

**LITCHFIELD BOARD OF TRUSTEES**  
**REGULAR MEETING**  
August 26, 2019

The Litchfield Township Board of Trustees met in regular session on Monday, August 26, 2019, 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 6:00 p.m. with Trustees Horvath and Reynolds present. There was an audience of 8. All stood to recite the Pledge of Allegiance. Trustee Reynolds made a motion to approve the minutes from the July 22<sup>nd</sup> regular meeting as written; second by Horvath. Voting yes: Reynolds, Pope, Horvath. Motion carried. Trustee Pope made a motion to approve the Sept. 2<sup>nd</sup> special meeting as corrected; second by Reynolds. Voting yes: Reynolds and Pope. Abstaining: Horvath. Motion carried.

Judy Rogers, from the auditor's office, was present. Judy stated that notices have been sent with reappraisal values many of which have changed, Judy had information with dates and times for those wishing to challenge the value changes. ZI Noderer asked why the auditor's website lists home sale prices for previous years but the current sales are only shown for one week. Judy stated that the auditors look at the previous 3 years of property sales to determine property values.

**Fire and Rescue:** Chief Davis was not present so Trustee Horvath read his report: from 7/21 – 8/23 there were 16 medical emergency calls and 6 fire calls. We received mutual aid from Chatham for a MVC. We gave mutual aid once to Erhart for an EMS call and once for smoke in a house and once to Chatham for a house fire. President Dlouhy held the monthly Fire Association Meeting on July 25<sup>th</sup> and Aug. 22<sup>nd</sup>. On August 1<sup>st</sup>, the department provided coverage at the MC Fair for the rough truck event. Capt. Yorke held work night where building and truck maintenance was performed on Aug. 8<sup>th</sup>. On Aug. 14<sup>th</sup>, Trustee Horvath, Chief Davis and Lt. Comuzie attended the Chiefs' Meeting where State Fire Marshall Jeff Hussie discussed the State Fire Marshall Grant for MARCS radios. The fire departments of Medina County are planning on applying for the grant as a whole to improve the chance of being awarded the grant. If the grant is awarded each department would receive up to \$50,000 for mobile, hand held, repeaters, and user fees. Lt. Yorke held EMS training on Aug. 15<sup>th</sup> using the UTV to extricate a patient that is off road. Litchfield received the State of Ohio EMS grant for \$1200. The department would like to use this money towards outfitting one of the cots with bariatric wings. Capt. Kean explained that the grant money can only be used for certain purchases. Capt. Kean explained that bariatric wings help to support larger patients and help with a center of balance for the cot. Capt. Kean stated that this would outfit one of the squads with this type of cot. Trustee Horvath stated that he thought this was a good idea and wondered if the cots in both squads should be outfitted with the bariatric wings. Capt. Kean stated that there is a possibility that 2 cots would be needed in case of a MVC or a house fire. Trustee Horvath stated that both cots should be outfitted now. Trustee Pope stated that equipping both cots now would make sense and would be easier

than having to decide which squad to send on a call. Trustee Reynolds stated that it would be good keeping both squads with the same equipment. Trustee Horvath made a motion to approve 2 XPS Expandable Wings using the \$1200 from the grant and the balance paid from the Fire Fund; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. The new gear which was ordered had arrived but the coats were not correct so they were sent back to be redone. The ladders were tested this month and all passed. Waterway came out and performed the hose testing on Aug. 20<sup>th</sup> for 7 hours; only 3 sections failed. In the past the hose testing took 4-6 different training nights to complete. The pump test is scheduled for Tuesday. On Aug. 29<sup>th</sup>, Rosenbauer will be out to spec a tender out so that the department could obtain a quote to replace 42-1. The Fire Association would like to ask the trustees' okay to host a Trunk-or-Treat this year around the circle inviting residents to set up around the circle, decorating their trunks and handing out candy. Trustee Horvath thought this would be a good idea but it would need to be determined where everyone would set up. Trustee Pope agreed that it would be a good idea with people parking along the parking lot with their trunks facing out; we would need to see how many people turn out for the first year. Trustee Reynolds stated that he would check with the owners of the Flea Market to see if could be held there. Trustee Horvath stated that he would wait to hear back from Trustee Reynolds and then he would contact the webmaster to have it placed on the township's website and the auditor's office for their website.

**Roads:** Trustee Pope read the road report from 7/22 – 8/23: culvert on the curve on Jones Rd. was replaced with the paving completed at a later date; patched a hole on Richman Rd. - the culvert did not have a hole in it; Gross, Kennedy, Indian Creek and Stone (between Rt. 83 and Bryenton) Roads have all been chip and sealed and swept; Stone Rd. was striped; Erhart Rd. repairs completed with the cross roads intersections widened, 1 ½” paving and then chip and sealed. This job was a joint project between Litchfield and York Townships and the County; Trustee Horvath thanked Trustee Pope for his work on this project. Trustee Pope stated that Fred Boreman's help made a big difference and most of the expense was covered by grant money with York and Litchfield Townships sharing the balance; road crew began berming roads using the new belt conveyor which “sure beats shoveling”. (berming is almost completed) However, a hydrolic hose blew on the red International truck and since the hose was under the cab, the truck was taken to General Maintenance for repairs where they also repaired the air conditioning unit.; General Maintenance will give an estimate for repairing other hydraulic hoses which are in bad shape and other components that need to be repaired. The repairs could be expensive but a new truck would cost \$145,000; road crew has started to clean up the dirt piles behind the salt barn; road crew scraped and painted the wood on the garage; township dug out the “out fall” at the culvert on Yost Rd. and stoned in the eroding bank. The homeowner there will take care of their section; mowing of roadside ditches and township properties; trees cut back on Shank Rd. (south side of Vandemark Rd.) to give a clear view of the stop sign and the stop ahead sign; Trustee Pope stated that at a previous meeting he had made a motion to purchase the backhoe

from Ohio Cat paying it off in 3 payments. Trustee Pope took the contract to the Prosecutor who had an issue with the finance charges for the payments which raised the price over the state bid price. Trustee Pope contacted Ohio Cat who would not lower their cost to accommodate the difference. After months of trying to get this resolved, Trustee Pope suggested paying off the backhoe to avoid the finance charges keeping the cost of the backhoe at state bid price. Trustee Horvath stated that he would like to speak with the prosecutors. Trustee Pope stated that he has been in contact with the prosecutors and the company and the issue is with the finance charges. Trustee Reynolds stated that the township should just pay off the backhoe and not finance it. Trustee Pope made a motion to pay off the backhoe with a payment of \$52,935; second by Reynolds. Voting yes: Reynolds, Pope, Horvath. Motion carried. Trustee Pope stated that the railroad will be making repairs to the crossing and closing the roads at Stone Rd. (Beat and Vandemark) on Sept. 9-14, Beat Rd. (Stone and Branch) on Sept. 16-24 and Erhart Rd. (Stone and Branch) on Sept. 23-20. Trustee Pope made a motion to close the above listed roads for the dates indicated; second by Horvath. Voting yes: Reynolds, Pope, Horvath. Motion carried. Trustee Pope stated that he spoke with Traffic Planning Engineer Julie Chicello at ODOT District 3 regarding the speed limit on Rt. 83 north of the circle and also about the possibility of adding a “no passing” zone from the circle to Spieth Rd. on Rt. 83. Ms. Chicello stated that she would look into this request. Trustee Pope stated that he also spoke with Deputy Snider asking the Litchfield patrol to watch for speeders. Trustee Pope stated that the trustees interviewed Aiden Martin for part-time work on the road crew for the remainder of the season. Trustee Pope stated that Aiden would then be part of the road crew next year. Trustee Pope made a motion to hire Aiden Martin for a part-time position on an as-needed bases, with no benefits at \$10/hour; second by Horvath. Voting yes: Reynolds, Pope, Horvath. Motion carried.

**Safety:** Trustee Pope attended the MC Safety Council meeting on 8/20 with OSHA Compliance Assistance Specialist Julie Weis discussing inspections and compliance statistics for enforcement.

**Police:** For the month of July: days worked: 21; hours worked: 100; miles driven: 1131; calls/complaints investigated: 10; police/fire personnel assisted: 8/3; citizens assisted: 31; suspicious people/vehicles checked: 0/0; business checks: 127; traffic stops: 4; traffic citations issued: 0; warning issued: 4; arrests: 0. Traffic warning: speed: 3; marked lanes: 1. Fines for June were \$37.50. Trustee Reynolds stated that he also spoke with Deputy Snider about speeders on Rt. 83. Deputy Snider will be taking the patrol car in for some recall work. Trustee Pope stated that Litchfield is a stop on the Fall Foliage Tour. The town band will be playing on Sat., Oct. 12<sup>th</sup> from 2 -3 and the Bear's Blue Grass Pickin' Band will be playing on Sun., Oct. 13<sup>th</sup> from 1-3. Both bands will be performing in the gazebo so Trustee Reynolds should contact Deputy Snider to arrange deputies for traffic control.

**Town Hall:** Trustee Reynolds read the August report: town hall used 2x for meetings and 5x for groups; 3 town hall rentals for \$100 each; 4 table/chair rentals – 2 for a total of \$76.50 and 2 at no charge; 2 ice cream socials; watering of plants, weeding flower

beds, trimmed bushes at the historical building; repairs to the counter molding, light bulbs, fence rail, stove gas lines, vent diverter, and the rest room door; cleaning of buildings after use; set up/break down for meetings and groups; made and installed the information board; contacted Pfaff Electric for electrical work for the information board; met with fire inspector and ordered batteries for the exit signs; mileage for supplies: 30.1 Total hours: 50. Trustee Pope stated that the new information board looks nice. Trustee Pope stated that 5 of the parking stops are deteriorating. Trustee Reynolds stated that he would take care of replacing them.

**Historical Building/Museum:** There was no report.

**Cemetery and Park:** Trustee Pope read the report July – Aug. : 1 ash burial, 0 lot sales, and 0 inquiries; spread top soil around the headstones and low spots; poured 2 footers for headstones; working on leveling the ground on the west side of the fence. Trustee Pope stated that the handrails on the gazebo are rotting and wobbling and he wondered if Melissa had estimates for fixing the museum porch since that person could also check on the gazebo railing.

**Zoning:** ZI Noderer read the report for July: site visits: 7; meetings attended: 2; miles driven: 125; zoning certificate issued: accessory storage building: 1; fence: 1; above ground pond: 4; deck: 2; fence structure enclosure: 1. Zoning violations: 8109 Branch Rd. Blueberry Barn – Case #15CIV0677; #18CA0023-M, monitor for agricultural compliance, awaiting Ohio Supreme Court decision; 9696/9706 Crow Rd. - zoning certificates pending MCE ECSW permit; monitor use status of building south of the creek; motion to show cause case #09 CIV 2309. Trustee Horvath stated that he contacted 3 companies to look at our zoning book and 2 of the companies will be making a presentation at the next trustee meeting. Trustee Pope stated that he was contacted by a resident who was concerned about the 2 properties on the corner of Crow and Vandemark Roads which look abandoned, very high grass, and a hole in one of house's roof. ZI Noderer stated that he needs to find out the owner's exact address for these properties. Trustee Horvath stated that he would check with the prosecutors about this. Mitch Hook asked the status on the Rising property. ZI Noderer stated that he has not received an up-date from the MC Health Dept. Trustee Reynolds stated that he spoke with the property owner on Rt. 18 who stated that he would be taking care of the property – he did not know that the renters were not maintaining it – and plans on taking down the house eventually.

**Trustees:** The trustees had no report.

**Fiscal Officer:** Fiscal Officer Shaw stated that the trustees received their monthly reports and signed the bank reconciliation statement. Fiscal Officer Shaw asked who would be attending the MC Engineer's meeting in Sept. so she can call in the RSVPs.

**Old Business:** There was no old business.

**New Business:** There was no new business.

**Public Comment:** There were no public comments.

Trustee Pope made a motion to approve Purchase Orders 34-19 to 39-19 and Blanket Certificates 56-19 to 59-19 and authorize payment of vouchers 26756-26841; second by Reynolds. Voting yes: Reynolds, Pope, Horvath. Motion carried.

Trustee Reynolds made a motion to adjourn; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. Meeting adjourned at 7:40 p.m.