

## **Pittsfield Township Board of Trustees**

### **March 16, 2020**

The regular meeting of the Pittsfield Township Board of Trustees was called to order by Chairman Mark Diedrick at 6:30 p.m. in the Pittsfield Township Hall. Trustee Mark McConnell and Trustee Forrest Mohrman were present as well as Fiscal Officer Mandy Cecil. Also present were Dan Shinsky, Maintenance Supervisor and four guests.

#### **#20-41 APPROVAL OF MEETING MINUTES**

Motion was made by Forrest Mohrman and seconded by Mark McConnell to approve the minutes of the regular meeting on February 17, 2020  
The motion passed on a voice vote.

#### **#20-42 APPROVAL OF FINANCIAL REPORTS**

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

Current fund balance	\$343,321.66
Balance on 2/17/2020	\$239,932.14

The motion passed on a voice vote.

#### **#20-43 APPROVAL OF BLANKET CERTIFICATES AND PURCHASE ORDERS**

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

- BC#9-2020 - \$1,000.00 – Other Expenses General thru Q2
- BC#10-2020 - \$4,876.40 – LC Health District Contribution
- PO#21-2020 - \$15,000.00 – Compass Minerals - Salt
- PO#22-2020 - \$120.00 – Medical Mutual Q1 Dan Health Premium

The motion passed on a voice vote.

#### **#20-44 APPROVAL OF CURRENT BILLS AND EXPENSES**

Motion was made by Forrest Mohrman and seconded by Mark McConnell to approve the following:

- Voucher #21-2020 - #27-2020
- Checks #12206 thru #12237
- Totaling \$33,567.90

The motion passed on a voice vote.

Discussion of pay raises for Chairman Mark Diedrick and Mandy Cecil Fiscal Officer. Mark's will be retro paid January thru March on his April check and Fiscal Officer's will begin with April pay.

#### **MEETING REPORTS**

LCTA – Discussion on Elyria schools being disposed of and all the responsibilities of the State Auditors office. District advisory meeting at new health department and the discussions were on Coronavirus and the federal government trying to slow down the contagious portion. New Health District building came in under budget and reelected doctor to LC Health District.

WFD – Star Builders won bid for expansion for fire district.

Stormwater – Discussed presentation by Engineer's at National Wetlands Conference on project completed in Lorain.

CLCAD – New squad is in and met at hospital to take photos and view the new squad. Refurbished boxes will be how they handle future upgrades instead of having to purchase whole new squads.

**OLD BUSINESS:**

**#20-45 APPROVAL TO SUBMIT NEW COMMUNITY GRANT APPLICATION TO SWAC FOR QUARRY ROAD PROJECT (SOUTH OF HUGHES ROAD)**

Motion was made by Forrest Mohrman and seconded by Mark McConnell to submit new Community Grant Application to SWAC for Quarry Road Project (South of Hughes Road)

The motion passed on a voice vote.

Brown Lateral Ditch project scheduled viwing April 6, 2020 with public hearing scheduled for April 21, 2020 pending what happens with regulations set by Govenor.

**NEW BUSINESS:**

Discussion of Webster Road Cemetery maintained by Lagrange Township since 1919. State law requires the township it is physically in is responsible for maintaining. Lagrange Township to contact us to start discussions for the future.

**#20-46 APPROVAL OF PERMANENT APPROPRIATIONS FOR 2020**

Following detailed review by the Fiscal Officer and Trustees, Mark McConnell moved to approve the following permanent appropriations:

General Fund	\$160,000.00
Motor Vehicle License Tax Fund	\$ 10,000.00
Gasoline Tax Fund	\$129,100.00
Road & Bridge Fund	\$173,306.00
Cemetery Fund	\$ 5,269.56
Road & Bridge Levy Fund	\$ 26,300.00
 Total Appropriations	 \$503,975.56

Forrest Mohrman seconded the motion and it passed on a voice vote.

Townhall parking lot estimated to be around \$22-24K which we currently do not have in our General Fund budget for this year.

**#20-47 APPROVAL OF A CONTRACT WITH SANDY DIEDRICK FOR THE DATA ENTRY OF TOWNSHIP CEMETERY RECORDS DURING 2020 FOR THE ANNUAL AMOUNT OF \$300.00.**

Motion was made by Forrest Mohrman and seconded by Mark McConnell to approve a contract with Sandy Diedrick for the data entry of Township cemetery records in 2020 for the annual amount of \$300.00. Mark Diedrick abstained from the vote.

The motion passed on a voice vote.

**#20-48 APPROVAL OF A CONTRACT WITH CONNIE BRADLEY TO BE PITTSFIELD TOWNSHIP NEWSLETTER EDITOR IN 2020 FOR \$100 PER NEWSLETTER.**

Motion was made by Mark McConnell and seconded by Mark Diedrick to approve a contract with Connie Bradley to be Pittsfield Township Newsletter Editor in 2020 for \$100 per newsletter. Forrest Mohrman abstained from the vote.

The motion passed on a voice vote.

**ZONING BUSINESS**

Dan reported new house permit on corner of Merriam and Pitts Road.

**ROAD AND MAINTENANCE**

Dan reported dug out brush from a few areas on Merriam Road. Forrest to touch base With Route 20 property owner again.

**TOWNSHIP HALL & PARK REPORT**

Two cancellations for rentals due to the virus with more suspected to follow.

**#20-49 ADJOURNMENT**

Motion was made by Mark McConnell and seconded by Forrest Mohrman to adjourn the meeting at 7:15 p.m. The motion passed on a voice vote.

The next meeting will be held on April 20, 2020 at 6:30 p.m.

**THE PITTSFIELD TOWNSHIP TRUSTEES**

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Attest: \_\_\_\_\_