

VERMILION TOWNSHIP BOARD OF TRUSTEES

*Record of Proceedings
Minutes to Special Meeting Held 7/18/18*

Meeting was called to order at 7:45 a.m. by Chairman Charles T. Trinter

Pledge of Allegiance.

Present: Charles T. Trinter, Trustee; Ronald L. Dickel, Trustee; Christopher R. Decker, Trustee; Brenda J. Zsebik, Fiscal Officer; Robert Kurtz, Building Official/Zoning Administrator; Tina L. Karres, Township Secretary.

Absent: Frank R. Triana, Vermilion Township Fire Chief.

AUDIENCE PARTICIPATION:

No audience participation.

FISCAL OFFICER:

Fiscal Officer, Brenda Zsebik, presented the Board of Trustees with a copy of the proposed 2019 budget.

Carryover for 2019	\$2,253,334.16
Revenues for 2019	\$1,259,325.00
Expenditures for 2019	\$1,323,730.00
Year End Balance for 2019	\$2,188,929.16

MOTION BY C. Trinter, second by R. Dickel approving the 2019 budget and authorizing the approved budget be submitted to the Erie County Budget Commission. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Decker, yes; Motion Carried. **RESOLUTION NO. 42-18**

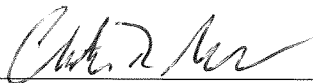
MOTION BY C. Trinter, second by C. Decker to adjourn the meeting at 7:51 a.m. with no further business to discuss. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Decker, yes; Motion Carried.



Trustee



Trustee



Trustee



Township Secretary

VERMILION TOWNSHIP BOARD OF TRUSTEES***Record of Proceedings
Minutes to Regular Meeting Held 7/18/18***

Meeting was called to order at 8:00 a.m. by Chairman Charles T. Trinter.

Pledge of Allegiance.

Present: Charles T. Trinter, Trustee; Ronald L. Dickel, Trustee; Christopher R. Decker, Trustee; Brenda J. Zsebik, Fiscal Officer; Robert Kurtz, Building Official/Zoning Administrator; Tina L. Karres, Township Secretary.

Absent: Frank R. Triana, Vermilion Township Fire Chief.

MOTION BY C. Decker, second by R. Dickel to approve minutes to regular meeting held 7/2/18 and dispense with the reading of the minutes. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Decker, yes; Motion Carried.

MOTION BY R. Dickel, second by C. Decker to accept the Treasurer's Report and Financial Packet dated 7/17/18. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Decker, yes; Motion Carried.

MOTION BY C. Decker, second by C. Trinter to approve and pay warrants 22399 through 22460. Warrants totaled \$46,145.98. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Decker, yes; Motion Carried.

ROAD DEPARTMENT:

Steve Young, Road Foreman, reported on the following: Quote for John Deere Backhoe - list price is \$187,406.00, the township price through the state purchasing program is \$111,964.21. There will be a slight increase in price next year. Mr. Young asked the Board to consider this purchase next year (8 to 12-week bill period); Herk Excavating inspected concrete repairs on Sassafras Drive and gave a quote. Justin from Abraham-Miller Excavating will be out some time this week to give quote; Western Star Truck is in for repairs; Mentioned selling fence/gate; New Building has been staked out; Reported on Road Bermer – took hydraulic controls for the outside off price which dropped price down to \$7,300.00. Road Bermer information will be presented at next meeting after all questions have been answered; Road repairs have been mostly completed with the exception of Durapatching which will be completed in the fall. Regarding the list of roads needing corrective work (Erie Blacktop, Inc - Chip Seal 2017 Project), Trustee Dickel stated, after verifying list, the only items not mentioned were to sweep the stone up on Cherry Road and re-tar and chip that intersection. Erie Blacktop will be called to add these items to their list of corrective work for Vermilion Township.

AUDIENCE PARTICIPATION:

No audience participation.

(Continuation of Minutes to Meeting Held 7/18/18)

SPEAKERS:

Colonial Life Insurance representatives, J. Scott Schaffer, ChFC Agency Development Manager and Becca Briggs, Benefits Counselor were in attendance to discuss and answer questions relating to (OPERS) employee life insurance benefit plans. They offered to schedule individual appointments, for interested employees, to meet with a benefits counselor who will explain the new life insurance plans that are available.

CORRESPONDENCE:

E-mail received Tuesday, July 17, 2018 from the Erie County Economic Development Corporation extending an invitation to their Annual Meeting which will be held on Tuesday, August 14, 2018 from 4:30 p.m. to 6:30 p.m. at Kalahari Resort and Convention Center in Sandusky, Ohio. The keynote speakers will be Richard Hogrefe Founder, H2 Property Holdings and Dennis Shaffer CEO & President, Civista Bank.

BUILDING OFFICIAL/ZONING ADMINISTRATOR:

Building Official/Zoning Administrator, Robert Kurtz, reported for June the Zoning Department issued 14 zoning permits with a total fee collection of \$1,270.10; the Building Department issued 27 permits with a total fee collection of \$4,026.00 and total valuation of work being done at \$553,069.00.

Coen Road has been closed for approximately one month and will hopefully be opened by the end of this week or the first part of next week according to the railroad.

Summer help is now gone. The two that were hired, one left for a full-time job and the other one worked her last day on July 10th. After the employee had a week off, she worked two days and didn't show up again for work and it was decided she was no longer needed.

Mr. Kurtz gave a building update. The metal supplier notified Star Builders Inc. that the steel would be delivered the first week in September. Star Inc. will be starting the underground work in a few weeks. Once steel has been delivered, it will take approximately four weeks to put building up. The overall completion date should be the end of October or beginning of November 2018.

VERMILION TOWNSHIP FIRE DEPARTMENT:

Chief F. Triana report: Fire Runs between 7/1/18 – 7/17/18. EMS Assist – 14; Residential Alarm – 2; Trash Vehicle Content Fire – 1; MVA – 1; YTD: 240 Runs.

Finley Fire Equipment was in last week for truck maintenance. Technician changed out the primer motor on Engine 822. Nothing else major was noted, however, the deficiency reports will be received soon. Flow testing will take place during August. This is done with the City of Vermilion and, because of this, the department will receive a discounted pricing. Testing will take place at the Vermilion Township Fire Department.

(Continuation of Minutes to Meeting Held 7/18/18)

All paperwork for part-time employees are in the process of being completed. Several have been on station and completed the packets and the balance will be contacted to finish up as soon as possible. The Chief thanks the Fiscal Officer for her help in this area. They have had several orientation sessions, which have been well received. Part-time personnel are also completing SOG's (Fire Department Standard Operating Guidelines).

Mr. Kurtz notified John Gonos, Safe Harbor Security, to address the code door lock issue. The locks are older and need to be upgraded. A price to upgrade the locks will be obtained.

NORTHERN OHIO RURAL WATER REPRESENTATIVE:

None present.

OLD BUSINESS:

Fiscal Officer, Brenda Zsebik informed the Board that the township's property insurance renewal was due on July 29, 2018 and; therefore, time to make a decision. The two proposals received were from Hylant Administrative Services, Ohio Plan and Ohio Township Association Risk Management Authority (OTARMA). A new proposal from Hylant Administrative Services – Ohio Plan was also submitted for review. The OTARMA quote is \$15,041.00 and the Ohio Plan quote is \$13,945.00 which does include the new building. If the township is interested in full replacement value, including the Fire Department equipment, at 80%, that quote came back at \$16,240.00 through Ohio Plan.

MOTION BY C. Decker, second by R. Dickel accepting the proposal from Hylant Administrative Services for Insurance through the Ohio Plan from July 29, 2018 through July 29, 2019 at a premium cost of \$13,945.00. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Decker, yes; Motion Carried.

RESOLUTION NO. 43-18

NEW BUSINESS:

MOTION BY R. Dickel, second by C. Decker to enter into the annual software support agreement for the SmartSearch Document Management System with MT Business Technologies, Inc. from October 1, 2018 through September 30, 2019 at a cost of \$1,000.00 per year. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Decker, yes; Motion Carried.

RESOLUTION NO. 44-18

MOTION BY C. Trinter, second by R. Dickel authorizing Vermilion Township to participate in the State of Ohio Cooperative Purchasing Program from September 1, 2018 through September 1, 2019 at a membership fee of \$100.00. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Decker, yes; Motion Carried.

RESOLUTION NO. 45-18

It was discussed to order four (4) trash bins for Fall Clean-up Day which will be held on Saturday, September 8th from 7:30 a.m. to 3:30 p.m.

(Continuation of Minutes to Meeting Held 7/18/18)

MOTION BY: C. Trinter, second by R. Dickel to adjourn the regular meeting at 8:42 a.m. with no further business to discuss. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Decker, yes; Motion Carried.

Charles T. Trinter

Trustee

Ronald L. Dickel

Trustee

Clayton A. Decker

Trustee

Tina J. Kasser

Township Secretary