

LITCHFIELD BOARD OF TRUSTEES
REGULAR MEETING
August 24, 2020

The Litchfield Township Board of Trustees met in regular session on Monday, August 24, 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 8. All stood to recite the Pledge of Allegiance. Trustee Horvath made a motion to approve the minutes from the July 27th regular meeting as corrected; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried.

Trustee Horvath stated that Trisha Dieter contacted him regarding placing a “little library” in the township. Trisha brought the wooden structure which would be placed on a post allowing people to “take a book and leave a book”. The box would be placed on the NE corner of the Historical Society property. Trisha stated that she and her husband would install and maintain the book box. There are plans to plant flowers around it next spring. Celia Kruggel asked if there would be a committee to check the books to make sure they are not unacceptable. Trisha stated that there would not be a committee doing that. Melissa Clifford asked if Trisha would be the contact person and Trisha stated that she would be. The trustees thought that a book exchange location would be a good idea. Trustee Pope thanked the Garden Club for planting and maintaining the flowers around some of the township buildings and the triangles.

Trustee Horvath stated that Kyle Wittel, from Engineering For Historical Structures, was present to discuss his report of the Historical Society building. Kyle stated that he looked at the building on July 8th and thought that the building was in pretty good shape. Kyle noted some moisture in the basement and stated that it was a good idea trenching around the flower beds. The roof has seams that are separating a little which would need repairing or possibly a new roof. Kyle suggested contacting a roofer to check the NW corner of the building since there is a leak there. Kyle stated that the foundation's south wall is bowed out. He did not think it was a safety issue at this time but said it should be shored up. Kyle also suggested digging a trench or a ditch to keep the water from the foundation. Trustee Horvath stated that he would like the board to look over the report that was given to them so they can decide how to proceed at a future meeting. Trustee Pope stated that he has concerns regarding the loose mortar and joints in the basement. Kyle stated that in the report he recommends mortar repairs. Melissa asked if the cellar walls were in good shape. Kyle stated that except for the one back corner, the walls were in good shape. Trustee Reynolds asked if Kyle would suggest putting a foundation under the shoring posts. Kyle stated that this would a good way to get the posts off the ground. The trustees thanked Kyle for his report and for attending the meeting.

Fire and Rescue: Chief Davis stated that a member who resigned from the department in June has decided to rejoin. Chief Davis swore in Greg Gillian. Trustee Horvath made a motion to reappoint Greg Gillian to the Litchfield Fire Department; second by Pope.

Voting yes: Reynolds, Pope, Horvath. Motion carried. Chief Davis' report: from 7/24 – 8/21 there were 11 medical emergency calls and 4 fire calls. We received no mutual aid. We gave mutual aid once to Spencer for EMS and twice to Chatham for EMS calls and once for a fire call. There was no training on July 30th since it was the 5th Thursday. Chief Davis held fire training on Aug. 6th on structural collapse using the high lift jacks, air bags and hydraulic tools to free pinned patients. On Aug. 13th, UH medevac came and gave a power point presentation on trauma airway and extrication training. Chatham, Grafton, Erhart and Spencer Fire Departments joined in the training. Captain Yorko held work night on August 20th where apparatus and building maintenance was performed. Chief Davis stated that the installation of the MARCS radios into the trucks began today; there are some issues with the hand held radios. Two former members passed away this month. Chief Davis stated that Bill Eyring had served on the department for 25 years having been the assistant chief for a while and Russ Creamer had served on the department for 2 years. Chief Davis stated that Columbia Gas stopped at the station to ask if they could rent space in the parking lot for a project next April – June. Trustee Horvath stated that Chief Davis should send him a contact name and the contract and he would take it to the prosecutor. Chief Davis stated that the annual pump test was done. Instead of contacting Serve Pro to sanitize the station after Election Day, Chief Davis stated that Enzo's sells the sprayer (\$600), extra battery (\$70) and 4 gallons of solution which should last an year (\$190). The trustees thought it would be a good idea to purchase the equipment. Trustee Horvath made a motion to purchase the fogger, battery and solution; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. The trustees commented that the sprayer could be used for the other buildings also. Fiscal Officer Shaw suggested purchasing a 2nd sprayer since the fire department would probably need to keep theirs at the station. Trustee Horvath made a motion to approve the purchase of a 2nd fogger, battery and solution to be used at the town hall, garage, annex and museum; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. Chief Davis stated that Medina Signs recommended replacing the current sign at the station with a digital sign since if they repaired it we would keep having the same problems. Medina Signs gave 2 quotes for a digital sign: \$23,199.59 and \$23,563.05. Trustee Pope stated that digital signs are nice. Trustee Horvath stated that his biggest concern was location because the fire station is so far west. Trustee Reynolds stated that he did not want an electronic sign placed by the station. Fiscal Officer Shaw stated that the circle area would be a good location for an electronic sign. Melissa stated that she would be okay with the sign placed in front of the museum. Celia stated that she doesn't read electronic signs while she is driving. Trustee Pope stated that the fire department does need a new sign in front of the station. Chief Davis asked if he should obtain a quote for repairing the current sign in front of the station. No decisions were made regarding a new sign or repair of the current sign.

Roads: Trustee Pope read the road report from 7/25 – 8/21: mowed and trimmed all township properties as needed; completed maintenance on all mowers; replaced 2 road flags; repaired a flat tire on the mower; continued replacing the road signs; continued to

mow the roadside ditches; placed gravel under the recycle bins; red International dump/plow truck taken to General Maintenance. The PTO pump and housing is severely rotted – the PTO pump has been making noise since last year. The quote for repairs (worse case scenario) would be \$16,954.99. Trustee Reynolds stated that the truck should be looked over to see if there are any other repairs needed. Trustee Pope made a motion to approve \$17,000 for work on the red International truck; second by Horvath. Voting yes: Reynolds, Pope, Horvath. Motion carried. Trustee Pope stated that he contacted Ohio Cat after they sent an invoice for work to the backhoe. Since the needed repair was caused by factory errors, Ohio Cat issued a credit saving the township \$2111.70. ZI Noderer stated that there is a spot on Jones Rd. which is becoming wavy. Trustee Pope stated that that spot was dug out, a proper base put down and the road repaired. However, a semi truck is driven into and out of the driveway there causing the wavy road pavement. Trustee Horvath stated that at July's meeting it was discussed that a Erhart Rd. resident had a concern regarding trees close to the road on his property. Ken Stanko, 4146 Erhart Rd., was present and stated that there is a row of 6 pine trees; a few of these trees have died. Ken stated that a resident across the street, which is York Township, stated that York cut down their trees for them. Ken stated that he contacted Trustee Horvath who said that according to the county prosecutor Litchfield Township does not have to remove his trees. Ken stated that ORC 5571.02, 5571.04 and 5543.14 dealt with a township's responsibility for removing the trees. Trustee Horvath stated that Asst. Prosecutor Karris sent a letter explaining that a homeowner is responsible for removing their trees; however, if they don't remove the trees the township could remove the trees and add the cost to the property owner's taxes.

Safety: Trustee Pope stated that the MC Safety Council sent the township a 100% Award for preventing work place injuries. Trustee Horvath thanked Trustee Pope for attending the safety meetings. Fiscal Officer Shaw stated that by Trustee Pope attending those meetings and filing reports the township receives a yearly discount from BWC.

Police: For the month of July: days worked: 21; hours worked: 90; miles driven: 1172; calls/complaints investigated: 7; police/fire personnel assisted: 1/1; citizens assisted: 32; suspicious people/vehicles checked: 0/0; business checks: 140; traffic stops: 4; traffic citations issued: 1 speed; warning issued: 1 stop sign; 1 unsecured load; 1 speed; arrests: 0. Fines received for June were \$25. Trustee Reynolds stated that the computer in the deputy car has not been up-dated for 2 years so he asked Fiscal Officer Shaw to contact Verizon for a jet pack.

Town Hall: Trustee Reynolds read Patti's August report: town hall used for 3 meetings and 4 times for groups; there were 3 table/chair rentals for \$135 and 1 at no charge; met with Trustee Reynolds and Lightyear Music rep to learn how to use the new sound system; met with AJ Contractor for outside water faucet repair; set up for meetings, cleaned and sanitized tables and chairs after meetings and groups; met with rentals for picking up and dropping off tables and chairs; cleaned and sanitized tables and chairs after use; cleaned buildings; weeded and watered plants; ordered cart for the new sound system; went to Home Depot to purchase an air pressure plunger for clogged wall drain;

ordered plants and materials for the circle park; met with Zoning Secretary Fozio to demonstrate the new sound system; total hours: 36.75. Trustee Reynolds stated that he contacted Jim from AJ Construction regarding the town hall railing; Jim stated that he would be working on it more. Trustee Reynolds stated that he tried to speak to someone at Columbia Gas regarding the generator for the town hall but he has not received a return call. Trustee Reynolds stated that according to Pat from PJ Hughes, we have a 7” “water line” (which is used for gas) going into the town hall but we may need to replace the meter. Trustee Horvath stated that he did not want to purchase a generator without the gas company telling us that we have a big enough line to run the gas through. Trustee Pope wondered if the generator should have its own dedicated gas line. Trustee Horvath stated that the flowers in the pots around the town hall look great.

Historical Building/Museum: Trustee Horvath stated that the board should look over the report from Engineering for Historical Structures so it can be discussed at the Sept. meeting. Melissa stated that last fall the road crew were very helpful with jobs around the museum. Melissa stated that she is looking for volunteers and/or road crew members on Wednesdays starting after Labor Day to work around the museum. Trustee Pope stated that the road crew could clean the gutters. Trustee Pope stated that he was a little surprised that Kyle did not have more concerns with the water and moisture in the museum basement.

Cemetery and Park: Trustee Pope read the report for 7/25 to 8/21: 1 funeral, 4 lots sold, 1 inquiry; Jack continues to dig out tablet headstones, make bases and reset the stones on the bases; LMRE replaced 2 pole security lights and repaired the flag pole pulley and replaced the rope which the township had purchased; Jack attached the hardware to the rope and raised the new flag; removed dead pine tree and dead maple tree on the west side of the fence; used the backhoe to remove 5 tree stumps. The trustees signed a deed. Trustee Pope stated that he attended the burial for Bill Eyring and the fire department did a beautiful job honoring him.

Zoning: ZI Noderer's report for July: site visits: 14; meetings attended: 1; miles driven: 167; zoning certificates issued: accessory building: 1; privacy/chain link fence: 1; above ground pool: 1; house addition: 1; deck: 3; fence: 1; garage: 2; house: 3. Area Variance: 3584 Vandemark Rd. AG structure: 1. 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. ZI Noderer stated that something needs to be done about this violation and a deadline needs to be set. Trustee Horvath stated that Asst. Prosecutor Karris stated that it is done. ZI Noderer stated that he read the minutes from Aug. 22nd after the meeting and he noted a correction to the zoning report. ZI Noderer stated that the sentence “Chief Davis asked if someone could build an accessory building and live in it and ZI Noderer stated that this would be allowed” needed to be removed since he did not say this. Trustee Pope stated that it could not be removed since those minutes have already been approved. ZI Noderer stated that he would not have said “yes” to this since it would be against ZC 209.01. ZI Noderer stated that he received a letter from the MC Engineers which

handled a complaint concerning a pile of dirt which was too close to another property line. Trustee Horvath stated that he spoke with Dave Borling about filling the vacancy on the BZA. Dave Borling submitted a letter requesting the appointment. Trustee Horvath made a motion to approve Dave Borling to finish the term held by Mitch Hook; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. (The term ends December 2023). Trustee Horvath stated that he spoke with Gary Stout who would like to be an alternate on the zoning commission. Trustee Pope stated that when Gary was on the zoning board and then opened his store in Litchfield, there was a conflict of interest. Fiscal Officer Shaw asked if Gary could serve on the board but not be paid. Trustee Pope stated that Trustee Horvath should check with the ethics commission regarding this.

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 suggested that the trustees think about Trick-or-Treat Night so that they can make a decision at the Sept. meeting.

Old Business: There was no old business.

New Business: Trustee Pope stated that he was contacted by someone from LMRE who asked if the trustees were interested in selling the land on Vandemark Rd. Trustee Pope stated that he thinks since Anne Silhavy left the land to the township for a park, he thought the land should be kept for a park. Trustee Reynolds stated that he was not interested in selling the land to LMRE.

Public Comment: Melissa asked the status of repairing the gazebo. Trustee Pope stated that Patti is obtaining quotes for the repair work.

Trustee Reynolds made a motion to approve Purchase Orders 30-20 to 34-20 and authorize payment of vouchers 27696-27764; 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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