**Grafton Township Trustees Meeting Minutes**

**March 12, 2019**

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

Trustee Haight made a motion to accept the regular trustee meeting minutes of February 12th and the special meeting of February 25th, second by Trustee Homer-Miller. Jean yes and Christie yes. Motion carried. **20190312-01**

Trustee Homer-Miller made a motion to pay the bills in the amount of $29,552.87 second by Trustee Haight. Christie yes and Jean yes. Motion carried. **20190312-02**

**Committee Reports:**

**Zoning Tom Steigerwald –** Tom reported that 3 permits were issued last month; 1 in-ground pool, 1 house and 1 accessory building.

One board of zoning appeals hearing has been scheduled for the March date on the Box property located at 34960 State Route 303 for a home occupational conditioned use permit. Attorney Tom Brunn called Monday the 11th for a home occupational permit for the Kucera property at 33838 Neff Road, which will be mailed in on the 12th. If it is mailed in time, the hearing will be held in March along with the Box property. If not, the hearing will be in April.

There is a hearing scheduled for March 13th regarding Nagorka / Santee and the Township at 9:45 a.m. on the 7th floor at the justice center. The hearing should last about 45 minutes. After the hearing, Tom will take Mike Strah over to the Lorain County Administration Building to get him acquainted with the various offices and people who Tom interacts with.

This Thursday will be the last LORCO meeting for Tom, as Carl Wesemeyer will be Tom’s replacement. Tom enclosed a fee schedule for consulting and hearing fees for zoning after Mike’s formal training is complete. Tom has a few file cabinets if the township is interested in buying them. Jean and Christie will review the fee schedule and also let Carl review it and a decision will be made at the next meeting.

Mike Strah is in the process of transitioning into the zoning inspector role. He is getting business cards, and Christie is working on getting the zoning inspector land line phone number switched over to Mike. The prosecutor’s office will hold a zoning seminar / training for the new zoning commission members, BZA members, and zoning inspector on March 25th at the town hall.

**Road Department Bob Richards / Chad Uehlein –** Bob reported they submitted to the County the list of roads and measurements we are going to do for the 2019 County Chip / Seal Program. It will go out to bid as soon as the County has everything compiled. Bob has a meeting with Melway to get pricing on pre-leveling and also the chip / seal so we can know what to expect as far as cost goes for the County program. They are marking the roads now. Micro surfacing is being researched. Bob believes Carl was talking to the company, and he is not sure when they are coming up. Bob inquired if we want to put the one room school house painting out to bid soon. Jean will call the Lorain County Historical Society to see if they have a list of painters they would recommend. Bob inquired if we want to set the date for Dumpster Days. Discussion was had, and it will be the second weekend in May (Friday May 10th and Saturday May 11th). Christie inquired about the needed equipment for the road department,and asked if the mini excavator was in the budget for 2019. Amy stated there is money in the budget for equipment. A mini excavator and a tractor was discussed. Bob will get some prices. Christie inquired about looking into a company to mow the property at the corner of Grafton and Mennell Roads. Jean asked how long it would take to pay the company. Amy explained the process. Jean has received complaints about not being able to see around the bushes. Bob will see if the resident will allow us to cut the bushes. Christie will work on getting quotes for mowing of that property. Christie mentioned the Safety Sign Grant and to see if the township is eligible. Bob will go on the website and check.

**Fire Department Tim Adams / Bob Richards –** Bob will set up a meeting with Vasu, and Tim to discuss the tower and the relocations. Immunizations will need to be offered for hepatitus B, tetanus, and tuberculosis or the firefighters / EMTs can sign waivers to refuse the immunizations. Bob provided the list of employees and birthdays to the health department who will checking their system to see who would need the immunizations. John Muellauer needs immunizations before he can start EMT school. Jean talked to Sherry and let her know John would be coming in for the shots. The OTARMA grant for the SOGs is still out there. Bob will call Marsha Funk and inquire if we can get the same grant the following year for the maintenance. Bob also is working to get a final pricing from Lexipol on the SOGs. The final inspection of the new pumper at Sutphen will take place on Friday April 5th. The station air compressor motor needed replaced. Bob received quotes from Williams and Pfann for the fire department preventative maintenance today. He did not have a chance today to review and compare them but will before the next meeting. Bob still is looking into the department physicals. 25 plastic storage containers need to be purchased to store an extra set of clothes and toiletries for firefighters to shower after fires. An air regulator needed replaced in 1 of the trucks at a cost of $40. A lockout tag out kit needs to be purchased at a cost of $400; this is needed per workers comp. Tim inquired if he and Bob can attended the FDIC fire conference in Indianapolis which is one of the biggest fire conferences around. Trustee Haight made a motion to send Bob and Tim to the FDIC fire conference in April for 2 nights, paying for hotel and meals per our policy and procedures, second by Trustee Homer-Miller. Jean yes and Christie yes. Motion carried. **20190312-03**

**Cemetery Tim Adams –** Tim has an appointment to sell a few lots tomorrow. He has the new cremation layout for Belden. The new sexton cannot start until August; so Tim will be around until she starts. Tim is also researching a new laptop for the new zoning inspector, Mike.

**Town Hall Bob Richards –** Bob reported Jean got the cove based repaired in the hall. He is getting quotes on replacing the 3 exterior doors. Drip edge was added to door exterior doors that didn’t have flashing.

**EMS Penny Palmer** – Penny reported that there were 10 residential calls for the month of February, which resulted in 8 advanced life support, 1 basic life support and 1 no treat no transport. There were 2 motor vehicle accidents, which resulted in 1 advanced life support and 2 no treat, no transports.

Training on the LUCAS machine is complete and now is in service. The pharmacy license is up for renewal, and the cost is $440 which Penny believes is good for two years.

**New Business:**

**Fiscal Officer Amy Richards** – Amy reported that OTARMA (township’s insurance company) is paying to have the buildings that are over $50,000 re-appraised. A representative from the company hired by OTARMA was out on Wednesday March 6th to appraise our buildings and take pictures. Amy is unsure when we will get the report. The renewal for OTARMA will happen in the next two months. The pavilion and salt shed need to be added to the policy.

**Trustee Jean Haight –** Jean still is researching the cemetery signs for Belden Cemetery per the George Harrison’s request. Pride Day is May 18th according to the Lorain County Commissioners. Jean would like to participate if she can get some volunteers to clean up the park before Memorial Day. Jean mentioned that members of 4H might be able to assist. Christie mentioned that we may be able to get some volunteers from the Explorer group.

**Trustee Christie Homer-Miller –** Christie is going to get a newsletter published in the Rural Urban; for the residents who do not get the Rural Urban a copy will be mailed out to them. If anyone has anything they would like to add to the newsletter, please let Christie know. Christie asked if Amy has received the NOPEC grant, but we have not. Christie will fill out the grant for the $465; Bob mentioned maybe we can finish the lighting project. Christie asked if we have the policy and procedures electronically since we have a new sexual harassment policy. Jean stated she has it on her computer and will email it to Christie. The park concession building was discussed since it only being used to store stuff such as the mower the hot stove group uses. Christie mentioned she would like Bob to get pricing on downspouts and gutters for the new pavilion.

**Audience Questions:**

Brian Wolbers introduced himself as the new managing partner of the Jailhouse Taverne. He is now a decision maker for the Jailhouse, and the old management regime has been replaced. He has been in the business for over 30 years. He handed out his business cards.

A resident on Law Road inquired about all the dirt that was left behind by Buckeye Gas when the gas line went in and asked if they will be back to clean it up. Bob will look into and give Buckeye Gas a call to inquire if they are going to come back and clean up.

Tami from the Grafton-Midview Library stated they are looking for donations for the Dolly Parton Imagination Library. They are in need of donations to keep the Imagination Library going.

Trustee Homer-Miller made a motion to adjourn the meeting at 8:05 p.m., second by Trustee Haight. Christie yes and Jean yes. Motion carried. **20190312-04**

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