**Grafton Township Trustees Meeting Minutes**

**January 8, 2019**

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

Trustee Wesemeyer made a motion to accept the regular trustee meeting minutes of December 11th and the year-end meetings held on December 28th (Year-End, Public Records and Organizational), second by Trustee Haight. Carl yes, Jean yes and Christie yes. Motion carried.. **20190108-01**

Trustee Homer-Miller made a motion to pay the bills in the amount of $18,843.36 second by Trustee Wesemeyer. Christie yes, Carl yes and Jean yes. Motion carried.. **20190108-02**

Deputy Krueger was in attendance and stated there were some calls in the township for the month of December including a burglary in the southern part of the township, some domestics and some suspicious conditions. He reminded everyone to lock their vehicle doors. There have been a lot of issues of theft from unlocked vehicles. Trustee Haight inquired if there is anything that can be done when farmers leave a lot of mud on the road ways, causing slippery conditions. Deputy Kruger will look into it.

Trustee Homer-Miller made a motion to adjourn into executive session with our legal counsel, Tom Mangan, to discuss pending and imminent legal action regarding the Jailhouse Taverne and the Santee property, second by Trustee Wesemeyer. Christie yes, Carl yes and Jean yes. Motion carried. **20190108-03**

Trustee Homer-Miller made a motion to go back into regular session, second by Trustee Haight. Christie yes, Jean yes and Carl yes. Motion carried. **20190108-04**

Trustee Homer-Miller made a resolution authorizing and directing the prosecutor’s office to take all legal action regarding the Jailhouse Taverne zoning compliance issue, second by Trustee Wesemeyer. Christie yes, Carl yes and Jean yes. Resolution carried. **20190108-05**

Trustee Homer-Miller made a resolution authorizing and directing the prosecutor’s office to take all legal action regarding a personnel matter with a member of the fire department, second by Trustee Wesemeyer. Christie yes, Carl yes and Jean yes. Resolution carried. **20190108-06**

**Committee Reports:**

**Zoning Tom Steigerwald –** Tom reported that one permit was issued last month. It was for a house. For 2018 Tom reported that 34 permits were issued; 7 new homes, 16 accessary buildings, 5 additions, 1 pool / in ground pool, 3 fences/signs, 1 permit change, 1 conditional permits, and 4 penalty charges for a total of $9,800.

One written violation was sent out to Jeffery and Michelle Levesque at 16285 Island Road for not obtaining a pond permit. The Liquor Control Board Hearing is set for January 29th at 9:00 a.m. on the 4th floor of the county administration building. Assistant Prosecutor Tom Mangan filed for a court hearing November 18, 2018, against Santee / Nagorka of 18900 State Route 83. New address maps were made with one provided to the fire department. New addresses were given to Assistant Chief Tim Adams. Annual inspections for conditional use permits were completed for 2018 with receipts given to the Fiscal Officer. Trustees signatures for new amendments are needed to be recorded for Lorain County. Carl has been unable to reach Matt Breisch to complete the permit for the barn move; Matt has not responded to Carl’s calls.

**Road Department Bob Richards / Chad Uehlein –** Bob reported that they have been out trimming trees in January thanks to the warmer-than-normal weather. Within the next week it looks like they will be out plowing and salting which normally is done in January verses trimming trees. They picked up all the filters for the equipment and will be starting maintenance on them in the next few weeks.

**Fire Department Tim Adams / Bob Richards –** Bob reported that the yearly bench testing was completed on the air packs. He went with a different company since the original company kept rescheduling. The O2 sensor was bad on the gas detector. It was sent out for repair, which cost around $600. Bob will look into purchasing a second one through grant money; so if one is out getting serviced they still have one to use. The one they have now was purchased about 10 years ago through via a grant. The cost for a new one (same model they currently have), is around $2,200. They are still working on the NEXUS grant antenna relocation. There is no update on the grant money. Unit 172 has a bad head gasket. The worst case scenario for repair cost is $6,400. The best case scenario is that the cost will be $3,300. Pfann in Grafton is doing the work. Trustee Wesemeyer made a motion to have unit 172 repaired at a cost not to exceed $6,400 by Pfann’s, second by Trustee Haight. Carl yes, Jean yes and Christie yes. Motion carried. **20190108-07**

Trustee Homer-Miller thanked the fire department for all the work they put in away from their families and missing holidays to keep our township safe.

**Cemetery Tim Adams –** In Tim’s absence, Bob reported that there was no activity since the last meeting. Bob spent 2 hours Sunday in Nesbitt Cemetery searching for a headstone and open vacancy for someone who is in hospice right now.

**Town Hall Bob Richards –** no report

**EMS Penny Palmer** – Although Penny was absent her report was given by Bob. There were 10 residential calls for the month of December, which resulted in 7 advanced life support, 2 no treat no transport and 1 Life Flight. There were 3 motor vehicle accidents, which resulted in 2 advanced life support and 1 no treat no transport. The year-end totals were 168 recordable runs, which had patients. There were 130 residential calls resulting in transport and 3 calls that were cancelled or no patient found. There were 23 motor vehicle accidents which 31 patients were transported and 12 no patients found or do not touch. Mutual aid was given 7 times which resulted in 7 transports, there were 4 mutual aid calls cancelled or no patient. We received mutual aid 3 times.

Mike Miller passed his class and now is registered as an EMT with the State of Ohio. He also passed Medina’s protocol test. All required information was submitted to Medina. Mike has been able to function as an EMT with Grafton Township since January 2, 2019. John Muellauer is set to begin classes next Tuesday.

Penny has been researching the Lucas Machine, which is a chest compression system that does the compressions during CPR. This would be beneficial to EMTs / Paramedics in the instance they do not have enough personnel available. It would also benefit the patient due to the machine’s capabilities of continuous compressions in awkward locations and moving of the patient to the ambulance. Penny has heard great reviews from other departments. The cost of the Lucas is $14,584.60. The shipping cost is unknown at this time. Trustee Wesemeyer made a motion to purchase the Lucas machine at a cost of $14,584.60, second by Trustee Homer-Miller. Carl yes, Christie yes and Jean yes. Motion carried. **20190108-08**

They will use the EMS Grant of $6,500 towards the cot and monitor maintenance.

**New Business:**

**Fiscal Officer Amy Richards** – Amy reported everyone should receive new vision cards with the updated group number. She will pass along the email from the Lorain County Health Benefits Coordinator. Amy is still closing out the year. She is hoping to be finished and have the financial report upload to the State Auditor by next week. The W-2s were completed and will be handed out and/or mailed out. Trustee Haight made a motion to approve regular purchase orders 1-32 and blanket purchase orders 1-25, second by Trustee Wesemeyer. Jean yes, Carl yes and Christie yes. Motion carried. **20190108-09**

Amy handed out copies of a new credit card policy the township needs to pass per house bill 312, which is the credit card reform. Trustee Wesemeyer made a motion to accept the new credit card policy as presented, second by Trustee Homer-Miller. Carl yes, Christie yes and Jean yes. Motion carried. **20190108-10**

**Trustee Jean Haight –** Jean discussed the trash consortium bidding process and meetings. There were three companies that submitted bids for the contract --- Republic, Rumpke and Kimble. Rumpke came in as the lowest bidder. Trustee Haight made a motion to accept the bid from Rumpke, second by Trustee Homer-Miller. Jean yes, Christie yes and Carl yes. Motion carried. **20190108-11**

Discussion was had on when to hold the sexual harassment class. It has to be completed by all employees including the fire department. Jean handed out a sample sexual harassment policy from OTARMA. She will send it to the prosecutor’s office for them to review. Bob will reach out to the consulting group for OTARMA and will send her what we currently have for a sexual harassment policy. Royal Oak Recycling reported that the township recycled 39.5 tons of paper products from the paper bins outside for 2018. Rumpke’s fourth quarter recycling stats were 56.15 ton of paper, steel, aluminum, glass and plastic.

**Trustee Carl Wesemeyer –** Carl reported that he applied for two projects thru the storm water district. The first project is 18889 Erhart Road located at the corner of State Route 57 along with the Beriswill property east of State Route 57. The second project is 33659 Crocker Road. Highland Country Estates wants the township to pave the road instead of doing a chip and seal. Bob reported they are having their yearly meeting on January 19th. When Bob lets them in the hall, he will give them the information on the cost to pave and on how much taxes they pay actually go towards the road levy and roads.

**Trustee Christie Homer-Miller –** Christie would like to apply for some grants through NOPEC for $250 and there should be one for around $400. Trustee Homer-Miller made a motion to enter into grant agreements and authorize Christie Homer-Miller to apply for the grants, second by Trustee Wesemeyer. Christie yes, Carl yes and Jean yes. Motion carried. **20190108-12**

**Audience Questions:**

Jim Dowdell inquired what position the township will take with the upcoming Jailhouse Liquor Board Hearing on the 29th. Carl stated he is against both the transfer of ownership for the liquor license and the renewal of it. Fred Giese asked about the proposal or agreement. The township has not seen a proposal or agreement from the Jailhouse.

Mike Woodring from Brunswick was in attendance. He stated that ODOT is soliciting for engineering service for a proposed double traffic circle / round-about at the intersection of State Routes 83 and 303. He wanted to know what desires and/or goals the township has regarding the project and what communication we have had from ODOT. Amy Richards received a telephone call from Scott at ODOT. He wants to have a meeting with the interested parties. At this time a meeting date has not been set. The meeting will be to talk about the project, see drawings and gather input from the township. Discussion was had on how traffic circles works.

Trustee Haight made a motion to adjourn the meeting at 8:32 p.m., second by Trustee Wesemeyer. Jean yes, Carl and Christie yes. Motion carried. **20190108-13**

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