

VERMILION TOWNSHIP BOARD OF TRUSTEES***Record of Proceedings
Minutes to Regular Meeting Held 9/2/20***

Meeting was called to order at 7:30 p.m. by Chairman Charles T. Trinter.

Pledge of Allegiance.

Present: Charles T. Trinter, Trustee; Ronald L. Dickel, Trustee; Carl E. Hill, Trustee; Brenda J. Zsebik, Fiscal Officer; Robert Kurtz, Building Official/Zoning Administrator; Frank R. Triana, Vermilion Township Fire Chief; Tina L. Karres, Township Secretary.

MOTION BY R. Dickel, second by C. Hill to approve minutes to regular meeting held 8/19/20 and dispense with the reading of the minutes. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

MOTION BY C. Hill, second by R. Dickel to accept the Treasurer's Report and Financial Packet dated 9/1/20. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

MOTION BY R. Dickel, second by C. Trinter to approve and pay warrants 24755 through 24789 and payment vouchers 72-2020, 73-2020, 74-2020, 75-2020, 76-2020, 78-2020, 79-2020, 80-2020. Warrants and payment vouchers totaled \$35,484.83. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

AUDIENCE PARTICIPATION:

Sperry Road residents were in attendance to inquire about the progress being made on nuisance property located at 15904 Sperry Road. Mr. Kurtz stated this issue will be brought up under old business.

SPEAKERS:

Mr. Dave Hoffman, Main Street Vermilion, was in attendance to discuss the Erie Shores & Island Publication Advertisement that the township has supported over the years to advertise their cottages/hotels. Mr. Hoffman explained that due to the current situation of the tourist industry being so hampered (due to COVID-19 interruption), the many members being closed or in poor financial hardship, they have decided to keep the current materials, Erie Shores & Island Publication Advertisements, they currently have and are not going to ask for advertising donations for a new publication this year. Due to this unfortunate situation, Mr. Hoffman explained they are not asking the township for their usual donation to support the publication, but rather a donation which would go to promote the family cottage and tourist industry in our area through various Main Street Vermilion publications. Mr. Hoffman also mentioned an issue of concern over Airbnbs, bed and breakfasts, or other vacation rental sites and the problems that are beginning to arise from them. A reasonable safety control and accountability through rules and regulations was recommended with caution as to not hinder them and also to assure bed taxes are being paid and collected from all rental sites.

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CORRESPONDENCE:

No correspondence.

BUILDING OFFICIAL/ZONING ADMINISTRATOR:

Building Official/Zoning Administrator, Robert Kurtz, reported for August the Zoning Department issued 10 zoning permits with a total fee collection of \$1,468.45; the Building Department issued 17 permits with a total fee collection of \$4,903.75 and total valuation of work being done at \$823,933.00.

On September 15, 2020 at 6:00 p.m. in the Vermilion Township Office Building there will be a Zoning Commission Organizational Meeting. There will also be a Board of Zoning Appeals Meeting at 7:00 p.m for the lot frontage variance request for 7714 Barnes Road. This variance request was tabled from the August meeting pending additional information that the Board requested.

The township roof boots have been ordered and contractor will install upon delivery of boots. The painting contractor has been notified. The contractor will complete the job this year weather permitting. If job does not get completed, they will complete the job in the Spring.

On Friday, September 4, 2020 there will be a virtual Erie County Hazard Mitigation Plan meeting from 9:30 a.m. to 11:30 a.m.

VERMILION TOWNSHIP FIRE DEPARTMENT:

Chief F. Triana's report: Fire Runs between 8/19/20 – 8/31/20. Wire down – 1; EMS – 15; MVC– 2 (w/injury); Residential alarm – 1: YTD: 432 Runs.

Finley Fire was on station August 18th - August 20th for pump and chassis maintenance. The Chief will wait for reports and advise of any discrepancies that warrant attention.

The pump tests were completed on July 31, 2020. Three of the four failed due to minor leakage while performing the vacuum testing. This was corrected and retested on the 20th. All trucks passed.

August run reports are completed and have been submitted to the State by Monday September 7, 2020.

NORTHERN OHIO RURAL WATER REPRESENTATIVE:

None present.

OLD BUSINESS:

Chief Triana reported the LED conversion kit for 842 has been ordered and will be installed when received.

Mr. Kurtz gave update on Sperry Road nuisance property. He informed the Board out of the eleven contractors he was in contact with, only three responded. The two quotes obtained were from Austin

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Lawn Care at \$840.00 and another contractor quote of \$1,200.00. The third contractor was not going to submit a bid due to the uncomfortable circumstances according to Mr. Kurtz.

Mr. Kurtz, Zoning Administrator reported update on the Thompson Road nuisance property. During the notification process, one of the property owners contacted Mr. Kurtz. The notification process was halted, and Mr. Kurtz met with the property owner to discuss what needed to be completed for compliance. The homeowner assured the Zoning Administrator he would start the work that needed to be completed immediately. Mr. Kurtz reassured the property owner as long as there was continual progress, he would continue to work with the homeowner. If the progress stops, the township will step in to get the job done. It was reported by Mr. Kurtz that nothing had been done to date. The exterior property was in need of clean-up.

All bid documents for the township garage addition were reviewed by Mr. Daniel Frederick, Architect, with a recommendation for the Board's consideration to enter into a contract with the lowest bidder, Studer-Obringer, Inc. and a further recommendation to accept only the Base Bid of \$74,800.00 at this time.

The implementation of requiring contractor registration was brought up for discussion and a sample of the surrounding local entities, their requirements (liability insurance, proof of workers compensation, and state license required-electrical, HVAC, hydronics, refrigeration, fire protection), and annual registration fees were distributed to the Board members for their review. Mr. Kurtz passed out pictures of a few building projects (wood deck etc.) completed in the township and stated over the past two months, he has had three property owners contacting him because of contractors that did not know what they were doing. The one had to completely remove a deck and hire another contractor. Another contractor working on a new home failed plumbing inspection and it was recommended a plumber be hired to complete the job. A third example was a contractor who replaced rotted floorboards without obtaining a permit. The work did not meet code and another contractor was hired to complete the job correctly. Mr. Kurtz stated there was a need for contractor registration in the township due to the rise in complaints and an increase in work.

MOTION BY C. Trinter, second by C. Hill authorizing to award a contract to Austin Lawn Care (16017 Mason Road, Vermilion), to trim and clean-up the overgrown shrubs at nuisance property located at 15904 Sperry Road at a cost of \$840.00. Sperry Road resident asked if the township would continue to mow the property if need be. Mr. Kurtz answered yes, they will continue to mow. Trustee Dickel voiced concern if someone was going to be present for safety reasons while the clean-up was being conducted. Mr. Kurtz stated he would be making contact with the homeowner and would also reach out to the Erie County Sheriff Department to oversee the project.
Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

Trustee Dickel inquired about how the Alternate #1 and #2 were going to be completed for the Maintenance Building Phase 2 Project since the architect was recommending to accept only the base bid at the current time. Mr. Kurtz stated they would be talking to the contractor and they may be able to get the alternates completed through change orders.

MOTION BY R. Dickel, second by C. Trinter awarding the Maintenance Building Phase 2 Project for Vermilion Township to Studer-Obringer, Inc. located at 525 South Kibler Street, P.O. Box 278, New Washington, OH 44854 in the amount of \$74,800.00 (base bid). Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

RESOLUTION NO. 47-20

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Trustee Hill acquired quote from Carter and Huber Company, LLC to repair the hydraulic tank for the 1-ton truck. The quote is for \$2,000.00 but noted that is the most it would be and could be less after inspection. Trustee Hill stated he thought the road department had more quotes (one for \$3,000.00), but he did not have them. Trustee Dickel added that the road department informed him that some of the companies were not even interested in fixing the tank and the new tanks were expensive between \$5,000.00 to \$7,000.00. The truck can not be used until the tank is fixed.

MOTION BY R. Dickel, second by C. Trinter authorizing to hire The ShinDig, Carter and Huber Company, LLC. (Kurt Huber) to repair the hydraulic tank on the F450 1-ton truck at a cost not to exceed \$2,000.00. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

Trustee Hill brought up for discussion the Consulting and Training Workshop agreement regarding Cuddeback Cemetery that Susan R. Brown, Assistant Prosecutor drafted. Trustee Hill stated the only thing left to decide was the date the Board would like to have the workshop on. Trustee Hill stated the Brownhelm Historical Association (BHA) was willing to have the workshop on Friday, October 9th or Saturday, October 10th from 9:00 a.m. to 5:00 p.m. If the Board decides to schedule the workshop on October 9th, the road crew would be able to attend the training. Trustee Hill recommended the road crew repair the heavier headstones with the backhoe on a different date and repair the smaller headstones during the BHA workshop. Waivers would need to be signed. Trustee Hill explained the Vermilion Rotary Club will be at Cuddeback Cemetery on Saturday, September 19, 2020 with a Vermilion Township Board representative for a short get together to explain what the township would like to accomplish for the cemetery and possibly get some input and see how much interest there is from the community. Trustee Trinter explained that in Assistant Prosecutor, Susan R. Brown's email she wanted the Board to review the agreement and make sure everything the Board wanted was in the contract so she could finalize it when she gets back from vacation. The Township Secretary noted all waiver forms needed to be approved as well. The Board agreed to accept the agreement as written.

MOTION BY C. Hill, second by C. Trinter authorizing to accept the Agreement for Consulting and Training Workshop Services as written, approve all waiver forms, and to proceed with the Brownhelm Historical Association (BHA) training workshop for a scheduled date to be held on Friday, October 9, 2020 with an alternative date (in the event of inclement weather or other act of nature) of Friday, October 16, 2020. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

RESOLUTION NO. 48-20

NEW BUSINESS:

Mr. Kurtz, Building Official/Zoning Administration presented three 2020-2021 winter heating season propane quotes from Beck Suppliers, Sunrise Cooperative and Ferrellgas. Beck Suppliers (current provider) and Sunrise Cooperative were identical with Sunrise offering a lower price if the township signed a 2-year agreement. Beck Suppliers representative informed the township they would match any offer and if the prices go lower, the fees will go lower as well.

MOTION BY C. Trinter, second by R. Dickel awarding the 2020-2022 (2-year) winter contract to purchase propane through Beck Suppliers at a cap price of \$1.199 per gallon (after first fill). Beck Suppliers first fill is \$.999 per gallon. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

RESOLUTION NO. 49-20

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Trustee Hill brought up for discussion needing four (4) tires on wheels for the landscaping trailer. A quote of \$260.90 has been obtained from eBay and a second quote will be obtained and brought to the next Board Meeting.

Trustee Hill brought up the CARES Act Funding (SB357) which the Senate introduced and passed the final round. Trustee Hill stated since it was offered, the township should try and get some of the funding. One township updated all their bathroom facilities to no touch. The monies could also be used to reimburse the two-weeks of employee's salaries when employees were off during the shutdown. Trustee Trinter stated there needs to be research completed on what is covered and what expenses could possibly be covered. Trustee Trinter also noted a resolution would need to be passed to be eligible for any CARES Act funding. Fiscal Officer Zsebik stated all monies would need to be used strictly for COVID-19. The monies would need to be used by the end of the year. Any monies not used must be returned and a resolution would need to be passed at the next meeting if the Board would like to apply for funding. Trustee Trinter asked Fiscal Officer Zsebik if she could research some things that the township might be able to be eligible for. Mrs. Zsebik stated she has been researching the topic and has spoken to Chief Triana to see if there were any items needed in their area regarding COVID-19. Currently, there were no items Chief Triana could list since the Chief stated a COVID call was really no different than a non COVID call. The county does a prescreening on the phone and notifies the department if there is a possible COVID call, they will wear gloves, safety glasses, N95 masks and disposable gowns. The truck is totally sanitized for all positive COVID cases which the Chief stated is at a very minimal cost. Therefore, currently he cannot foresee any funding being used from the CARES Act for the fire department. He added a larger community would have higher costs that might be more apt to use funding through the CARES Act. The Chief said they were averaging \$16.33 a day for EMS Supplies which includes the first six months of the year and he felt the cost was actually going down. Trustee Trinter wondered if the normal supply cost could qualify for the CARES Act funding or mentioned it may be a gray area. The Chief stated he has been provided many supplies for COVID-19 from the State at no cost. Trustee Trinter stated there was a township that went overboard and took advantage of a situation which necessary or unnecessary depending on the view. They were very proactive in using the money. Some organizations may choose to do that, and some may not. The Fiscal Officer agreed and stated she has been researching and monitoring the situation. The bottom line is all CARES Act monies need to be used for COVID-19 purposes or it will have to be paid back. Trustee Trinter noted he didn't push it too much because he didn't see where the township was spending a lot of special money to try to address the COVID-19 situation. A resolution could still be passed, and the money is still there if needed.

MOTION BY C. Trinter, second by R. Dickel approving renewal of the annual 2021 advertisement donation for Main Street Vermilion, Inc. at a cost of \$2,340.00 towards the ad placement in the Erie Shores and Island Publication. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes;
Motion Carried.

RESOLUTION NO. 50-20

MOTION BY R. C. Trinter, second by C. Hill authorizing Vermilion Township to participate in the State of Ohio Cooperative Purchasing Program from September 1, 2020 through September 1, 2021 at a membership fee of \$100.00. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes;
Motion Carried.

RESOLUTION NO. 51-20

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MOTION BY: C. Trinter, second by C. Hill to adjourn the regular meeting at 8:40 p.m. with no further business to discuss. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

Charles T Trinter
Trustee

Ronald L. Dickel
Trustee

Carl Hill
Trustee

Vina J. Karred
Township Secretary