

LITCHFIELD BOARD OF TRUSTEES
REGULAR MEETING
November 22, 2021

The Litchfield Township Board of Trustees met in regular session on Monday, November 22, 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 5. All stood to recite the Pledge of Allegiance. Trustee Pope made a motion to approve the minutes from the October 25th regular meeting as corrected and the November 1st special meeting as written; second by Reynolds. Voting yes: Reynolds, Pope, Horvath. Motion carried.

Fire and Rescue: Chief Davis' report: from 10/22 – 11/19 there were 25 medical emergency calls and 6 fire calls. We gave mutual aid once to Spencer for EMS and twice to Erhart for EMS. We received mutual aid from Erhart for an EMS call as we were already out on another call. On Oct. 28th, Chief Davis held an officers' meeting. On Nov. 4th, the department held a clean up/set up night for the pancake breakfast and blood drive; both events were very successful. Chief Davis attended the MC Chiefs' Meeting on Nov. 10th in Seville and the AHAC meeting at the EMA on Nov. 18th. Chuck Cali from Medina Hospital came to the station on Nov. 11th for a joint training along with Spencer and Chatham departments on our protocol. On Nov. 18th, Capt. Yorke and the other officers held fire training where they went over last month's extrication training. Chief Davis stated that the fire department continues to receive false fire alarms on Brooker Street having received the 5th 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; Trustee Horvath was to follow up on this. Trustee Horvath stated that he spoke with Asst. Prosecutor Karris regarding the false alarms who stated that the trustees need to decide the fee for each occurrence after 3 false alarms. Trustee Horvath stated that he would like to speak with the owners first. Chief Davis stated that the owners have been notified; they have been sent 2 certified letters. Trustee Horvath made a motion for a \$300/occurrence charge after the 1st 3 false alarms; second by Reynolds. Trustee Horvath stated that he liked the idea suggested by Chief Davis that the fee would be waived if the owner proved they fixed the issue. Trustee Pope stated that he did not think the fee should be waived since this has been on-going for 2 years involving our department members in responding to each false alarm. Chief Davis stated that the owner is contacted when the false alarm goes off and the problem continues. Voting yes on the motion: Reynolds, Pope, Horvath. Motion carried. Trustee Horvath stated that he would take care of the paperwork and assessment for the false alarm issue. Chief Davis stated that Serve-Pro came out before and after Election Day to sanitize the areas used during voting. 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 there are 3 applicants going through the hiring process. The fire department provided traffic control for trick-or-treat on Oct. 31st from 6-8 pm. and staffed the station on Nov. 2nd from 0500-2000 during voting. Chief Davis stated that Sensible Products came out and looked at the new tender to give a quote on mounting all the equipment on it. Their quote was for \$12,023.00. Trustee Reynolds stated that if Sensible Products did this work on our other trucks, then he thinks they should be hired to do the transfer on the new truck. Trustee Pope stated that after paying a high price for the truck it would be worth it to pay for the equipment being mounted on it. Trustee Horvath agreed. Trustee Horvath made a motion to approve \$12,023 for Sensible Products to put equipment on tanker 42; second by Reynolds. Voting yes: Reynolds, Pope, Horvath. Motion carried. Chief Davis stated that while the fire inspectors were out on an inspection, someone backed into 46-1 (the pick-up truck) damaging the front bumper. The truck was drive-able so it was taken to Harrison Ford for an estimate. It would cost \$1091.76 to make the repair; the trustees stated that the truck should be fixed. Chief Davis stated that the department used Brindlee Fire Apparatus to sell the 1996 Selmco tender 42-1 with a starting bid of \$30,000. After multiple offers, the truck sold for \$40,500 to a fire department in British Columbia. Trustee Horvath stated that Chris from the BC fire department said they usually give a 10% down and bring the balance check when they pick up a vehicle. Trustee Horvath asked Asst. Pros. Karris who stated that we should not release the truck without prior full payment since it takes time for an international check to clear. Trustee Horvath spoke with Chris who said they would do a wire transfer of the payment. The driver for the truck will be arriving on Sunday, the 28th, and will need transportation on Monday to the title office and then to the station. Trustee Horvath stated that he would ask one of the road crew to do this. Chief Davis stated that he could be at the station on Monday afternoon to give the keys. Trustee Horvath made a motion to sell pumper 42-1 to Cortes Island Fire Association in British Columbia for \$40,500; second by Reynolds. Voting yes: Reynolds, Pope, Horvath. Motion carried. Chief Davis stated that the Fire Association will be holding their Christmas party on Dec. 17th. On Dec. 18th, the Fire Association will be helping Santa deliver Christmas gifts; drop off of gifts at the station will be on Dec. 9th and 14th. The Christmas lights are up on the station. Chief Davis stated that he would like to recognize 2 recent successes by our department. Capt. Kean, FF Smith, and FF Bevier (driver) responded to a call and by performing CPR, they were able to bring the gentleman back to life. On a mutual aid call for Spencer, paramedics, Mike Simon and Alex Bauknecht and driver, FF Campbell transported a woman to Elyria Hospital for a stemi saving her life.

Roads: Trustee Pope read the road report from 10/23 – 11/19: finished last round of road ditch mowing; checked roads after wind storm for tree limbs; took the 2008 International dump truck to General Maintenance for repairs; removed flags from Rts. 18 & 83; repaired town hall basement Bilco door; checked roadside snow markers;

installed snow removal equipment on dump trucks; removed some stone, filled and leveled culvert cut on Richman Rd. with paving material; filled pot holes at road garage; new gas line installed and new service line turned on at the garage; removed 2 pine trees that were encroaching on our early warning siren on Spieth Rd. - the monthly siren report noted the trees; Kish Fire inspected all fire extinguishers. Trustee Pope stated that he spent many many hours on a state township road repairs grant which he submitted for Jones Rd. repair work. Trustee Pope stated that he is still waiting to hear if the grant has been awarded to our township. Trustee Horvath stated that Phil Archer has requested being contacted when there is a road work project. Trustee Pope stated that he would contact him in the future. Trustee Pope made a motion to adopt Resolution 19-21 the purchase agreement between the township and the county; second by Reynolds. Voting yes: Reynolds, Pope, Horvath. Motion carried.

Police: For the month of October: days worked: 19; hours worked: 88; miles driven: 965; calls/complaints investigated: 10; police/fire personnel assisted: 4/3; citizens assisted: 26; suspicious people/vehicles checked: 0; business checks: 88; traffic stops: 5; traffic citations issued: 2; traffic warnings issued: 4; arrests: 0. Traffic citations: speed: 1; marked lanes: 1. Traffic warnings: speed: 1. Trustee Reynolds stated that Deputy Snider told him they will be keeping the deputy car in the annex for the winter.

Town Hall: Patti's report for November: town hall used for 4 meetings and 7 times by groups; no rentals; setting up and cleaning for events; went to ABC Supply to match the siding for the annex; Quality Solutions repaired 2 places on the annex; met with Albrights for the museum and the annex doors; PJ Hughes did yearly maintenance on town hall; went to Home Depot for furnace filters, replaced filters and dated them; installed smoke detectors in the museum – tested and dated them; replaced burned out bulbs; went to Stouts Lumber for GFI outlet to replace the one in the annex; did the monthly annex generator test; weeded annex flower beds for the winter; met fire extinguisher company for extinguishers in the buildings; changed information on the letter board. Total hours: 35.75.

Historical Building/Museum: Fiscal Officer Shaw asked who had the keys for the new museum door. Trustee Horvath stated that he had the keys; he put one in the key box. Trustee Pope stated that he had 1.

Cemetery and Park: Trustee Pope read the report for 10/23 to 11/19: 1 funeral; 3 lots sold; 1 inquiry; mowed and trimmed; picked up sticks; worked on leaf removal. Park: continued mowing and leaf removal; met with Dave Hydock from Deck Rescue to

discuss the Christmas lights for the circle. Trustee Horvath asked the cost for the Christmas lights set up and taken down. Trustee Pope stated that it would be around \$2900. Trustee Pope stated that the trustees received a call from the MC Park District regarding the property on Rt. 83 which was sold to them in 2009. The Park District will be establishing a nature preserve there with a 1.5 mile walking path around the wetlands by next year. This property is 143 acres. Trustee Reynolds stated that he would still like to see a park established at the property left to the township on Vandemark Rd.

Zoning: ZI Noderer's report for October: site visits: 5; meetings attended: 1 (zoning board); miles driven: 96; zoning certificates issued: accessory building: 3; house: 1; pond: 1. Zoning violations: 8963 Spieth Rd. - 16 CIV 0711, failure to comply w/ Sec 216.01 LTZR, partial compliance completed. 2 inspection dates canceled – 1 scheduled for Dec.; 2835 Avon Lake - failure to comply with Sec 216.01 LTZR, continue observation; 8950 Speith Rd, - no further evidence of occupation of backyard shed; Courtesy letters regarding tall weeds adjoining principle structure: 8852 Spieth Rd – excessively tall vegetation not removed; ZI Noderer asked the trustees how they want to handle this issue. Trustee Horvath stated that since snowy weather will be coming soon which will pack down the grass, the township should wait until spring to address it. Trustee Pope wondered if another letter should be sent. ZI Noderer stated that the next step would be to take action not send a letter. ZI Noderer stated that it appears that the car port at 9298 Brooker St. has been moved. ZI Noderer stated that Phil Archer was sent a letter regarding a storage area. Joe Seifert asked about the house that was torn down at Rt. 18 and Yost Rd. ZI Noderer stated that the house was torn down and the residents are living in a trailer there until they build another house. Trustee Horvath asked that Patti list his number on the letter board for anyone interested in becoming a member on the zoning board or BZA and he will have the information listed on the township website.

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 20-21 Participation in Proposed Opioid Litigation; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. Trustee Pope made a motion to adopt Resolution 21-21 Accepting the American Rescue Plan Act Funds; second by Reynolds. Voting yes: Reynolds, Pope, Horvath. Motion carried. Fiscal Officer Shaw stated that a date needs to be chosen for the Organization/Appropriation meeting. Trustee Horvath made a motion to hold a special meeting on Monday, Jan. 3rd at 6:00 at the town hall for the Organization/Appropriation meeting; second by Pope. Voting yes: Reynolds, Pope, Horvath. Motion carried. Fiscal Officer Shaw reminded the garage crew and the fire department that inventories are due. Trustee Pope stated that the OTA

Convention in Columbus is in Jan. Trustee Pope made a motion to approve the attendance at the OTA Winter Conference for the trustees, fiscal officer, zoning inspector, fire chief, zoning members, BZA members and cemetery sexton with the township paying the registration fee, hotel, mileage, parking, and meals up to \$30/day with receipts; second by Horvath. Voting yes: Reynolds, Pope, Horvath. Motion carried.

Old Business: There was no old business.

New Business: Trustee Horvath stated that when he was walking around the township he noticed that there were many houses with no address signs so he thinks the trustees should push for the purchase of the green address signs from the Fire Association. Trustee Horvath stated that the address signs would help the fire/EMS personnel find a home when responding to a call. Chief Davis stated that the rescue vehicles are equipped with “Who's Responding” and GPS to help find addresses.

Public Comment: Mike Roth asked again about the trustees passing a policy that if a company is not conforming to zoning laws then the trustees will not do business with them. Trustee Reynolds stated that this makes sense to him. Trustee Pope agrees and stated that the 2 companies that the trustees dealt with who did not comply with zoning laws are now compliant. Trustee Pope stated that this situation does not happen often. Chief Davis stated that the trustees should stop doing business with a company when they have zoning violations that are referred to the prosecutors. Trustee Horvath stated that he did not know how to word a resolution for this; he would have to check with the prosecutors. ZI Noderer stated that in his opinion, the trustees should stop doing business with a company when their zoning violations are taken to the prosecutors. Trustee Horvath made a motion to approve Purchase Orders 52-21 to 58-21 and Blanket Certificate 66-21 and authorize payment of vouchers 28814-28878; 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 8:19 p.m.