

**Record of Proceedings**  
**Minutes of the Carlisle Township Board of Trustees**  
**Special and Regular Meeting**  
**January 22, 2019**

The Carlisle Township Board of Trustees met on January 22, 2019 at 7:00 PM. In attendance: Trustee Jared Smith, Trustee James Wright, Trustee Berry Taylor, Fiscal Officer Kimberly Fallon, Administrative Assistant / Zoning Inspector William Oliver, Fire Chief Steve Higgins, and Road Superintendent Paul Sniezek. Nine (9) people signed the attendance sheet.

**Public Participation**

Mindy Nielsen from Ryan St. Marie was in attendance to introduce herself to new Officials as the Township insurance agent.

Trustee Smith nominated Trustee Taylor as Chairman and Trustee Wright as Vice Chair. Trustee Wright seconded; roll call, all ayes, motion carried.

**Fiscal Officer Kimberly Fallons' Report**

Minutes of the December 3, 2018 Regular Board of Trustees Meeting and Minutes of the December 17, 2018 Special Board of Trustees Meeting were submitted for approval. Trustee Taylor motioned to approve. Trustee Wright seconded; roll call, all ayes, motion carried.

Warrants 13449 through 13485 and eft's 576-2018 through 1-2019 through 51-2019 for a total of \$79,020.34 were submitted for approval. Trustee Taylor motioned to approve. Trustee Wright seconded; roll call, all ayes, motion carried.

Resolution 2019-3 A Resolution To Approve Purchase Orders 1-2019 through 39-2019 And Blanket Certificates 1-2019 through 41-2019 was submitted for approval. Trustee Taylor motioned to approve. Trustee Wright seconded; roll call, all ayes, motion carried.

Resolution 2019-4 Resolution To Approve Credit Card Policy was submitted for approval. Trustee Taylor motioned to approve. Trustee Wright seconded; roll call, all ayes, motion carried. Trustee Taylor motioned to approve the credit card list of officials and employees as submitted. Trustee Wright seconded; roll call, all ayes, motion carried. Trustee Taylor motioned to nominate Linda Lowery as the credit card Compliance Officer. Trustee Wright seconded; roll call, all ayes, motion carried.

The 2019 Carlisle Township Wage Sheet was submitted for approval. Trustee Taylor motioned to approve with the addition of the Volunteer Assistant Fire Chief. Trustee Wright seconded; roll call, all ayes, motion carried.

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

Resolution 2019-01 A Resolution To Authorize And Direct The Lorain County Prosecutor To Take Legal Action To Compel Compliance and Resolution 2019-02 A Resolution To Authorize And Direct The Lorain County Prosecutor To Take Legal Action To Compel Compliance were submitted for approval. Trustee Taylor motioned to approve, Trustee Wright seconded; roll call, all ayes, motion carried.

Approval was requested for the Mileage Certification Form for ODOT. Trustee Taylor motioned to approve, Trustee Wright seconded; roll call, all ayes, motion carried.

The rubber mulch from Service Supply for the Community Park finally arrived. Mr. Oliver will be looking at purchasing an inexpensive pallet jack for situation where deliveries do not have one available. He will bring information to the next meeting.

March will be the next public hearing for the Grafton Road Outfall Drain issue.

The Zoning Commission sent a request to the Lorain County Planning Commission for approval to change the property at the corner of Butternut Ridge and Oberlin from GB1 to RI1.

There were three permits applied for in January.

**Road Superintendent Report**

Leaf pick up was last collected on December 28, 2018.

The resident at 13580 Carrington Dr. was spoken to by the Assistant Prosecutor Tom Mangan and is now willing to comply with the swale requirements. He has 90 days to be in compliance.

Approval was requested for the weight reduction requests that will be sent to the Engineers. Trustee Taylor motioned to approve, Trustee Wright seconded; roll call, all ayes, motion carried.

There was an emergency ditch cleaning on Butternut Ridge Road that will be revisited in the spring for additional clean up.

**Fire Chief's Report**

There were 765 runs for 2018.

Approval was requested for three of the volunteer fire fighters to attend the Northern Ohio Arson Seminar in Ashland for the amount of \$305 plus mileage and meals. Trustee Taylor motioned to approve, Trustee Wright seconded; roll call, all ayes, motion carried.

Approval was requested for the repairs done to Engine 9 with a cost of \$8,199.03. Trustee Taylor motioned to approve, Trustee Wright seconded; roll call, all ayes, motion carried.

Approval was requested for Fire Fighter Adam Barnard to attend the Fire Inspector class at Tri-C with a cost of \$600. Trustee Taylor motioned to approve, Trustee Wright seconded; roll call, all ayes, motion carried.

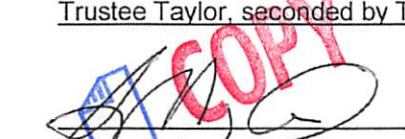
The fire hydrant at East River and Chestnut was destroyed; a sheriff report and estimate for replacement was submitted to the Fiscal Officer to send to insurance.


**Additional Business & Announcements**

1. The Township Officials and Zoning Inspector will be attending the Ohio Township Conference in Columbus January 30 through February 2, 2019. Administrative offices will be closed.
2. Next regularly summer scheduled Trustees' Board Meeting is on Monday February 4, 2019 at 7PM.
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 Taylor, seconded by Trustee Wright, roll call: all ayes, meeting adjourned at 7:55PM.

  
Chairman Berry Taylor

  
Attested: Kimberly Fallon  
Fiscal Officer

  
Trustee James Wright

  
Trustee Jared Smith