**Grafton Township Trustees Meeting Minutes**

**December 14, 2021**

The regularly scheduled meeting was called to order at approximately 7:00 p.m. with the Pledge of Allegiance. Trustee Weigel, Trustee Wesemeyer 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 November 9th and the special meetings from November 22nd and December 1st, seconded by Trustee Wesemeyer. Christie yes, Carl yes and Andy yes. Motion carried. **20211214-01**

Trustee Weigel made a motion to pay the bills in the amount of $41,365.67, seconded by Trustee Wesemeyer. Andy yes, Carl yes and Christie yes. Motion carried. **20211214-02**

Deputy Sprouse was in attendance. He did not have a chance to send the monthly report. This is Deputy Sprouse’s last township meeting. He is going back to road patrol. We will have a new impact officer, but we are not sure who that will be yet. Trustee Weigel thanked him for all he did for our township. Trustee Homer-Miller inquired if Deputy Sprouse has heard anything from Eaton or Columbia Townships regarding the shared car; he has not.

**Committee Reports:**

**Zoning Inspector Mike Strah –** There were 5 permits issued for 2 accessory buildings, 1 addition, 1 fence and 1 agricultural use.



Expenses – No expenses for the month.

General information - In regard to April Hill Drive. Section 303.03 states:

303.03 STREET CONSTRUCTION - No new streets or roads shall be permitted to be constructed, neither shall the same be accepted as public roads, in a residential district that will permit any already existing structure to remain in non­compliance with the setback building requirements outlined in this or any other section of the Zoning Resolution.

Mike worked with the Road Department on 2 new driveway permits, one on Crook Street and one on Neff Road.

Correspondence – The Zoning Board of Appeals meeting scheduled for December 9th was postponed due to the inability to form a quorum. It will be rescheduled for a later date.

Mike received an email in regards to a complaint filed with the Ohio E.P.A. about a property located at 15100 Cowley Road. They inquired if Mike was aware of the excavation at that site. A permit was applied for in January 2021 for a pond.

Franklin Messer contacted Mike in regards to his vehicles. They have been removed from his former residence at 15010 Island Road. He asked if the Township had moved forward with removing them. Mike stated they had not.

Assistant Prosecutor Mangan informed Mike of the responses received to pending legal action.

In the matter of the Rochas - They did not respond to the letter from the prosecutor. A/P Mangan contacted their attorney who stated he never received the letter, and they would need time to act. A/P Mangan stated there has been sufficient time to address the violation, and the Township was moving forward with legal proceedings. Rocha’s Attorney stated the “tiny house would be moved off site by December 17th. It has been removed.

In the matter of Dave Marsh - A/P Mangan received a call from Mr. Marsh stating he had talked to Mike in the past and was aware of what needed to be done at that property. A/P Mangan advised him to contact the zoning inspector. Mike has been working on getting in touch with Mr. Marsh. Mike has an appointment tomorrow to work on a permit with Mr. Marsh.

Complaints - Jason Parsons of 16695 State Route 83 inquired about driveway setbacks. He believes his neighbor has enlarged their driveway, and it is less than the required 6 feet. He also stated the neighbor changed the slope of the property to discharge water onto Mr. Parson’s yard. Mike spoke with Jordan Hunt, the other property owner, who advised Mike that he hired a contractor to enlarge his driveway, and he believes it meets the requirements. Mike has an appointment on December 20th to look at the driveway.

Dan Jacobson called with concerns about the sign in front of the Belden United Methodist Church. He stated it is rather bright and is a distraction when driving. He believes it could cause an accident. Mike spoke with Larry Trase from the church; he is aware of the brightness; it was adjusted down from 80% to 50%.

Current Violations / Complaints

* Todd Whitesel of 36865 Estee Lane - Constructing an addition to his principle residence without obtaining a permit. Issued 11/29/2021. Addressed 12/13/2021
* Centurion Country Estate LLC. of Law Road - Constructing an accessory building without a permit. Issued 11/29/2021. No response.
* Jeff and Mary Ann Ockuly of 36297 Grafton Road – Constructing an accessory building without a permit. Issued 12/08/2021. No response.
* Craig Davis of 16885 Cowley Road – Constructing an accessory building without a permit, and adhering to required setbacks. Issued 12/08/2021. Has been in contact with Mike; he was unaware of the permit needed.

Existing Violations

* Kevin Yates – nuisance material disabled vehicles
* Charlie & Laura Wright – Violation of section 602 Permitted use. No permit. Trustee Wesemeyer inquired that the violation is that what they are doing is not a permitted use. This is correct.

Trustee Wesemeyer brought up that our township does not obtain a permit for any of the businesses in the township that are in a business district even if they are using the property for a permitted use. He thinks the township should look into this since we charge a permit for someone in a residential/agricultural district. Amy inquired if our zoning inspector can even issue commercial permits. No one knows, more research is needed.

**Road Department Bob Richards / Chad Uehlein –** Bob reported there was an issue with the backhoe counterweight; it fell off going down the road. Jeff Jackson completed the repairs; we are still waiting on the bill. The only other option was a new counterweight, which costs a couple thousand dollars. Amy will pay the bill as soon as it comes in. The township one ton needs new tires. Bob received a price from Yarish - $1,270 for 6 tires which is mounting and balancing. Trustee Wesemeyer made a motion to purchase the tires for the one ton at a cost of $1,270 from Yarish, seconded by Trustee Weigel. Carl yes, Andy yes and Christie yes. Motion carried. **20211214-03**

The new loader was sprayed with an undercoating to protect it from the salt. The correct bucket for the loader was finally received. The tree company that is parking across street, completed a second job for the township. It was a tree on Island Road that was dead and hanging over the road way. The annual fire extinguishers for the complex have been completed which included the hall, fire department, road department and now the historical society building. Bob suggested that each trustee meet with Bob on a separate basis and look at the historical society building to create a punch list and prioritize the work that needs to be done. Discussion was had on purchasing a backhoe using the American Rescue Plan (ARP) funds. Amherst Township received approval from the Assistant County Prosecutor to use ARP money for the purchase. Bob received a quote from Southeastern who has the state bid contract for equipment. Trustee Wesemeyer made a motion to purchase a new Case 580SN 4WD backhoe per quote dated December 6th with the American Rescue Plan money at a cost of $86,970.58 from Southeastern with the municipal lease, seconded by Trustee Weigel. Carl yes, Andy yes and Christie yes. Motion carried. **20211214-04**

Bob stated that the lead time is about 3-4 months to receive the backhoe. Carl would like to get it ordered sooner rather than later.

**Fire Department Tim Adams / Bob Richards –** Bob stated they received the Nexus grant they applied for. Bob will meet with his officers next Monday to see which chop saw they want – a 14” or a 12”. The 14” chop saw is 22 pounds. The water and ice rescue equipment that was approved about 6 months ago finally came in. They have trained with it, and another training will be scheduled with another department. The brake repair on unit 175 was completed. However, Bob will have CPR back out to check it because the brakes do not seem that much better. Bob met with VASU today regarding the radios, and the radios in the County were discussed. Our fire department does not have any issues with our current radios. If the County goes to Harris Radios verses MARCS, it would cost $10 per month per radio, and we would still need the MARCS Radios to communicate with Medina County. We will see what happens at the Commissioners meeting tomorrow.

Bob stated they recently had a rescue call where the structure was 1,100 feet off the road, and they could not get the squad back to the house (person fell off the structure). Bob stated he would like zoning to look into if a structure is built, that an adequate driveway is put in so the fire department can get to the structure in case of an emergency. Another issue Bob wants zoning to look into is right now the requirements for a fire pond is if the house is more than a 1,000 feet from the road. There is a house in the township that is not more than 1,000 feet from the road, but the way the driveway curves, it is 1250 feet. Bob stated they have another hoarding house in the township. He would like to have something done with hoarding houses. The fire department already have taken 2 deceased individuals from hoarding houses; he doesn’t want to have to do it again. Bob has spoken with the Health Department; he will speak with the Prosecutors Office.

**Cemetery Michele Gehring –** Michele was not in attendance. Christie gave her report. There was 1 lot sold and there were 2-3 burials last month. There were 2 names on 1 line; so Christie wasn’t sure if it was 1 or 2 burials. Michele is still working on mapping Nesbett Cemetery.

**Town Hall Bob Richards –** Bob stated the hall is busy for the month of December. Every weekend is booked, and there are Christmas parties in early January. Bob will leave the Christmas decorations up for January.

**EMS Penny Palmer** – There were 13 residential calls for the month of November, which resulted in 12 advanced life support and 1 no treat / no transport or cancelled. There was 1 motor vehicle accident, which resulted in 1 advanced life support. Penny is working on the basic life support recertification, which will be good for 2 years. November was a busy month, and it is looking like December is following the trend. They have already had 13 calls for December. So far this year there have been 209 calls, which is the most they have had. Penny stated they are doing what they can to prepare for another influx due to weather changing and an increase in COVID cases. They are good on personal protective equipment but have limited personnel at the moment. An order was placed with EMP for a pulse oximeter; this will be paid with the remaining CARES money.

**Rural Water –** Not too much new stuff going on. Still installing taps.

**LORCO –** Carl reported LORCO received another $2.6 million from ARP funding, which will be used for system repairs in phase 1 areas.

**Fiscal Officer Amy Richards** – Amy reported we need to approve the appropriation for 2022. Amy recommended at this time we make them temporary; we have until April 1, 2022 to make them permanent. Trustee Weigel made a motion to approve the temporary 2022 appropriations in the amount $1,240,353.20 (same amount that was approved in July for the temporary budget), seconded by Trustee Wesemeyer. Andy yes, Carl yes and Christie yes. Motion carried. **20211214-05**

Amy received a letter from Theresa Upton, Clerk for the Board of Commissioners, stating they granted the annexation to Grafton Village since we lost the appeal. A copy of this letter was given to Dan Petticord last week since Eaton Township is not done fighting this annexation. We are not sure how the County Commissioners granted the annexation. The year end, public records, and organizational meetings were set for December 28th at 4:30 in the afternoon.

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 –** Carl discussed who he spoke with regarding April Hill Drive and adopting the road into the township. A lot would need to be done before that could happen. Most likely the whole road would need to be torn out and redone. This would cost the April Hill home owners a lot of money. Carl doesn’t see how this can get done. The County conducted a traffic study on Mennell Road between State Route 303 and Neff Road. The County recommended the speed limit be lowered from 55 mph to 45 mph. The trustees do not have any issues with the County lowering the speed limit. The County has been doing surveying over at the Erhart ditch project; Carl hopes to have the easements to start the project in the next few months.

**Trustee Christie Homer-Miller –** Christie talked about the job descriptions for the EMS Coordinator and the Assistant EMS Coordinator positions. With no other changes to either of those job descriptions, Trustee Weigel made a motion to accept and approve the job descriptions as presented, seconded by Trustee Wesemeyer. Andy yes, Carl yes and Christie yes. Motion carried. **20211214-06**

We currently do not have an Assistant EMS Coordinator. Penny stated it would be a good idea to have one to assist. Bob is in support of an assistant. He stated that he thinks Penny does a wonderful job, but it’s important to have an assistant help when Penny is unavailable, out of town, etc. Trustee Weigel made a motion to post the Assistant EMS Coordinator job for a period of two weeks, seconded by Trustee Wesemeyer. Andy yes, Carl yes and Christie yes. Motion carried. **20211214-07**

The road department job descriptions were discussed along with attendance by the superintendent at township meetings. Amy stated that we require our zoning inspector and fire chief to be at the meetings, but they are paid on a salary basis and not hourly. When we require someone who is hourly to attend meetings, they need to be compensated, either comp time or flex time. Christie will reach out to the prosecutor’s office for clarity on the flex time/comp time. The fire chief job description still needs to be worked on. The work on the one-room schoolhouse is still ongoing, Christie is not happy with the finished project and asked the painting company to come back out and take a look. The slate work on the roof has not been completed yet; hopefully, it’ll be done in the next month or so. March 12th is the next Belden Historical Society meeting; they are changing their meetings to a Saturday during the day. NOPEC has awarded us a $1,000 sponsorship grant; the amount increased from last year. In years past we used it to sponsor the fire department’s pancake breakfast. Christie would like the trustees to think about how they want to use the $1,000 by our next meeting. If we submit it sooner, we have a chance to double the grant. The next food bank is this Saturday from 10:00 a.m. to 12:00 p.m. The next trash consortium will be held here on January 19th. Christie submitted the paperwork for the solid waste grant. After we receive the sign we purchased with the grant, she will submit some more paperwork.

**Trustee Andy Weigel –** Andy discussed an email he received from SE Blueprints. They are a company that digitizes records. We would need to get costs of the service. It is a good idea to digitalize records - especially the older records. Carl inquired if the records retention policy would need to be redone. Digitizing records would make records requests easier. Christie asked if our new website might have a secure section to store the digitized records. Andy will check with Ilona. Jeanette will get more information on pricing as well.

**Old Business:** The manager for the Jailhouse was in attendance and inquired about revising the settlement agreement to allow for Friday concerts. The manager is looking to build a sound barrier on the east side of the stage. He also inquired about extending the concerts from 10:00 p.m. to 11:00 p.m. The trustees stated that we have to stick with the agreement since we had residents upset over the 2 Sunday concerts for the kids that was outside the agreement.

**New Business:** None

**Audience Questions:** None

Trustee Weigel made a motion to adjourn the meeting at 9:13 p.m.; seconded by Trustee Homer-Miller. Andy yes, Christie yes, and Carl yes. Motion carried. **20211214-08**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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