

## Trustee Meeting – January 22, 2018

The Board of Deerfield Township Trustees met in regular session on Monday, January 22, 2018, at 7:00pm, with Trustees Mark Bann, Ed Dean and Randy Wilburn present. Chairman Bann opened the meeting with the Pledge of Allegiance. Ed moved to dispense with the reading of the minutes from the previous meeting and approve them as written. Mark seconded the motion and the roll call vote was unanimous.

### **Communications:**

- Ohio Department of Commerce, Division of State Marshal sent a letter of regret to inform Deerfield Township that the funds were exhausted prior to receipt of our application for the 2018 MARCS Grant.
- Portage County Office of Budget Commission sent a letter notifying Deerfield Township if they would like to be heard before the Commission to discuss the needs of our subdivision, please advise the Common Secretary, Auditor Janet Esposito prior to February 28, 2018.
- Mark made a motion to reimburse the registration, travel, hotel & food for the 2018 Winter Conference for Trustee Ed Dean & Fiscal Officer Kristy Richards to attend. Randy seconded the motion and the roll call vote was unanimous.
- The Trustees indicated the blueprints are currently being done on the sign for the Deerfield Circle & will send to us for final approval prior to completion.
- The Trustees discussed the status of our website and what the web developer needed in order to move forward to complete. The next step is to purchase a domain for our website.
- The Trustees discussed the status of the two properties that were submitted to the County Auditor to assess & attach to the taxes for tear-down expenses. The properties are located at 9044 Fewtown & behind Island Creek Grille. The Trustees asked the paperwork gets re-submitted to the County Auditor & followed up on.

**Fire Department:** Brian Allison submitted a written report for the fire department on activity since the last meeting. The fire department is up to 16 runs for the year, of which 20 runs took place since the last meeting.

Brian would like the Trustees to look into the Cost Recovery System to bill for structure fires and auto traffic crashes of which fees will need to be set. Randy made a motion to start the process to work with Life Force Management to draw up the Cost Recovery System fees. Ed seconded the motion and the roll call vote was unanimous.

Brian proposed applying for a FEMA Grant in the amount of \$124,850 with Ravenna Township to upgrade the current radio system suggesting the following for Deerfield Township at a cost of 10%, or \$11,350.00:

- 12 Portable Radios
- 4 Mobile Radios
- 27 Pagers
- 1 Cross band Mobile Repeater

- 1 Base Station
- 4 Mobile Repeaters
- 4 Headsets

Going forward, there is a subscription fee per device.

The Trustees had a brief discussion to learn more about the FEMA Grant being requested. Mark made a motion to schedule & advertise in the newspaper a Special Meeting for Monday, January 29, 2018 @ 6:00pm to discuss the memorandum for the Fire Department Grant. Randy seconded the motion and the roll call vote was unanimous.

Brian requested the Trustees give him a budget or options to pay to reimburse for courses to further education for our Fire Department members. Mark mentioned we should only reimburse for courses passed and indicated we need to come up with some type of contract that the intention for members reimbursed are there to remain with Deerfield Township Fire Department. Randy made a motion to use grant money coming in to reimburse a member of the Deerfield Fire Department to attend a course in February. Mark seconded the motion and the roll call vote was unanimous.

**Road Department:**

Since the last meeting, general maintenance has been done. There are holes on Wagner road that need to be repaired when the weather gets better.

Approximately 70 tons of salt was ordered and delivered.

Ed made a motion to order one (1) load of grit and cinders and have delivered. Mark seconded the motion and the roll call vote was unanimous.

Timothy Suderman proposed purchasing Palmyra Township's used road grader at a cost of approximately \$2,500 for berm projects this summer. The motor has approximately 200 hours. The tires are good with a little cupping on the front. It is similar to the grader the Trustees were looking into purchasing a couple months ago from Edinburg Township. Ed made a motion to purchase the grader from Palmyra Township. Mark seconded the motion and the roll call vote was unanimous.

The Trustees briefly educated the audience on how the budget works between the Fire Department, Road Department, Cemeteries & the General Fund.

A Deerfield resident inquired about the wind blowing the snow over on the roads. Timothy Suderman said they check the roads every morning and various times throughout the day to keep them as clean as possible, but they continue to drift.

**Buildings & Grounds:**

A Deerfield resident inquired about the recycle bins located at the Deerfield Circle because they are a muddy mess, full and overloaded. The Trustees indicated they would call Bill Steiner to request the bins be serviced more frequently. The Trustees will have the Road Department add some gravel to cut down on the mud.

The Road Department repaired the garage door at the Fire Department and Township garage.

A Deerfield resident inquired about the houses being torn down and how they are chosen. The Trustees gave a brief explanation of the process.

**New Business:** The Zoning Commission currently has 4 letters of interest at this point.

Mike's is expected to be opening back up in February 2018.

Deerfield Circle Restaurant is expected to be opening back up in March 2018.

A resident inquired if we could contact ODOT to change a speed limit sign on State Route 14. Timothy Suderman indicated there is a long process to get anything changed, but will follow up.

The Portage County Health Department is accepting applications to have their septic's upgraded at a prorated cost based on income with the potential to be replaced at no cost. If a homeowner's septic is out of date, they will be required to update at the time of real estate transfer. Applications will be available in the Deerfield Township fiscal officer's office for any residents interested. They will also be accepting applications to provide monies to assist with various home repairs.

The following bills were presented for Trustees' inspection and approval: See Payment Register attached.

Mark made a motion to pay these bills and adjourn the meeting. Randy seconded the motion and the roll call vote was unanimous.

Meeting adjourned at 7:10pm.

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Chairman

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Fiscal Officer