**Grafton Township Trustees Meeting Minutes**

**October 17, 2019**

The special meeting to discuss next steps concerning a property recently cleaned up by the Road Department and the updated job description and posting for a seasonal Road Department employee was called to order at 1:00 p.m. on Thursday, October 17, 2019. Trustees Haight, Homer-Miller, and Wesemeyer were in attendance. Fiscal Officer Amy Richards was absent. Assistant Lorain County Prosecutor Tom Mangan, Zoning Inspector Michael Strah, and Road Supervisor Bob Richards also were present.

Tom Mangan will look into getting a title search on the Fender property located at 14851 Cowley Road. He also will follow up with Pat Metzer of the Land Bank to ensure we complete the necessary tasks. Michael Strah indicated that Mr. Chappel placed a mechanics lien on the property. Bob Richards indicated that the property no longer is secure. The sliding door does not close due to the amount of trash, animal waste, etc.

Bob Richards also indicated that today is the end of the two-week period for Mrs. Fender to remove the vehicles from the property. Trustee Wesemeyer made a motion to hire Sugar Ridge to tow the vehicles to their facility. Trustee Haight seconded the motion. Carl yes, Jean yes, and Christie yes. Motion carried.

 **20191017-01**

Upon removal of the vehicles, a letter will be sent to Mrs. Fender advising her where the vehicles will be held. She then will have two weeks to do something with the vehicles. If she does not take any action, the vehicles will be disposed of by Sugar Ridge.

Tom Mangan felt it would not be an issue for the township to bill to the property management company (as they requested) the costs we incurred to clean up the property instead of collecting through property taxes. Trustee Homer-Miller made a motion to bill the property management company to recover the costs we incurred cleaning up the property. Trustee Wesemeyer seconded the motion. Christie yes, Carl yes, and Jean yes. Motion carried. **20191017-02**

The trustees along with Bob Richards then reviewed and discussed the first drafts of the job description for a Road Department Assistant for seasonal work (snowplowing and mowing) and the corresponding help wanted ad. Suggested changes will be incorporated then emailed to the trustees and to Assistant Prosecutor Jerry Innes for his review.

Trustee Wesemeyer made a motion to adjourn the meeting, which was seconded by Trustee Haight. Carl yes, Jean yes, and Christie yes. Motion carried. **20191017-03**

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 **Trustee Homer-Miller, Chairperson Amy Richards, Fiscal Officer**