

**Record of Proceedings**  
**Minutes of the Carlisle Township Board of Trustees**  
**Regular Meeting**  
**February 6, 2017**

The Carlisle Township Board of Trustees met on February 6, 2017 at 7:00 PM. In attendance: Trustee James Wright, Trustee Berry Taylor, Trustee Jared Smith, Fiscal Officer Kimberly Fallon, Administrative Assistant / Zoning Inspector William Oliver, Acting Road Superintendent Martin Squire and Fire Chief Kevin Dembiec. Eleven (11) people signed the attendance sheet.

**Public Participation**

Resident and Historian Jan Brooks commented that she was given a list of Veterans from Lorain County to aid Mr. Hidebrandt for the Memorial he is working on.

Resident Holly Banjoff questioned when stop signs would be installed at Indian Hollow Road and Butternut. Mr. Oliver stated that a survey needs to be performed first. It might not be until 2018 that the actual signs are installed.

**Fiscal Officer Kimberly Fallons' Report**

Minutes of December 19, 2016 and January 17, 2017 Regular Board of Trustees Meeting and December 5, 2016 Regular Board of Trustees Meeting were submitted for approval. Motion to approve by Trustee Wright as amended, seconded by Trustee Smith; roll call, all ayes, motion carried.

Warrants 12499 through 12530 and EFT Payments (including payroll) 55-2017 through 99-2017 for a total of \$106,599.05 were submitted for approval. Motion to approve by Trustee Wright, seconded by Trustee Smith; roll call, all ayes, motion carried.

Purchase Order 40-2017 and 41-2017 and Blanket Certificates 26-2017 and 27-2017 were submitted for approval. Motion to approve by Trustee Wright, seconded by Trustee Smith; roll call, all ayes, motion carried.

January 2017 Financial Statements were submitted for approval. Motion to approve by Trustee Wright, seconded by Trustee Smith; roll call, all ayes, motion carried.

The American Tower Cell tower lease extension was submitted for signing; it had been approved to extend the current lease agreement. The lease consists of a monthly payment for 418562 Nickle Plate OH –OPX LE in which a cell tower is located. The lease is increased every five (5) years.

The 2017 Carlisle Township Employee Wage sheet was submitted for approval. Trustee Smith requested the sheet be tabled. He requested executive session to discuss compensation of a public employee.

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

Administrative Assistant Oliver will be attending the LCTA meeting in which an OUPS representative will be speaking and discussing the move to have all Townships join. Details are unclear at this time. Trustee Wright explained how normal protocol would be for the County Engineers would receive a call from the resident which would be passed down to the Township for marking of drain tiles. Mr. Oliver

stated that in Brighton Township, with the OUPs involved, has to now mark state and county utilities and is being charged .21 cents a call. There was no charge when the County fielded the calls.

The Township received \$10,079 for the Lorain County Solid Waste Management Community Incentive Grant.

Notice of the brush pile closure was in the Rural Urban. The brush pile was officially closed on January 1, 2017. Trustee Wright gave a brief history on the brush pile. In earlier days it was used to alleviate the residents from brush brought down by storms. At that time, the Township was able to burn the brush pile. The EPA put a stop to the burning because of the harm being done to the atmosphere. There were several residents who were clearing large quantities of land and bringing it to the brush pile. However, by doing so, the Township has to incur the costs of having the brush pile removed by an outside source. Residents can take their yard waste to down on Chestnut.

Thank you to the 4H HomeGrowers who donated a flag to the Township for use of the Town Hall for their meetings. It was given to the fire department.

Trustee Wright questioned on the progress of the NOPEC energy grant and the lighting requested for the road department. Mr. Oliver stated it is still in progress.

On February 15, 2017, the Zoning Commission will be having a public hearing on the rezoning of 92 acres located behind Town Hall. All adjoining residents have been notified. A couple residents have already stressed their displeasure of rezoning. The County Planning Commission denied the request.

Mr. Oliver stated that an issue with a septic system has delayed a razing of a building on Grafton Road.

Zoning report: 2 Conditional Use Permit renewals, 1 razing, 1 accessory building, and 2 additions.

**Acting Road Superintendent Report**

Three quotes were received, ranging from \$4,000 -\$8,000 to replace hydrant that was knocked down. Trustee Wright questioned if insurance covered the cost. The Fire Chief stated that it should be covered under insurance as a police report had been filed. The Fire Chief stated he is waiting for the insurance company to contact him. Trustee Wright suggested waiting until the insurance comes through. The Fire Chief stated he would call the insurance company to expedite the claim.

Quotes were submitted to repair the leaf vac. He stated that the parts are in a kit with a cost of 3672.75 less freight and shipping (\$250) because the road department can pick it up. The other leaf vac needs an entire hydraulic arm with a cost of \$6,300. He said they can haul it down themselves and retrieve the parts for the other leaf vac. Trustee Wright questioned if both leaf vacs were used in 2016. What is the impact of using only one leaf vac? To pick up leaves efficiently, a fourth guy needs to be used for this year. Trustee Taylor stated if two guys were still needed with a hydraulic arm? Yes, stated Mr. Squire. **Motion to approve by Trustee Wright, seconded by Trustee Smith; roll call, all ayes, motion carried.**

Mr. Squire stated that Crossroads in Columbia Station carries the oil that the Township could purchase for \$4 a gallon if the Trustees want to purchase a Dura Patcher. At the Ohio Township Association there were two types that provided the same product: Dura Patcher and The Green Machine. The Green Machine is about \$10,000 cheaper. Mrs. Fallon stated that the Green Machine is a cheaper alternative to the Dura Patcher which costs \$59,000. She stated she would set up a demonstration with Green

Machine. Trustee Taylor questioned how the patch was on Southwood and Aspen that was put down with the Dura Patcher. Mr. Squires stated it is holding. Trustee Taylor stated that it hasn't been subjected to the normal winter wear and tear.

LaGrange Township approached Mr. Squire on working together on Parson's Road resurfacing, between Whitehead and Diagonal. LaGrange wants to apply for Issue Two funding; they want the Trustees to pay for half of it because one side is in LaGrange and the other in Carlisle. Mr. Squire told LaGrange to notify the Trustees when they are ready to proceed with applying. Trustee Wright stated that fixing it together would be best. He was told that the edges are breaking off. Fiscal Officer Fallon reminded the Trustees that there is only \$90,000 in the one fund and it cannot support both an OPWC project and a Dura Patcher. Resident Dale Handley questioned if anyone around us had one of the machines. He thought one entity having one and sharing it. There are several around Lorain County. Trustee Wright stated that with sharing a piece of equipment like this is a sensitive idea due to the maintenance required. Mr. Handley thinks it would be foolish for everyone to have one. He would like to be a part of the demonstration with the Green Machine. Trustee Wright stated that a \$1,000 would cost \$50 with a life expectancy of longer. Resident Linda Lowery questioned how much would it cost us to hire someone to bring their own machine and do the patching. Mr. Squire stated that Dura Patcher would come out for \$5,000. Fiscal Officer Fallon stated it wouldn't just cost \$50 in materials; it would also cost another \$80.00 an hour to have two of the road crew out in the machine. The \$1,000 could add up quickly even with owning the machine. Owning the machine would just mean the work is less laborious to the road crew. Shared services are provided between Carlisle, LaGrange and Elyria Township. Mrs. Lowery stated that the problem with sharing services is that our road crew might not be available for their own projects if they are helping someone else.

#### **Fire Chief Kevin Dembiecs' Report**

The Fire Chief reported the fire department applied for supplemental FEMA Grant funds to purchase \$9,800 of equipment.

The fire chief requested acceptance of the resignation of Volunteer Fire Fighter Kody Brescan. **Motion to approve by Trustee Wright, seconded by Trustee Smith; roll call, all ayes, motion carried.**

The equipment was ordered for the SCBA FEMA Grant Bid. It should arrive in 4-5 weeks. The fire chief is trying to collect the funds around the time of delivery.

The fire chief discussed free educational opportunities for the fire department personnel, full time and volunteer, at NOVFA Regional Fire School. He indicated that attendance and interest has been low in years passed and he is hoping to convince the employees to attend the conference on March 11<sup>th</sup> and 12<sup>th</sup>, 2017. Trustee Wright suggested making it mandatory to attend; that is would show interest in becoming more qualified.

The donation of \$1,460 from the Fire Fighter Association was received to apply to the ice suits.

**Trustee Wright motioned to enter into executive session at 8:12PM to discuss compensation of a public employee, seconded by Trustee Smith; roll call, all ayes, motion carried.**

At 8:24PM, regular session was reentered with all Trustees in attendance.

Trustee Wright motioned to increase the Administrative Assistant/Zoning Inspector's hourly wage from \$17.00 to \$18.50, seconded by Trustee Smith; roll call, all ayes, motion carried.

**Additional Business & Announcements**

1. Next regularly scheduled Trustees' Board Meeting is on Tuesday February 21, 2017 at 7PM.
2. February 14, 2017 is Valentine's Day.
3. February 15, 2017 Public Hearing for the Zoning Commission.
4. February 16, 2017 LCTA meeting in Pittsfield.
5. February 20, 2017 Presidents Day – All Offices Closed.
6. 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 Wright, seconded by Trustee Smith, roll call: all ayes, meeting adjourned at 8:27PM.

  
Trustee Berry/Taylor

  
Trustee Jared Smith

\_\_\_\_\_  
Trustee James Wright

\_\_\_\_\_  
Attested: Kimberly Fallon, Fiscal Officer

\_\_\_\_\_  
Date