

**Record of Proceedings**  
**Minutes of the Carlisle Township Board of Trustees**  
**Regular Meeting**  
**December 7, 2015**

The Carlisle Township Board of Trustees met on December 7, 2015 at 7:00 PM. In attendance: Trustee Robert White, Trustee Berry Taylor, Trustee James Wright, 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 Holly Banjoff questioned if work was going to be done on the railroad tracks on Butternut Ridge Road. Mr. Oliver stated that two work orders have been submitted to CSX. Trustee White stated that a certified letter should be sent to CSX.

Resident Brad Eubank stated there are three dead trees on Robson Road by the curve that he would like to have taken down; they are located in the easement. He stated he has called numerous times and the trees are still standing. Road Superintendent Schworer asked the Fiscal Officer if funds would be available. She will let him know.

Resident Jerry Hune questioned if a light were going to be put up on Route 57 and Route 82. The state has been contacted and a request submitted, but the state has not responded.

**Fiscal Officer Kimberly Fallons' Report**

Warrants 11921 through 11954 and EFT Payments (including payroll) 576-2015 to 595-2015 for a total of \$40,896.18 were submitted for approval. Motion to approve by Trustee White, seconded by Trustee Taylor; roll call, all ayes, motion carried.

Purchase Orders 55-2015 through 56-2015, Then and Now Purchase Order 54-2015, and Blanket Certificates 52-2015 and 53-2015 were submitted for approval. Motion to approve by Trustee White, seconded by Trustee Taylor; roll call, all ayes, motion carried.

Resolution 2015-46 A Resolution to Advance Funds was submitted for approval. Motion to approve by Trustee White, seconded by Trustee Taylor; roll call, all ayes, motion carried.

Resolution 2015-46 A Resolution To Transfer Funds was submitted for approval. Motion to approve by Trustee White, seconded by Trustee Taylor; roll call, all ayes, motion carried.

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Resolution 2015-48 A Resolution To Amend The Permanent Appropriations For Current Expenses And Other Expenditures Of Carlisle Township During The Fiscal Year Ending December 31, 2015 was submitted for approval. Motion to approve by Trustee White, seconded by Trustee Taylor; roll call, all ayes, motion carried.

Fiscal Officer Fallon questioned if one of the Trustees would be attending the Storm Sewer Fee meeting the next day as she needs to let Lorain County know. Mrs. Fallon stated that she could attend on their behalf. It was agreed that she would attend.

**Administrative Assistant/Zoning Inspector William Olivers' Report**

First reading of Resolution 2015-45 A Resolution To Set Meeting Dates And Rules Of Procedure For Carlisle Township For The Year 2016.

The December 4<sup>th</sup> deadline to apply for SWAC application for the Michigan Ditch was missed. The cost for the ditch cleaning is estimated to be \$44,400. Since the ditch borders Elyria, the Engineers will contact Elyria for input.

NOPEC Memorandum of Understanding are in the hands of Charles Ramer from NOPEC. They will be delivered at the next Trustees' meeting.

There will not be a December meeting for the Zoning Commission. Advertising will be in the Rural Urban to fill vacant positions.

Executive Session was requested for Zoning and Board of Zoning Appeals resignations.

**Road Superintendent Robert Schworers' Report**

Road Superintendent Schworer stated leaf collection is complete; 1742 cubic yards were collected in 75 loads.

Mr. Schworer requested executive session to discuss hiring and firing of road personnel.

**Fire Chief Kevin Dembiecs' Report**

Approval was requested to have 22 SCBA packs bench tested and repaired if necessary. The cost is approximately \$900. Motion to approve by Trustee White, seconded by Trustee Taylor; roll call, all ayes, motion carried.

The fire department is in need of replacing five sets of turnout gear. The cost will be reimbursed by FEMA. There are eight sets for the full time fire fighter that needs replaced as well. The cost will be \$1,739 each. A total cost of \$25,557.00 of which \$11,645.00 will be reimbursed by FEMA. Trustee Wright motioned to approve, seconded by Trustee Taylor; roll call, all ayes, motion carried.

There were 66 runs for the month of November. There were 9 car accidents and 8 fires.

The priority set for the AFG Grant is replacement of the Life Pak which costs \$25,000, replacing the thermal imager, training and props for training.

~~Executive session was requested to discuss appointment of fire department personnel.~~

Trustee White questioned the OPWC application for River Ridge Road; he questioned what the interest rate for the loan would be. Mr. Schworer stated that assessments were being looked into as a option for recouping road funds for the project. Fiscal Officer Fallon stated she received a legal opinion from Assistant Prosecutor Jerry Innes regarding assessments for roads and the conclusion was that a road cannot be singled out to apply assessments; however, the Trustees can approve and create a Resolution to have a blanket assessment on all road projects in the Township. This would alleviate any potential discrimination issues. Trustee White requested the trustees receive a copy of the opinion.

Trustee White motioned to enter into executive session to discuss appointments and resignations for the Zoning Board, hiring and firing of a public employee for the Road Department, and appointment of fire department personnel at 7:42PM, seconded by Trustee Taylor; roll call, all ayes, motion carried.

At 7:59PM Trustee White recused himself from executive session. Regular session was re-entered at 8:12PM. All Trustees present.

Trustee White motioned to accept the resignations from Jay Suich, Harold Lewis, and Jared Smith, seconded by Trustee Taylor; roll call, all ayes, motion carried.

Trustee White motioned to re-appoint Don Shenefelt as Board of Zoning Appeals member for another term, and Scott Rogers for the Zoning Commission, seconded by Trustee Taylor; roll call, all ayes, motion carried.

Trustee White motioned to appoint Michael Pitts as Volunteer Fire Fighter subject to passing a drug test and physical and a 90 day probation, seconded by Taylor; roll call, all ayes, motion carried.

Trustee White abstained from the hiring and discussions to fill the road department position. Trustee Taylor motioned to hire William Oliver as Road Department personal subject to obtaining Class B CDL within six weeks and one year probation at \$13.00 an hour starting pay to increase to \$14.00 an upon obtaining CDL, seconded by Trustee Wright; roll call Trustee Taylor and Trustee Wright ayes, Trustee White abstaining.


#### **Additional Business & Announcements**

1. Next regularly scheduled Trustees' Board Meeting is on Monday December 21, 2015 at 7PM.
2. Keep up with Township events and contact information at carlisletownship.com.

#### **Adjournment**

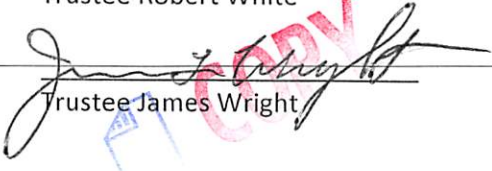
There being no further business to come before the Board, motion to adjourn was made by Trustee White, seconded by Trustee Taylor, roll call: all ayes, meeting adjourned at 8:15 PM.

  
Trustee Berry Taylor

  
Attested: Kimberly Fallon, Fiscal Officer

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Trustee Robert White

2/1/16  
Date

  
Trustee James Wright