

**Record of Proceedings  
Minutes of the Carlisle Township Board of Trustees  
Regular Meeting  
May 15, 2017**

The Carlisle Township Board of Trustees met on May 15, 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 Paul Sniezek and Fire Chief Kevin Dembiec. Eight (8) people signed the attendance sheet.

**Public Participation**

None

**Fiscal Officer Kimberly Fallons' Report**

Minutes of May 1, 2017 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.

Purchase Order 45-2017 through 47-2017 were submitted for approval. Motion to approve by Trustee Wright, seconded by Trustee Smith; roll call, all ayes, motion carried.

Warrants 12628 through 12651 and EFT Payments 211-2017 through 274-2017 for a total of \$63,209.26 were submitted for approval. Motion to approve by Trustee Wright, seconded by Trustee Smith; roll call, all ayes, motion carried.

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

Resolution 2017-09 2017 More Grant was submitted for approval. Motion to approve by Trustee Wright, seconded by Trustee Smith; roll call, all ayes, motion carried.

The MORE Grant is \$500. OTA Conference fees are normally reimbursed by the Grant. Fallon requested approval of up to \$800 for a chemical closet for the Road Department. The balance of the grant will be applied toward the purchase. Motion to approve by Trustee Wright, seconded by Trustee Smith; roll call, all ayes, motion carried.

Resolution 2017-10 A A Fire Levy Renewal, Resolution 2017-10 B Fire Levy Replacement, and Resolution 2017-C Fire Levy Replacement with Increase were submitted for approval to submit to the Lorain County Auditor for certification. Motion to approve by Trustee Wright, seconded by Trustee Smith; roll call, all ayes, motion carried.

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

The Memorandum of Understanding (MOU) between LCSWMD and the Township was submitted for acceptance. Motion to approve by Trustee Wright, seconded by Trustee Smith; roll call, all ayes, motion carried.

The 2017 Community Incentive Grant Guidelines were submitted for approval. The Township has been granted \$10,205.71, which is the highest of all Townships in Lorain County for three years running. Motion to approve by Trustee Wright, seconded by Trustee Smith; roll call, all ayes, motion carried.

An MOU was submitted for use of the ball fields on Butternut Ridge Rd. for signatures.

There were 106 visits for Dumpster Days. The event was very smooth, but busy.

Pride Day is May 20<sup>th</sup> from 9AM-Noon. Flowers were donated by residents John McDonald and Helen Knopp; Thank you! The 4H Homesteader will be helping plant flowers at the Fire Department.

The Board of Zoning Appeals will be meeting on Wednesday May 17, 2017 at 7PM. The BZA is still seeking a new member.

Trustee Smith questioned how to get rid of the signage that is being placed high up on telephone poles. The utility company owns the poles. Trustee Wright stated he would work with the road department on how to remove the signage.

Executive session was requested to discuss fire department personnel compensation.

#### **Acting Road Superintendent Report**

The Whitehead Road Culvert project was accepted. Approval to advertise for bids was requested. Motion to approve by Trustee Wright, seconded by Trustee Smith; roll call, all ayes, motion carried.

Mr. Sniezek elaborated on Dumpster Days: 7-30 yd dumpsters and 1-20 yd dumpsters were filled; 150 gallons of used motor oil collected; copper, batteries and aluminum were taken to Butternut Recycling for \$38.90; a 30 yd dumpster was taken to Sugar Ridge Recycling for metal collected. Thank you to Volunteer fire fighter John Jemiola for helping with this event.

Weight limit signs were taken down and the shop lighting was completed. Potholes were patched on Robson and Parson's Road.

Estimates were received for the Town Hall roof and porch; the range was \$3,670 for Amber Excavating to \$7,244.59 to repair, replace and point brick at entry. Roof estimates were tabled until Big Tom's was contacted for an estimate. Motion to approve Amber Excavating for porch project with a cost of \$3,670 by Trustee Wright, seconded by Trustee Smith; roll call, all ayes, motion carried.

Application was submitted for OUPS. Digital maps were requested by OUPs which were provided by the County to avoid errant calls.

The road department equipment inventory was submitted for review. The roller for chip and seal needs replaced; it has serious steering issues. The list also included inventory that at earlier discussions needs to be sold, such a brine equipment and recycling trailers.

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

The warranty work done on Truck S has been completed and delivered. The paint job is adequate; there is four years left on the warranty if more issues are experienced.

AMKUS needs servicing with a cost of \$850 plus parts. The hydraulic pump has issues with finding replacement seals. Trustee Wright suggested a company in North Ridgeville that makes seals of all types.

BWC Safety Consultants performed a site visit in relation to the BWC Safety Grant Application process. The consultant had an issue with eye wash missing an inspection tag and foam wash was not labeled.

Approval was requested to spend \$4,200 for replacement of two sets of bunker gear for two volunteer fire fighters. Trustee Taylor motioned to approve, Trustee Smith seconded; roll call, all ayes, motion carried.

Approval was requested to spend \$1,555 on new tires for Engine 1, the engine used for parades and funerals. Trustee Taylor motioned to approve, Trustee Smith seconded; roll call, all ayes, motion carried.

The Safer Grant Recruitment expired June of 2017 and the Safer Grant for Fire Fighter John Lauer expires October 31, 2017. He indicated the Budget can support keeping Mr. Lauer with a possible increase in the levy this November.

At 8:15PM, Trustee Wright motioned to enter into executive session to discuss fire fighter compensation, Trustee Smith seconded; roll call, all ayes, motion carried. Administrative Assistant Oliver was in attendance.

Regular session was re-entered at 8:33PM with all Trustees in attendance.

**Additional Business & Announcements**

1. Next regularly summer scheduled Trustees' Board Meeting is on Monday June 19, 2017 at 7PM.
2. Pride Day is Saturday May 20, 2017 9AM – 12PM.
3. 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 8:33PM.

Trustee James Wright

Trustee Jared Smith

Trustee Berry Taylor

  
Attested: Kimberly Fallon, Fiscal Officer

Date

10/19/17