

LITCHFIELD BOARD OF TRUSTEES
REGULAR MEETING

Nov. 21, 2016

The Litchfield Township Board of Trustees met in regular session on Monday, Nov. 21, 2016, at the Litchfield Town Hall after the requirements of the Sunshine Law were met by notification and posting. Chairman Pope called the meeting to order at 6:05 p.m. with Trustee Horvath present and Trustee Wargo absent. There was an audience of 8. All stood to recite the Pledge of Allegiance. Trustee Pope made a motion to accept the minutes from the Oct. 24th regular meeting as written; second by Horvath. Voting yes: Horvath and Pope. Motion carried.

Fire and Rescue: Chief Davis' report: from 10/21 – 11/20 there were 17 medical emergency calls and 3 fire calls. Litchfield gave mutual aid to Chatham for 1 MVC and once to Erhart for EMS. We received mutual aid once from Chatham for a lift assist. President Porter conducted the Fire Association Meeting on Oct. 27th. Work night was held on Nov. 3rd where building and apparatus maintenance was performed and the bays set up for the pancake breakfast. Scott came out on Nov. 10th to show the department their SCBAs and some of their benefits. The department held a joint Fire/EMS training on Nov. 17th on two different extrication scenarios and on patient care of a person involved in a trauma situation. On Nov. 19th Chief Davis, Capt. Yorke, Lt. Butcher, Lt. Yorke, FF Strickland and FF Terlak went to the MCCC to help out in the instruction of the emergency service students on their first live burn. FF Andy Szpak has taken the protocol test and passed so he can run as an EMT on the department. This brings 3 new EMTs to the department in as many months. FF Smith has passed his 36 hour VFF course and is looking to sign up for a fire inspector class. The department has provided coverage for the Buckeye home football playoff game; the UTV was used to transport an injured player off the field. The department provided traffic control for trick-or-treat night. Capt. Kean and FF Simon completed the fire inspection of the fire department; one emergency light battery needed to be and has been replaced. The Fire Association held their semi-annual pancake breakfast on Nov. 6th; it was well attended. Chief Davis thanked Jim for helping out the department by being at the station while the fire extinguishers were inspected. The Fire Association's Visit from Santa Claus will be on Dec. 17th from 5-8 p.m. There is a spot in the ceiling of the meeting room that is caused by some type of leak; Chief Davis is trying to have someone out to look at it. Chief Davis received an update on the truck that has been ordered; they are hoping to have it finished by the end of the year. The emergency service students from the MCCC were out to the station for extrication training. One of the cutters had its tips damaged. The repair including parts will be around \$2000. MCCC is planning on covering the cost of the repair but they need for the township to pay for it upfront and then they will reimburse us. Trustee Horvath made a motion to approve \$2000 for the repair and parts for the extrication cutters; second by Pope. Voting yes: Horvath and Pope. Motion carried. Chief Davis stated that there have been 2 top SCBA manufactures out to show their equipment and to have them go over them thoroughly. They loaned their equipment to the department to use in the live burn at the career center so the

members could try them out in a more real life situation. The officers will now meet and discuss which route to go so that the department can begin moving on the SCBA grant. Chief Davis stated that someone might need to come look at the station parking lot this spring since there are many cracks in the pavement and places where water sits since most of the catch basins are higher than the lot itself. Chief Davis stated that there still are issues with large tractor trailers, school buses and other unnecessary traffic driving through the parking lot. The gas well drive is being used for heavy truck and farming use which is causing that side of the parking lot to be destroyed. Trustee Horvath stated that the gas company was given permission to use that drive for the gas well. Fiscal Officer Shaw stated that it is time to choose members for the Volunteer Firefighters' Dependents Fund. The trustees and fire chief appointed the board members.

Roads: There was no road report.

Safety: Trustee Pope stated that the MC Safety Council Meeting was attended on Nov. 5th ; Donnie Owens was the speaker.

Police: For the month of Oct: days worked: 21; hours worked: 99.5; miles driven: 1,142; calls/complaints investigated: 10; police/fire personnel assisted: 4/2; citizens assisted: 34; suspicious people/vehicles checked: 1/2; business checks: 160; traffic stops: 5; traffic citations issued: 1; warning citations issued: 4; arrests: 2. Traffic citations: speed: 1. Traffic warning: speed: 4. Arrests: possession of marijuana: 1; drug paraphernalia: 1. Fines for Sept. were \$100.

Town Hall: Trustee Horvath read the Nov. report: the town hall was used for 5 meetings, 5x by groups, 2 rentals at no charge and 1 rental for \$100; dead plants were removed from the planters which were then stored for the winter; furnace filters changed; reset the clocks and changed the batteries in the 1st floor smoke detector in the town hall; replaced outside lights and lights in the annex; contacted Suburban Septic to inspect the septic system before Dec. 30th; general cleaning for meetings, groups and rentals; total hours = 17.75. Trustee Horvath stated that Patti will be putting up Christmas decorations in the town hall this week.

Cemetery and Park: There was no cemetery report.

Zoning: For the month of Oct: site visits: 7; meetings attended: 4; miles driven: 173.3; zoning certificates issued: fence: 2; business use occupancy: 1; deck: 1; accessory building: 2. Zoning Variance: area variance for side/rear yard setback of accessory building; area variance for side yard setback of accessory structure. Zoning violations: 8109 Branch Rd – case #15CIV0677 – judge ruled in favor of the defendant – the prosecutor will be appealing; 9940 Norwalk Rd. - monitoring compliance; 9696/9706 Crow Rd. - zoning certificates pending MCE ECSW permit; monitor use status of the building south of the creek; 3933 Avon Lake – solid waste removal monitored by MCHD; 8963 Spieth Rd. - Case #16 CIV 0711 -case #16CIV0711 – trial scheduled for 2/8/17 @ 1:30 – inspection on 12/15; 4121 Avon Lake – failure to obtain a zoning certificate for a deck – zoning permit has now been issued; 8991 Stone – mobile home used for home business. Frank Chung submitted a letter resigning from his zoning board term at the end of the year. The trustees stated that a notice needs to be placed on the sign board requesting letters of interest for zoning board and BZA members.

Trustees: The trustees had no report.

Fiscal Officer: The trustees received their monthly reports and signed the bank reconciliation statement. Trustee Pope made a motion to adopt Resolution 30-16 the agreement to purchase supplies from the MC Engineer; second by Horvath. Voting yes: Horvath and Pope. Motion carried. Fiscal Officer Shaw reminded everyone that there is a Public Hearing on Dec. 12th and the next regular trustee meeting is on Dec. 26th. The board discussed a date for the Organization/Appropriation meeting. Trustee Horvath made a motion to hold the Organization/Appropriation Meeting on Monday, Jan. 9th @ 6 p.m. at the town hall; second by Pope. Voting yes: Horvath and Pope. Motion carried.

Old Business: Trustee Horvath stated that he spoke with Jim regarding the back hoe. Jim stated that since the back hoe is so old, parts are no longer available. Hoses are needed for the back hoe and need to be made since they are not available. Trustee Horvath stated that the board may want to think about purchasing a new or used backhoe and discuss it at the next meeting. Trustee Pope stated that the trustees have received letters from the Prosecutor's Office regarding growing and purchasing of marijuana including a resolution that could be used to prohibit medical marijuana from being cultivated/processed in the township. Trustee Horvath stated that this would be a good idea. Trustee Horvath made a motion to adopt Resolution 32-16 to prohibit the licensing of medical marijuana cultivators, processors and retail dispensaries in Litchfield Township; second by Pope. Voting yes: Horvath and Pope. Motion carried.

New Business: Trustee Horvath stated that the trustees interviewed 3 applicants for a snow plow driver. Trustee Horvath stated that he would like the board to consider hiring Tyler Strickland since he already has a CDL, works 3 days a week for Medina City, has a flexible schedule so he can work late nights and weekends, and since he is on the fire department he already has undergone a background check. Trustee Pope stated that the other 2 applicants had no experience driving big trucks but Tyler has that experience. Trustee Pope made a motion to hire Tyler Strickland as a snow plow driver part-time, no benefits included, on an as-needed basis, at \$14/hour starting immediately; second by Horvath. Voting yes: Horvath and Pope. Motion carried.

Correspondence and Communications: There were no correspondences or communications.

Public Comment: Mitch Hook asked what information was obtained regarding cementing driveways over the culvert pipe. Trustee Horvath stated that Trustee Wargo was not present so the question would need to wait until the next meeting.

Trustee Pope made a motion to adopt Resolution 31-16 to amend appropriations; second by Horvath. Voting yes: Horvath and Pope. Motion carried.

Trustee Pope made a motion to approve Purchase Orders 42-16 & 43-16 and Blanket Certificate 89-16 and authorize payment of vouchers 24356-24442; second by Horvath. Voting yes: Horvath and Pope. Motion carried.

Trustee Pope made a motion to adjourn; second by Horvath. Voting yes: Horvath and Pope. Motion carried. Meeting adjourned at 7:05 p.m.