

**Record of Proceedings  
Minutes of the Carlisle Township Board of Trustees  
Regular Meeting  
February 5, 2018**

The Carlisle Township Board of Trustees met on January 16, 2018 at 7:00 PM. In attendance: Trustee Berry Taylor, Trustee Jared Smith, Trustee James Wright, Fiscal Officer Kimberly Fallon, Administrative Assistant / Zoning Inspector William Oliver, Interim Fire Chief Stephen Higgins, and Acting Road Superintendent Paul Sniezek. Nine (9) people signed the attendance sheet.

**Public Participation**

Resident John Carpenter submitted several noise resolutions that were set by other local communities. In light of the situation that Grafton Township is having with a local bar that has outdoor entertainment that is bothering the adjoining neighbors. He suggested the Trustees review them and consider bringing the Township's resolution up to date. There will be a special meeting at Grafton Township to address zoning issues and suggested a Township representative attend. He also suggested that there be zoning on a structure that has plastic as walls. Mr. Oliver stated that the resident with said structure is within zoning requirements and is allowed to have the structure as it is. Trustee Smith said they would consider his suggestions.

Resident Ray Hildebrant requested all mail for the Veterans be sent to the Fiscal Officer office. The Trustees agreed.

Prayers for John McDonald's son who is undergoing brain surgery.

Happy Birthday Beth Wright!

**Fiscal Officer Kimberly Fallons' Report**

Warrants 13014 through 13038 and eft's 34-2018 through 80-2018 with a total of \$62,662.26 were submitted for approval. Motion to approve by Trustee Smith, seconded by Trustee Taylor; roll call, all ayes, motion carried.

Purchase Order 36-2018 was submitted for approval. Motion to approve by Trustee Smith, seconded by Trustee Taylor; roll call, all ayes, motion carried.

Resolution 2018-5 A Resolution To Submit Application To Participate in the OTARMA 2018 MORE Grant Program was submitted for approval. The grant is for \$500 which can be used toward the OTA Conference fees and other safety items. Motion to approve by Trustee Smith, seconded by Trustee Taylor; roll call, all ayes, motion carried.

The WENS Memorandum of Understanding was submitted for acceptance and signature of the Trustees for the Emergency Network for emergency notifications. All residents were encouraged to sign up. The cost is \$375 a year based off 7,500 population. Motion to approve by Trustee Smith, seconded by Trustee Taylor; roll call, all ayes, motion carried.

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

The SWAC Annual meeting will be held on February 22<sup>nd</sup> and he is requesting that Mr. Sniezek attend with him. The Trustees agreed.

KLA Risk Assessment letters went to each department and are being worked on. Mr. Oliver has contacted the Metro Parks to see if the existing contract need to be reviewed. He has not heard back from them.

Resolution 2018-4 A Resolution Authorizing All Actions Necessary to Accept the Northeast Ohio Public Energy Council (NOPEC) Energized community Grant. This allows Mr. Oliver to be the Designated Signature for the Energized Community Grant online. Motion to approve by Trustee Smith, seconded by Trustee Taylor; roll call, all ayes, motion carried.

The Township mileage certification forms were submitted for the Trustees to sign.

Resolution 2018-6 A Resolution To Amend Resolution 2017-24 No Parking on Cul-De-Sacs was submitted for approval. The amendment would allow parking on Cul-De-Sacs in the event of parties during the event, but not long term. Mr. Oliver stated that this will ensure the residents that the residents and their guests will not be towed for the duration of the event. Motion to approve by Trustee Smith, seconded by Trustee Taylor; roll call, all ayes, motion carried.

There were two conditional use renewals collected for zoning.

Mr. Oliver suggests the Township go with the State for building permits; Safe Built is not a reliable source. The Township does not have the number of commercial permits to warrant the charge Safe Built requires. When he contacted Safe Built, he was looking for more professionalism, but there isn't any; the company is just bigger. The Trustees were in agreement.

Mr. Oliver told Mr. Carpenter he will forward the suggested Resolutions to the Zoning Commission for review.

#### Acting Road Superintendent Report

Whitehead culvert re-bidding will be moving forward. The project has been revised slightly, but basically the same. The bidding will close on February 28<sup>th</sup> at 3PM. The bids will be opened and then submitted to the Trustees and Lorain County Engineers for acceptance.

The jetter truck tank rebuilding is almost complete. The weight reduction signs have been installed and will be removed May 1<sup>st</sup>.

The road side mower is at a standstill as the companies working on the decking have put the mower aside to work on backlog. He questioned if any payment has been made to Pollen Implement for the mower. Fallon stated no. A loaner tractor may be available from Pollen until the new one comes in. She also stated that maybe the price can be renegotiated because it is now a year older.

Mr. Sniezek questioned if an ad could be run in the paper about not putting items in the road that obstruct leaf collection and snow plowing. Trustee Smith suggested a news release in the Rural Urban.

A septic tie in was approved on Carlisle Avenue.

Mr. Sniezek is researching different alternatives to the current chip and seal program. Mr. Oliver stated that the Township has to prep its own roads before it can be chip and sealed. Mr. Sniezek stated that it typically takes the road department 2-3 days for its program. More information will be forthcoming.

Mr. Sniezek requested putting a loop at LaPorte Cemetery for ease of traffic. A recent viewing had over 50 cars that struggled to move out. The road department has all the materials to do the loop. He will submit drawings.

Trustee Wright questioned how much use the road department had with the pot hole filler. Mr. Sniezek stated they laid about 275 gallons worth of oil. There are adjustments that need to be made and will put it more to use in the spring.

#### **Interim Fire Chief Stephen Higgins' Report**

There were 62 runs for January.

February 24<sup>th</sup> and 25<sup>th</sup> is the Northern Ohio Arson Seminar; Mr. Higgins would like to send three (3) guys. The cost is \$110 per person for both days plus mileage reimbursement. Motion to approve by Trustee Smith, seconded by Trustee Taylor; roll call, all ayes, motion carried.

The headsets will be put in by B&C Communications in February.

A list was submitted of equipment needed for engine 9. The cost \$7,030.75. Motion to approve by Trustee Smith, seconded by Trustee Taylor; roll call, all ayes, motion carried.

Truck 5 alignment ended up costing \$803.42.

The AFG Micro Grant application was submitted. The grant amount is \$14,330 and the township 5% is \$682.00 if approved.

The Township will be hosted the Explorers Program in May and in September hosted by. Seven sets of turn out gear that are out of date but still usable will be donated to the program. Motion to approve the donation of the seven (7) sets of turnout gear by Trustee Smith, seconded by Trustee Taylor; roll call, all ayes, motion carried.

Fire Recovery Services set a notification that \$668 has been collected for a claim.

Executive Session was requested for employment of fire department personnel.

Trustee Smith motioned to enter into executive session at 7:56PM to discuss employment of fire department personnel, seconded by Trustee Taylor; roll call, all ayes, motion carried.


Regular session was re-entered at 8:34PM with all Trustees in attendance.

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

1. Next regularly summer scheduled Trustees' Board Meeting is on Monday February 20, 2018 at 7PM.
2. 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 Smith, seconded by Trustee Taylor, roll call: all ayes, meeting adjourned at 08:34PM.

  
Trustee James Wright

Trustee Jared Smith

  
Trustee Berry Taylor

  
Attested: Kimberly Fallon, Fiscal Officer

2/20/18  
Date