

LITCHFIELD BOARD OF TRUSTEES
REGULAR MEETING
July 27, 2020

The Litchfield Township Board of Trustees met in regular session on Monday, July 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 5. All stood to recite the Pledge of Allegiance. Trustee Horvath made a motion to approve the minutes from the June 22nd regular meeting as written; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried.

Fire and Rescue: Chief Davis' report: from 6/22 – 7/24 there were 22 medical emergency calls and 6 fire calls. We received mutual aid once from Chatham for an EMS call and once from Grafton for an EMS call. We gave mutual aid three times to Erhart for EMS, once to Chatham for an EMS call and once to Valley City for a fire call. Vice-President Comuzie held the Fire Association meeting on June 25th. Chief Davis and Captain Yorko held fire training on nozzle use and application on July 2nd. On July 9th, a representative and the new med control doctor from Medina Hospital came to the station and did a run review and went over a couple of cases. They plan on coming to the station quarterly. Chatham and Spencer Fire Departments joined in the training. Chief Davis attended the All Hazards Committee meeting on July 16th. Captain Yorko held work night on July 16th where apparatus and building maintenance was preformed. On July 21st, the department hosted the Medina County Fire Association and Brian Cavanaugh, the new director at the MCCC for adult ed in regards to safety services, was present. Vice-President Comuzie held the monthly Fire Association meeting where Adam Frigy was elected President and Mike Simon was elected Secretary. The Association is changing the by-laws to hold meetings every other month. Chief Davis stated that the board- approved radios have been received and are being programmed. The radios will be installed soon but are waiting until MARCS gives the final format. The annual ladder test was performed. There will be a training on August 13th with UH Medevac on auto extrication and patient care during extrication. Chief Davis stated that our mutual aid departments will be invited to join in the training. Chief Davis stated that Lafayette Township is purchasing a fit tester that can be used for both SCBA and N95 at a cost of \$17,134.41. Chief Davis stated that Litchfield would like to join several other departments in sharing the equipment with a MOU in place that we would be able to use it 2 months each year. The cost to Litchfield would be \$2855.74. Trustee Horvath asked what happens when the fit tester needed to be repaired and Chief Davis stated that Lafayette Township would fix it and then divide the cost between the 6 departments. The trustees thought that sharing the equipment would be a good idea. Trustee Horvath made a motion to approve \$2855.74 for Litchfield's share of the fit tester; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. Chief Davis stated that as of today the track events at the Medina County Fair have been canceled due to COVID-19

precautions. The department asked Chris from Eppolito Signs to look at the letter board in front of the station since the letter channels keep breaking. Chris recommended contacting Medina Signs so they will be coming out on Wednesday to look at it. Chief Davis stated that the ice maker at the station broke and is not worth repairing so he is asking the board to approve \$3200 to purchase a new one. The current ice tub which the Fire Association purchased years ago will still be used. Trustee Horvath made a motion to approve \$3200 for the purchase of a new ice maker; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. Chief Davis stated that they are obtaining a quote from ServePro to decon the station after Election Day; the department members will clean the room before Election Day. Chief Davis took the pressure washer to Farm and Home Hardware to be repaired. They were able to get the motor running but the pump was bad so it was not worth repairing. Farm and Home gave a credit for the repair towards a new one so Chief Davis purchased a new pressure washer. Chief Davis stated that the department has been awarded a state EMA grant for \$3737.25 – he attached a list of the items that would be purchased – \$125.70 would also need to be added from the Fire Fund to complete the purchases. Chief Davis stated that Jeff Campbell has passed his VFF 36-hour exam making him an active FF on the roster. Chief Davis stated that the department's plans to hold a dinner and a community event to celebrate the department's 75th anniversary have been canceled due to COVID-19. So, the plan is to have a Challenge Coin made for department members and sent to past members with a letter thanking them for their service to our community. Trustee Horvath stated that he asked and Assistant Prosecutor Karris said it would be okay to spend funds for the fire department dinner and Challenge Coins. Trustee Horvath made a motion to approve \$800 for the Challenge Coins, patch, and postage to be given/sent to present and past FD members; second by Pope. Voting yes: Pope and Horvath. Abstaining: Reynolds. Motion carried. Chief Davis stated that the old pressure washer needs to be discarded. Trustee Horvath made a motion to declare the old pressure washer junk and discard it; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. Chief Davis stated that they helped the MC Sheriff Department to locate a missing 76 year old man by using our UTV.

Roads: Trustee Pope read the road report from 6/20 – 7/24: mowed and trimmed all township properties as needed; completed another round of road ditch mowing; continued replacing the road signs with the ones Trustee Pope obtained from a state ODOT grant; repaired a culvert end on Spieth Rd.; Sunday, 7/19, Trustee Pope and Dan removed a tree from Richman Rd. - road crew finished the tree clean-up on Monday. Trustee Pope stated that Ohio has released the OPW Grant funds but he thinks it would be best to wait until next spring to obtain bids for the Shank Rd. culvert replacement because he believes that the bid prices would be higher now when excavating companies are their busiest. Trustee Pope suggested canceling clean-up days for this year. Trustees Horvath and Reynolds thought this would be a good idea. The list of approved buyers at Wolff Brothers was up-dated.

Safety: Trustee Pope attended the MC Safety Council meetings via Zoom on 7/19 with a presentation from the MC Health Department on COVID-19.

Police: For the month of June: days worked:24; hours worked: 101; miles driven: 1147; calls/complaints investigated: 18; police/fire personnel assisted: 5/0; citizens assisted: 34; suspicious people/vehicles checked: 1/2; business checks: 139; traffic stops: 0; traffic citations issued: 1 parking violation; warning issued: 0; arrests: 0.

Town Hall: Patti read the July report: town hall used once for 2 meetings; sanitizing of tables and chairs after meetings; went to Home Depot and Reinhardts for supplies; ordered and built small tables to hold hand sanitizers for the town hall; met with Trustee Horvath and the Historical Society for the building inspection; met with Trustees Horvath and Reynolds for the new sound system; met with AJ Contractor for the railings and the gazebo; weeding and trimming around the buildings; watering of plants; repaired the lock bar on the front door; cleaned the exhaust fans in the restrooms; total hours: 37.25. Patti stated that a church group of 10 people (or less) asked if they can begin meeting at the town hall/annex again and she has received table and chair rental requests for the next few weekends, so she is asking the trustees approval. Patti stated that she would be cleaning and sanitizing the table and chairs upon their return. Trustee Horvath stated that Patti would need to wear a mask and gloves while handling the rentals. Trustee Reynolds stated that he would be okay with the church group meeting at the town hall and beginning the table and chair rentals again. Trustee Pope stated that the tables and chairs would need to be cleaned and sanitized. Trustee Horvath made a motion to approve the renting of tables and chairs as long as Patti sanitizes and cleans all the tables and chairs, she wears a mask and gloves when meeting with the people and the residents picking up/returning the tables and chairs wear masks and gloves; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. Trustee Horvath made a motion to allow groups of 10 or less to use the town hall/annex with proper social distancing and with Patti sanitizing everything; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. Patti stated that she will obtain a cost estimate from AJ Construction for work at the gazebo: repair/replacement of the handrails, tuck pointing, and replacement of the faucet. Jim Madden from LYM was present to explain the new sound system to the trustees. Trustee Reynolds stated that Patti obtained 3 quotes for a generator for the town hall; the generator would be placed behind the building by the stairs. Trustee Horvath asked if there was enough gas power to run the generator at the town hall since there was not enough at the annex to run a power washer. Trustee Pope stated that the annex would have needed a new gas line installed by the gas company for the power washer so a diesel powered one was purchased. Trustee Pope stated that Columbia Gas would need to be contacted to obtain a form listing what uses gas in the building and then Columbia Gas will determine if the building has enough BTUs to run the generator. Trustee Reynolds stated that he liked the quote with a Cummings unit. Trustee Horvath wondered if a propane generator would be possible. Chief Davis stated that there is a natural gas one at the station which runs well in good weather but has

issues in the winter. The trustees decided to wait to choose a generator until Columbia Gas has been contacted.

Historical Building/Museum: Trustee Horvath stated that Kyle Wittel, from Engineering For Historical Structures, looked at the leak on the 2nd floor of the museum and stated that it would be an easy fix. Kyle will have a report for the August meeting.

Cemetery and Park: Trustee Pope read the report for July: 0 funerals, 0 lot sales, 2 inquiries; continued leveling and straightening of head stones; dug up and poured 4 new bases for headstones; added topsoil and seed where needed; built forms and poured bases, set and grouted tablets.

Zoning: ZI Noderer's report for June: site visits: 8; meetings attended: 1; miles driven: 134; zoning certificates issued: accessory building: 1; accessory building change/use ag: 1; above ground pool: 2; house addition: 1; temp trailer 3 month: 1; house: 1. Ag structure: 1. Lot split: 27.0096 property owned by Bruce/Kathryn Trammell split off 3 acre parcel and combine to other existing 3 acre parcel to create a 6 acre parcel and a 24.0096 acre parcel. AG structure: 0. Zoning violations: 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, awaiting prosecutor disposition. Trustee Horvath read Mitch Hook's resignation letter from the BZA. Trustee Horvath thanked Mitch for his time and efforts on the board . ZI Noderer stated that Mitch did a good job as a member of the BZA. Trustee Horvath made a motion to accept Mitch Hook's resignation from the BZA; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. Trustee Pope thanked Mitch stating that Mitch did a really good job putting in time, preparing and running the BZA meetings. Trustee Horvath stated that he asked Assistant Prosecutor Karris if the township's present zoning allows food trucks to sell from parking lots. Asst. Prosecutor Karris stated that if a store wants to have a promotion and have food trucks there it has to be allowed as long as it is temporary. ZI Noderer asked if outside food trucks were okay and Trustee Horvath stated yes. ZI Noderer stated that he can't enforce food trucks. Chief Davis stated that the trucks need to be inspected every time they set up so they would need to contact the fire inspectors and schedule a fire inspection. ZI Noderer asked if food is sold at the flea market. The trustees stated that the people there have been grandfathered in. Trustee Pope stated that he has been contacted by someone who has an ice cream truck and wondered if it would be okay to drive around the township. The trustees stated there is nothing against driving on our roads.

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 brought the checks which had printed upside down during the June printing so that the trustees could look them over. Fiscal Officer Shaw stated that the MC EMA sent 300 disposable masks and 100 cloth masks for the township employees to use for safety protocols.

Old Business: There was no old business.

New Business: Trustee Horvath stated that the prosecutors sent a letter re: the opioid litigation/Purdue Pharma Bankruptcy. Trustee Horvath made a motion to adopt Resolution 11-20 to authorize the filing of a government opioid claimant proof of claim against Purdue Pharma, L.P., and other related debtors in Chapter 11 Bankruptcy Case No. 19-23649 (RDD); second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. Trustee Horvath stated that he received a call from a resident that there was a dead pine tree in their easement and they wanted the township to take it down so he contacted Asst. Prosecutor Karris who stated that the homeowner needs to take down the tree, the township is not responsible for taking it down. Trustee Pope stated that the township would need to trim a tree if the tree interfered with road signs or right-of-way views.

Public Comment: There were no public comments.

Trustee Reynolds made a motion to approve Purchase Orders 27-20 to 29-20 and Blanket Certificates 54-20 & 55-20 and authorize payment of vouchers 27614-27695; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried.

Trustee Reynolds made a motion to adjourn; second by Pope. Voting yes: Reynolds,

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