

**Record of Proceedings  
Minutes of the Carlisle Township  
Regular Board of Trustees' Meeting  
September 15, 2014**

The Carlisle Township Board of Trustees met on September 15, 2014 at 7:00 PM for a Regular Board of Trustees' Meeting. In attendance: Trustee James Wright, Trustee Berry Taylor, Fiscal Officer Kimberly Fallon, Administrative Assistant / Zoning Inspector William Oliver, Fire Chief Kevin Dembiec, and Road Superintendent Robert Schworer. Ten (10) people signed the attendance sheet.

**Audience Participation**

Resident Mike Hagan questioned what the dollar amount was the proposed Road Levy was going to bring into the Township. The figures were not readily available; Fiscal Officer Fallon asked Mr. Hagan to contact her the next day and she would give him the figure. She thought it was around \$125,000, but wasn't certain of the exact amount.

Historical Society Member Jan Brooks questioned if the Township had a Record Retention Schedule in line with the Ohio Historical Society. Fiscal Officer Fallon stated the Record Retention Schedule currently on file was taken directly from the Ohio Historical Society and curtailed to the Township. Therefore, any requests needed to be abided by such Retention Schedule and Public Record Request. Ms. Brooks stated she will look to newspapers to do more research.

Charles Ramer from NOPEC was in attendance to discuss the possibility of an the Township joining a gas aggregation with NOPEC. There were concerns from the residents on their right to choose their gas supplier. Mr. Ramer indicated that if the Trustees should choose to put the aggregation on the ballot in May of 2015, the residents would receive notice and have the option to opt out at any given time. Some residents were still concerned considering all the residents would vote on the issue and the voters who did not want this option would have to jump through hoops in order to keep who they currently have change to a choice of their own.

**Fiscal Officer Kimberly Fallons' Report**

Minutes of the Regular Board of Trustees' Meeting held on August 2, 2014 and August 18, 2014 were submitted for approval. Motion to approve by Trustee Wright, seconded by Trustee Taylor; roll call, all ayes, motion carried.

Warrants 11256 through 11283 and EFT payments (including payroll) 377-2014 to 391-2014 for a total of \$53,234.40 were submitted for approval. Motion to approve by Trustee Wright, seconded by Trustee Taylor; roll call, all ayes, motion carried.

Resolution 2014-25 A Resolution To Authorize Carlisle Township Board Of Trustees To Enter Into A Signage Upgrade Project Agreement With The Ohio Department of Transportation For The Signage Upgrade Project was submitted for approval. Motion to approve by Trustee Taylor, seconded by Trustee Wright; roll call, all ayes, motion carried.

Regular Purchase Order and Then and Now Purchase Order 61-2014 and 62-2014 and Blanket Certificate 40-2014 were submitted for approval. Motion to approve by Trustee Wright, seconded by Trustee Taylor; roll call, all ayes, motion carried.

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

The Audit Waiver and Management Representation letter were submitted to Trustees for their signature for submittal to State Auditors.

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

Resolution 2014-24 A Resolution To Submit Application To Participate In The Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Programs was submitted for approval. Motion to approve by Trustee Wright, seconded by Trustee Taylor; roll call, all ayes, motion carried.

Correspondence letters were sent to the residents of Aspen Court and Jan Brooks from the Township Historical Society.

Administrative Assistant Oliver stated an appraisal was to be performed on East Carlisle School and the results should be available in 3-4 weeks.

The Zoning Commission and the Board of Zoning Appeals will be having a combined work session with Tom Mangan from the Prosecutors office on September 17, 2014 to work on the Township Comprehensive Plan. Resident Linda Lowery questioned if minutes would be taken at the work session. Mr. Oliver stated he takes minutes, but anything approved would come through an opinion from the Prosecutors office and then approved by the Trustees.

**Road Superintendent Robert Schworers' Report**

Road Superintendent Schworer requested approval to replace two fire hydrant with a cost of \$5,500 for the two. Motion to approve by Trustee Wright, seconded by Trustee Taylor; roll call, all ayes, motion carried.

Chip and seal will be performed with the help of LaGrange Township and Elyria Township.

**Fire Chief Kevin Dembiecs' Report**

Hydrant flushing has been completed for the rural hydrants.

Per contract, the Township will have to provide physicals for the four Haz-Mat members at a cost of \$380 each. In 2015 all of the Volunteer Fire Fighters will have to have physicals per the Townships obligation to FEMA when receiving grant for vehicles. The cost is approximately \$500 per volunteer.

Approval was requested to purchase two new steer tires for Rescue 4 at a cost of \$657.84 and four rear duals for Engine 7 at a cost of \$1,926.52. Motion to approve by Trustee Wright, seconded by Trustee Taylor; roll call, all ayes, motion carried.

Approval was requested to purchase four new tires for the old brush truck. There was much discussion on whether to purchase or repair anything on the old brush truck as per FEMA guidelines the truck was mandated to be removed from service when the Township received grant funds for the new Brush Truck received earlier this year; Chief Dembiec stated there was no such language. Chief Dembiec stated the truck needed to be used to transport generators and emergency equipment to emergency calls; he also stated that he spoke with FEMA who said the fire department could keep the truck. Trustee Taylor asked

if it was in writing. Chief Dembiec stated it was verbal. Fiscal Officer Fallon stated that Chief Dembiec stated it was for transporting garbage from the fire department to across the street. Trustee Taylor questioned why the Road department couldn't come over and pick up the garbage or if there was another vehicle available at the road department; he also questioned why the Township should put money into a vehicle that is a 1973. Trustee Wright suggested the matter be tabled until the next meeting. Trustee Taylor agreed.

Chief Dembiec requested approval to spend up to \$5,500 for used SCBA cylinders through an auction on GovDeals. There was discussion on whether it was prudent to purchase the cylinders that have a life expectancy of 6-9 years and will sit on the shelf for two years until the current cylinders expire which reduce the life expectancy to 4-7 years. The cylinders would then have to be purchased again instead of purchasing new ones which have a life expectancy of 15 years. The current cylinders expire in 2017. Fiscal Officer Fallon suggested earmarking \$6,000 a year to purchase 10 cylinders each year which would replace all 30 cylinders by the expiration date. Then the Township wouldn't have to worry about them for another 15 years instead of 5-7 years. Motion to approve by Trustee Wright, seconded by Trustee Taylor; roll call, all ayes, motion carried.

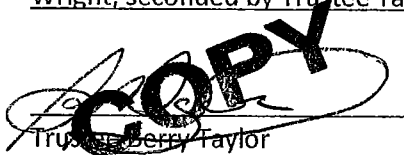
There was discussion between the Fiscal Officer and Chief Dembiec and the lack of communication of what the Fire Department needs. Fallon stated that she has repeatedly requested a list from the Chief in order to earmark funds, but the Chief has ignored those requests. He provides information in bits and pieces and mainly during the Trustees' meetings as he did with the physicals. The physicals should have been built into the budget that was put forth in July of 2014 for 2015, but she was unaware of until tonight. Fiscal Officer Fallon is asking that each year she is given a list of items needed to be purchased so she can work it into the budget earmarking the funds and actually get things accomplished.

**Additional Business & Announcements**

1. Next regularly scheduled Trustees' Board Meeting is on Monday October 6, 2014 at 7PM.
2. Dumpster Days will be held on Saturday October 18, 2014 9AM-3PM.
3. Auxiliary Spaghetti Dinner will be held on October 11, 2014 5-7PM.
4. Autumn begins Monday September 22, 2014!
5. Check out [www.carlisletownship.com](http://www.carlisletownship.com) for minutes of Trustees' meetings, availability of meeting rooms, current events & issues, Zoning Resolutions and Permits required, and Road and Fire Department announcements, as well as contact information.

**Adjournment**

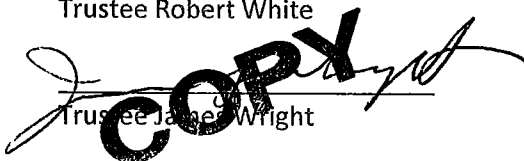
There being no further business to come before the Board, motion to adjourn was made by Trustee Wright, seconded by Trustee Taylor, roll call: all ayes, meeting adjourned at 8:20 PM.

  
 Trustee Jerry Taylor

  
 Attested: Kimberly Fallon, Fiscal Officer

Trustee Robert White

10/6/14  
 Date

  
 Trustee James Wright