

**Record of Proceedings**  
**Minutes of the Carlisle Township Board of Trustees**  
**Regular Meeting**  
**August 18, 2014**

The Carlisle Township Board of Trustees met on August 18, 2014 at 7:00 PM. In attendance: Trustee James Wright, Trustee Berry Taylor, Trustee Robert White, Fiscal Officer Kimberly Fallon, Administrative Assistant / Zoning Inspector William Oliver, Fire Chief Kevin Dembiec and Road Superintendent Robert Schworer. Eleven (11) people signed the attendance sheet.

**Public Participation**

Resident Dale Handley had several questions for the Trustees: first, what is happening with the property on the corner of Grafton and Fuller Road. He mentioned that the conditions are worsening. Chief Dembiec stated that the building is safe, so it cannot be deemed a candidate for the Landbank. Administrative Assistant Oliver stated the property is in probate since the death of the owner. Trustee White suggested seeking legal counsel for options; two, was there any progress on getting the railroad to repair the tracks on Butternut Ridge Rd. Administrative Assistant Oliver said the conditions have been reported to CSX and are being looked into, and third, why hasn't there been anything in the Rural Urban about the Township. Trustee White commented that the regular reporter has been absent due to some personal issues and she is the only person reporting on the Township.

Historical Society member Jan Brooks requested permission to go through the Township records being stored in the upstairs of Town Hall. By numerous Board members it was decided that due to the Ohio Historical policies and Record Retention laws, files cannot just be philtered through by anyone. There is a proper procedure for requesting information that must be followed. Ms. Brooks stated that in the past the Historical Society had been allowed to go through boxes. Resident Linda Lowery stated that there are social security numbers that need to be protected. Legal would be consulted for an opinion. Trustee White said that the boxes should be looked at first before by an employee to protect the past employees private information. The Historical Society meets every second Thursday of each month at the Town hall.

Lorain County Landfill representative Rick Kostelnick visited and reminded the residents that he is available for comments or questions regarding the Landfill; tours are also available of the Landfill upon request.

Resident Don Shenefelt questioned what the progress was on the East River sewer issue. Trustee Wright said he would look into it. He also questioned if the proposed Sheetz was still possible at Chestnut Ridge and Route 57. Trustee Wright mentioned that access would not be granted on Route 57 which shut the project down.

**Fiscal Officer Kimberly Fallons' Report**

Warrants 11171 through 11234 and EFT payments (including payroll) 284-2014 to 356-2014 for a total of \$162,000.28 were submitted for approval. Motion to approve by Trustee Wright , seconded by Trustee White; roll call, all ayes, motion carried.

Minutes from the June 16, 2014 Special and Regular Board of Trustees' Meeting were submitted for approval. Motion by Trustee White to approve, seconded by Trustee Wright; roll call, all ayes, motion carried.

Minutes from the July 14, 2014 Board of Trustees' Meeting were submitted for approval. Motion by Trustee Wright to approve, seconded by Trustee White; roll call, all ayes, motion carried.

Minutes from the July 18, 2014 Special Board of Trustees' Meeting were submitted for approval. Motion by Trustee Wright to approve, seconded by Trustee White; roll call, all ayes, motion carried.

Minutes from the August 1, 2014 Special Board of Trustees' Meeting were submitted for approval. Motion by Trustee Wright to approve, seconded by Trustee White; roll call, all ayes, motion carried.

July 2014 Financial Statements were submitted for approval. Motion by Trustee Wright to approve, seconded by Trustee White; roll call, all ayes, motion carried.

Regular Purchase Order and Then and Now Purchase Order 52-2014 through 60-2014 and Blanket Certificate 39-2014 were submitted for approval. Motion by Trustee White to approve, seconded by Trustee Taylor; roll call, all ayes, motion carried.

Resolution 2014-17 Transfer of Funds was submitted for approval. Motion to approve by Trustee White, seconded by Trustee Wright; roll call, all ayes, motion carried.

Cemetery Deed 2014-03-L was submitted for approval. Motion to approve by Trustee White, seconded by Trustee Wright; roll call, all ayes, motion carried.

**Administrative Assistant/Zoning Inspector William Oliver's Report**

Administrative Assistant Oliver submitted a donation from the AA Lunch Bunch for acceptance. Motion to accept donation by Trustee White, seconded by Trustee Wright; roll call, all ayes, motion carried.

Resident Vivien Jamison requested through Mr. Oliver the use of Town Hall to offer Yoga classes to senior residents for a fee. Since she would be profiting there would be charge for her to use the Hall; based on her income the Township could possibly charge \$175 a month. Legal would be consulted. The Keystone Collaborative will be visiting the Town Hall for use as well.

July 2014 Zoning report: two (2) pool permits, one (1) razing permit, eight (8) accessory building permits, and one (1) additions to dwellings were issued, two (2) conditional use permits, and one (1) sign permit.

Mr. Oliver discussed the Township's retrac report for recycling. The residuals have increased from 18% to 25%, which means the green bins are not being used in accordance with what is acceptable for recycling. The residual is deducted from the total amount collected which results in less being given back to the Township in the form of the yearly grant.

Dumpster days has been set for October 18, 2014 from 9 AM – 3 PM.

Zoning Inspector Oliver suggested the Trustees consider the appointment of Kimberly Fallon for the position of Secretary to the Zoning Commission and the Board of Zoning Appeals. Mrs. Lowery stated that the State Auditor should be consulted due to an issue another Township faced with the Fiscal

Officer having too many duties within the township. Fiscal Officer Fallon will consult the State Auditor before proceeding.

**Road Superintendent Robert Schworers' Report**

The gas line will possibly be crossing Slife Road, Banks Road and possibly Route 2.

The Grafton Road petition received from the residents has been addressed with the County, but there are obstacles with some of the residents and digging into their land. He suggested sending a letter to the residents acknowledging their petition and concerns.

**Fire Chief Kevin Dembiecs' Report**

Chief Dembiec reminded the Trustees about reviewing the Lorain County Multijurisdictional Hazard Mitigation Plan at [www.consultsa.com](http://www.consultsa.com).

The Safer Grant general provision list was submitted to the Trustees. The grant period changed to a three year and the reimbursement for each year is 75/75/35%. Linda Lowery questioned if the Township had to rehire Fire Fighter Hodge. Trustee White stated we did not have to rehire him; he is being paid for out of the existing budget. If the Township receives another grant, would it be used for Fire Fighter Hodge, she asked. Trustee White stated yes, a layoff notice would have to be presented. Chief Dembiec stated there was a \$6,100 balance left on the Safer Grant which covered July payroll for Fire Fighter Hodge.

The Township fire department received a \$1,500 EMS Grant for EMS equipment which reimbursed gear purchased for Truck 5.

Pump testing on the trucks is about to begin with a cost of \$200 each for three trucks. Engine 8 is out of service due to it being deemed unsafe because of rust issues and the attachment of the lap belt rotting. The truck will be assessed and review what the options are. Motion to approve by Trustee White, seconded by Trustee Wright; roll call, all ayes, motion carried.

Hydrant flushing will begin on Tuesdays through Thursdays from 9AM – 3:30PM.

Four gas meter cartridge sensors with a cost of \$270 each was submitted for approval. Motion to approve by Trustee White, seconded by Trustee Wright; roll call, all ayes, motion carried.

There were 70 runs in June with a year to date total of 450.

The Township Fire Department is looking into an EMS Lock Box Program which will aide EMS in access to a home instead of breaking in doors. Currently, Chief Dembiec is working with Legal.

Mrs. Lowery questioned if there was an update on East Carlisle. Administrative Assistant Oliver stated that he found that East Carlisle is marketable for land. The building would be costly to take down. He is in contact with a service to market East Carlisle if the Trustees choose to. Mr. Denk questioned if there had been an asbestos inspection performed. No full inspection has been done.

**Additional Business & Announcements**

1. Next regularly scheduled Trustees' Board Meeting is on Tuesday September 2, 2014 at 7PM.
2. School Starts – please watch out for children!

3. Dumpster Days October 18, 2014 9AM – 3PM.

**Adjournment**

There being no further business to come before the Board, motion to adjourn was made by Trustee Wright, seconded by Trustee White, roll call: all ayes, meeting adjourned at 8:34 PM.

**COPY**  
Trustee Berry Taylor

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Trustee Robert White

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Trustee James Wright

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Attested: Kimberly Fallon, Fiscal Officer

9/15/14  
Date