

**LITCHFIELD BOARD OF TRUSTEES**  
**REGULAR MEETING**  
October 26, 2020

The Litchfield Township Board of Trustees met in regular session on Monday, October 26, 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 September 28<sup>th</sup> regular meeting and the October 15<sup>th</sup> special meeting as written; second by Horvath. Voting yes: Reynolds, Pope, Horvath. Motion carried.

Trustee Horvath stated that many residents complain about bad/no internet service so he asked David Corrado, CEO of MC Fiber Network, to attend this meeting. David stated that the company began laying fiber network in Medina and the commercial network has grown. Four years ago, they started an initiative with smaller companies to include residential services. The investors want a certain return on their investments so they deal with areas having a higher concentration of users. David explained that due to legislation, Ohio has made it difficult to extend high speed WiFi to rural areas. There is federal money available but by federal standards the majority of Medina is classified as urban, not rural, which doesn't qualify the areas for federal money. David suggested Litchfield residents go to their website and request a fiber optics network to show the number of residents interested in the service. However, David stated that the company currently does not have the money to build out to Litchfield; it stops 5 miles from Litchfield at Rt. 252. David stated that the cost to run the fiber is \$50,000/mile. The trustees thanked David for his presentation and for attending the meeting.

Trustee Horvath stated that Gary from ClearVent Inc. was present to discuss the air ducts in the township buildings. Gary stated that the cost for air duct cleaning, air purification, and UV installation for air ducts in the town hall, museum and fire station would be \$6842.

**Fire and Rescue:** Chief Davis stated that a new member has joined the department. Chief Davis swore in Alex Bauknecht. Trustee Horvath made a motion to hire Alex Bauknecht as a member of the Litchfield Fire Department; second by Reynolds. Voting yes: Reynolds, Pope, Horvath. Motion carried. Trustee Reynolds made a motion to suspend the meeting to enjoy cake in celebration; second by Horvath. Voting yes: Reynolds, Pope, Horvath. Motion carried. Meeting suspended at 6:55. Trustee Pope made a motion to reconvene the regular meeting at 7:11; second by Horvath. Voting yes: Reynolds, Pope, Horvath. Motion carried. Chief Davis' report: from 9/24 – 10/23 there were 23 medical emergency calls and 6 fire calls. We gave mutual aid once to Erhart for an EMS call and once for a fire call and twice to Chatham for EMS calls. President Frigy held the monthly Fire Association meeting on Sept. 24<sup>th</sup> where the updated by-laws were passed; meetings will now be held every other month. Capt. Yoroko held fire

training on Oct. 1<sup>st</sup> on fire behavior. Chief Davis attended the monthly Fire Chiefs' meeting via zoom on Oct. 14<sup>th</sup>. Capt. Kean and FF Simon held EMS training on Oct. 8<sup>th</sup> on running a full code and skills involved. On Oct. 15<sup>th</sup>, Captain Yorko held work night where apparatus and building maintenance was performed. Chief Davis attended the AHAC board meeting via zoom on Oct. 20<sup>th</sup>. President Frigy held the monthly Fire Association meeting on Oct. 22<sup>nd</sup>. Chief Davis stated that since the department has not received the material for the sprayer, Serve Pro is scheduled to disinfect the meeting room before voting and he asked if Serve Pro should be scheduled to sanitize the room after the election. Trustee Horvath stated that Serve Pro should come out after Election Day also. Chief Davis stated that Medina Hospital will be giving flu shots to the department on Nov. 12<sup>th</sup>. The department participated in Honoring the Fallen Firefighters by having the station lit in red to honor those who have died in the line of duty. Chief Davis stated that the department will provide traffic control for Trick or Treat on Oct. 31<sup>st</sup> between 6-8. Chief Davis stated that the station will be manned during voting on Nov. 3<sup>rd</sup>. Chief Davis stated that new turn-out gear and AEDs for the town hall and 46 have been ordered using CARES ACT money. On Oct. 27<sup>th</sup>, Burgess will be out to install the UV lights in both of the squads. Chief Davis listed items that are no longer serviceable and need to be discarded. Trustee Horvath made a motion to declare the following as junk to be discarded: 10 – helmets; 5 – coats; 6 – pants; 4 pair – boots; 9 – dress shirts; 2 – suspenders; 1 pair – gloves; 18 – goggles; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. Chief Davis stated that Ben Grega is now a paramedic, Alex Bauknecht is an EMT but will be a paramedic soon and Tim Ketch will be completing paramedic class soon; this will bring the number of paramedics on the department to 5. Trustee Pope asked if Trustee Horvath had spoken to Asst. Prosecutor Richter about using CARES ACT funds for UV lights in the squads. Trustee Horvath stated that Asst. Prosecutor Richter okayed it.

**Roads:** Trustee Pope read the road report from 9/26 – 10/23: mowed and trimmed all township properties as needed; started leaf removal and clean up; dug out Richman Rd. culvert outlet; removed downed tree on Yost Rd.; took red International dump truck to General Maintenance for extensive repairs which were estimated at \$17,000 (worse case scenario) but only actually cost \$6792.46; took white dump truck to General Maintenance for safety check and maintenance; readying plows and spreaders for snow season. Spieth Rd. was striped before the road was swept so Trustee Pope contacted Melway Paving and told them that this was unacceptable since the striping was already coming off. Melway swept and restriped the road. Trustee Pope stated that he also told Melway they needed to seal around the repairs they did on Yost Rd. Melway took care of the sealing. Trustee Pope stated that he spoke with MC Engineers and gave them a list of roads which might need to be chip sealed and repaired next year. Trustee Pope stated that the gas line to the garage will be changed from Columbia Gas to Aspire Gas since Columbia Gas is terminating service along Rt. 18 from Erhart Rd. to the circle. Litchfield Fire Inspectors conducted an inspection at the garage and cemetery barn. Trustee Pope stated that there were a few things noted that need to be fixed. Trustee

Pope stated that he would like to purchase a plow for the Valley Ford truck at a state bid price of \$6485. Trustee Pope made a motion to purchase a 8' Western Proplus plow from Valley Ford Truck for \$6485; second by Horvath. Voting yes: Reynolds, Pope, Horvath. Motion carried. Trustee Pope stated that it is time to hire the snow plow drivers. Trustee Pope made a motion to hire Art Butcher, Chris Shaw and David Johnson as plow drivers raising their pay from \$14/hour to \$15/hour; second by Horvath. Voting yes: Reynolds, Pope, Horvath. Motion carried. Trustee Horvath stated that the trees on Erhart Rd. that a resident asked the township to cut down are getting worse. Trustee Pope stated that there is a cable running through the tree tops so the township should wait until the trees completely die because the cables may prevent the trees from falling onto the road. Trustee Pope stated that the prosecutor advised the township to send a letter to the homeowner to take down their trees or have the township remove the trees and bill the homeowner. Trustee Reynolds stated that he went down Erhart to look at the trees and noted that the property north of this one has the same issue. Trustee Horvath stated that Trustee Pope should contact York Township to see how they handled removing trees on the other side of Erhart Rd. The trustees agreed that a letter should be written first. Trustee Horvath stated that he would ask Asst. Prosecutor Karris to draft a letter. Fiscal Officer Shaw asked how the county handled dead trees on residents' properties. ZI Noderer suggested contacting the county to find out their policy on this.

**Safety:** There was no safety council meeting this month.

**Police:** For the month of September: days worked: 21; hours worked: 90; miles driven: 1230; calls/complaints investigated: 8; police/fire personnel assisted: 6/4; citizens assisted: 40; suspicious people/vehicles checked: 1/0; business checks: 137; traffic stops: 3; traffic citations issued: 0; warning issued: 1 trailer lights required; 2 speed; arrests: 0. Fiscal Officer Shaw stated that she has not heard from Verizon. Trustee Reynolds stated that there will be 2 deputies patrolling in the township during Trick or Treat.

**Town Hall:** Trustee Reynolds read Patti's October report: town hall used for 3 meetings and 5 times for groups; there was 1 table/chair rental for \$25; set up for meetings and groups and cleaning of tables and chairs after use; cleaning of restrooms, light switches and door handles after building use; met with fire inspector for inspection of the buildings – 3 items noted/3 items fixed; met with Gary from Clean Aire to inspect HVAC for a quote; open the town hall for the generator installation; met with Jim from AJ Contractors for the outside light; went to Home Depot and Reinhardts for supplies; removed the dead summer flowers and planted mums; decorated for Fall; watered plants only one time due to the rainy weather; cleaned and unplugged the annex A/C unit - Brandon removed it from the window; did the monthly generator test; posted COVID posters in the township buildings; total hours: 30.25. Trustee Reynolds stated that the generator is installed and running; it will be tested on Tuesdays at 2:00. Trustee Horvath stated that Patti did a nice job with the Fall decorations. Trustee Horvath stated that he was at a wedding at Buffalo Creek and heard that places are charging a higher rental fee due to the extra cleaning/sanitizing involved due to the coronavirus and wondered if the board would want to consider this for our town hall/annex/table/chair rentals. Anne Seitz

stated that there is an extra charge for cleaning at her dentist office. Chief Davis asked if this would be a temporary fee. The trustees stated that they did not know and wanted time to consider the additional fee.

**Historical Building/Museum:** Melissa Clifford stated that after looking over the report submitted by Kyle from Engineering for Historical Structures, she would like to meet with Trustee Horvath to discuss some issues dealing with the water and moisture problems. Melissa stated that it is the township's responsibility to maintain the building. Melissa asked who was taking the lead on the work. Trustee Pope stated that Trustee Horvath is the liaison for the museum. Trustee Pope stated that he thinks a company should be hired for repairs at the museum and not have road crew members do the work. Trustee Reynolds asked if someone from AJ Construction had contacted Trustee Horvath and he stated that they had not. Trustee Horvath asked for AJ Construction's phone number. Trustee Pope stated that a trustee could spend up to \$3000 without board approval. Chief Davis asked if Kyle's report stated that the building needed a new roof. Melissa stated that the report said within 1 year we should find out the leak problem and within 5 years replace the roof. Fiscal Officer Shaw asked about the water in the basement issue that had been discussed at a previous meeting. Melissa stated that all the water issues need to be addressed including the water run-off, the downspouts, the grading around the building and the sump pump.

**Cemetery and Park:** Trustee Pope read the report for 9/26 to 10/23: 3 funerals, 0 lots sold, 2 inquiries; all broken tablet headstones and ones laying on the ground have been repaired and set upright on bases; remaining footers for this year have been poured; work continues on raising plot markers. Trustee Pope stated that Jack Ringstmeier is resigning for the year and is looking forward to working again next year. Trustee Pope made a motion to accept Jack Ringstmeier's letter of resignation effective October 23<sup>rd</sup>; second by Reynolds. Voting yes: Reynolds, Pope, Horvath. Motion carried. Trustee Horvath asked if Jack is training anyone to do the work he is doing. Trustee Reynolds stated that he knew how to do the headstone work and Trustee Pope stated that he has helped with Jack also. Fiscal Officer Shaw stated that Sexton Marco may be interested in learning how to do the headstone work. Trustee Horvath stated that training someone may be something to think about. Fiscal Officer Shaw asked if the same company will be decorating the gazebo/park this year for Christmas. Trustee Pope stated that they will be decorating and he will be in contact with them soon.

**Zoning:** ZI Noderer's report for September: site visits: 13; meetings attended: 3; miles driven: 146; zoning certificates issued: accessory building: 2; fence: 1; garage: 2; above ground pool: 1; addition to accessory building: 1; temporary trailer: 1; pond: 1. AG structure: 0. Lot split: 4535 Vandemark Rd. 5.75 acre split off 1.7734 acre and consolidated with existing 2.2031 acre resulting in two 3.9766 acre building lots. 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 per the MC Soil and Water Department Medina Meats is unable to obtain an easement so they will need to purchase

another lot. ZI Noderer stated that he contacted Armstrong Cable about expanding there service and was told that as a courtesy, they will not come into other cable companies' areas.

**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 reminded the trustees and the fire chief to write up an explanation on the items/services paid for by the coronavirus relief fund. Fiscal Officer Shaw asked who would decide whether Trunk or Treat would be canceled due to weather. Trustee Horvath stated that he will be in the town hall parking lot by 5:30. Fiscal Officer Shaw stated that the trustees received a copy of the Resolution Accepting the Amounts and Rates of the Budget Commission. Trustee Pope made a motion to adopt Resolution 16-20 to Accept the Amounts and Rates of the Budget Commission; second by Reynolds. Voting yes: Reynolds, Pope, Horvath. Motion carried. Fiscal Officer Shaw stated that she purchased a recorder to use for any meetings that she is unable to attend.

**Old Business:** Trustee Reynolds stated that he obtained a quote from Arrow Plumbing for replacing the faucets and toilets in the township buildings with hand-free hardware. Some of the toilets may need to be replaced also to accommodate these devices. Chief Davis stated that he would like to purchase new uniforms which could be kept at the station preventing the spread of the virus. Chief Davis stated that a new electronic sign at the station would be useful for disseminating public information especially during the pandemic. Trustee Pope stated that he agrees that the township should purchase an electronic sign for in front of the fire station. Trustee Reynolds stated that he would like to see the sign placed somewhere around the circle area. Trustee Horvath stated that he did not want a new sign. Trustee Pope made a motion to allow the fire department to purchase a sign for outside the fire station for up to \$25,000 to disseminate COVID information. The motion died due to a lack of a second. Trustee Pope asked if the department had a quote for the repair of the sign that is there now and the age of that sign. Chief Davis stated that the sign is 13 years old and the repairs would cost up to \$5000. FF Bevier stated that the tracks on the sign which hold the letters keep coming unglued due to weather.

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

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

Trustee Reynolds made a motion to approve Purchase Orders 37-20 to 43-20 and Blanket Certificates 62-20 to 66-20 and authorize payment of vouchers 27841-27922; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried.

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

P  
o  
p  
e  
,

H  
o  
r