

Pittsfield Township Board of Trustees

January 4, 2016

Organizational Meeting

The Organizational Meeting of the Pittsfield Township Board of Trustees was called to order by Pro-Tem Chairman Mark McConnell at 7:30 p.m. in the Pittsfield Township Hall. Trustee Mark Diedrick and Trustee Forrest Mohrman were present as well as Fiscal Officer Tari Diedrick. Also present were Dan Shinsky, Maintenance Supervisor, and eleven guests.

#16-01 APPROVAL OF MEETING MINUTES

Motion was made by Mark Diedrick and seconded by Forrest Mohrman to approve the minutes of the regular meeting on December 21, 2015 and the year-end meeting on December 28, 2015. The motion passed on a voice vote.

#16-02 ELECTION OF BOARD CHAIRMAN

Motion was made by Mark Diedrick and seconded by Forrest Mohrman to elect Mark McConnell as Board of Trustees Chairman for 2016. The motion passed on a roll call vote.

#16-03 ELECTION OF BOARD VICE CHAIRMAN

Motion was made by Mark McConnell and seconded by Forrest Mohrman to elect Mark Diedrick as Board of Trustees Vice Chairman for 2016. The motion passed on a roll call vote.

#16-04 SETTING OF REGULAR MEETING DATES

Motion was made by Mark Diedrick and seconded by Forrest Mohrman to set the regular meeting dates as the first and third Monday of each month at 7:30 p.m. at the Pittsfield Town Hall. The motion passed on a voice vote.

#16-05 APPOINTMENT OF MARK DIEDRICK TO THE WELLINGTON FIRE DISTRICT BOARD

Motion was made by Mark McConnell and seconded by Forrest Mohrman to appoint Mark Diedrick to the Wellington Fire District Board. Mark Diedrick abstained from the vote. The motion passed on a roll call vote.

#16-06 APPOINTMENT OF MARK McCONNELL AS ALTERNATE TO THE WELLINGTON FIRE DISTRICT BOARD

Motion was made by Mark Diedrick and seconded by Forrest Mohrman to appoint Mark McConnell as the Alternate to the Wellington Fire District Board. Mark McConnell abstained from the vote. The motion passed on a roll call vote.

#16-07 APPOINTMENT OF MARK McCONNELL AS REPRESENTATIVE TO THE CENTRAL LORAIN COUNTY AMBULANCE DISTRICT

Motion was made by Forrest Mohrman and seconded by Mark Diedrick to appoint Mark McConnell as representative to the Central Lorain County Ambulance District. Mark McConnell abstained from the vote. The motion passed on a roll call vote.

#16-08 APPOINTMENT OF FORREST MOHRMAN AS ALTERNATE REPRESENTATIVE TO THE CENTRAL LORAIN COUNTY AMBULANCE DISTRICT

Motion was made by Mark Diedrick and seconded by Mark McConnell to appoint Forrest Mohrman as alternate representative to the Central Lorain County Ambulance District. Forrest Mohrman abstained from the vote. The motion passed on a roll call vote.

#16-09 APPOINTMENT OF FORREST MOHRMAN AS REPRESENTATIVE TO THE LORAIN COUNTY COMMUNITY ALLIANCE

Motion was made by Mark McConnell and seconded by Mark Diedrick to appoint Forrest Mohrman as representative to the Lorain County Community Alliance. Forrest Mohrman abstained from the vote. The motion passed on a roll call vote.

#16-10 APPOINTMENT OF FORREST MOHRMAN AS REPRESENTATIVE TO THE LORAIN COUNTY GENERAL HEALTH DISTRICT ADVISORY COMMITTEE

Motion was made by Mark Diedrick and seconded by Mark McConnell to appoint Forrest Mohrman as representative to the Lorain County General Health District Advisory Committee. Forrest Mohrman abstained from the vote. The motion passed on a roll call vote.

#16-11 APPROVAL TO CONTINUE THE SAME SALARIES AND WAGES FOR 2016 AS WAS APPROVED IN 2015

Motion was made by Mark Diedrick and seconded by Forrest Mohrman to approve the continuation of the same salaries and wages throughout 2016 as was approved for 2015. (See attached listing.) The motion passed on a voice vote.

#16-12 APPROVAL OF RESOLUTION TO SET THE OPEN MEETING POLICY

Motion was made by Forrest Mohrman and seconded by Mark Diedrick to approve the Open Meeting Resolution as stated in the Pittsfield Township Policy Manual. The motion passed on a voice vote.

#16-13 APPROVAL OF THE PUBLIC RECORDS POLICY FOR THE TOWNSHIP

Motion was made by Mark Diedrick and seconded by Forrest Mohrman to approve the Public Records Policy for Pittsfield Township as stated in the Pittsfield Township Policy Manual. The motion passed on a voice vote.

#16-14 APPROVAL OF THE RECORDS RETENTION SCHEDULE

Motion was made by Forrest Mohrman and seconded by Mark Diedrick to approve the Records Retention Schedule as stated in the Pittsfield Township Policy Manual. The motion passed on a voice vote.

#16-15 APPROVAL OF THE SNOW EMERGENCY POLICY FOR THE TOWNSHIP

Motion was made by Forrest Mohrman and seconded by Mark Diedrick to approve the Snow Emergency Policy as stated in the Pittsfield Township Policy Manual. The motion passed on a voice vote.

#16-16 APPROVAL OF FINANCIAL REPORTS

Motion was made by Mark Diedrick and seconded by Forrest Mohrman to approve the financial reports as presented. See reports attached.

Current fund balance \$445,988.29

The motion passed on a voice vote.

#16-17 APPROVAL OF PURCHASE ORDERS AND BLANKET CERTIFICATES

Motion was made by Forrest Mohrman and seconded by Mark Diedrick to approve the following purchase orders and blanket certificates:

PO#1-2016 through #24-2016

Blanket Certificates #1-2016 through #7-2016

(See attached listing.)

The motion passed on a voice vote.

#16-18 APPROVAL OF CURRENT BILLS AND EXPENSES

Motion was made by Mark Diedrick and seconded by Forrest Mohrman to approve the payment of Warrants #10411 through #10417 totaling \$1,809.46. See attached. The motion passed on a voice vote.

OLD BUSINESS –

Mark McConnell announced that Dumpster Day is scheduled for Saturday, January 9th from 8:00 a.m. to noon. Postcards have been mailed.

The Pittsfield Township newsletter schedule was discussed. It was officially decided that the newsletter would be printed in the months of February, May, August, and October.

#16-19 APPROVAL OF AN INDEPENDENT CONTRACT WITH RENEE OVERSTREET FOR SERVICES AS THE NEWSLETTER EDITOR FOR 2016 FOR THE AMOUNT OF \$100.00 PER NEWSLETTER

Motion was made by Forrest Mohrman and seconded by Mark Diedrick to approve an independent contract with Renee Overstreet for services as the newsletter editor for 2016 for the amount of \$100.00 per newsletter. The motion passed on a voice vote

#16-20 APPROVAL TO RE-APPOINT DAVID MULL TO THE ZONING BOARD FOR ANOTHER TERM

Motion was made by Forrest Mohrman and seconded by Mark Diedrick to re-appoint David Mull to the Zoning Board for another term. The motion passed on a voice vote.

#16-21 APPROVAL TO RE-APPOINT BERT LATRAN TO THE ZONING APPEALS BOARD FOR ANOTHER TERM

Motion was made by Mark McConnell and seconded by Forrest Mohrman to re-appoint Bert Latran to the Zoning Appeals Board for another term. The motion passed on a voice vote.

ROAD & MAINTENANCE REPORT –

Dan Shinsky reported that he has gathered figures for the building project with an estimated total of \$193,524.40, not including septic or utilities construction. Forrest Mohrman suggested that the Board check with Prosecuting Attorney Gerald Innes before proceeding much further. It was decided to check with a couple of architects for the project. Larry Knoble, Pittsfield Township resident, will be contacted for his architect services.

#16-22 ADJOURNMENT

Motion was made by Mark Diedrick and seconded by Forrest Mohrman to adjourn the meeting at 8:20 p.m. The motion passed on a voice vote.

The next meeting will be held on January 18, 2015 at 7:30 p.m.

THE PITTSFIELD TOWNSHIP TRUSTEES

Attest: _____