

**Record of Proceedings
Minutes of the Carlisle Township Board of Trustees
Regular Meeting
May 7, 2020**

The Carlisle Township Board of Trustees met on May 7, 2020 at 8:00 AM. In attendance: Trustee Berry Taylor, Trustee Jared Smith, Trustee James Wright, Fiscal Officer Kimberly Fallon, Administrative Assistant William Oliver, Zoning Inspector Tim Ehrke, Fire Chief Stephen Higgins and Road Superintendent Paul Sniezek. Due to the COVID-19 Quarantine, the meeting was held on Facebook Live.

Public Participation

Fiscal Officer Kimberly Fallons' Report

Warrants 13967 through 14028 and EFT's 119-2020 through 230-2020 with a total of \$207,660.71 were submitted for approval. Trustee Wright motioned to approve. Trustee Smith seconded; roll call, all ayes, motion carried.

February, March and April 2020 financial statements were submitted for approval. Trustee Wright motioned to approve. Trustee Smith seconded; roll call, all ayes, motion carried.

Purchase Orders 37-2020 and Blanket Certificate 38-2020 and 39-2020 were submitted for approval. Trustee Wright motioned to approve. Trustee Smith seconded; roll call, all ayes, motion carried.

Cemetery Deeds 2020-02 –L and 2020-03-L were submitted for signing.

Resolution 2020-08 A Resolution To Authorize Legal Action was submitted for approval. Trustee Wright motioned to approve. Trustee Smith seconded; roll call, all ayes, motion carried.

Administrative Assistant

Resolution 2020-06 A Resolution Authorizing Participation In The ODOT Road Salt Contracts (18-21) Awarded in 2020 was submitted for approval. Trustee Wright motioned to approve. Trustee Smith seconded; roll call, all ayes, motion carried.

A list of all COVID-19 cancellations was submitted to the Trustees. All Lorain County Offices are closed; retrac will continue.

Clarification of administration and zoning fees was submitted to the Auditor.

Grafton Road Outfill has a pre-construction meeting on April 28, 2020; work will begin on May 4, 2020 and should be completed in two weeks.

There was a deck collapse on Indian Hollow that fell into the river. A complaint was made about the debris in the river, but the issue is in the hands of FEMA and ODNR.

Approval was requested to proceed to apply for the storm water grant for Calann Drive. Trustee Wright motioned to approve. Trustee Smith seconded; roll call, all ayes, motion carried.

Zoning Inspector Report

Thirteen permits were issued for March and April.

Clean-ups have been delayed due to COVID-19.

Road Superintendent Report

Approval was requested to purchase two tires for the Grader with a cost of \$900 that can be split with LaGrange and Elyria Township. Trustee Wright motioned to approve, Trustee Smith seconded; roll call, all ayes, motion carried.

Approval was requested to have a tree removed on Slife Road to be contracted to Smiths with a cost of \$1,000. Trustee Wright motioned to approve, Trustee Smith seconded; roll call, all ayes, motion carried.

Crack seal will have a cost of \$2,182 for 2020.

The 2019-2020 salt contract was fulfilled; the Township's salt shed is filled and ready for next year.

There was discussion on the allowance of or prohibition of items on gravesites at the cemeteries after several complaints were heard. Fallon questioned if a three sided bin can be set up to allow residents to pick up items removed within a given amount of time before disposing of such items. It will be looked into. It was clarified that items were only allowed on gravesites for three days prior to a holiday and several days after, but not on any other day. Discussions on cemetery rules will be discussed to allow fresh flowers only in vases that are inset into the ground in the near future.

Executive Session was requested for hiring of road department personnel.

Fire Chief's Report

There were 130 calls in March and April.

There will be online continuing education available to the Fire Department for free from University Hospital.

SOP and SOG's have been updated for Department Directives for COVID-19 response.

The LMRE People's Fund Award granted new vests and helmets to the Fire Department.

The AC unit went out on Engine 7 and the power steering leaks; approval was requested for up to the \$4,661.20 to replace/repair. Trustee Wright motioned to approve, Trustee Smith seconded; roll call, all ayes, motion carried.

Quotes are being received to fix the station sprinkler system.

At 9:07am, Trustee Wright motioned to enter into executive session to discuss hiring of road department personnel, Trustee Smith seconded; roll call, all ayes, motion passed.


Regular session was re-entered at 9:18am with all Trustees in attendance.

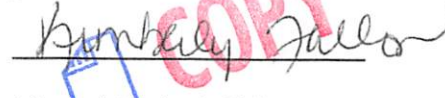
Additional Business & Announcements

1. May 25, 2020 is Memorial Day; offices will be closed.
2. Next regularly summer scheduled Trustees' Board Meeting is on Monday June 15, 2020 at 7PM.
3. Keep up with Township events and contact information at carlisle-township.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 9:18 AM.


Chairman James Wright


Attested: Kimberly Fallon


Trustee Jared Smith

Fiscal Officer
6/15/2020
Date


Trustee Berry Taylor