

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

The Carlisle Township Board of Trustees met on November 5, 2018 at 7:00 PM. In attendance: Trustee Jared Smith, Trustee James Wright, Trustee Berry Taylor, Administrative Assistant / Zoning Inspector William Oliver, Fire Chief Steve Higgins, and Road Superintendent Paul Sniezek. Eleven (11) people signed the attendance sheet.

Public Participation

Deputy Whoever was in attendance to discuss happening in the Township. He reminded people to lock their car doors to prevent people from stealing from them.

Resident Dale Handley stated that having a schedule for leaf pick up is not going to work. Mr. Sniezek stated it is simply a route and timing is tentative due to volume of leaves to be collected.

Fiscal Officer Kimberly Fallons' Report

Minutes of the September 15, 2018 Regular Board of Trustee Meeting and Minutes of the October 15, 2018 Regular Board of Trustee Meeting were submitted for approval. Trustee Smith motioned to approve, Trustee Taylor seconded; roll call, all ayes, motion carried.

Warrants 13365 through 13389 and eff's 491-2018 through 507-2018 for a total of \$90,495.40 were submitted for approval. Trustee Smith motioned to approve, Trustee Taylor seconded; roll call, all ayes, motion carried.

Then and Now Purchase Orders 43-2018 and 44-2018 were submitted for approval. Trustee Smith motioned to approve, Trustee Taylor seconded; roll call, all ayes, motion carried.

Submitted for approval was the amendment to Personnel Policy 7.1 Attendance for (Non Fire Department Employees) hours of operation change from 8am-4:30pm to 7:30am – 4:00pm. Trustee Smith motioned to approve, Trustee Taylor seconded; roll call, all ayes, motion carried.

Resolution 2018-23 A Resolution Amending Resolution 99-11 A Resolution To Establish Guidelines For Vacation Time Eligibility For Road Department And Non-Fire Department Personnel And Amending Section 6.2.2, Section 6.9 Separation Pay, and Section 9.1 Resignation Of The Personnel Policy Manual As Stated was submitted for approval. This resolution clarifies the prohibition of an employee who chooses to terminate his/her employment with the Township to use vacation time to extend the resignation date. Trustee Smith motioned to approve, Trustee Taylor seconded; roll call, all ayes, motion carried.

Administrative Assistant/Zoning Inspector William Oliver's Report

Mr. Oliver submitted an agreement between Grafton Village and the Township for the Fox Run annexation where erroneously distributed real estate taxes went to the Village instead of the Township. Trustee Smith tabled the approval of the agreement to coincide with the expedited annexation of the properties with a Resolution. The Assistant Prosecutor will review the Resolution prior to passing.

A seat will be opening up for a Township representative for the Rural Lorain County Water Board. Mr. Oliver would like to be considered for the position. Current board representative is Keith Loczi who will be retiring from the position. Trustee Smith motioned to accept the resignation from Mr. Loczi from the Rural Water position and thanked him for serving for the Township. Trustee seconded; roll call, all ayes, motion carried.

A certificate of insurance was received for the Grafton Midview Public Library and a deposit received for the libraries Community Outreach program.

The bronze plaques have been received for the room dedications.

There were 19 permits issued in October. There will be a BZA meeting held on November 7, 2018 and a Special BZA meeting on November 14, 2018 for a setback variance request.

Mr. Oliver thanked the Trustees for allowing him to attend the Zoning workshop; it was very informative.

Road Superintendent Report

Leaf pick up started on October 29th and will continue.

Approval was requested to put a metal working machine that was found in storage on GovDeals.com. He stated that the road department has no use for it. After doing some research he found it could be valued between \$1,000 and \$5,000. Trustee Smith motioned to approve. Trustee Taylor seconded; roll call, all ayes, motion carried.

Three letters went to residents at Carrington Pointe regarding swails; two complied and the third received a certified letter.

A one year extension was granted by the County for the Robson Road culvert project.

Due to the inability to obtain oil for road repairs, none were completed this year. The projects will be put off until next spring.

Executive Session was requested to discuss hiring of road department personnel.

Fire Chief's Report

There were 51 runs for the month of October.

The BWC Grant was approved for the purchase of hoods and gloves to prevent cancer. The total amount will be \$8,602 with the Township portion being \$1,433.67.

Executive session was requested to discuss hiring of fire department personnel.

Additional Business & Announcements

- 1. November 11, 2018 is Veteran's Day. Township offices will be closed.
- 2. Next regularly summer scheduled Trustees' Board Meeting is on Monday November 19, 2018 at 7PM.
- 3. Keep up with Township events and contact information at carlisle-township.com.

At 7:33pm, Trustee Smith motioned to enter into executive session to discuss hiring of road and fire department personnel, Trustee Taylor seconded; roll call, all ayes, motion carried.

Regular session was re-entered at 8:14pm with all Trustees in attendance.

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 8:14PM.


 Chairman Jared Smith


 Attested: Kimberly Fallon
 Fiscal Officer


 Trustee Berry Taylor


 Trustee James Wright