

**LITCHFIELD BOARD OF TRUSTEES**  
**REGULAR MEETING**  
**December 27, 2021**

The Litchfield Township Board of Trustees met in regular session on Monday, December 27, 2021, at the Litchfield Town Hall after the requirements of the Sunshine Law were met by notification and posting. Chairman Horvath called the meeting to order at 6:00 p.m. with Trustees Pope and Reynolds present. There was an audience of 6. All stood to recite the Pledge of Allegiance. Trustee Pope made a motion to approve the minutes from the November 22<sup>th</sup> regular meeting as written; second by Reynolds. Voting yes: Reynolds, Pope, Horvath. Motion carried.

**Fire and Rescue:** Chief Davis was not present but sent a report: from 11/19 – 12/25 there were 30 medical emergency calls and 6 fire calls. We gave mutual aid once to Spencer for EMS, once to Erhart for EMS and once to Chatham for a fire. We received mutual aid from Erhart and Chatham for a structure fire. There was no training on Nov. 25<sup>th</sup>, Thanksgiving Day. Capt. Kean held EMS training on Dec. 2<sup>nd</sup> on recent calls and run reviews. On Dec. 2<sup>nd</sup>, Chief Davis attended a meeting at the MC Sheriff's Office with the sheriff, dispatch and other county chiefs to discuss the current dispatch situation and possible changes. On Dec. 9<sup>th</sup>, Capt. Yoroko and Lt. Yoroko held work night where building and apparatus maintenance was performed. 42-1 was prepared to go to Sensible Products after the first of the year to have all the equipment mounted. Chief Davis and Lt. Yoroko were at the station on Dec. 9<sup>th</sup> to receive the gifts for Santa to deliver. Chief Davis attended the AHAC meeting at the EMA on Dec. 16<sup>th</sup>. On Dec. 18<sup>th</sup>, the Fire Association helped Santa deliver gifts to 32 houses between 5-8 p.m. Chief Davis stated that they were able to accommodate everyone this year but may not be able to in the future as this event has grown in popularity. The Dec. 23<sup>rd</sup> training was canceled due to several members of the department having Covid and to limit contact to reduce the spread. Chief Davis stated that the fire department continues to receive false fire alarms on Brooker Street having received the 5<sup>th</sup> one this year so they need to be billed now. Chief Davis stated that this needs to be handled by the township with either the trustees or the fiscal officer sending out an invoice; we are waiting on a letter from the prosecutor. Chief Davis stated that our new ambulance is on the production line and we are hoping for a February or March delivery. Chief Davis stated that a new member will be sworn in at the Jan. 3<sup>rd</sup> special meeting. Chief Davis stated that FF Garrett Rivett returned early from his deployment in Kuwait which was a welcome surprise. The department would like to take advantage of the sale on rebates being offered until the end of the year on the Kenwood radios and order an additional one which would allow all the paramedics to have a radio issued to them. There is a \$300 discount which means the radio would cost \$3250. The trustees stated that it is good for each paramedic to have a radio. Trustee Horvath made a motion to approve the purchase of 1 Kenmore

radio for \$3250; second by Reynolds. Voting yes: Reynolds, Pope, Horvath. Motion carried. Chief Davis stated that an agreement between the township and Cleveland Clinic for their on-line training program which the department uses needs to be signed. Cleveland Clinic picks up the cost for this training program. Trustee Horvath made a motion to approve signing the agreement for continuing training on-line with the Cleveland Clinic; second by Reynolds. Voting yes: Reynolds, Pope, Horvath. Motion carried. The 1996 Selmco tender 42-1 was purchased by a fire department in British Columbia. Chief Davis stated that the transaction went very well and the department would be happy to use this vendor again in the future. Trustee Horvath stated that he had a number of conversations with Chris from the BC fire department and he thanked Dan for picking up the driver from the airport, driving him to the hotel and then picking him up the next morning and taking him to the title bureau. Chief Davis stated that this month was a very busy month with 30 EMS calls, a structure fire and a semi driver crashing into the cemetery not to mention several members out with Covid-19. Chief Davis stated that the department is currently at 320 calls and counting which is roughly a 20% increase from last year and the department's highest call volume ever. Chief Davis stated that the department has been fortunate to handle this increase with very little mutual aid assistance; they could not have done it without the teamwork of the members. Trustee Horvath thanked Santa and the fire department for delivering gifts. Fiscal Officer Shaw stated that the members to the Volunteer Firefighter Dependence Fund need to be chosen. The trustees decided on: Trustee Horvath, Trustee Pope, Lt. Butcher, Capt. Kean and ZI Noderer with Trustee Horvath as the secretary.

**Roads:** Trustee Pope read the road report from 11/20 – 12/23: continue to clean up fall leaves and pick up sticks on all township properties; put up the Christmas tree in the gazebo; worked on plow trucks; made a new salt deflector for the red truck; after a wind storm on Dec. 11<sup>th</sup> - Trustee Horvath reported a downed stop sign on Beat and Stone Rds which was repaired, contacted the sheriff department for a stop sign on Stone Rd. and Rt. 83, and cleaned up limbs from roads; made sandbags for weights in the back of the pick up trucks; took the 2021 F-250 for spray-on oil undercoat; dug out ditch on Gross Rd. which was filled in to access a farm field. Trustee Pope contacted the owner who stated they would install a culvert; changed oil in the red Chevy pick up truck and the white Ford 250 pick up truck; added some more “patch” to the Richman Rd culvert cut. Trustee Horvath stated that ODOT sent a company to replace the signs down Rt. 18 approaching the circle and they replaced the speed limit signs with 35 m.p.h., so they needed to come back and change them to 45 m.p.h.

**Police:** For the month of November: days worked: 18; hours worked: 73; miles driven: 987; calls/complaints investigated: 18; police/fire personnel assisted: 9/1; citizens assisted: 13; suspicious people/vehicles checked: 0/2; business checks: 75; traffic stops: 6; traffic citations issued: 0; traffic warnings issued: 6; arrests: 0. Traffic warnings: speed: 4; fail to yield: 1; stop sign: 1. Trustee Reynolds stated that he would like to see a

pay raise for the deputies since they are at risk everyday especially now with coronavirus. Trustee Reynolds stated that our township still has the lowest pay for the deputies in the county. Trustee Horvath stated that it is not fair to compare Litchfield to some of the other townships since they have a higher tax base with their higher number of businesses. Trustee Horvath asked what Reynolds was considering. Trustee Reynolds stated that he would like them to receive an additional \$2/hr. Trustee Reynolds made a motion to give the deputies a \$2/hr raise from \$26/hr. to \$28/hr.; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. Fiscal Officer Shaw made the correction to the contract that was sent by the sheriff office. The trustees signed the contract.

**Town Hall:** Patti's report for December: town hall used for 1 meeting and 6 times by groups; there were 2 rentals -1 for \$100 and 1 at no charge; set up, breakdown and cleaning for groups and rentals; organized and swept barn; stored mums for next year; sprayed locks on museum door with silicone; changed outside annex bulbs; did the monthly annex generator test; met with Sampsel for annex furnace – bad ignitor replaced, regulator is going bad, the furnace is 30 years old; asked to get quotes on a new furnace so met with 3 companies; the furnace upstairs of the town hall has a bad thermostat which Sampsel ordered and will install in the new year; that furnace was shut off until it is repaired; placed information on the letter board; went to Home Depot for batteries for Christmas decorations; decorated the town hall, annex, cemetery; town band canceled future winter rehearsals due to Covid; 2 rentals canceled due to Covid; would like to obtain the cost for running electricity by the cemetery fencing for Christmas decorating; would like to obtain the cost for a HVAC maintenance program for the town hall, annex, museum and fire station. Total hours: 43.75. Trustee Pope stated that it would be a good idea to have a maintenance plan for the buildings' furnaces/AC. Trustee Horvath stated that Patti should obtain quotes for maintenance plans. Patti stated that she would like to just obtain one from Sampsel since they have installed the furnaces. Trustee Horvath stated that a new furnace is needed for the annex. Patti stated that the furnace there is 30 years old and needs a new regulator. A new furnace would cost \$2,266.50 but the Sampsel rep stated that he could quote a better price at the beginning of the new year. Trustee Pope stated that we should wait until the 1<sup>st</sup> of the year to obtain a quote for a new furnace. Patti stated that she would speak with Sampsel regarding a furnace maintenance program. Trustee Horvath stated that Patti did an outstanding job decorating for Christmas.

**Historical Building/Museum:** There was no report.

**Cemetery and Park:** Trustee Pope read the report for 11/20 to 12/23: 3 funerals; 2 lots sold; 4 inquiries; removed the summer veterans flags from graves. On 12/20, a semi-truck driver had a medical incident and drove into the cemetery doing extensive damage – took out the brick corner entrance wall and part of the fence, damaged a tree, spilt diesel fuel on the ground and some headstones; Trustee Pope reported the spill to the

Ohio EPA hot line and then met with Ron Frodo from the Ohio EPA at the cemetery to discuss the clean-up (Section F – flat stone section). Trustee Pope contacted the truck insurance company and the township insurance company. On the 23<sup>rd</sup>, the crew worked in the cemetery cleaning up the wall bricks, trimmed the damaged tree, collected/picked up the broken fence sections, cleaned up broken pieces of the semi-truck, removed dirt from the side of the road and the driveway entrance, and roped off the damaged and oil spill area. Trustee Pope took care of a burial on the 23<sup>rd</sup>. Trustee Pope stated that Tru-Green sent a contract for 2022 fertilization – 2 treatments at the cemetery, 3 treatments at the fire station, historical building, circle park and triangles – for \$1,460.16. Trustee Pope made a motion to hire Tru-Green to continue fertilizing and weed prevention for 2022; second by Reynolds. Voting yes: Reynolds and Pope. Voting no: Horvath. Motion carried. Trustee Pope asked Trustee Horvath why he doesn't vote for this. Trustee Horvath stated that he did not believe it was a good use of township money. Trustee Pope asked why he did not think it was a good idea to prevent weeds from around the graves, the park, etc. Trustee Horvath stated that he has never voted for the fertilization/weed prevention treatments.

**Zoning:** ZI Noderer's report for November: site visits: 6; meetings attended: 3 (trustees, zoning board and off-site observation with prosecutor and Trustee Horvath); miles driven: 139; zoning certificates issued: house: 2; fence: 2; house addition: 2; temp trailer: 2; addition to accessory building: 1. Zoning violations: 8963 Spieth Rd. - 16 CIV 0711, failure to comply w/ Sec 216.01 LTZR, partial compliance completed.; Courtesy letters regarding tall weeds adjoining principle structure: 8852 Spieth Rd – excessively tall vegetation not removed; review further action in 2022. ZI Noderer stated that he had compiled the 2021 Annual Zoning Report. Zoning certificates: single family residence: 11; house additions: 2; accessory/garage bldg: 15; accessory /garage additions: 4; business use occupation: 2; temporary trailer (6 mos): 2; temporary trailer (3 mos): 1; commercial sign: 1; decks/porch: 7; fence: 4; ponds: 2; swimming pool: 7; commercial addition: 3; accessory dwelling unit: 1; Ag buildings/structures: 3; variance: 0; site plan review: 2.

**Fiscal Officer:** Fiscal Officer Shaw stated that the trustees received their monthly reports and signed the bank reconciliation statement. Trustee Horvath made a motion to adopt Resolution 22-21 the Request for Tax Advance for 2022; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. Fiscal Officer Shaw reminded everyone that there is an Organization/Appropriation special meeting on Monday, Jan. 3<sup>rd</sup> at 6:00 at the town hall.

**Old Business:** Trustee Pope thanked Trustee Reynolds for his 4 years as a trustee, for always being ready and willing to help and for doing a great job for the township. Trustee Horvath stated that it was a pleasure working with Trustee Reynolds and thanked him for all he taught him especially his knowledge of the sheriff department.

Trustee Reynolds stated that he enjoyed working with the trustees and for the township. Fiscal Officer Shaw stated that she enjoyed working with Trustee Reynolds also.

**New Business:** Trustee Reynolds stated that he attended a meeting at the sheriff's office regarding dispatch billing. The billing would be based on an average number of calls and the fee would be set for 3 years.

**Public Comment:** Becky Smith stated that she was attending tonight's meeting as a requirement for a college scholarship and asked if the trustees would sign her application. They stated they would after the meeting. Mike Roth thanked the trustees and the fiscal officer for all they do for the township and stated that he would miss Trustee Reynolds. Mike thought that the price quote from Tru-Green was a good price. Mike stated that he would be willing to volunteer to string the Christmas lights around the circle if the trustees wanted to use that money towards the pay raise for the deputies. Mike asked who gave permission for someone to use a metal detector around the circle. Trustee Pope stated that he gave the man permission to go around as long as he did not leave big holes and he donates whatever he found back to the township. Mike stated that 10 years ago, he and his wife were told by Trustee Pope that he could not give them permission to use a metal detector on township property; it would have to be a board decision. Trustee Pope stated that he does not remember telling them this. Patti asked if the man was a Litchfield resident and Trustee Pope said no. Patti asked how the township would know if he finds something of value and turns it in. Trustee Pope stated that the man said his findings would be donated to the township to be displayed in the museum. Sophie Kruggel stated that Trustee Pope told the gentleman that what he found could be donated to the museum. Fiscal Officer Shaw stated that the township insures the museum building but not the contents. So items inside the building are not township property but property of the Historical Society. If someone finds something of value on township property and donates it to the Historical Society, it becomes the property of the Historical Society. Trustee Horvath stated that a request like this needs to be decided by the board of trustees. Trustee Reynolds stated that anything found on township properties needs to be brought before the board. Trustees Pope and Horvath agreed. Sophie asked who would contact the Historical Society President to collect what has been donated so far by the gentleman. Trustee Pope stated that he had a key to the building so he would get them.

Trustee Reynolds made a motion to approve Purchase Orders 59-21 to 65-21 and Blanket Certificates 67-21 to 69-21 and authorize payment of vouchers 28879-28966; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried.

Trustee Reynolds made a motion to adjourn; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. Meeting adjourned at 8:00 p.m.