr in regards to using the Townhall, fee waived, for the Adult Horse Club, 1 time a month. Club maintains horse trails at west branch. Bill asked if they are a not for profit, Jeffrey said yes. Trustees approved 1 time a month, during the week. To schedule with Noreen Brooks.

Motion: Jeffrey Bixler made a motion to allow the Horse club to use the townhall, fee waived, one time a month during a weekday. Seconded by Tim
Mr. Pfile: Yes Mr. Diehl: Yes Mr. Bixler: yes

Jeffrey asked Fire chief if any information was received from Mr. Houser regarding fire station floor plans. Chief did have basic schematic floor plans and shared copies with trustees. Chris explained to guest that this was in regards to a potential new fire station. Trustees reviewed and discussed the floor plans with trustees. One point was that 70 foot bays was generally a max. Meeting rooms, private and public restrooms, showers, Training/exercise room, dining room kitchen, lockers, dayroom, (based on 4-6 staff working in station at a time), office areas, front entry isolated area, storage rooms, hazard showers, living quarters/bedrooms, gear room.

Jeffrey explained to the guest that this station appears more than what we need currently, but when we build or construct this thing we're looking for something that's gonna last us the next 40 years. We know the township is gonna grow, we've already grown from a volunteer station to one that is staffed 24/7, because of the number of calls that come in and the nature of what has occurred. Further explained rooms, new environmental issues, apparatus contamination, hot zones, etc..

Jessie reviewed flow of fire staff through station. Discussed EMS room for walk ins. Jeffrey mentioned to guests that the normal process of this from beginning to actual construction can be 2 years.

Jeffrey Mentioned Grant Miller did contact him in email regarding a capital funding. Chris reported Gail Pavlica contacted him about some grant funding money from the state that might get some State help if we qualify. (This is where Grant Miller paperwork came in). Trustees gave to Fiscal officer form to complete. (Due March 22nd)

Bill asked for grant name, however, there was no further information. Jeffrey stated this is the first year for this type of grant, may be the "Capital Budget Grant", per email.

Jeffrey reported Mia Thompson sent him information about the Alzheimer's support committee request notification on township Sign. Jeffrey will ask her to attend a meeting and discuss the organization first.

Jeffrey mentioned the portage County recycling Center will be accepting electronic recycling on feb. 25th.

Trash day was brought up, however, Tim wanted to check with Ben Dillion tournament schedule first since around that time.

VI. Department Reports.

1. **Road:** per Tim: Road department primarily involved with snow plowing, working in garage. Helped Charleston on Feb 3rd as their truck was down. Replaced shock on Dump truck, cutting edge on snow plows. Chris explained to guests that the call came from Charlestown trustee for help, they offered to pay, but Chris differed payment as neighbor township. Trustees agreed to differ wage payment, about 5 hours. Jeffrey reported need to thank road crew for great job they did removing snow.

2. **Fire department.** January 30 calls, 24 EMS. 3 MVA, 1 semi-truck fire and 2 tree down service calls. Reported did get MARCS grant. Met with rep. getting counts for

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mobiles, labor time, and then can look at left over for portables. Jeffrey asked if work contracted out. Jesse said yes. But 1st need to look at needs for ordering. Jesse explained to guest what MARCS radios are and how dispatch system works and MARCS allowing no dead zones. Jeffrey discussed how township employees work on these grants to offset township costs.

3. Zoning Department: Per her document: I have been working with the BZA and Zoning commission on getting together. We are meeting next Thursday. I have been researching and preparing for this meeting. If you know of anyone that is interested in the Zoning commission or BZA please let me know. I have made a township list. Can you all please look this over and make sure the information is correct and add any information missing.

I have been fielding questions via phone and emails.

Chris mentioned to guests there are openings if they or know of anyone interested.

Bill asked if this is an official public meeting. Chris, Tim, Jeffrey said no, just a gathering to review status of boards and positions open.

4. Fiscal Officer: FO provided financials, Payroll, PO, Payments, EFT's, BC. Bill gave trustees the year end reports, explained reports included and additional information he included. Publication in paper to be completed. He reported he sent the year end balance to County Auditor for the 1st amended Certificate, trustees to approve, then he can review Permanent budget with trustees, to be done before March 30th. Bill asked if there are any questions, but Jeffrey stated they would like to take more time to review. Bill reported he did apply and receive the 1000.00 community grant from NOPEC, but we did not win the lottery for doubling amount. He reported the NOPEC energy grant information is coming in an Email to Chris and he needs to forward that information to Bill. Chris reported he does not use email. Tim Asked Bill to contact NOPEC and have information forwarded to him, Jeffrey said he can use Jeffrey. Chris said he would call and get them to forward information to Bill's email. He mentioned trustees would also need to review and suggest use of the money for an energy savings project. Bill informed trustees this is the year for the State Township audit (every 2 years) and asked for approval of \$11,000 appropriation for Audit costs.

Motion: Resolution 2022-003 made by Tim: To Approve \$11,000 budget/appropriation for Charles Harris Audit cost from general fund, seconded by Jeffrey
Mr. Pfile: Yes Mr. Diehl: Yes Mr. Bixler: yes

Nate is posting Good Deeds Program info on Sign. Tim also asked what he is to tell Nate for Portage County recycling of electronics.

Chris reviewed the NOPEC grant info with Guests.

Bill asked for clarification of Active 911 invoice for approval. Jesse stated yes, and subscription goes in blocks, Bill said company is not in system. Jesse said he can pay on credit card as he has in the past.

Motion to pay EFT' and warrants 42520-42530

Moved By: Tim

Second: Jeffrey

Mr. Pfile: yes

Mr. Diehl: Yes

Mr. Bixler: yes

VII. Motion to adjourn at 8:35 pm.

Moved By: Tim

Second: Jeffrey

Mr. Pfile: Yes

Mr. Diehl: Yes

Mr. Bixler: yes

Chris Diehl, Chairman

Tim Pfile Vice Chairman

Jeffrey Bixler Trustee

William McCluskey, Fiscal Officer