

**VERMILION TOWNSHIP BOARD OF TRUSTEES**

*Record of Proceedings  
Minutes to Regular Meeting Held 8/5/20*

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 7/15/20 and “special” meeting held 7/15/20 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 8/4/20. 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 24668 through 24708 (22-2020 adjustments) and payment vouchers 64-2020, 65-2020, 66-2020. Warrants and payment vouchers totaled \$32,090.46. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

**AUDIENCE PARTICIPATION:**

Sperry Road residents inquiring about the status of the nuisance property located at located at 15904 Sperry Road. Mr. Kurtz stated that all notices had been sent to the lien holders and property owner with no response and all the deadlines have expired. Mr. Kurtz asked the Board if they would like the township road crew or an outside contractor to complete the needed (lawn & landscaping) clean-up. The Board will follow-up under old business. Mr. Kurtz explained to the residents that this nuisance procedure will be good for one year. If the nuisance continues after the one-year time period, the nuisance process would still need to be followed, but the periods of time for compliance will be shorter.

**SPEAKERS:**

None present.

**CORRESPONDENCE:**

No correspondence.

**BUILDING OFFICIAL/ZONING ADMINISTRATOR:**

Building Official/Zoning Administrator, Robert Kurtz, reported for July the Zoning Department issued 4 zoning permits (\$640.25) and 2 BZA applications (\$600.00) with a total fee collection of \$1,240.25.

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the Building Department issued 15 permits (\$2,418.25), 2 reinspection fees (\$150.00) with a total fee collection of \$2,568.25 and total valuation of work being done at \$351,129.00.

The Board of Zoning Appeals will meet August 18, 2020 at 7:00 p.m. in the township office building for two variance hearings. The first application, 12809 Thompson Road, is for a side yard set back variance for a proposed attached garage addition. The second application, 7714 Barnes Road, is for variance from the required minimum frontage of 125 feet for a lot split.

On Wednesday, July 29, 2020 there was a meeting at the township garage, including five general contractors, regarding interest in the Maintenance Building project.

A letter was sent to the United States Postal Service accepting their offer to allow the eleven parcels on State Road to use the Vermilion address with a Wakeman zip code. Mr. Kurtz is waiting to hear back from them to see if there is anything else that needs to be done.

#### VERMILION TOWNSHIP FIRE DEPARTMENT:

Chief F. Triana's report: Fire Runs between 7/15/20 – 7/31/20. EMS – 22; MVC– 2; M/A Commercial Fire – 1: YTD: 376 Runs.

811 service was completed at Norwalk Truck. Right rear had a bent bracket which was removed, cleaned up, and straightened out. The truck is back in service now that it has fully been repaired.

Engine 822 is out of service for what appears to be a fuel system issue. Finley Fire has been in touch and will be out to make necessary repairs on Thursday.

Finley Fire was on station for pump testing Friday, July 31<sup>st</sup>. No issues, all pumps passed testing.

Command light now makes a conversion kit from Halogen to LED lights for the light tower. The Chief is requesting a price quote for this. If it is feasible, they will make the change due to the constant bulb issues they have experienced.

Congratulations to Firefighter R. Harris. FF Harris tested and passed her National Registry for EMT – Paramedic.

July fire reports are complete and have been submitted to the State.

#### NORTHERN OHIO RURAL WATER REPRESENTATIVE:

None present.

#### OLD BUSINESS:

Mr. Kurtz reminded the Board a decision to have either the road crew trim the landscaping at 15904 Sperry Road Nuisance property or hire a landscape contractor to perform the clean-up.

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Trustee Hill suggested contacting several landscapers with the nuisance property address, paying them set fee per/hour and seeing which contractor could do it at that time. Trustee Dickel recommended getting bids for the landscaping project (15904 Sperry Road) like the township does for any other project. He said he didn't feel the road crew should do the landscaping project and felt it should be completed by a professional landscaper. Trustee Dickel recommended the grass on the nuisance property be mowed by the road crew as usual.

MOTION BY C. Trinter, second by C. Hill authorizing to seek bids to cleanup the landscaping on the nuisance property located at 15904 Sperry Road. Bids will be received by the Vermilion Township Board of Trustees, not later than 1:00 p.m. Monday, August 17, 2020. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

Mr. Kurtz obtained two quotes to clean and paint the roof on the township office building. They are going to clean the roof, remove oxidation and give it two coats of specialized paint. The first quote is for \$14,000.00 and the second quote is for \$29,439.00. Mr. Kurtz obtained another quote from a contractor to repair the specialized roof boots at a cost of \$2,602.50. The Board agreed to get the roof boots fixed first and table the cleaning and painting of the roof to obtain a few more quotes and references.

MOTION BY R. Dickel, second by C. Hill authorizing to hire First Choice Roofing Company, located at 10311 Berea Road in Cleveland, Ohio to repair the 10 stack replacement roof boots on the township office/fire station building at a cost of \$2,602.50. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

Trustee Dickel reported a few quotes for the South Poorman Road Ditch Project on the east side were obtained. The black pipe quote was \$14,035.00 and the gray pipe quote was \$22,105.60. He stated the county uses the gray pipe and it is the stronger pipe. Trustee Dickel recommended using the stronger gray pipe (15") to the work that needed to be completed. After discussion regarding pricing, Trustee Trinter recommended the road crew get some more prices and try purchasing the pipe from the manufacturer rather than the supplier. Trustee Dickel agreed to contact the county and see where they purchased their pipe from. The Board agreed to table for further investigation on pricing.

Trustee Hill stated he obtained pricing for the landscaping river rock to be used around the township office building. The cost was \$25.00 per ton if the township hauled and \$31.00 per ton delivered. Trustee Hill proposed either 10 tons hauled, or 20 tons delivered. Trustee Dickel recommended getting 10 tons at \$25.00 per ton.

MOTION BY R. Dickel, second by C. Hill authorizing to purchase ten (10) tons of river rock from Denes Concrete, Wellington (road crew hauling) for landscaping around the township building at \$25.00 per ton for a total cost of \$250.00. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

Trustee Hill stated he was contacted by a member of the Vermilion Rotary Club, who saw the article in the paper regarding the repair/restoration of headstones at Cuddeback Cemetery. The project was felt to be worthwhile and was to be brought up at their August 12, 2020 Rotary Meeting. The Rotary Club member also informed Trustee Hill that they had ways to raise money for the project. Trustee Hill was also working with the Brownhelm Historical Association (BHA) concerning a contract regarding possibly holding a workshop, in October, at Cuddeback Cemetery to repair and restore headstones. The workshop would cost the township \$600.00 but in return, depending on attendance, several headstones may be repaired. The township would buy the cement and supply the stone needed for repair. The Erie County Prosecutor, Susan Brown, informed Trustee Hill

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if the Board wishes to move forward with the workshop, she will draw up an appropriate contract for the township. Fiscal Officer, Zsebik noted that other townships in the area have cemeteries and they repair headstones and maintain the cemeteries themselves. She suggested the township may want to contact these townships and discuss the repair issues with them. They may be able to aid the township on how to repair and maintain the headstones through demonstration. It was discussed that demonstrations on how to repair headstones were online as well. Trustee Dickel stated he watched videos and they were very self-explanatory and fairly simple to repair the stones. He felt the road crew could be trained to repair the headstones themselves and the \$600.00 could be used for materials. Trustee Hill stated that the workshop was not just for the township, it was to teach people how to repair the headstones and if enough people came, there would be that number of stones repaired. Whichever, headstones do not get repaired, then the township would do themselves. It was discussed that Florence Township and Berlin Township repairs and maintains their own cemeteries. Fiscal Officer stated she contacted the township's insurance company and they requested a waiver be signed for any volunteers or workshop participants. Trustee Hill explored a few grant opportunities in which the township did not qualify for. Fiscal Officer Zsebik discovered information on the cemetery and it was noted that all graves are from the 1800's. Trustee Trinter noted if there was supposed to be approximately 82 plots, he presumed there were a lot of unmarked graves. The Board agreed to table any decisions until more research has been completed and a decision comes from Rotary Club.

Fiscal Officer Zsebik recommended the township establish a cemetery endowment fund for future use.

MOTION BY C. Trinter, second by C. Hill authorizing the Fiscal Officer to establish a permanent Cemetery Endowment Fund for the purpose of maintaining, improving, and beautifying township's Cuddeback Cemetery according to Ohio Revised Code §517.15. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

**RESOLUTION NO. \_\_\_\_\_**

#### NEW BUSINESS:

Letter dated July 15, 2020 from Steve Poggiali, Erie Regional Planning Commission and Metropolitan Planning Organization regarding the Ohio Public Works Commission (OPWC) – Round 35 SCIP & LTIP Applications. The township has no qualifying projects at this time.

Trustee Dickel discussed a huge tree that fell previously on the east side of Cemetery Road and was pushed aside to the west side and into the woods. The tree needs to be cleaned up. The owner of the property does not want the tree and would like the tree to be removed. Mr. Kurtz stated the tree was in the right of way and the backhoe could barely move it. Mr. Kurtz recommended the road crew call the county to see if they could cut the tree up and have it removed.

Trustee Hill reported that the hydraulic tank on the 450 truck is leaking. A new stainless-steel tank would cost approximately \$7,000.00 installed from Judco. If the township takes the tank off for repair, the cost would be approximately \$2,500.00 to \$4,000.00. Trustee Hill recommended making a pan and welding it back on to make a drip tray. Trustee Dickel agreed a drip tray or another similar solution would be a better fix. Trustee Trinter stated it was a lot of money to replace or repair it. The Board agreed to research a way to fix the tank.

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Fiscal Officer, Zsebik inquired about Fall Clean-up. She said Florence Township is having its Fall Clean-up. The Board wasn't comfortable with having it at this time and felt if the bins were left out, with no one to help, it would probably create a big mess. Trustee Dickel stated there was another meeting before a decision was needed. Trustee Trinter stated the bins would need to be ordered soon if they were going to have it. Fiscal Officer Zsebik suggested a solution may be to have the resident unload and not everyone gets out at the same time. There would be one resident unloading at a time. This was tabled until the next meeting.

Trustee Hill asked about if Mr. Kurtz was going to bring up contractor registration. Mr. Kurtz stated he hasn't had time to work on it yet.

MOTION BY: C. Trinter, second by R. Dickel to adjourn the regular meeting at 8:34 p.m. with no further business to discuss. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

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Township Secretary