

**Record of Proceedings
Minutes of the Carlisle Township Board of Trustees
Regular Meeting
December 5, 2016**

The Carlisle Township Board of Trustees met on December 5, 2016 at 7:00 PM. In attendance: Trustee Berry Taylor, Trustee James Wright, Trustee Jared Smith, Fiscal Officer Kimberly Fallon, Administrative Assistant / Zoning Inspector William Oliver, Acting Road Superintendent Martin Squire and Fire Chief Kevin Dembiec. Ten (10) people signed the attendance sheet.

Public Participation

Resident Dale Horvath requested any progress on East Carlisle School. Trustee Taylor reminded the residents that we tried to sell it, but did not receive any calls. There is a group who has expressed interest, but we have not heard back from them.

Fiscal Officer Kimberly Fallons' Report

Resolution 2016-24 Adopt Permanent Appropriations was submitted for approval. Motion to approve by Trustee Taylor, seconded by Trustee Wright; roll call, all ayes, motion carried.

Resolution 2016-26 Transfer of Funds was submitted for approval. Motion to approve by Trustee Taylor, seconded by Trustee Wright; roll call, all ayes, motion carried.

Purchase Order 55-2016 was submitted for approval. Motion to approve by Trustee Taylor, seconded by Trustee Wright; roll call, all ayes, motion carried.

Warrants 12426 through 12441 and EFT Payments (including payroll) 574-2016 through 599-2016 for a total of \$31,313.46 were submitted for approval. Motion to approve by Trustee Taylor, seconded by Trustee Wright; roll call, all ayes, motion carried.

The Road Use, Repair And Maintenance Agreement (RUMA) from the Lorain County Commissioners was submitted for approval and signature. RUMA is an agreement with the County to have roads repaired that might be damaged by the installation of the Nexus Pipeline. Motion to approve by Trustee Taylor, seconded by Trustee Wright; roll call, all ayes, motion carried.

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

Approval was requested to purchase a new computer for the Administrative Assistant/Zoning Inspector. He is currently using the old Fiscal Officer computer that is over four years old and had issues when she was using it. Motion to approve by Trustee Taylor, seconded by Trustee Wright; roll call, all ayes, motion carried.

Administrative Assistant/Zoning Inspector William Oliver's Report

A Memorandum of Understanding from the Fire Department Union was submitted for approval. It is a correction to the use of vacation time. Motion to approve by Trustee Taylor, seconded by Trustee Wright; roll call, all ayes, motion carried.

The Lorain County Engineers submitted a letter of request for weight reductions on Township roads. Motion to approve by Trustee Taylor, seconded by Trustee Wright; roll call, all ayes, motion carried.

Resolution 2016-25 A Resolution To Set Meeting Dates And Rules Of Procedure For Carlisle Township For The Year 2017 was submitted for approval. Motion to approve by Trustee Taylor, seconded by Trustee Wright; roll call, all ayes, motion carried.

Bob Kleiber, Lorain County Engineer, was contacted regarding a potential traffic signal at Butternut and Indian Hollow Road. Mr. Kleiber will submit a request for funding to do a traffic study.

The new digital sign is still uninstalled.

The closing of the brush pile at the road department will be closed as of January 1, 2017. Residents will be instructed to bag up their brush pile items and take them to Barnes Nursery at the Elyria Regional Compost Facility on Chestnut Street in Elyria. The residents will be notified in several ways: the Township website carlisletownship.com, public service announcements in the Rural Urban and signs at the road department.

Zoning Inspector Oliver reported the collection of \$8,885.99 for a total of 27 permits issued during the month of November.

Nuisance letters were mailed to several residents on the following streets: Prospect St., Butternut Ridge Rd., East Ave., and Grafton Road.

Acting Road Superintendent Report

Acting Road Superintendent Squire acquired approval from Trustee Wright to replace the alternator on truck 11. He also acquired approval to replace the turbo in truck 5 with a cost of approximately \$2,300.

The pickup truck needs a new water pump.

Quotes were received for the replacement of the fence at LaPorte Cemetery on Butternut Ridge Road. The estimates ranged from \$16,988 to \$36,505. The Fiscal Officer stated there isn't enough money in the Cemetery Fund to pay for a new fence at those prices.

Estimates were being requested to repair/replace Town Hall front steps. The Acting Road Superintendent was still waiting.

Leaf pick up has been extended through December 9th, 2016.

Fire Chief Kevin Dembiens' Report

Engine 3 is in need of a cab lift repaired. The hydraulic pump froze and the manual jack doesn't work. Motion to approve by Trustee Taylor to approve \$614 plus shipping and handling, seconded by Trustee Wright; roll call, all ayes, motion carried.

Approval was requested to replace the pager encoder with a cost of \$964.05. Motion to approve by Trustee Taylor to approve \$964.05, seconded by Trustee Wright; roll call, all ayes, motion carried.

Submitted was the most recent ISO rating which went from a 6/8B to 4/8/B. The Fire Chief stated that there are several things that can be done to increase the rating, such as replacement of tanker 8 with a tanker engine and putting in fire hydrants where it would be permitted. However, depending on the individual insurance company, a better ISO rating may have no effect on their insurance. Ohio Edison replaced a pole on Prospect St. after a complaint was filed.

Executive session was requested for employment, discipline, demotion of a public employee.

Trustee Taylor motioned to enter into executive session at 7:42PM to discuss hiring, firing, promotion and discipline of a public employee as requested Fire Chief, seconded by Trustee Smith; roll call, all ayes, motion carried.

At 8:00PM, regular session was reentered with all Trustees in attendance.

Additional Business & Announcements

1. Next regularly scheduled Trustees' Board Meeting is on Monday December 19, 2016 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 Taylor, seconded by Trustee Wright, roll call: all ayes, meeting adjourned at 8:00PM.



Trustee Barry Taylor



Trustee Jared Smith



Trustee James Wright



Attested: Kimberly Fallon, Fiscal Officer



Date