

LITCHFIELD BOARD OF TRUSTEES
REGULAR MEETING
December 23, 2019

The Litchfield Township Board of Trustees met in regular session on Monday, December 23, 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 14. All stood to recite the Pledge of Allegiance. Trustee Reynolds made a motion to approve the minutes from the November 25th regular meeting as written; second by Horvath. Voting yes: Reynolds, Pope, Horvath. Motion carried.

Fire and Rescue: Chief Davis stated that Daniel Dauzat and Garret Rivett have been attending training and work sessions at the station as potential members to the department. Chief Davis swore in Daniel Dauzat and Garret Rivett as new members to the Litchfield Fire Department. Trustee Horvath made a motion to accept Daniel Dauzat and Garret Rivett as new members of the Litchfield Fire Department; second by Reynolds. Voting yes: Reynolds, Pope, Horvath. Motion carried. Trustee Horvath made a motion to suspend the meeting for 15 mins. to celebrate with cake at 6:05; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. Trustee Horvath made a motion to reconvene the meeting at 6:20; second by Reynolds. Voting yes: Reynolds, Pope, Horvath. Motion carried.

Chief Davis' report: from 11/25 – 12/20 there were 8 medical emergency calls and 1 fire call. We received nor gave any mutual aid. There was no meeting on Nov. 28th due to Thanksgiving Day. Capt. Yoroko held fire training on SCBA skills and an obstacle course on Dec. 5th. Chief Davis and Trustee Horvath went to the prosecutor's office on Dec. 11th to drop off the purchasing agreement for their review; they should be giving their advice by early January. Capt. and Lt. Yoroko held EMS training with team building exercises on Dec. 12th. Captain Yoroko held work night on Dec. 19th where building and truck maintenance was performed. The Fire Association held the annual Visit from Santa Claus on Dec. 21st with 35 stops. Chief Davis stated that 35 might be the maximum number of stops due to time constrictions. Chief Davis stated that there was a spot in the meeting room that was getting wet due to the vent pipe for the plumbing. Arrow Plumbing was contacted and they came out and repaired it at no charge. Chris Eppolito from Eppolito Signs installed the vinyl decals of the fire department's new patch on all of our apparatus and on the podium in the meeting room. Chief Davis stated that the State Fire Marshall Grant for the MARCS radio system has opened; the department submitted with other departments in the county. The department should hear if the grant is awarded sometime in January. Chief Davis stated that Jeff Campbell would like to resign as a paid member of the fire department but would like to remain as a non-paid member of the department as of Jan. 1, 2020. Trustee Horvath made a motion to accept Jeff Campbell's letter of resignation effective Dec. 31, 2019; second by Reynolds. Voting yes: Reynolds, Pope, Horvath. Motion carried. Trustee Horvath made a motion to add

Jeff Campbell on a non-paid member basis of the Litchfield Fire Department; second by Reynolds. Voting yes: Reynolds, Pope, Horvath. Motion carried. Fiscal Officer Shaw stated that it is time to appoint members to the Volunteer Fire Fighter Dependent Fund. Trustee Pope thanked the Fire Association for donating to local families during the Santa Visit. Chief Davis stated that the Fire Association donated \$250 in gifts to local families.

Roads: Trustee Pope read the road report from 11/25 – 12/20: on Nov. 26th the circle park, triangles and fire station were mowed; plowed and salted the roads as needed; after a wind storm on Nov. 27th, the crew needed to remove 4 trees off of Yost Rd. It was very dangerous since while cutting one tree, 2 more fell across the road about 50 yards away. One tree fell and took down the power lines close to the road crew. Another tree fell away from the road taking down power lines. The road crew just cleared the road and left the clean-up for the next day; large branches were removed from other township roads; on Dec. 7th the red truck was picked up from Jarrett Services; the salt spreader and plow were put on the red truck; replaced some parts on the plow for the (10-year old) red truck; replaced the purge valve on the pickup truck; road signs from the ODOT grant were delivered; the (4-year old; 8,000 mile) white plow truck broke down when the fuel pump quit. Hook and Haul towed the truck to the Rush Truck International Dealer in Akron where the repairs were done under the 5-year 100,000 mile warranty. Trustee Pope thanked Hook and Haul for towing the truck at no cost to the township; red plow truck was taken to General Maintenance for repair after the p.t.o. actuator in the transmission started to leak fluid; painted the plow for the pickup truck; talked with Dan Becker from the MC Engineer's Office about chip/seal Yost Rd. (18 to Crow), Beat Rd. (18 to Branch), Branch, Spieth and Stone (Erhart to 83). Trustee Horvath stated that Montville Twsp. hired an arborist to indicate which trees need to be cut down before they fall into the road and he suggested the township does this also. Trustee Pope stated that Dan marked dead trees this fall but the road crew hasn't had the chance to cut them down yet. Trustee Pope stated that TreeMaintenance Service was hired to take down some trees from Shank and Stone Roads which was an expensive job. Mitch Hook stated that LMRE will cut down trees which are in the power lines. Trustee Pope stated that in 2014 the township did almost \$300,000 of chip and seal work on township roads so it is time to pave some of these roads. Trustee Pope stated that he spoke with Dan Becker, who said that bids would be going out in March. Trustee Pope gave Dan a list of township roads for an engineer's estimate for the chip and sealing of these roads. Trustee Pope stated that the trustees should look at the listed roads to see which ones they believe should be repaired this year. Trustee Horvath stated that the trustees need to look over the funds available also. Trustee Pope stated that inside millage was moved years ago from the Road Fund to the General Fund to use for the fire station.

Safety: Trustee Pope attended the MC Safety Council meeting on Dec. 17th dealing with safety in the work place.

Police: For the month of November: days worked: 21; hours worked:101; miles driven: 1261; calls/complaints investigated: 11; police/fire personnel assisted: 4/4; citizens assisted: 30; suspicious people/vehicles checked: 0/1; business checks: 147; traffic stops:

7; traffic citations issued: 1; warning issued: 5; arrests: 1. Traffic citations: driving under suspension: 1. Traffic warning: speed: 4; fail to use turn signal: 1. Arrests: felony burglary: 1. Fiscal Officer Shaw stated that the MC Sheriff Dept. sent the yearly contract for additional township patrol. The contract continues the \$24/hour pay rate for the deputies. Trustee Reynolds made a motion to accept the contract with the MC Sheriff Department as written; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. Trustee Reynolds stated that our deputies are the lowest paid deputies compared to other townships so he would like to see them receive a raise this year. Trustee Horvath stated that there are townships who do not pay for any additional deputy patrols. Trustee Pope stated that the trustees appreciate all that the deputies do for the township but the Police Fund is funded by a continuing levy passed in 1982. The trustees stated that they would discuss this further at the Jan. 6th Organization/Appropriation Meeting.

Town Hall: Trustee Reynolds read the December report: town hall used 2x for meetings and 5x for groups; 7 town hall rentals – 2 at no charge and 5 for a total of \$500; 1 table/chair rental for \$10; removed and stored fall foliage; removed dead plants and stored flower pots; brought Christmas tree and decorations over and decorated the town hall inside and out; put a new sensor in the outside light; tested the generator for the month; purchased wreaths at Home Depot; hung the wreaths; set up and break down for meetings; cleaning after groups and rentals; total hours: 31.75. Patti thanked Dave Hydak for the Christmas decorations around the circle. Fiscal Officer Shaw and the trustees commented on how nice the town hall looked decorated for Christmas.

Historical Building/Museum: There was no report.

Cemetery and Park: Trustee Pope read the report for Dec.: 3 funerals – 1 at Crow Cemetery, 0 lot sales, and 0 inquiries; Patti hung wreaths on the driveway entrances. The trustees signed a deed.

Zoning: ZI Noderer stated that he had a number of Comprehensive Plan books and zoning books. The county contacted ZI Noderer with old copies of our zoning resolutions; he went to pick them up for our files. ZI Noderer's report for Nov.: site visits: 2; meetings attended: 2; miles driven: 111; zoning certificates issued: fence; 1; house: 2. AG Structures: 0. Lot splits: 0. 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 Dec. 13th hearing. ZI Noderer stated that he has not heard from the prosecutors regarding this yet. Trustee Horvath stated he contacted Asst. Prosecutor Karris regarding the abandoned house on Vandemark Rd. Trustee Horvath stated that Mark Majewski from NorthStar Consultants will be attending the Jan. zoning meeting. Trustee Horvath stated that Mark said he would complete a final copy of the zoning resolution with all the corrections at the end of the project. There was a question about if Mark would be taking input from the trustees and the zoning board or if he would just work with the current zoning resolution editing it for consistency and clarity. Fiscal Officer Shaw stated that at the Medina County Township Association Meeting

held on Dec. 12th, Christina Fozio, Litchfield's Zoning Secretary and the Medina County EMA Director, received the MCTA Grassroots Award for going above and beyond in her service to the townships in Medina County

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 reminded the fire department and the road crew to be working on their annual inventories. Fiscal Officer Shaw stated that the Organization/Appropriation Meeting will be on Jan. 6, 2020 at 6:00.

Old Business: Trustee Reynolds asked the status of the pressure washer in the annex building. Trustee Pope stated that the current one will be switched out for a diesel powered one.

New Business: Trustee Pope stated that Dave Hydak wanted to conduct a food drive so on Saturday and Sunday he set up a trailer at the garage to accept donations. Trustee Horvath stated that the next time more time should be given for planning it.

Public Comment: Mitch asked if the rule changed that when someone resigns from the zoning board or the BZA a letter of intent is needed asking to be placed back on the boards. Trustee Pope stated that if someone is off the zoning board, they need to be re-appointed to the board. Trustee Horvath stated that this is correct. The person who resigned needs to submit a letter of intent. Trustee Horvath stated that the board needs to revisit this rule and see if the trustees want to follow it or change it. Trustee Pope stated that the board has been following this rule for a number of years. Trustee Horvath stated that the rule may need to be removed from the employee handbook. Chief Davis stated that the rule should be abolished since it limits people from running for a township position. Debbie Hook stated that members of the zoning board and the BZA are appointed for a 5-year term so if they resign they need to submit a letter of intent. Trustee Reynolds stated that he was not ready to comment on this issue. ZI Noderer thanked Patti for putting the new zoning map into the old frame. Trustee Reynolds stated that she purchased a new frame for the zoning map.

Trustee Pope made a motion to adopt Resolution 23-19 to amend appropriations; second by Reynolds. Voting yes: Reynolds, Pope, Horvath. Motion carried.

Trustee Pope made a motion to approve Purchase Orders 52-19 to 54-19 and Blanket Certificate 76-19 and authorize payment of vouchers 27086-27167; 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 7:30 p.m.