

# RECORD OF PROCEEDINGS

## BOARD OF TRUSTEES REGULAR SESSION

Held: December 19, 2016

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The Board of Sheffield Township Trustees of Sheffield Township convened in regular session from 6:00 P.M. to 6:50 P.M. in the Sheffield Township Administrative Building 5166 Clinton Ave. Lorain, OH 44055. Chairman Tim Mihalcik called the meeting to order with the following members and visitors present:

Mr. Timothy Mihalcik	Present	Ms. Patricia Echko	Present
Mr. Chad Parsons	Present	Mr. Mark D Horton	Present

**EMPLOYEES:** Andy Serfozo, Cindy Caldwell, Dave Underwood, Joe Bandagski

**VISITORS:** Bob Caldwell, Polly Onderko, Rod Nixon, Rolland Moore, Tom Maltarich

The meeting was called to order with the pledge to the flag; moment of silent reflection; and the roll call. All elected officials were present. A motion and 2nd was made to accept the minutes as printed. A roll call vote was taken 3 ayes. Votes were: Mr. Timothy Mihalcik, Aye; Mr. Mark D Horton, Aye; Mr. Chad Parsons, Aye.

**General (2340-16)**

A motion and 2nd was made to pay all bills viewed and signed. A roll call vote was taken 3 ayes. Votes were: Mr. Timothy Mihalcik, Aye; Mr. Chad Parsons, Aye; Mr. Mark D Horton, Aye.

**General (2341-16)**

A motion and 2nd was made to pass Resolution 019-2016 for 2017 Temporary Appropriation. A roll call vote was taken 3 ayes. Votes were: Mr. Timothy Mihalcik, Aye; Mr. Mark D Horton, Aye; Mr. Chad Parsons, Aye.

**Resolution (019-2016)**

Due to the receipt of the OPWC grant an adjustment must be made in the resources and appropriations. A motion and 2nd was made to accept Resolution 020-2016 to amend the resources in the amount of \$71,074.04. A roll call vote was taken 3 ayes. Votes were: Mr. Timothy Mihalcik, Aye; Mr. Mark D Horton, Aye; Mr. Chad Parsons, Aye.

**Resolution (020-2016)**

A change in appropriates due to the OPWC payment on behalf of the Township results in and increase in appropriations. A motion and 2nd was made to amend the 2016 appropriations. A roll call vote was taken 3 ayes. Votes were: Mr. Timothy Mihalcik, Aye; Mr. Chad Parsons, Aye; Mr. Mark D Horton, Aye.

**Resolution (021-2016)**

Fiscal Office Echko asked for a motion to pay all expenses for the elected official for the Ohio Township Association Conference. The Trustees and Fiscal Officer will be in Columbus from Jan. 24 to Jan 27, 2017. A motion and 2nd was made to pay expenses. A roll call vote was taken 3 ayes. Votes were: Mr. Timothy Mihalcik, Aye; Mr. Chad Parsons, Aye; Mr. Mark D Horton, Aye.

**General (2345-16)**

Miss Echko attended the meeting of the Trash Consortium. The group requested a law firm get an estimate together outlining the cost for extending the current contract 3 months to alleviate having any change take place in January. The Trustees told Miss Echko, they agree with the change due to possible weather conflicts in the future. Miss Echko requested the Trustees set aside time for a workshop and the re-organization meeting for 2017.

A motion and 2nd was made to request an estimate of funds the renewal of the 1.0 mill general fund levy would generate. A roll call vote was taken 3 ayes. Votes were: Mr. Timothy Mihalcik, Aye; Mr. Mark D Horton, Aye; Mr. Chad Parsons, Aye.

**Resolution (022-2016)**

A motion and 2nd was made to request the County Auditor to give an estimate of income to be generated to renew the 1.0 street light levy. A roll call vote was taken 3 ayes. Votes were: Mr. Timothy Mihalcik, Aye; Mr. Chad Parsons, Aye; Mr. Mark D Horton, Aye.

**Resolution (023-2016)**

Miss Echko requested the Board excuse themselves to Executive Session to discuss hospitalization 3 month moratorium. A motion and 2nd was made to go into executive session. 3 ayes. Votes were: Mr. Timothy Mihalcik, Aye; Mr. Chad Parsons, Aye; Mr. Mark D Horton, Aye.

**General (2348-16)**

A motion and 2nd was made to return to the meeting. A roll call vote was taken 3 ayes. Votes were: Mr. Timothy Mihalcik, Aye; Mr. Mark D Horton, Aye; Mr. Chad Parsons, Aye.

**General (2349-16)**

A motion and 2nd was made to annualize the amount of "in lieu of insurance" for the Trustees. A roll call vote was taken 2 ayes. Votes were: Mr. Timothy Mihalcik, Aye; Mr. Chad Parsons, Aye; Mr. Mark D Horton, Aye.

**General (2350-16)**

### Fire Department

Chief Bandagski reported 80 EMS incidents and 7 fires calls for the month of November. The Chief presented the Trustees with a letter of resignation from Richard Dennis. He resigned due to time constraints with this full time job. The Trustees stated they were very grateful for the years of service as a volunteer fireman.

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### **Road Dept.**

Road Superintendent, Dave Underwood, reported that in 2016 Twenty One- 40 yard dumpster were used during the Township's 2 Dumpster Days; 344 cubic yards of wood chips were chipped; 396 cubic yards of leaves were collected; and 65 tires were removed from the roadways. The west side of Oroszy was snaked. There was a Water break at 5200 Clifton for the County to repair. Clearview is still having problems with their salter so the Township assisted the school on Dec. 15 & 16 salting their parking lot. Mark Smarsh of CHS says their equipment is still not right and will pay for salt if they require assistance again. The EPA meeting held prior to this meeting was to discuss the annual storm water report. A request has been sent in to the LC Storm water District to assist our Township with E. 36th Street to help alleviate flooding on Lowell Ave. The County would pay for the tile and Sheffield Township would install it. The storm water problem at the Sheffield Estates is getting attention. The Apartments have hired a contractor and are going to excavate the holding pond free of debris. The County is going to be involved in the process. The SWAC 2017 request is to clean out and open the ditch to Elyria Avenue. Mr. Underwood said he will be taking his remaining 4 days of vacation prior to the end of the year. Dave thanked Polly Onderko and Patty Echko for their assistance in getting his email straightened out.

### **Zoning Dept.**

Zoning Inspector, Mark Naro was absent. In his absence, Andy Serfozo reported 8 permits and 2 violation letters were sent out in November. 5113 Elyria Ave. continues to be overloaded with cars (this has been a problem since Spring) so a 505.87 was signed; 3720 Wood Ave. had a fire and a 505.86 was signed by the Trustees; 4105 Elyria Ave does not qualify for demolition maybe it could be rehabilitated.; 4022 Dunton Road had a 505.87 signed by Trustees; the 1646 School Street property was not cleaned up as ordered by the Trustees. The Trustees had to sign a form so the cars could be towed. A demo permit was issued for 4452 Clifton Ave. This property is being demolished by the Lorain County Land Bank. Trustee Horton asked about the boats in the front yard at 5150 Toledo Ave. They have been there for over a year and nothing has been done, Trustee Horton reported Mr. Naro has not had email for 6 years, so the email account for the email address zoning@sheffieldtownship.com is now working as it was designed to work. Zoning Secretary, Cindy Caldwell will show Mr. Naro how to retrieve and send emails from the computer in zoning.

A motion and 2nd was made to hear from the public present. A roll call vote was taken 3 ayes. Votes were: Mr. Timothy Mihalcik, Aye; Mr. Chad Parsons, Aye; Mr. Mark D Horton, Aye.

*General (2352-16)*

Rolland Moore wished everyone a Merry Christmas.

A motion and 2nd was made to go back to the meeting. A roll call vote was taken 3 ayes. Votes were: Mr. Timothy Mihalcik, Aye; Mr. Mark D Horton, Aye; Mr. Chad Parsons, Aye.

*General (2353-16)*

### **Resolution 024-2016**

The NOPEC energy grant is only available until 12-31-16. If the Township does not use it, the grant will be lost. An estimate for the replacement of the storefront glass, from single pane to low E thermal pane, in the entry area outside the great hall has been received. Lakeland Glass estimated \$11,625.00 for replacing the glass with double doors as is or \$11,015.00 to move the door to face the west with only a 36 inch opening.. NOPEC will contribute \$5210.00 toward the project. A motion and 2nd was made to enter into a contract with Lakeland glass to replace the old glass and outside double doors with energy efficient glass. A roll call vote was taken 3 ayes Votes were: Mr. Timothy Mihalcik, Aye; Mr. Mark D Horton, Aye; Mr. Chad Parsons, Aye. *Resolution (2354-16)*

### **Business**

Mr. Underwood will call Clearview and tell them the Trustees will only hold the dump truck with salter, plow, and lights until the first of the year. If they don't act by then, the truck will be advertised for sell.

The garbage truck will not start and the Trustees are not putting any more money into it. A motion and 2nd was made to have Sugar Ridge Towing come get the truck and remit the scrap value they receive back to the Township. A roll call vote was taken 3 ayes. Votes were: Mr. Timothy Mihalcik, Aye; Mr. Chad Parsons, Aye; Mr. Mark D Horton, Aye.

*Resolution (2355-16)*

The workshop for the Trustees will be held on December 30, 2016 at 2:00 pm. The reorganizational meeting will be held on December 30, 2016 at 4:00 pm. Both meetings are open to the public. The reorganizational meeting will be advertised in the Morning Journal.

The meeting was adjourned till December 30, 2016 at 4:00 P.M. at the Sheffield Township Administrative Building 5166 Clinton Ave. Lorain, OH 44055.

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Mr. Timothy Mihalcik

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Ms. Patricia Echko

All formal actions of the Board of Sheffield Township Trustees of Sheffield Township concerning and relating to the adoption of resolutions and/or motions passed at this meeting were adopted in a meeting open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.