

Pittsfield Township Board of Trustees

January 2, 2017

Organizational Meeting

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

#17-01 APPROVAL OF MEETING MINUTES

Motion was made by Forrest Mohrman and seconded by Mark McConnell to approve the minutes of the regular meeting on December 19, 2016 and the year-end meeting on December 29, 2016. The motion passed on a voice vote.

#17-02 ELECTION OF BOARD CHAIRMAN

Motion was made by Mark McConnell and seconded by Forrest Mohrman to elect Mark Diedrick as Board of Trustees Chairman for 2017. The motion passed on a roll call vote.

#17-03 ELECTION OF BOARD VICE CHAIRMAN

Motion was made by Mark McConnell and seconded by Mark Diedrick to elect Forrest Mohrman Board of Trustees Vice Chairman for 2017. The motion passed on a roll call vote.

#17-04 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.

#17-05 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.

#17-06 APPOINTMENT OF MARK McCONNELL AS REPRESENTATIVE TO THE CENTRAL LORAIN COUNTY AMBULANCE DISTRICT

Motion was made by Mark Diedrick and seconded by Forrest Mohrman 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.

#17-07 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.

#17-08 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.

#17-09 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.

#17-10 APPOINTMENT OF FISCAL OFFICER AS THE RECORDS RETENTION DESIGNEE FOR THE TOWNSHIP

Motion was made by Mark McConnell and seconded by Forrest Mohrman to appoint the Fiscal Officer as the records retention designee for the township. The motion passed on a voice vote.

#17-11 APPROVAL TO CONTINUE THE SAME SALARIES AND WAGES FOR 2017 AS WAS APPROVED IN 2016

Motion was made by Mark Diedrick and seconded by Forrest Mohrman to approve the continuation of the same salaries and wages throughout 2017 as was approved for 2016. (See attached listing.) The motion passed on a voice vote.

#17-12 APPROVAL OF RESOLUTION TO SET THE OPEN MEETING POLICY

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

#17-13 APPROVAL OF THE PUBLIC RECORDS POLICY FOR THE TOWNSHIP

Motion was made by Mark McConnell 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.

#17-14 APPROVAL OF THE RECORDS RETENTION SCHEDULE

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

#17-15 APPROVAL OF THE SNOW EMERGENCY POLICY FOR THE TOWNSHIP

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

#17-16 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	\$353,888.63
Balance on 12/29/16	\$355,610.36

The motion passed on a voice vote.

#17-17 APPROVAL OF PURCHASE ORDERS AND BLANKET CERTIFICATES

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

PO#1-2017 through #25-2017
Blanket Certificates #1-2017 through #6-2017
(See attached listing.)

The motion passed on a voice vote.

#17-18 APPROVAL OF CURRENT BILLS AND EXPENSES

Motion was made by Forrest Mohrman and seconded by Mark McConnell to approve the payment of Warrants #10876 through #10882 totaling \$2,196.99. See attached. The motion passed on a voice vote.

MEETING REPORTS

Fire Chief Mike Wetherbee discussed Nexus Pipeline and addressed any questions the residents had in regards to safety, the timeline, and construction info. The project is to begin in March 2017 with 3.4 miles of the pipeline going thru Pittsfield Township.

OLD BUSINESS –

Mark Diedrick announced that Dumpster Day is scheduled for Saturday, January 14th from 8:00 a.m. to noon. Newsletters mailed later this week.

New building walls are insulated inside.

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

#17-19 APPROVAL TO HAVE BACKUPS KEPT ON 2 USB'S WITH ONE KEPT IN SAFE AT TOWNSHIP AND OTHER USB WITH THE FISCAL OFFICER

Motion was made by Forrest Mohrman and seconded by Mark McConnell to approve having the backups kept on 2 USB's with one kept in safe at Township and other USB with the Fiscal Officer. The motion passed on a voice vote.

#17-20 APPROVAL TO RE-APPOINT GENE MULLINS TO THE ZONING BOARD FOR ANOTHER TERM

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

#17-21 APPROVAL TO RE-APPOINT BRYCE BROWN TO THE ZONING APPEALS BOARD FOR ANOTHER TERM

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

#17-22 ADJOURNMENT

Motion was made by Forrest Mohrman and seconded by Mark McConnell to adjourn the meeting at 8:50 p.m. The motion passed on a voice vote.

The next meeting will be held on January 16, 2017 at 7:30 p.m.

THE PITTSFIELD TOWNSHIP TRUSTEES

Attest: _____