

Pittsfield Township Board of Trustees

January 20, 2014

The regular meeting of the Pittsfield Township Board of Trustees was called to order by Chairman Mark Diedrick at 7:30 p.m. in the Pittsfield Township Hall. Trustee Mark McConnell and Trustee Forrest Mohrman were present as well as Fiscal Officer Tari Diedrick. Also present were 13 guests.

#14-26 APPROVAL OF ORGANIZATIONAL MEETING MINUTES

Motion was made by Mark McConnell and seconded by Forrest Mohrman to approve the minutes of the Organizational Meeting of January 6, 2014. The motion passed on a roll call vote.

#14-27 APPROVAL OF THE MINUTES OF THE PUBLIC HEARING MEETING

Motion was made by Mark McConnell and seconded by Forrest Mohrman to approve the minutes of the Public Hearing Meeting of January 13, 2014. The motion passed on a roll call vote.

#14-28 APPROVAL OF THE FINANCIAL REPORTS

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

Current fund balance	\$330,354.02
Balance on 12/31/13	\$341,113.87

The motion passed on a roll call vote.

#14-29 APPROVAL OF PURCHASE ORDERS

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

PO#16-2014	\$500.00	Mark McConnell –OTA Conference expenses
PO#17-2014	\$250.00	Forrest Mohrman – OTA Conference expenses
PO#18-2014	\$232.81	Daniel J. Talarek, LC Treasurer-Real estate taxes
PO#19-2014	\$5,000.00	Cargill Deicing or LC Engineers– road salt purchase
PO#20-2014	\$3,500.00	Carty Tree Service – tree trimming along roadsides

The motion passed on a roll call vote.

#14-30 APPROVAL OF CURRENT BILLS AND EXPENSES

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

Warrants #9471 through #9490 totaling \$17,491.04

The motion passed on a roll call vote.

#14-31 APPROVAL OF PERMANENT APPROPRIATIONS FOR 2014

Following detailed review by the Fiscal Officer and Trustees, Forrest Mohrman moved to approve the following permanent appropriations for 2014:

General Fund	\$203,020.00
Motor Vehicle License Tax Fund	\$ 10,000.00
Gasoline Tax Fund	\$144,625.00
Road & Bridge Fund	\$150,000.00
Cemetery Fund	\$ 5,000.00
Road & Bridge Levy Fund	\$ 76,150.00
Solid Waste Recycling Fund	\$ <u>2,644.58</u>
 Total Appropriations	 \$591,439.58

Mark McConnell seconded the motion and it passed on a roll call vote.

MEETING REPORTS

- RLCWA –Jan.8 – Mark McConnell
- Storm Water – Jan. 16 – Mark McConnell
- LCTA – Jan.16 – Forrest Mohrman
- WFD – Jan. 8 – Mark Diedrick
- LORCO – Mark McConnell

OLD BUSINESS –

It was reported that Dumpster Day was held on January 11th and usage was down for the event.

#14-32 APPROVAL OF CONTRACT WITH RUMPKE WASTE & RECYCLING SERVICES FOR TOWNSHIP DUMPSTER

Motion was made by Mark McConnell and seconded by Forrest Mohrman to approve a contract with Rumpke Waste & Recycling Services for the Township dumpster. (See contract attached.) The motion passed on a roll call vote.

#14-33 APPROVAL OF A PURCHASE ORDER IN THE AMOUNT OF \$800.00 TO ALPHAGRAPHS FOR THE SCANNING AND STORING OF THE PERMANENT RECORDS OF THE TOWNSHIP CEMETERIES

Motion was made by Mark McConnell and seconded by Mark Diedrick to approve a purchase order in the amount of \$800.00 to Alphagraphics for the scanning and storing of the permanent records of the Township cemeteries. Forrest Mohrman has contacted this company about making a CD backup of all the cemetery records. The motion was passed on a roll call vote. Forrest Mohrman abstained from the vote.

Mark Diedrick reported that he has been researching the cost of a fireproof safe in which to store township documents, specifically the cemetery deeds and other permanent documents. The cost could be around \$860.00.

#14-34 APPROVAL TO MAKE APPLICATION TO THE “MORE” GRANT PROGRAM PROVIDED BY OTARMA FOR FINANCIAL ASSISTANCE FOR THE PURCHASE OF A FIREPROOF SAFE

Motion was made by Mark McConnell and seconded by Forrest Mohrman to make application to the MORE grant program, which is provided by OTARMA, for financial assistance for the purchase of a fireproof safe. The grant allows \$500.00 per year per township toward risk management expenses. The motion passed on a roll call vote.

#14-35 APPROVAL OF THE REAL ESTATE AGREEMENT TO PURCHASE LAND FROM RALPH AND BETTY KIES

Motion was made by Mark McConnell and seconded by Forrest Mohrman to approve the Real Estate Agreement to purchase land from Ralph and Betty Kies. (See agreement attached.) The motion passed on a roll call vote.

NEW BUSINESS –

#14-36 APPROVAL TO OFFER A LETTER OF SUPPORT FOR THE SOUTHERN SATELLITE OFFICE OF AGING

Motion was made by Mark McConnell and seconded by Forrest Mohrman to approve that a letter of support be sent in support of the Southern Satellite Office of Aging located in Wellington. The motion passed on a roll call vote.

#14-37 APPROVAL OF A PURCHASE ORDER IN THE AMOUNT OF \$1,200.00 TO MARK’S CLEANING SERVICE FOR THE WAXING OF THE TOWNHALL FLOORS

Motion was made by Forrest Mohrman and seconded by Mark McConnell to approve a purchase order in the amount of \$1,200.00 to Mark’s Cleaning Service for the annual waxing of the Townhall floors. The motion passed on a roll call vote.

ZONING BUSINESS –

Mark Hess reported that there will be a Board of Zoning Appeals meeting on January 30, 2014 for an appeal for a variance.

Dan Shinsky gave a written report of his zoning and road reports. See attached.

HEARING OF THE PUBLIC

The new land purchase was discussed. The Trustees stated that the long-range plans were to move the maintenance site to the newly purchased land. These plans have not been fully discussed and will be in the distant future. Because the land will be used for maintenance purposes, money from the road funds (excluding the road tax levy money) may be used for this purchase.

#14-38 ADJOURNMENT

Motion was made by Forrest Mohrman and seconded by Mark McConnell to adjourn the meeting at 8:45 p.m. The motion passed on a voice vote.

The next meeting will be held on February 3, 2014 at 7:30 p.m.

THE PITTSFIELD TOWNSHIP TRUSTEES

Attest: _____