

VERMILION TOWNSHIP BOARD OF TRUSTEES***Record of Proceedings
Minutes to Regular Meeting Held 11/20/19***

Meeting was called to order at 8:00 a.m. by Chairman Ronald L. Dickel.

Pledge of Allegiance.

Present: Ronald L. Dickel, Trustee; Christopher R. Decker, Trustee; Charles T. Trinter, 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 C. Trinter, second by C. Decker to approve minutes to regular meeting held 11/6/19 and dispense with the reading of the minutes. Roll Call – C. Decker, yes; R. Dickel, yes; C. Trinter, yes; Motion Carried.

MOTION BY C. Decker, second by C. Trinter to accept the Treasurer's Report and Financial Packet dated 11/19/19. Roll Call – C. Decker, yes; R. Dickel, yes; C. Trinter, yes; Motion Carried.

MOTION BY C. Trinter, second by R. Dickel to approve and pay warrants 23903 through 24005 (55-2019, 56-2019, 57-2019, 23373 Adjustments). Warrants totaled \$42,756.84. Roll Call – C. Decker, yes; R. Dickel, yes; C. Trinter, yes; Motion Carried.

ROAD DEPARTMENT:

Steve Young, Road Foreman, reported on the following: The guardrail on Barnes Road has been repaired. Road mowing has been completed for the year. Now that water is inside the new building, they need some hose bibs so they can keep salt off the new floor. Trustee Trinter asked if the floor has been sealed and Mr. Young stated it had been sealed. Mr. Trinter asked if there was any progress on the Leaf Machine or if the township could borrow one to suck up the leaves that are currently awaiting pick-up. Mr. Young stated there are no machines available. Trustee Dickel recommended trying to find someone to just pick-up the leaves that are already there and be done with it. Trustee Trinter stated he was contacted by a resident to at least pick the leaves up that were already there.

AUDIENCE PARTICIPATION:

No audience participation.

SPEAKERS:

None present.

CORRESPONDENCE:

Received a memo from the Vermilion Chamber of Commerce on November 14, 2019 to attend their Christmas Networking Party on Monday, December 2, 2019 at the Vermilion Boat Club located at

(Continuation of Minutes to Meeting Held 11/20/19)

5416 Liberty Avenue in Vermilion from 5:30 p.m. to 7:00 p.m. RSVP is requested by November 25, 2019.

Letter dated November 13, 2019 from John D. Farschman, P.E., P.S., Erie County Engineer, Office of Erie County Engineer with a reminder to attend their annual meeting, as required by Ohio Revised Code section 5543.06, to address construction and maintenance to our roads, bridges, and storm drainage in Erie County. The meeting will be held on Thursday, December 12th at 2:30 p.m. in the garage of the Erie County Engineers Highway Department in Sandusky.

Received Vermilion Newsletter from the Salvation Army regarding donations to the Vermilion Salvation Army Red Kettle Campaign. Four ways to join the fight for those most in need are to make a donation in a Red Kettle, send a donation to the local unit, volunteer to ring the bell at a Red Kettle location, and go to www.SalvationArmyOhio.org and click "Donate". They are trying to reach the goal of \$18,000.

BUILDING OFFICIAL/ZONING ADMINISTRATOR:

Building Official/Zoning Administrator, Robert Kurtz, gave an update on a Board of Zoning Appeals Meeting that took place at the Vermilion Township Office Building on November 5, 2019 regarding a Variance request for 14103 Darrow Road for an accessory building on a lot without a primary residence and a side yard setback. The property owner owns two adjacent properties and the house is on the property next door, but the properties aren't combined, which is why they requested the variance. The other issue was that it was 12 foot from the side property line and the code requires 20 feet. Both requests were approved. On December 3, 2019 at 7:00 p.m. at the Vermilion Township Office Building there will be another Board of Zoning Appeals meeting. This is for a variance request for 10450 Ashmont Road. Again, this is someone requesting an accessory building on a property without a primary residence. They do not own the adjacent property and own just one lot and want to put up a 6,000 square foot pole barn for personal storage. No business is to be conducted in this building.

VERMILION TOWNSHIP FIRE DEPARTMENT:

Assistant Chief B. Kurtz read Chief F. Triana's report in his absence: Fire Runs between 11/1/19 – 11/19/19. EMS – 26; Water Main Break – 1; CO Alarm – 1; Vehicle Fire – 1; False Alarm – 1; YTD: 600 Runs.

Vermilion Pre-Schoolers were on station this past Friday, November 15th for station tours and fire safety talks. All totaled approximately 35 to 40 preschoolers and parents were here visiting the station.

Pump tests for the engines, tanker, and rescue trucks on Saturday, November 23rd through Finley Fire.

NORTHERN OHIO RURAL WATER REPRESENTATIVE:

None present.

(Continuation of Minutes to Meeting Held 11/20/19)

OLD BUSINESS:

Mr. Kurtz, Building Official/Zoning Administrator, asked for resolution to appoint snowplow drivers. He also brought up for discussion the need to replace the weather strip on the four overhead garage doors on the existing Road Department garage. A quote was received from Harbor Door, LLC. Huron, Ohio to replace the weather strip on all four doors and replace the bottom seal on three of the doors at a cost of \$939.40.

Trustee Dickel reported he contacted the snowplow drivers Dave Schmidt, Jason Zsebik, and David Wilken and all were interested in being part-time snowplow operators for the season.

MOTION BY R. Dickel, second by C. Trinter authorizing the appointment of Mr. Dave Schmidt, Mr. Jason Zsebik, and Mr. David Wilken, as temporary help part-time snowplow operators at \$16.00 per hour for the Road Department.

Roll Call – C. Decker, yes; R. Dickel, yes; C. Trinter, yes; Motion Carried.

RESOLUTION NO. 43-19

NEW BUSINESS:

Mr. Kurtz received two quotes for running a water line through the township garage building. Both quotes included a backflow device at the entrance where it comes into the building, then they will run it across the building and drop down to the other side and cap it for future use when bathroom is installed. Both quotes include three hose bib drops for the Road Department. The cheaper quote has two drops for the Fire Department and the other quote has one drop for the Fire Department. Mr. Kurtz stated those were the two quotes he was able to receive due to it being a tough year since all the contractors are so busy. The cheaper quote is \$3,166.00.

Mr. Kurtz also brought up exploring the idea of accepting on-line credit card payments through an on-line portal through iWorQ Systems. He stated most people like to do things simple and easy from their couch and most things can be done on-line.

Trustee Dickel stated a date needs to be set for the End of the Year Meeting. Trustee Dickel recommended Monday, December 30, 2019 for the Board to think about. Also, the first meeting of the year 2020 falls on New Year's Day so it was recommended to have the first meeting set for the second Wednesday of the month, which would fall on Wednesday, January 8, 2020.

Trustee Trinter announced there will be an Erie Regional Planning Commission Meeting to be held on November 21, 2019 to pass their budget for 2020 and they will be filling in the Advisory Board on updates for the 2020 Census and the Count Everyone Committee.

MOTION BY C. Trinter, second by C. Decker to enter into the Annual Maintenance Agreement with Sterling PC Maintenance Solutions for the Vermilion Township Website (www.vermiliontownship.com) at a cost of \$500 per year from December 1, 2019 through November 30, 2020. This includes hosting, software and security.

Roll Call – C. Decker, yes; R. Dickel, yes; C. Trinter, yes; Motion Carried.

RESOLUTION NO. 44-19

Trustee Dickel stated Mr. Kurtz previously got a quote to replace light bulbs in sign. Another quote was received from McQueen Sign Company to replace the 3 bad bulbs at a cost of \$115.00 (including labor). McQueen Sign recommended to replace the bulbs with the same type of bulbs if the

(Continuation of Minutes to Meeting Held 11/20/19)

ballasts are still good. If the ballasts are bad, then they recommended going with 3 LED tubes at a cost of \$316.25 (including labor). Trustee Trinter questioned just buying the bulbs and putting them in. Trustee Dickel stated this time it might be better to have them check everything out in the sign and then the sign will be in working order. The next time the bulbs go out, then the township can check into just buying and installing the bulbs in-house.

MOTION BY R. Dickel, second by C. Decker authorizing McQueen Sign Company in Vermilion to replace 3 bad florescent bulbs in the Electronic Sign at a cost of \$115.00. Roll Call – C. Decker, yes; R. Dickel, yes; C. Trinter, yes; Motion Carried.


MOTION BY R. Dickel, second by C. Decker to go into Executive Session at 8:23 p.m. for personnel matter for employee complaint. Roll Call – C. Decker, yes; R. Dickel, yes; C. Trinter, yes; Motion Carried.

Trustee Dickel adjourned from Executive Session and returned to regular session at 9:46 p.m.

MOTION BY C. Decker, second by R. Dickel authorizing Harbor Door, LLC, in Huron to repair the garage doors and install weather seals on the bottom and sides of the garage doors at a cost of \$939.40. Roll Call – C. Decker, yes; R. Dickel, yes; C. Trinter, yes; Motion Carried.

Trustee Dickel brought up for discussion running the water line through the township garage building. Trustee Dickel stated he would like to go out to the garage and see exactly where they are planning on installing the lines and recommended tabling this until the next meeting for further review. The Board agreed to table until the next meeting.

MOTION BY: R. Dickel, second by C. Trinter to adjourn the regular meeting at 9:50 p.m. with no further business to discuss. Roll Call – C. Decker, yes; R. Dickel, yes; C. Trinter, yes; Motion Carried.



 Trustee



 Trustee



 Trustee



 Township Secretary