**Grafton Township Trustees Meeting Minutes**

**March 9, 2021**

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 accept the minutes of the regular meeting of February 9th and the two special meetings of February 11th and March 4th, seconded by Trustee Wesemeyer. Christie yes, Carl yes and Andy yes. Motion carried. **20210309-01**

Trustee Weigel made a motion to pay the bills in the amount of $32,990.26, seconded by Trustee Homer-Miller. Andy yes, Christie yes, and Carl yes. Motion carried. **20210309-02**

Deputy Sprouse’s report indicated that there were approximately 53 calls for service in the township from February 1 through February 28, 2021. They are as follows: Traffic Stops (30), Traffic Complaint (1), Property Damage (2), Suspicious Condition (4), Fraud (5), Premise Checks (2), 911 Hang up (1), Psychiatric Situation (2), Vehicle Lockout (1), Follow Up Investigation (1), Accident (1) and Noise Complaint (1).

The bid opening was had for the Neff Road Reconstruction:

1. Chagrin Valley Paving $124,262.40
2. Ronyak $126,701.60
3. Kokosing Construction Company $145,560.69
4. Perk $129,403.70
5. Karbo Companies $122,000
6. Precision Paving Incorporated $134,953.55
7. Crossroads Asphalt Recycling $119,947.90
8. Melway Paving $117,497.58
9. Erie Blacktop $130,485.80

Trustee Wesemeyer made a motion to accept the bid of $117,497.58 from Melway Paving, pending confirmation and approval from the County Engineer, seconded by Trustee Weigel. Carl yes, Andy yes and Christie yes. Motion carried. **20210309-03**

**Committee Reports:**

**Zoning Inspector Mike Strah –** Mike reported there were 8 permits issued; 3 homes, 2 fences, 2 accessory buildings, and 1 conditional use.

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| --- | --- | --- | --- | --- | --- |
| Permit date | Owner/Address | Improvement | Fee | Use | Note |
|
| 2719 | Katherine & Michael Strah |  n/a  | $175.00  | conditional use | #409 home occupation conditional use |
| 2/14/2021 | 17360 State Route 57 |
|   | Grafton, Ohio 44044 |
| 2720 | Michael & Maria Heffernan | $300,000.00  | $837.31  | House | 2263 sq ft single family homewith attached garage |
| 2/22/2021 | 15501 Highland Dr. |
|   | Grafton, Ohio 44044 |
| 2721 | Tina Lee | $383,000.00  | $993.82  | House | 2686 sq ft single family homewith attached garage |
| 2/26/2021 | 16695 State Route 83 |
|   | Grafton, Ohio 44044 |
| 2722 | James Szucs | $4,500.00  | $75.00  | Fence | 205' linear feet of 6' scalloped fence |
| 3/1/2021 | 14879 Cowley Rd. |
|   | Columbia Station, Ohio 44028 |
| 2723 | Christopher Boutton | $570,000.00  | $1,169.57  | House | 3161' sq ft single family homewith attached garage |
| 3/3/2021 | 33601 Law Rd. |
|   | Grafton, Ohio 44044 |
| 2724 | Ronald Bohnert | $2,000.00  | $72.00  | Accessory < 500' | 288 sq ft accessory building for storage |
| 3/6/2021 | 17095 Mennell Rd. |
|   | Grafton, Ohio 44044 |
| 2725 | Ronald Bohnert | $600.00  | $75.00  | Fence | 128' linear feet if 6' dogeared fence |
| 3/6/2021 | 17095 Mennell Rd. |
|   | Grafton, Ohio 44044 |
| 2726 | Ronald Bohnert | $400.00  | $20.00  | Accessory < 500' | 80' sq ft open sided accessory building |
| 3/6/2021 | 17095 Mennell Rd. |
|   | Grafton, Ohio 44044 |

There were no expenses for the month of February.

Mike has assigned an address to Michael and Maria Heffernan; it is 15501 Highland Drive.

Conditional use inspections are complete. The last outstanding inspection will be completed on 3/17/2021.

Mike received a phone call from a resident at 36855 Haystack Lane about an occupancy permit for a wine sampling room. Mike stated we do not issue occupancy permits. They stated they may attend this meeting.

Last month Mike met with Scott Bowman about a complaint regarding his neighbor (Gay Starkey). Mr. Starkey contacted me stating he has been out of town. They planned on meeting this week, but Mr. Starkey has been ordered to quarantine for 2 weeks. Mike expects to meet with him on or about 3/24/2021.

Sandy Fialkowski called to see if there was any progress on her complaint against the Yates properties on Chamberlain Road. Mike stated he is still working on contacting and get compliance with the residents.

Janet Yates has called and stated she will address the violations. She does not need assistance from any county agency, and she was not sure of what needed to be done. There are other concerns with the property.

Ronald Bohnert, Kevin Yates, Zachary Logan, James Szucs, and Janet Yates have been in contact with Mike and have either satisfied or are working to correcting their violations.

Existing violations

* Kevin Yates of 17295 Chamberlain Road - nuisance material, disabled vehicles. Mike stated the nuisance material that was visible from the road has been cleaned up, and it appears trash pickup has resumed at this location. They still have cars on the property that may or may not be disabled.
* Zachary Logan of 34658 Grafton Eastern Road – construction of a fence. Zack is applying for a permit and working with Mike.
* Janet Yates of 17611 Chamberlain Road - Nuisance material, disabled vehicle. Trustee Homer-Miller inquired what needs to be done with Ms. Yates. Mike sent a letter to her regarding what needed to be done to be in compliance. In the letter he gave Ms. Yates until April 13th to get in touch with Mike, or he would ask the trustees at that time to start legal proceedings.
* David Spurlock – still waiting for things to open up to get the parcels combined.

**Road Department Bob Richards / Chad Uehlein –** Bob stated the road side mower steering cylinder was leaking, and asked if they should have Polen come out and look at it or just take the mower in and have them fix it. It was decided to take it to Polen to have it repaired. They are still working on the road department office; it is about half way done. Bob would like to purchase file cabinets for the road side office; Carl stated he has two file cabinets they can have if they will work for what they need. Bob stated we need 230 bulbs to finish the LED conversion for the township buildings, which would cost around $1,840. This will be part of the NOPEC Energy Grant. The rest of the grant funds can be used to purchase foam board to insulate the road department. The amount of the NOPEC Energy Grant is $3,432. The foam board will cost around $800. There will still be some funds left to use. Bob stated we need to advertise for a seasonal mower; Christie will get it in the Rural-Urban and also in the township news. Bob met with Brilliant Signs today to go over the measurements and placement. Bob will show the trustees the layout and make sure they are good with it. Bob will start the cutting next week for the sign footers.

**Fire Department Tim Adams / Bob Richards –** Bob stated the new valve for unit 177 arrived; it will be installed within the next few weeks. Bob is still having discussions with Williams and CPR on the generator maintenance. Tim is filling out the EMS grant paperwork this week. The maintenance contract on EMS equipment is greater than the grant funding. An air dryer regulator is needed on the truck maintenance system since a regulator went bad and caused rust in the system. Bob doesn’t have any idea on cost yet; he is still researching. The HVAC will hopefully be completed when the weather gets a little nicer.

**Cemetery Michele Gehring –** There were 2 standard burials last month. Michele is starting to get requests for footers. She is still working on Nesbitt mapping.

**Town Hall Bob Richards –** Bob is still getting requests on when the hall will be available to rent. Christie called some other places that rent out their hall and asked what they are doing different for COVID. They are not doing anything different. Bob can use the backpack sprayer to clean the hall after each use. We currently have a hold harmless agreement that each renter signs, which should cover us with COVID. The decision was made to reopen the hall and make sure we are covered with our current hold harmless. Christie will reach out to our OTARMA Risk Management representative, Cathy Gonzalez.

**EMS Penny Palmer** – There were 16 residential calls for the month of February, which resulted in 12 advanced life support, 2 basic life support and 2 no treat / no transport or cancelled. There were 2 motor vehicle accidents, which resulted in 2 advanced life support and 1 no treat no transport. Mutual aid was given to LaGrange for a motor vehicle accident.

Penny will meet with Amy soon to take care of the pharmacy license.

Documentation has been sent to ESO. Penny participated in 2 of the administrative trainings for the new charting system. There are a couple of more trainings for Penny and other administrators under Medina that have also switched over. The department members will then get trained and have the opportunity to put in “dummy reports” for learning. The “go live” goal is the end of May or early June.

**Rural Water –** Not much to report. New subdivisions are going in and so are the water taps.

**LORCO –** The new sewer line is going to go in between Cinnamon Lake and West Salem. The funding is in place for this. Other subdivision are also going in.

**Fiscal Officer Amy Richards** – Amy stated we need to make our temporary appropriations permanent. She recommended keeping them the same. Trustee Weigel made a motion to make the temporary appropriations in the amount of $1,232,494.66 permanent, seconded by Trustee Wesemeyer. Andy yes, Carl yes and Christie yes. Motion carried. **20210309-04**

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 Carl Wesemeyer –** The Law Road Storm Water Project is not going to be submitted; we do not have the necessary documentation for it. We need to do some work in the MS4 area of Crook Street. Don Romancak stated they are going to clean up around the Bannister Ditch, which is just maintenance. Carl spoke with the zoning commission about clarifying the use of nuisance, recycled materials for constructing driveways. The zoning commission will look into it. Bob’s concern is timing of the recycled material - how long do we let the material sit before it becomes a nuisance?

**Trustee Christie Homer-Miller –** Christie mentioned we sold the old meeting room chairs for $100. Some other items were donated to Habitat for Humanity. We still have the old drinking fountain that can be sold or donated. Bob will put it back together and list it. The one-room schoolhouse needs to be painted. Christie received a few names, and she also put together a spec sheet for the painting. She met with a professional painter who told her what we should look for. The NOPEC Community Grant of $500 is being handled differently this year. The funds will go directly to the fire department association. They should have received $500. Christie asked if Bob can confirm the fire department received the funds. Trustee Homer-Miller made a motion to accept the NOPEC NEC Grant in the amount of $3,432, seconded by Trustee Weigel. Christie yes, Andy yes and Carl yes. Motion carried.

**20210309-05**

Christie will get the township news in the Rural-Urban. Christie, Amy and Bob met with Cathy Gonzalez from OTARMA’s risk management to go over the township’s policies and procedures. She made a few recommendations for the township’s policies. Christie will work on updating our polices and procedures manual this spring and incorporating the recommendations from OTARMA. The public records policy was updated with the new email. 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. **20210309-06**

Christie reached out to Grafton Hot Stove to get their schedule. She will order the portable restrooms once she has that. Trustee Wesemeyer made a motion to hire architect Gary Fischer at a fee up to $4,500 for the road department building drawings and project, seconded by Trustee Weigel. Carl yes, Andy yes and Christie yes. Motion carried.

**20210309-07**

Rumpke will mail out a newsletter to the residents shortly. Bob asked if Rumpke had any restrictions on the size of TVs they will pick up for bulk items. A resident called Rumpke and was told they would not pick it up because the TV was too big. Christie did not see anything on TV sizes; she will inquire with Sarah Matthews.

**Trustee Andy Weigel –** Andy discussed the loader for the salt. The one we were looking at will be at the consignment sale at the Fair Grounds in April. We need to decide if we want to bid on it and what our price range is. Andy believes a reserve has not been set. Bob and Andy will take a look at it. Bob needs a letter for PSC Metals to dispose of municipal waste – such as road signs and old veteran markers – the letter needs to state he is authorized to dispose of the items on behalf of the township. Christie will work with Bob on this. Bob mentioned we need to decide what roads we are going to do in house this year; he has made some notes where pre-leveling is needed. Neff Road (OPWC Project) is so wheeled tracked that we may have to pay extra to get the road smoothed out. Carl agreed we should spend more to get a better road; Bob will work with Melway.

**Audience questions:**

The new stage manager of the Jailhouse Taverne, Jack Lugas, introduced himself. Discussion was had on the summer concerts. Jack is also a township resident who lives on Island Road. He would like to improve the relationship between the Jailhouse Taverne and the township. The concert agreement was discussed. It all comes down to noise and the level.

Trustee Weigel made a motion to adjourn the meeting at 8:42 p.m.; seconded by Trustee Wesemeyer. Andy yes, Carl yes, and Christie yes. Motion carried. **20210309-08**

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 **Andy Weigel, Chairperson Amy Richards, Fiscal Officer**