**Grafton Township Trustees Meeting Minutes**

**May 10, 2022**

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

Trustee Homer-Miller made a motion to accept the minutes of the April 12th regular meeting and April 18th special meeting regarding the road department and the April 27th special meeting with the assistant prosecutor, seconded by Trustee Wesemeyer. Christie yes, Carl yes and Andy yes. Motion carried. **20220510-01**

Trustee Weigel made a motion to pay the bills in the amount of $55,056.93, seconded by Trustee Wesemeyer. Andy yes, Carl yes and Christie yes. Motion carried. **20220510-02**

Trustee Weigel reported there were 61 calls of service to our township last month; this was per the email from the Lorain County Sheriff’s Office. More than half of the calls were traffic stops. There were a few disturbances, thefts, harassments and a few suspicious conditions. Bob asked if there was one call in there for a stand off with a gun. There was not one in the most recent report, but there was one listed for a psychiatric call which was the standoff.

**Committee Reports:**

**Zoning Inspector Mike Strah -** There were 6 permits issued for Grafton Township. They are for 3 pools, 1 fence, 1 addition, and 1 accessory building.



Expenses - No expenses for zoning this month.

Zoning commission - The Zoning Commission met and reviewed the changes to Nuisance. They then went into a work session for solar arrays.

BZA – No new applications

Correspondence - 33 phone calls and 12 emails were received for this month. Most were inquiring about setbacks and lot requirements.

New Complaints – Mike received a complaint from Mat Takacs of 34631 State Route 303. The complaint was his neighbor Cheryl Wright at 34539 State Route 303 had added fill material on her property, altering the natural watershed. Mat stated the water is flowing onto his property. Mike stated there was nothing the Township could do on private property.

Mike received a complaint from Keith Schindler of 14783 Cowley Road. He stated his neighbor has planted trees too close to the property line. There was a complaint about this a year ago. Mike reviewed the zoning resolutions, and he is attempting to make contact with Matthew DuBois of 14725 Cowley Road who planted the trees.

Violations were issued for disabled vehicles and nuisance material at:

Robert Boley - 36341 Grafton Road

Robert & Twilla Snyder - 36355 Grafton Road

Alan Kuzak - 36089 Grafton Road

Douglas Wilkinson - 18550 State Route 83

Existing Violations / Complaints

Kevin Yates – nuisance material disabled vehicles

Ramon Aguirre - Disabled vehicle. Mike has not received a response; so the violation was posted.

Mike spoke with Deputy Lopez to discuss removal of disabled vehicles. Deputy Lopez stated he is meeting with the health department on Thursday, and there might be somethings we can do. Mike will follow up with him.

Legal Action - Charlie & Laura Wright – contacted Mike, applying for required permits on Wednesday. They are still working on the other property issues.

**Road Department Bob Richards / Chad Uehlein –** Chad reported that James is working out great; he is a good employee. The pipe for Ohio Edison will be in soon. Carl stated that ODOT had requested assistance from the Township. Bob reported the new backhoe is here. The start date for the roundabout is pushed back from June 1st to August 1st, and a contractor has been awarded per Bob. The crypt in Belden Cemetery needs new slate. Something is going to have to been done sooner rather than later. Bob will have Michele look into it. Bob said there is a project on Crook Street that might need Carl to go look at it with them. There were 3 residents in the audience regarding this project. The homeowner was not there. Bob asked if anyone talked to Don Romancak regarding the lot on Chamberlain and West Dunham. Carl has not yet, but he will get a hold of Don.

**Fire Department Tim Adams / Bob Richards –** Bob reported they received the fire marshal grant in the amount of $14,669 thanks to Tim’s hard work. The check came the other day, and now they will order the items that are part of the grant. The complex generator and the SCBA compressor had their maintenance completed per the agreements. CPR completed the preventive maintenance on both squads. Unit 176 needs rear tire and brakes; they are probably the original. Trustee Homer-Miller made a motion to spend up to $2,100 on new tires and brakes for squad 176, seconded by Trustee Weigel. Christie yes, Andy yes and Carl yes. Motion carried. **20220510-03**

Bob has a person that is interested in joining the department; she is currently a nurse at Cleveland Clinic in Medina. She would start with the basic EMT schooling. She would like to go thru Lorain County College; Bob doesn’t have a cost yet. The place Penny teaches at is around $1,575. Trustee Homer-Miller made a motion to hire Jill Lawson and pay for her basic EMT schooling, seconded by Trustee Wesemeyer. Christie yes, Carl yes and Andy yes. Motion carried. **20220510-04**

**Cemetery Michele Gehring –** Michele was not in attendance due to possibly being exposed to COVID. Christie stated she sold 2 footers. Michele continues to enter information into the cemetery software for Belden cemetery. She is almost completed and will talk with Ilona about adding cemetery information to the website. For Keep Lorain County Beautiful Day they are going to work in Nesbett Cemetery. Bob said all the graves have been leveled and seeded. The Girl Scouts will place the flags for Memorial Day. Bob stated the last few years Rural Water hasn’t turned on the frost free faucets. Carl will have Rural Water make sure the faucet in Nesbett is turned on.

**Town Hall Bob Richards –** Nothing new to report.

**EMS Penny Palmer** – There were 9 residential calls for the month of April, which resulted in 8 advanced life support and 1 death on arrival that was not transported. There were no motor vehicle accidents this past month. They responded to LaGrange to assist with a motor vehicle accident last month. We received mutual aid 3 times last month for residentials calls – twice from Eaton Township and once from Grafton Village.

**Rural Water –** The water tank at the prison farm is being painted inside and out. Carl talked to them about the Mennell Road water line; all the information has been submitted to the EPA. It will probably be a couple months. Rural Water has started their work on the roundabout. The water was shut off today, and tomorrow it will be shut off around the corner while the work is being done. Bob asked if when the work starts on the roundabout, can they park a trailer in the school parking lot; the trustees don’t have an issue with that.

**LORCO –** There is a lot of engineering going on with the developments.

**Fiscal Officer Amy Richards** – Amy reported the 2023 temporary budget is due to the County by July 20th. She will have it ready for review at the July meeting. The mandatory reporting for ARPA was completed before the April 30th deadline. The fire levy paperwork was submitted to the auditor. Once they issue the certificate for filing, she will turn all of the paperwork over to the board of elections. The audit is still ongoing; there have been a few more requests and questions. The township is also being audited for the 2020 and 2021 spending of CARES Act funds. Amy reminded the trustees to make sure they keep all the records - especially since we do not have township offices and we work out of our homes. Amy reminded Christie that even though we didn’t hire someone for the open road position we still need to keep their resumes and applications; Amy does not have them. She also reminded them of when having special meetings only the topic listed on the special meeting notice can be discussed. Every audit asked about notices for special meetings and public record requests. Dick Heidecker is stepping down from NOACA effective June 1st. The county township association will make a recommendation to the Commissioners for his replacement. There is also an open OTARMA board seat due to the retirement of Marsha Funk - if anyone is interested in these 2 open seats. Amy sent the trustees the paperwork regarding participating in Ohio Deferred Comp. There are 2 options pre-tax only or pre-tax and Roth options. This is a good benefit to offer employees; many surrounding communities offer it. There is a representative from Ohio Deferred Comp who will come out and talk to our employees, answer questions and help them sign up. This does not cost the township anything.

Trustee Wesemeyer made a resolution adopting the Plan under the Ohio Public Employees Deferred Compensation Program administered by the Ohio Public Employees Deferred Compensation Board for participation by “eligible employees” of Grafton Township and to have both options of Roth and pre-tax options, seconded by Trustee Homer-Miller. Carl yes, Christie yes and Andy yes. Resolution passes. **20220510-05**

The sign is working again; we are not sure why it stopped. The salesman from Brilliant that sold us the sign is no longer with the company. Amy informed Brilliant that we are not happy with the outages that keep happening. They replaced a part, which helped for a while. Amy reminded the trustees of the matching funds from the Commissioners with the ARPA funds. They would like to partner with the townships. When Amy talked to Commissioner Moore last week only 2 townships had applied. Amy stated the first payment for the new backhoe was made using ARPA funds; that is the only money spend so far out of the ARPA funds.

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 bid opening for the Erhart Road Ditch Project is on the 12th. Carl plans on attending. Once the bids are open, we may have to have a special meeting. Carl received a call from Jim Hancock who lives on Neff Road; he would like to see about getting his ditch cleaned, Carl added him to the list. Carl stated the laws changed regarding annexation. If a property is contiguous, and they own it, then the commissioners have to annex it; they don’t have a choice. Carl talked to David Moore and gave him the contact information for Dave from Medina Fiber. We have to have a public hearing on the zoning change for the definition of nuisance. We have to have the meeting within 30 days. Carl has an OPWC meeting virtually this Friday in the middle of Dumpster Days. Carl will take the call in the meeting room; it is from 1-2.

**Trustee Christie Homer-Miller –** Christie stated this Friday and Saturday is Dumpster Days. The bags that were ordered will not be in on time; so Christie cancelled the order. We will need to figure out another way to use the commissioner logo for the solid waste grant. Keep Lorain County Beautiful Day is Saturday, May 21st; we will be cleaning up Nesbitt Cemetery from 8:30 to 12:30 if anyone wants to volunteer. We received a grant of $8,000 to convert the basketball court to a pickleball court. The quotes received are far part. Christie visited 2 sites worked on by the low bidder. While at the Westlake site, she spoke to the people playing pickleball who said the love the court and the surface. The quotes ranged from $6,500 to $39,000. Trustee Homer-Miller made a motion to accept the quote from Industrial Surface Sealer for $6,500 to redo the pickleball court and add the lines, seconded by Trustee Wesemeyer. Christie yes, Carl yes and Andy yes. Motion carried.

 **20220510-06**

News was placed in the Rural-Urban regarding needing volunteers for Keep Lorain County Beautiful, the cemetery decoration rules, and Dumpster Days. It was mailed to residents outside of the Rural-Urban delivery area. Christie missed the April historical society meeting. They will be having an open house. The foundation work was completed. Do we want to place an ad in the Lorain County Township Association directory? Trustee Wesemeyer made a motion to place an ad in the directory for a cost of $120, seconded by Trustee Weigel. Carl yes, Andy yes and Christie yes. Motion carried.

 **20220510-07**

Bob would like a new photo of the township for the directory; the one that is used is really old, and the antenna is still in the photo. Tim or Mike can get the picture. Tim could use his drone. The last trash consortium meeting was April 20th; the 1st quarter recycling tonnage numbers are in. Bob inquired about the playground equipment. Christie still has the quotes from last year. Updated quotes will be needed. We may be able to use ARPA funds for playground equipment.

**Trustee Andy Weigel –** Andy made some phone calls regarding IT. He contacted Holland Computers; they charge $95 an hour to come out and do IT work which starts from the time they leave the shop. If we take a computer into them, the hourly rate is $75. Andy also contacted Iler who would come out and give a free estimate on the work that needs to be completed. Tim mentioned a guy in Medina that does good work also.

**Old Business:** Jeanette stated that we did not get the grant from the Ohio Historical Society for digitizing our records. We can apply again next year. Ilona provided 2 quotes for digitizing our records. The first quote was to do the whole project, and the other quote was to do a per box fee. The whole project was $4,500, or $530 to do 5 boxes. The quotes also include an hour of training for 2 people. The grant was denied since we couldn’t show what we are going to do. We need to start the project first. Bob mentioned we could show them what Michele has done with the cemetery records. Jeanette will work with Ilona in September to start working on the grant for next year. Trustee Homer-Miller made a motion to digitize 5 boxes with Ilona at a cost of $530; we will start with zoning records since they are the most requested public record, seconded by Trustee Weigel. Christie yes, Andy yes and Carl yes. Motion carried. **20220510-08**

Road Department and Fire Department was discussed and moving Bob to full time fire. Several fire department members were in attendance who did not support moving Bob to the fire department full time. Christie stated they have been having discusses for several years on staffing the fire department during the day. This has never been done and the fire department members questioned why they are not just going to split his time between fire and roads. Dan Hlas asked the question what is Bob going to do for 8 hours 5 days a week. Mike Palmer asked why Bob couldn’t work 50% fire and 50% road. No one has the answer on what he would do for 8 hours since we have never done this before so why are we jumping all in and not easing into to see how it goes. Carl stated Bob gets phone calls during the day which stops road work. Fire department members were upset that no trustee came to the department to ask what is needed. Bob has kept them up to date on what was happening at meetings and up until a few months ago it was just about staffing and never about a full time chief. They also feel it is not in the best interest of the fire department to have a full time chief. They don’t disagree with staffing the station but disagree with a full time chief. Carl stated this was the scenario presented to the trustees. Chris Sukel stated the scenario that was presented was staffing the station not a full time chief. The fire department members feel Bob has the best interest of the community. Jeanette Sukel asked if Bob can say he doesn’t want full time chief and stay road supervisor. Christie stated we are behind on a lot of stuff. Christie didn’t see moving Bob to full time fire as having a full time fire chief but being someone who is staffing. Amy’s concern is sick time, salary, vacation. Amy heard that Bob might be a backup for the road department if someone is on vacation, etc. If Bob is salary she can’t split his salary between fire and road; if he is tracking by hours which he is now, it can be split. He is hourly now and where he works is where the money comes out of; that is why the timesheets are the way they are. Carl mentioned a spreadsheet that Amy made and handed out; Amy didn’t remember handing out a spreadsheet. After looking at the spreadsheet it was from 2019, and it was a scenario on staffing full time fire, hiring another full time road guy and splitting Bob’s time between fire and roads. Amy has not prepared a spreadsheet for having Bob full time in fire since we have not talked about having Bob move full time. Amy asked the 3 trustees what their thought process was for Bob and hiring a person to mow? Are we hiring a third person to mow, is Bob going to mow? We have never not had a seasonal mower as long as Amy has been fiscal officer, 10 years now. The townships that surround us have at least 3 full time road personnel year round. After more discussions, it seems we could hire 2 paramedics to staff and keep Bob hybrid to gauge how long it would take Bob to start the SOGs. Carl stated we will need a full time road supervisor even if we split Bob’s time. Trustee Wesemeyer made a motion to make Bob hybrid where we would split his time between road and fire as well as his benefits, seconded by Trustee Weigel. Carl yes, Andy yes and Christie yes. Motion carried. **20220510-09**

Trustee Wesemeyer made a motion to make Chad Uehlein the road supervisor at a pay rate of $21.50, seconded by Trustee Weigel. Carl yes, Andy yes and Christie yes. Motion carried. **20220510-10**

Trustee Wesemeyer made a motion to pay James Kelly an hourly rate of $19.00 per hour verses $18.50 that was offered at time of hire; the pay rate is effective on his start date of May 4th, seconded by Trustee Homer-Miller. Carl yes, Christie yes and Andy yes. Motion carried. **20220510-11**

Trustee Weigel made a motion go into executive session at 9:05 p.m. with legal counsel, Assistant Prosecutor Tom Mangan, for pending or imminent court action regarding the Reaser zoning board of appeals case, seconded by Trustee Homer-Miller. Andy yes, Christie yes and Carl yes. Motion carried. **20220510-12**

Trustee Weigel made a motion to go back into regular session at 9:13 p.m.; seconded by Trustee Homer-Miller. Andy yes, Christie and Carl yes. Motion carried. **20220510-13**

It was decided no meeting will be held per the attorney’s May 1st letter.

Trustee Weigel made a motion to adjourn the meeting at 9:21 p.m.; seconded by Trustee Homer-Miller. Andy yes, Christie and Carl yes. Motion carried. **20220510-14**

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