

**Record of Proceedings  
Minutes of the Carlisle Township Board of Trustees  
Regular Meeting  
December 4, 2017**

The Carlisle Township Board of Trustees met on December 4, 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, Fire Chief Kevin Dembiec, and Acting Road Superintendent Paul Sniezek. Seventeen (17) people signed the attendance sheet.

**Public Participation**

Resident Dale Handley requested an update to the right turn only on southbound Grafton Road. The Lorain County Engineers have recognized the issue, but cannot do anything until the spring when it will be rectified with arrows.

Resident Jose Rodriguez questioned the township leaf policy. Mr. Sniezek stated the road department was on its fourth round in the Township and there might be another road due to the amount of leaves. He stated the leaves should be placed within six feet of the road and have no obstacles. Mr. Rodriguez asked if there was brush pick up. Mr. Oliver stated to break down the sticks and place in the blue receptacles. He also directed the residents to the website for recycling information.

Resident Ray Hildebrandt stated that people are still running the new stop signs at Butternut Ridge Road and Indian Hollow. Resident Karen Weber questioned if the solar stop signs could be used instead. Mr. Oliver stated that the County did a survey and concluded that the current stop signs are what is warranted. He also stated that the cost for the blinking stop signs is \$1,500 each.

**Fiscal Officer Kimberly Fallons' Report**

Warrants 12937 through 12957 and eft's 613-2017 through 633-2017 with a total of \$56,748.47 were submitted for approval. Motion to approve by Trustee Wright, seconded by Trustee Smith; roll call, all ayes, motion carried.

Purchase Order 69-2017 was submitted for approval. Motion to approve by Trustee Wright, seconded by Trustee Smith; roll call, all ayes, motion carried.

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

Resolution 2017-40 A Resolution To Set Meeting Dates And Rules of Procedure for Carlisle Township for the Year 2018 was submitted for approval. Motion to approve by Trustee Wright, seconded by Trustee Smith; roll call, all ayes, motion carried.

Mr. Oliver stated that the new chairs arrived and were in place at Town Hall.

Zoning Inspector Oliver stated there were seven (7) permits issued in November.

Mr. Oliver recommended Dale Handley be re-appointed to the BZA and Michael Hagan appointed as BZA Alternate. Motion to approve by Trustee Wright, seconded by Trustee Smith; roll call, all ayes, motion carried.

Mr. Oliver recommended the appointment of Tom Pollen, replacement for Mike Hagan, and Matt Turcyk, replacement for Timothy Hodge, to the Zoning Commission. Motion to approve by Trustee Wright, seconded by Trustee Smith; roll call, all ayes, motion carried.

**Acting Road Superintendent Report**

The Acting Road Superintendent stated the River Ridge concrete replacement project had its final inspection on November 22, 2017; it has been reseeded and there have been no further complaints from the residents.

The road department is still picking up leaves with 63 ½ loads already picked up. There are still a lot of phone calls from the residents.

Approval was requested to purchase a new truck toolbox and LED flashers for a total of \$475.30. Motion to approve by Trustee Wright, seconded by Trustee Smith; roll call, all ayes, motion carried.

There was a plugged drain tile on Robson Road which should have been a 15 inch tile, but was an 8 inch tile. The tile appears to be connected to Esther Road. However, the drain tile runs under a newly constructed barn. He suggested a re-direction to a different drain tile since the tile under the garage is under the back 1/3 of the barn; the tile may be compromised by the barn. The neighbor has also removed tile that runs to the river, which is on Township property. The one resident indicated that he had not seen an easement on his property. The newly erected barn is on the footprint of a barn that had been there for more than 100 years. The Trustees stated that the resident that removed tile from Township property would be responsible for paying for the cost of any damage. Mr. Sniezek requested approval to camera the tile to see if there are any obstructions. Motion to approve up to \$200 by Trustee Wright, seconded by Trustee Smith; roll call, all ayes, motion carried.

Mr. Sniezek gave Sunrise Propane approval to install automatic readers on the gas tanks. There is no cost to the Township.

**Fire Chief Kevin Dembiecs' Report**

The light tower on Engine 9 has been repaired and in service. The Fire Com headsets will be installed around December 25.

Engine 7 was slated to return to the station this week.

Executive session was requested to discuss hiring, firing, disciplining of a public employee of the fire department.

At 7:50PM, Trustee Wright motioned to enter into executive session to discuss hiring, firing, disciplining of a public employee of the fire department, seconded by Trustee Smith; roll call, all ayes, motion carried.

Regular session was re-entered at 10:25PM with all Trustees in attendance.

Trustee Wright motioned to accept the resignation of Fire Chief Kevin Dembiec, seconded by Trustee Smith; roll call, all ayes, motion carried.

A Special meeting was set for December 5, 2017 at 9:30AM to discuss the resignation of Kevin Dembiec.

**Additional Business & Announcements**

1. Next regularly scheduled Trustees' Board Meeting is on Monday December 18, 2017 at 7PM.
2. The BZA will meet on December 6, 2017 at 7PM.
3. Keep up with Township events and contact information at [carlisletownship.com](http://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 10:26PM.

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Trustee James Wright

  
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Trustee Jared Smith

  
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Trustee Berry Taylor

  
Attested: Kimberly Fallon, Fiscal Officer

12/18/17  
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Date