

LITCHFIELD BOARD OF TRUSTEES
REGULAR MEETING
January 27, 2020

The Litchfield Township Board of Trustees met in regular session on Monday, January 27, 2020, at the Litchfield Town Hall after the requirements of the Sunshine Law were met by notification and posting. Chairman Reynolds called the meeting to order at 6:00 p.m. with Trustees Horvath and Pope present. There was an audience of 11. All stood to recite the Pledge of Allegiance. Trustee Horvath made a motion to approve the minutes from the December 23th regular meeting as corrected and the Jan. 6th special meeting as written; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried.

Erica Graffein, from the auditor's office, stated that residents have been receiving their tax bills which are due by Feb. 14th. Erica stated that dog licenses are due by Jan. 21st. The CAUV apps are due on the 1st Monday in March and Erica stated that the auditor's office should be contacted if one needs the Ag district information. March 31st is the last date to dispute your property value. Erica reminded everyone to be sure to bring good evidence of other properties for comparison.

Fire and Rescue: Chief Davis' report: from 12/20 – 1/25 there were 18 medical emergency calls and 6 fire calls. We received mutual aid once from Grafton for an EMS call. We gave mutual aid once to Erhart for an EMS call and once to Wellington for a fire call. There was no meeting on Dec. 26th due to Christmas. Chief Davis and Lt. Comuzie held fire training on an obstacle course on Jan. 2nd. Chief Davis attended the monthly chiefs' meeting on Jan. 8th, the AHAC meeting at the EMA office on Jan. 9th, and the Communication Board meeting at the EMA office on Jan. 10th. On Jan. 9th, Mike from Medina Hospital came out to the station along with the the Cleveland Clinic Critical Care team to go over LVAD and how to handle them in a pre-hospital setting. Chatham and Spencer Departments joined in this training. Captain Yorke held work night on Jan. 16th where building and truck maintenance was performed. On Jan. 23rd, President Dlouhy held the monthly Fire Association meeting. Chief Davis stated that the State Fire Marshall Grant for the MARCS radio system that was submitted as an entire county was successful. Chief Davis stated that Litchfield should receive about \$48,000. Chief Davis explained how the MARCS system would be a big change from the current system. Chief Davis stated that the department will try to receive used MARCS radios from the department of corrections to help with the transition. Chief Davis and Trustee Horvath went to the prosecutor's office with the purchasing agreement for the new tender truck for their review. Chief Davis stated that the prosecutor's office sent over the approved purchase agreement so the order for the tender truck has been submitted. Chief Davis stated that the truck should be ready in 391 days. Chief Davis stated that 41-1 was taken to General Maintenance to replace the exhaust. Trustee Horvath asked if 18 EMA calls were a large amount of calls. Chief Davis stated that this is an average number of calls for a department our size.

Roads: Trustee Pope read the road report from 12/22 – 1/24: plowed and salted the roads as needed; replaced the sideboards on the red International plow truck; pick-up truck taken to North Gateway Tire for a front end alignment; picked up tree limbs from the roads after a wind storm; removed a tree from Erhart Rd.; repaired fence at the town hall; washed and cleaned all the trucks and the backhoe as needed; received reflector posts for the traffic signs that were received from the state grant; cold patched pot holes on Yost, Jones and Stone Roads; completed inventory of the garage and the cemetery building; began work on the lawn mowers. Trustee Pope stated that Dan Becker from the MC Engineer's said the county is using Mc oil on their roads which is tacky but does not dry out like the CRS-2 bituminous latex modified seal; the roads hold up better. The county plans on paving their section of Speith Rd. using the Mc oil, so Trustee Pope suggested the township paves our section of Speith Rd. also. Trustees Horvath and Reynolds thought this would be a good idea. Trustee Pope made a motion to put out to bids the township section of Speith Rd. for chip and seal and repairs using MC Oil; second by Reynolds. Voting yes: Reynolds, Pope, Horvath. Motion carried. Trustee Pope stated that the pressure washer was swapped out and replaced by a diesel powered one.

Safety: Trustee Pope attended the MC Safety Council meeting on Jan. 21st dealing with mental health in the work place.

Police: For the month of December: days worked: 22; hours worked: 98; miles driven: 1102; calls/complaints investigated: 13; police/fire personnel assisted: 5/2; citizens assisted: 28; suspicious people/vehicles checked: 2/1; business checks: 152; traffic stops: 5; traffic citations issued: 1; warning issued: 4; arrests: 0. Traffic citations: driving under suspension: 1. Traffic warning: speed: 3; impeding traffic/marked lanes: 1. Trustee Reynolds stated that Deputy Snider was present representing the deputies who patrol the township for extra hours and they are asking for a pay raise. Chief Davis asked which township had the highest pay rate. Deputy Snider stated Sharon Township which pays their extra patrol \$28.74/hour. Trustee Horvath stated that he would consider a \$1/hr. pay raise. Trustee Pope stated that the deputies are worth everything they make and the township appreciates them. Trustee Reynolds stated that he would think the raise should be at least \$1/hr. Trustee Pope stated that the Police Fund receives money from a continuous levy passed in 1982. Fiscal Officer Shaw stated that over the years the boards of trustees have discussed the fact that the levy was passed in 1982 so maybe the levy needs to be placed on the ballot again. Trustee Horvath stated that he did not want to do this since many people in the township are on a fixed income and couldn't afford a tax increase. Deputy Snider stated that it is a good idea that the township has the extra patrol hours. Trustee Horvath made a motion to approve a \$1/hour increase from \$24/hr to \$25/hr; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. Trustee Reynolds will contact Carol at the sheriff's office to have a new contract sent. Trustee Horvath wondered who was responsible for the primary insurance for the deputies. No one was sure so Deputy Snider suggested asking Chief Bacca. Trustee Reynolds stated that he will contact him.

Town Hall: Trustee Reynolds read the January report: town hall used 5x for meetings and 6x for groups; 2 town hall rentals – 1 at no charge and 2 for \$100 for a total of \$200; set up and cleaning for/after events; removal/storage of Christmas decorations; shoveling/salting of walkways; cleaned chairs and tables in the town hall; monthly test of the generator; met with the copier repairman; monthly service of the vacuum; organized annex storage; changed/laundered mop heads; total hours: 29. Trustee Reynolds stated that the hot water tank leaked so Patti purchased a new one. Trustee Reynolds stated that there was an issue with the 4th panel of the garage door so an end cap will be installed on the panel. Trustee Reynolds asked if he should purchase the new chairs for rentals and the trustees said yes.

Historical Building/Museum: There was no report.

Cemetery and Park: Trustee Pope read the report for Jan.: 0 funerals, 0 lot sales, and 0 inquiries; sticks were picked up in the cemetery; dirt was placed in some of the grave sites. Trustee Pope stated that Tru-Green sent a quote for this year's grass/lawn treatment – 2 treatments for the cemetery and 3 treatments for the traffic triangles, the circle park, the Historical Museum and the fire station for \$1390.63. Trustee Pope made a motion to hire Tru-Green for lawn fertilization for \$1390.63; second by Reynolds. Trustee Horvath stated that he does not vote for this. Trustee Reynolds asked if the treatments do any good since there were bare spots in front of the gazebo. Trustee Pope stated that money was spent on grass seed and aeration in the park last year and he thought the grass there looked nice. Trustee Reynolds asked what the cost difference would be if the road crew did the work. Trustee Horvath stated that our road crew are not certified to spray the fertilizer so they can not do the work. Mitch Hook stated that the cemetery grass looks nice so the lawn treatments should continue. Voting yes on the motion: Reynolds and Pope. Voting no: Horvath. Motion carried.

Zoning: ZI Noderer's report for Dec.: site visits: 3; meetings attended: 1; miles driven: 75; zoning certificates issued: attached garage: 1; house: 2. AG Structure: cow barn: 1. Lot splits: 0. Zoning violations: 8109 Branch Rd. Blueberry Barn – Case #15CIV0677; #18CA0023-M, monitor for agricultural compliance, awaiting Ohio Supreme Court decision on Feb. 13, 2020; 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 Dec. 13th hearing. ZI Noderer asked if there was any news on the Vandemark Rd. house. Trustee Horvath stated that the prosecutor is still working on it. ZI Noderer stated that there is a variance meeting on Feb. 4th and that he will be meeting with Mark Majewski soon. ZI Noderer gave the annual zoning report: house: 12; house addition: 6; accessory building: 8; accessory/garage addition: 3; deck/porch: 7; fence: 8; swimming pool: 7; pond: 3; commercial building: 2; commercial building addition: 1; business use occupation: 3. ZI Noderer stated that he sent lot split information to the tax map office after being contacted by them. Trustee Horvath stated that Melissa Clifford submitted a letter of resignation from the zoning commission. Trustee Horvath made a motion to accept Melissa Clifford's letter of resignation from the zoning commission; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. Trustee Horvath

stated that Sandy Andrews submitted a letter of intent for a seat on the BZA so the trustees interviewed her before the meeting. Trustee Reynolds stated that he was good with the appointment. Trustee Pope stated that Sandy would be an asset to the township and Trustee Horvath thanked her for her interest. Trustee Horvath made a motion to appoint Sandra Andrews to a seat on the BZA with her term expiring on Dec. 2024; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. ZI Noderer stated that he will be sure Sandy gets a zoning book.

Trustees: Trustee Horvath stated that the SPCA sent a letter asking for a contribution but the township hasn't sent them money in the past. Trustee Reynolds stated that the letter said they accepted 33 animals from Litchfield last year. The trustees stated that they would not contributed money this year.

Fiscal Officer: Fiscal Officer Shaw stated that the trustees received their monthly reports and signed the bank reconciliation statement. The trustees signed the road certification for the MC Engineers. Fiscal Officer Shaw stated that she will be out of town for the March meeting. After looking at different dates, the trustees will choose a date at the next meeting. The trustees, Chief Davis and Fiscal Officer Shaw looked over the paperwork sent by the insurance company for the renewal of the policy.

Old Business: Trustee Pope had information on pipeline training.

New Business: There was no new business.

Public Comment: Mitch asked if the trustees were purchasing a new p.a. system for the town hall. Trustee Reynolds stated that he hasn't looked into it yet. Trustee Pope suggested wireless and lapel mics. ZI Noderer asked if the trustees decided about the policy of not allowing employees to run for a township office. Trustee Horvath stated that he is checking with Asst. Prosecutor Karris about this.

Trustee Reynolds made a motion to approve Purchase Orders 01-20 to 03-20 and Blanket Certificates 01-20 to 35-20 and authorize payment of vouchers 27168-27238; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried.

Trustee Horvath made a motion to adjourn; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. Meeting adjourned at 7:48 p.m.