

VERMILION TOWNSHIP BOARD OF TRUSTEES***Record of Proceedings
Minutes to Regular Meeting Held 10/7/20***

Meeting was called to order at 7:30 p.m. by Chairman Charles T. Trinter.

Pledge of Allegiance.

Present: Charles T. Trinter, Trustee; Ronald L. Dickel, Trustee; Carl E. Hill, Trustee; Brenda J. Zsebik, Fiscal Officer; Robert Kurtz, Building Official/Zoning Administrator; Frank R. Triana, Vermilion Township Fire Chief; Tina L. Karres, Township Secretary.

MOTION BY R. Dickel, second by C. Hill to approve minutes to regular meeting held 9/16/20 and dispense with the reading of the minutes. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

MOTION BY C. Hill, second by R. Dickel to accept the Treasurer's Report and Financial Packet dated 10/7/20. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

MOTION BY R. Dickel, second by C. Trinter to approve and pay warrants 24836 through 24872 and payment vouchers 89-2020, 90-2020, 91-2020. Warrants and payment vouchers totaled \$29,422.81. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

AUDIENCE PARTICIPATION:

No audience participation.

SPEAKERS:

None present.

CORRESPONDENCE:

Postcard received October 7, 2020 from Shaun Buell thanking the township team for their services especially while being deployed on active duty for Covid-19 at Ft. Sam in Houston, Texas. In appreciation, military shirts were enclosed.

Letter received September 21, 2020 from A.J. Lill, Deputy Director of Social Programs, Erie County Department of Job and Family Services asking for donations to provide Christmas gifts for Erie County Children Services.

E-mail dated September 28, 2020 from Susan Borso, Account Executive, The Vermilion Photojournal, notifying the Board that October is National Breast Cancer Awareness Month and offering an advertisement placement that can be purchased from the Vermilion Photojournal in support of this important issue.

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BUILDING OFFICIAL/ZONING ADMINISTRATOR:

Building Official/Zoning Administrator, Robert Kurtz, reported for September the Zoning Department issued 6 zoning permits with a total fee collection of \$342.90. There was one previous fence permit that was cancelled by homeowner with a refund of \$25.00; therefore, decreasing revenue collected to \$317.90; the Building Department issued 16 permits with a total fee collection of \$2,205.00 and total valuation of work being done at \$229,968.00.

There will be a Board of Zoning Appeals (BZA) meeting in the township office building at 7:00 p.m. on Tuesday, November 3, 2020 to hear two (2) variance requests. The first is located at 6919 Risdan Road requesting a variance from the lot width and area requirements. They are trying to split a house off from a larger parcel. Due to the configurations of the barns on the property, the lot would be 100 feet wide and roughly .65 of an acre. Mr. Kurtz stated the other lots in this area are very similar to this and there are a few lots that are 100-foot-wide, there is one lot that is 80 foot wide, and some lots are even less in area than this request. The second is a variance request to allow outdoor assembly events for property located at 4913 and 4919 Cleveland Road which is zoned C-2. The C-2 code allows places of assembly, but only within a completely enclosed building. They would like to be having events along the lakeshore like weddings and such.

Mr. Kurtz has successfully completed the program for the Ohio Township Leadership Academy.

Inspection was completed on Thompson Road nuisance property and it was noted that property owner was making steady progress. All areas of concern were addressed and will be inspected for continued progress.

VERMILION TOWNSHIP FIRE DEPARTMENT:

Chief F. Triana's report: Fire Runs between 9/16/20 – 9/30/20. EMS – 19; Wires down - 1; Transformer – 1 (no fire); Fire freight trailers – 1; YTD: 486 Runs.

Kussmaul for 822 has been serviced and re-installed on 822. Dealer will adjust the voltage.

Batteries (6) for 822 have been replaced.

Firefighters completed some exhaust work on squad 811.

Fire reports for September are complete and have been submitted to the State.

The Chief ordered a 14" Stihl TS 500i vent saw through ACE. The cost of this was more economical to purchase through ACE Hardware in town than to go outside to another vendor. This saw arrived Tuesday, October 6th and is in service on arrival on Engine 822. This saw has fuel injection, it is an electronically controlled fuel system which eliminates the choke and makes starting easier.

LED light head replacements are in and installed on Rescue 842.

NORTHERN OHIO RURAL WATER REPRESENTATIVE:

None present.

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OLD BUSINESS:

Mr. Kurtz has a preconstruction meeting regarding the maintenance building office addition Thursday morning, October 8th with the contractor and will obtain a schedule of when the project will be starting.

A few companies were contacted regarding the security door lock prices and quotes will be reported when received.

Mr. Kurtz is still working on contractor registration and will bring to the next meeting.

Road crew has completed the installation of pipe on the Poorman Road project.

Trustee Hill reported that he and Katie Rivet, Brownhelm Historical Association, poured a base at Cuddeback Cemetery prior to the workshop being held on Friday, October 9, 2020. Trustee Hill spoke to Mr. Mark Riddle, Riddle Funeral Home, regarding a potential donor for the Cuddeback Cemetery Restoration Project. Mr. Riddle offered the use of their truck (including crane) if need be and stated if any monuments were needed, they could be purchased at their cost.

NEW BUSINESS:

Chief Triana reevaluated the department's use of the CARES Act Funding to purchase needed equipment for the Vermilion Township firefighters. The Chief investigated what could be justified and what the state would like to see those funds used for. After discussing with various other Erie County Fire Chiefs their interpretation of the rules, it was determined they were in agreement regarding what the general eligibility was. The Chief put together a packet of needed equipment and discussed all items with the Board. The list included four (4) Scott Air Paks with harnesses from Finley Fire at cost of \$22,180.00 and eight (8) air bottles (\$866.00 each) at a cost of \$6,928.00; Power load system and power cots for both squads at a cost of \$99,831.76 which would aid personnel if shortage of staff due to COVID-19 crisis or a large outbreak in an assisted living facility; Preventative Service Agreement for a 5-year span on cots (\$11,598.40 for 2 cots) and load system (\$15,232.80); and for a LUCAS 3.1 chest compression/CPR system (LUCAS, battery desktop charger, external power source, extra battery, and 12 volt 24 DC car cable) at a cost of \$14,995 plus five (5) year preventative maintenance system at a cost of \$6,177.60. The total cost for these three (3) items were \$176,943.53. The Chief's recommendations to purchase two (2) of the items (Scott Air Paks /Air Bottles and LUCAS 3.1 chest compression/CPR system) were based on a total of \$62,000.00 received in CARES Act Funding. The Chief asked Fiscal Officer Zsebik if there was anything he would have to send in once purchases were made. Fiscal Officer stated everything would need to be logged in, reports completed, all items and reasons for purchase documented, and all receipts. She added when including any five (5) year plan maintenance agreements that the CARES Act Funding would only include time period of when COVID-19 started until the end of the year (March 1, 2020 through December 30, 2020). Chief Triana stated the plan would be paid for upfront if elected to do so. Fiscal Officer Zsebik stated the township would need to get prosecutor advice even if 5-year maintenance plans are paid upfront since she didn't feel anything would be eligible to be paid after the end of the year deadline date. Chief Triana agreed to get prosecutor advice since he didn't agree with this. Fiscal Officer Zsebik stated she received new information prior to meeting concerning the funding and there may be a fourth round. Chief Triana added these items could fall under the eligibility of necessary expenditures due to public health emergency COVID-19 under the magnitude of what could happen, these items were not in the budget, and they fall within the allotted time period of March 1,

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2020 to December 30, 2020. The State of Ohio says all three requirements need to be met to qualify for CARES Act Funding. Fiscal Officer Zsebik stated all monies have to be encumbered by November 20, 2020. She clarified the township was going to be receiving the third distribution of monies on October 9, 2020 in the amount of \$171,638.00 for a total amount received in CARES Act Funding of \$233,706.00. The Chief added with this new information on the additional money received, the CARES Act funding would cover all three (3) listed items as discussed previously; therefore, the multi-year maintenance plans would be the one unanswered question for the prosecutor to address. Chief Triana mentioned a few more possible items to add to the list and asked the Board to review all the recommendations. Trustee Trinter asked Chief Triana if the other fire chiefs were in agreement that this could be done under the CARES Act Funding and recommended that the county auditor be contacted for an opinion since they will be the first line of auditors for all these funds. Fiscal Officer Zsebik agreed and stated the prosecutor and auditor's office advised her if the purchase really, really, really has to be thought about to justify it, the purchase probably won't be eligible under the CARES funding. Trustee Trinter stated the township really needs to make sure all items are eligible even if outside legal advice is warranted and agreed everything needs to be justified before committing so the township does not have to pay monies back at a later date. Fiscal Officer Zsebik stated she will follow-up with an opinion regarding all proposed purchases under this funding as well. Trustee Dickel asked the Chief about turnout gear for the department. The Chief stated he would look into this, as well, and follow up with pricing. Trustee Trinter ended with getting advice from the Auditor's Office and possibly an outside firm that specializes in the use of these funds. Chief Triana reminded the Board, they have to act fairly quick since the window opens and closes. Fiscal Officer Zsebik noted if monies are returned, then you are not eligible for the fourth round. Trustee Dickel asked Chief Triana if he was comfortable, if some fire department purchases did not qualify for eligible uses of the CARES money, with taking the monies out of his fire department budget. The Chief stated he would be taking a shot and he would be comfortable to take monies out of the fire budget if need be. The Chief stated he has been watching his budget and has plans for the future of possibly purchasing a new fire engine since the current ones are 23 and 25 years old.

Trustee Hill asked about what the position was on two workers in one truck together. Trustee Dickel and Fiscal Officer agreed that a mask should be worn or maintaining a distance of 6 feet apart when in a work truck together. Fiscal Officer Zsebik stated purchasing another work truck with CARES money due to COVID-19 would not pass eligibility for CARES funds.

MOTION BY: C. Trinter, second by C. Hill to adjourn the regular meeting at 8:16 p.m. with no further business to discuss. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

Charles T. Trinter

Trustee

Ronald L. Dickel

Trustee

Carl Hill

Trustee

Vina A. Karses

Township Secretary