**Grafton Township Trustees Meeting Minutes**

**October 13, 2020**

The regularly scheduled meeting was called to order at approximately 7:00 p.m. with the Pledge of Allegiance. Trustee Wesemeyer, Trustee Weigel and Trustee Homer-Miller were in attendance. Fiscal Officer Amy Richards was also present.

Trustee Homer-Miller made a motion to go into executive session regarding two issues. One concerned imminent or pending ligation with the Mantel property on Mennell Road with the zoning inspector. The second matter is pursuant to O.R.C 121.22, to consider discipline of a township employee – law does not require employee’s name to be stated – the fire chief will be in on this matter. The township legal representative, Assistant Prosecutor Tom Mangan was included in the executive sessions, seconded by Trustee Weigel. Christie yes, Andy yes and Carl yes. Motion carried. **20201013-01**

Trustee Homer-Miller made a motion to go back into regular session, seconded by Trustee Wesemeyer. Christie yes, Carl yes and Andy yes. Motion carried. **20201013-02**

Outcome of executive sessions…

Regarding the zoning the issue, the township will continue to monitor the situation.

Regarding the personnel matter, after discussion with the assistant prosecutor, the trustees would like Trustee Homer-Miller to reach out to the employee to get more information. Trustee Weigel voluntarily excused himself from this matter.

Trustee Weigel made a motion to accept the minutes of the regular trustee meeting on September 8th and the two special meetings on September 29th (Fire Department and Zoning public hearing), seconded by Trustee Wesemeyer. Andy yes, Carl yes and Christie yes. Motion carried. **20201013-03**

Trustee Homer-Miller made a motion to pay the bills in the amount of $107,888.44 seconded by Trustee Weigel. Christie yes, Andy yes and Carl yes. Motion carried. **20201013-04**

Almost 50 percent of that amount ($53,241.77) was for the 2020 road repair/chip seal program with the county.

Deputy Sprouse’s report indicated that there were approximately 51 calls for service in the township from September 1 through September 30. They are as follows: Harassment (2), Traffic Stops (15), Suspicious Conditions (2), Domestics (3), Psychiatric Situations (1), Property Damage (1), Traffic Complaints (2), Trespassing (1), Assist Other Agency (3), Custody Disputes (1), Stolen/Unauthorized Use of Vehicle (1), Follow up Investigations (2), Accidents (1), Welfare Checks (1), Burglary (1), Alarms (1), Animal Complaint (1), Theft (1) and Premise Check (1).

**Committee Reports:**

**Zoning Inspector Mike Strah –** Mike reported that there were 5 permits issued for 1 garage, 1 fence, 1 pool, 1 accessory building, and 1 addition.

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| --- | --- | --- | --- | --- | --- | --- |
| Permit | Date | Address | Owner |  | Cost | Use |
| 2702 | 9/9/2020 | 37285 Erin Ct. | Melissa Kucera | $58,000 | $100  | inground pool |
| 2703 | 9/11/2020 | 36380 Law Rd. | Paul & Krista Saylor | $50,000 | $250  | Accessory > 500' |
| 2704 | 9/16/2020 | 35574 Neff Rd. | David Siefker | $4,000 | $75  | Fence |
| 2705 | 9/19/2020 | 35456 Neff Rd. | Tom Marquard | $4,000 | $250  | Garage > 500 |
| 2706 | 9/30/2020 | 38320 Crook St. | Steve & Susan Plaskon | $19,500 | $250  | Addition > 500' |

Zoning had an expense of $25 for the OTA webinar. There is another OTA hosted zoning webinar that Mike would like to attend on October 23rd at a cost of $25. Trustee Wesemeyer made a motion to send Mike to the virtual OTA seminar at a cost of $25, seconded by Trustee Weigel. Carl yes, Andy yes and Christie yes. Motion carried. **20201013-05**

Mike reached out to John Marshall about the status of his project at his Mennell Road property. His contractor has been working on the environmental checks and tests for the demolition of the structures on the property. They believe they will be starting near the end of this month. Mike checked with them about their means to limit access in the future to the site. They are placing concrete overpour blocks with cables at all of the driveways.

Mike sent out violations for disabled vehicles at 18220 State Route 57 for Brian Dular and 34774 Law Road for Jonah King. Mike has been in contact with both owners, and they are working towards satisfying their violations.

A violation was sent to Christopher Candella for shipping containers on his property (on State Route 57, between Neff and Law). He stated he had a loss of a structure, and that his insurance was responsible for placing the containers temporarily. He is currently looking for a contractor to build a new structure. Mike stated that he would need to apply for a permit for the new structure.

A violation was sent to Francis Thai at 15850 Mennell Road for a shipping container and multiple disabled vehicles. He is removing the vehicles and applying for a permit for an addition to enclose the container.

Mike has had contact with Alan Kuzak of 36089 Grafton Road, who has disabled vehicles and nuisance material on his property. Alan stated he is in the process of making improvements to his property but has been slowed by a serious health issue. He stated he would work towards making the correction to his property before a violation is issued.

There were no new violations.

Existing Violations:

David Spurlock - still waiting on him to combine his parcels.

Jerry Klimo – The residents have been in contact with Mike. Some repairs have been made to the residence. They still are resolving the nuisance material issues.

Mike Foldes/Cheryl Drake – Mike sent a letter to the resident asking for a response by today. We still are receiving complaints, and the residents still appear to be in violation. Mike would like to move forward with legal proceedings. Trustee Homer-Miller made a motion to proceed with legal regarding the Foldes/Drake property, seconded by Trustee Weigel. Christie yes, Andy yes and Carl yes. Motion carried. **20201013-06**

Ronald Mantle - Mike received a response from our legal counsel on this matter; an executive session was held.

**Road Department Bob Richards / Chad Uehlein –** Bob reported on the SWAC project on Crocker Road. The tree clearing is completed as well as the ditch grading, and it has been hydro seeded. The project is on schedule, and the box culvert will start the first of November. The chipper was repaired. Ditching and drive way pipe is still ongoing. The Cintas uniforms are all set up and in place; they come every Wednesday. Bob asked if it was OK to give the driver the gate code so they don’t have to be at the shop. There is a cabinet outside the road department building in which the uniforms are placed. The trustees agreed that it was OK to give the Cintas driver the gate code.

**Fire Department Tim Adams / Bob Richards –** Bob has been working on the CARES Act items with Tim. The fire department internet booster has been installed and is working great. Tim also installed the cell phone boosters for the hall and the fire department. Tim and Bob met with the vehicle emission company. They are not going to be able to do this under the CARES Act. They believe it is going to cost around $80,000 for material and installation. The security system for the fire department is going to cost around $7,700; this would have 5 cameras and an intercom system that would tie into the current telephone system. Christie stated we need to have another CARES Act meeting to determine additional spending. She thanked Tim, Bob and Penny for their work on the CARES Act items. Bob is still working to get quotes for the upstairs air/climate control. The fire department would like to purchase a large capacity dryer for drying turnout gear from a company in Avon for $679. Trustees are OK with them purchasing the dryer. Flooring for the second floor was discussed. River Floors quoted $2,500 for the material and $1,500 for labor. Bob will buy the material and would like to make it a winter project. The trustees are OK having River Floors do the installation. Bob would like to purchase a second gas detector; they currently only have one that they send out to get calibrated. They have $790 left out of the EMS grant that they can use towards a new one which cost $2,163. Trustee Wesemeyer made a motion to purchase the gas detector, seconded by Trustee Weigel. Carl yes, Andy yes and Christie yes. Motion carried. **20201013-07**

There is a vacancy at the Captain position. Bob spoke with the officers about filling the position with Chris Emling, and they all feel he is qualified. Bob would like to promote Chris to Captain. Trustee Homer-Miller made a motion to fill the open Captain position with Chris Emling, seconded by Trustee Wesemeyer. Christie yes, Carl yes and Andy yes. Motion carried. **20201013-08**

Bob also stated that the window was fixed by Williams. One of the squads was taken to CPR in Grafton for a bad shake; a bad anti-lock brake sensor was fixed. Installation of the smart televisions has started. The pancake breakfast will be the same hours but will be drive thru only.

**Cemetery Michele Gehring –** Michele reported there were two standard burials and four cremations this month. There was one footer marked. Footers are done for the year.

**Town Hall Bob Richards –** The touchless hand sanitizer and paper towel dispensers have been installed. Mike from the Health Department came out to do the yearly inspection of the septic system; everything is good. The people stanchions have been ordered from Grainger; they are backordered but are expected to come in around the end of November. The hall will be used for the election on 11/3. Bob will talk to the Board of Elections about the set up and to ensure social distancing is practiced. Bob is still getting calls on if we are going to start renting out the hall. The trustees decided earlier this year to not rent it out due to COVID-19. With the spike in cases, Christie will call the health department again to get their recommendation. Bob looked at two sprayers and recommends buying the one from Defense Soap out of Vermillion. They have a better system, are more economical, and we only need two and not the three that was discussed. Christie is good moving forward with the sprayers from Defense Soap.

**EMS Penny Palmer** – There were 19 residential calls for the month of September, which resulted in 16 advanced life support and 2 no treat, no transport or cancelled. There was 1 motor vehicle accident, which resulted in 1 no treat no transport. Mutual aid was received from LaGrange for a residential call. Mutual aid was given Litchfield twice for residential calls.

All annual maintenance has been completed on monitors, cots, load systems, stair chairs, and the LUCAS machine. They are looking at the possibility of putting all under one contract with the same company. Penny is waiting on pricing.

We have started receiving some of the items ordered under the CARES Act. Penny was able to get some PPE and disinfectant wipes. There are limited supplies through all vendors.

**Rural Water –** They have been busy with taps for subdivisions.

**LORCO –** They applied for some grants to install a sewer line from Cinnamon Lake to West Salem for a cost of $1.5 million; they received $750,000 in grant money. That project is moving forward and they are hoping for another grant.

**Fiscal Officer Amy Richards** – Amy stated that we received the third round of funding for the CARES Act, and that she needs a resolution to increase the estimated resources and estimated appropriations in the amount of $124,300.87 (this is for the second and third round of funding) in fund 2272 which is the CARES Act Fund. Trustee Weigel made a motion to increase the revenue in fund 2272 by $124,300.87, seconded by Trustee Wesemeyer. Andy yes, Carl yes and Christie yes. Motion carried. **20201013-09**

Trustee Wesemeyer made a motion to increase the appropriations in fund 2272 by $124,300.87, seconded by Trustee Weigel. Carl yes, Andy yes and Christie yes. Motion carried. **20201013-10**

Amy stated that we received the annual notice from the Department of Commerce regarding liquor permits, and if the township wishes to appeal, we are able to do so. At this time the trustees decided not to object to the renewal of the liquor permits. Amy also received the application for the Storm Water Grant for next year. She will give the paperwork/application to Andy; Carl received his own copy. These are due March 2021. They will have to decide what project to apply for. Amy also stated we received the $5,000 for the mini grant for the Chamberlain Road project.

the Fiscal Officer asked for a motion to authorize the first purchase using the Coronavirus Relief Funds.

This was for five electrostatic backpack sprayers and 5 cases of disinfectant tablets from Defense Soap

for a total of $10,699.95. This purchase is to cover costs consistent with the requirements of section 5001

of the CARES Act as described in 42 U.S.C. 601(d) and any applicable regulations. Leimbach made a

motion to authorize this purchase. Northeim seconded the motion. Leimbach, Northeim, and Abraham

voted to accept the motion. 20200907-08

**Trustee Andy Weigel –** Andy received communication from the Commissioners regarding the vacation of the roads we applied for. The paperwork was submitted to the engineer for review. Andy stated the Engine Club will not need to use the hall for their meeting.

**Trustee Carl Wesemeyer –** Everything was already discussed.

**Trustee Christie Homer-Miller –** Christie stated that we need to schedule another CARES Act meeting. Discussion was had on the one-room schoolhouse. Two quotes were received for the foundation work. It was decided to go with the $8,500 quote from Grimm to complete the work verses doing an engineering study. Trustee Wesemeyer made a motion to accept the $8,500 quote from Grimm Masonry for repairs to the one- room school house foundation, seconded by Trustee Weigel. Carl yes, Andy yes and Christie yes. Motion carried. **20201013-11**

Christie will attend the next Belden Historical Society meeting and will discuss the agreement regarding if they disband. Christie is still talking with Armstrong Cable. Internet service providers are telling residents that the township is not allowing them to come in, which is not true. Our census response rate as of October 7th is 82.7%; census surveys will continue until the end of October. The 17th is the next food pantry at Our Lady in Grafton. Amy and Christie are sharing the CARES Act spreadsheet on Google Drive; Christie would like to use this for meeting minutes, resolutions, etc. We can store and share township documents with Google Drive. Township news was published in the last edition of the Rural-Urban; the next edition will contain zoning information. The public records policy needs to be updated. Trustee Homer-Miller made a motion to accept the updated public records policy, seconded by Trustee Weigel. Christie yes, Andy yes and Carl yes. Motion carried. **20201013-12**

With the end of baseball/softball season, the regular portable restroom was removed; the ADA restroom will remain through October. October 21st is the next trash consortium meeting. With the township being a government entity, we are allowed to have in-person meetings with 10 or more. Going forward the meetings will be open to the public in person without live streaming and will be held in the hall to ensure proper social distancing.

**THE BOARD HEREBY DETERMINES THAT PRIOR CARES ACT EXPENSES ARE NECESSARY AND ESSENTIAL PUBLIC HEALTH CARE EXPENSES SUBSTANTIALLY DEDICATED TO MITIGATING OR RESPONDING TO THE COVID-19 CRISIS AND ALL PURCHASED PAST AND CURRENT ARE TO COVER COST CONSISTENT WITH THE REQUIREMENTS OF SECTION 5001 OF THE CARES AT AS DESCRIBED IN 42 U.S.C. 601 (d) AND ANY APPLICABLE REGULATIONS**.

Trustee Wesemeyer made a motion to adjourn the meeting at 8:47 p.m.; seconded by Trustee Weigel. Carl yes, Andy yes and Christie yes. Motion carried. **20201013-13**

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