

VERMILION TOWNSHIP BOARD OF TRUSTEES***Record of Proceedings
Minutes to Regular Meeting Held 12/2/20***

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 as written to regular meeting held 11/18/20 (noting the correction of wages for snow plow operators to reflect \$16.00 per hour rather than the stated \$10.00 per hour) 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 12/1/20. 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 24984 through 24993 and payment vouchers 165-2020, 166-2020, 167-2020, 168-2020, 169-2020, 170-2020, 171-2020, 172-2020, 173-2020, 174-2020, 175-2020, 176-2020, 177-2020, 178-2020, 179-2020, 180-2020, 181-2020, 183-2020, 184-2020, 185-2020, 186-2020, 187-2020, 189-2020, 190-2020, 191-2020. Warrants and payment vouchers totaled \$86,216.55. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

AUDIENCE PARTICIPATION:

No audience participation.

SPEAKERS:

None present.

CORRESPONDENCE:

Letter received from Hanson Aggregates Midwest LLC. regarding the 2021 Price Lists from Wagner Quarry in Sandusky, Ohio. Prices are subject to change at any time.

BUILDING OFFICIAL/ZONING ADMINISTRATOR:

Building Official/Zoning Administrator, Robert Kurtz, reported for November the Zoning Department issued 6 zoning permits with a total fee collection of \$1,005.50; the Building Department issued 15 permits with a total fee collection of \$3,933.50 and total valuation of work being done at \$997,323.00. The Zoning Commission will be holding a meeting on Wednesday, December 9, 2020 at 6:00 p.m. at the Vermilion Township Office Building located at 1907 State Road, Vermilion to work on updating the Zoning Resolution Book.

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VERMILION TOWNSHIP FIRE DEPARTMENT:

Chief F. Triana's report: Fire Runs between 11/18/20 – 11/30/20. EMS – 24; Trash fire – 1; Open burn – 1; Brush/leaves fire – 2; MVC – 1; CO alarm – 2; Residential fire – 1; YTD: 605 Runs.

Fire boots and helmets have arrived. This was a Cares Act expense.

Sattelight Electric, Inc. was on station today and electric has been run for the Gear Dryer.

November 2020 fire runs have been completed and submitted to the State. Chief Triana noted the report was marked as received by the state, but they do not appear to showing up on the National Data Base System. There appears to be a glitch in the system currently.

At the January 6th, 2021 meeting, the Chief would like a few minutes to conduct the Fire Indemnity Board Meeting.

NORTHERN OHIO RURAL WATER REPRESENTATIVE:

None present.

OLD BUSINESS:

Chief Triana mentioned the department was going to be building some shelving upstairs in the fire bay area, where the weight room is located, to accommodate and organize the new fire gear that will be arriving. This will take care of any storage issues that may arise. Project will move forward as soon as pricing is obtained.

Mr. Kurtz informed the Board the paperwork for the new office addition (substantial completion of phase 2) regarding the maintenance building have been signed and the contractor pay orders have been submitted. The documents for the phase 3 change orders that have been approved are in the process of being signed.

Mr. Kurtz contacted the Erie County Engineer's Office to get their opinion on the Wine Street sidewalks. Mr. Matt Rogers, Project Engineer stated the likely cause of most of the sidewalk failures are due to the water meter manhole placement. His recommendation is to replace the back sections by excavating deeper (24") where the sections need replacement and filling with premium fill compacted in 6" lifts and repouring those sections. He also recommends cutting transverse joints on each side of the manhole allowing to control any movement that may occur. This project can be followed up in the Spring.

Trustee Hill brought up the conversation on whether or not it was legal to solicit donations for the cemetery restoration. He noted a resolution was passed to set up a cemetery endowment fund to accept donations and he thought the restoration was based on a donation platform so it took him by surprise when donations could not be solicited. He asked the Board if he could continue soliciting donations. Trustee Trinter explained that per the Prosecutor's advice, she was basically saying that as a Board we can not publicly solicit donations. If businesses or individuals would like to donate to the Vermilion Township Cemetery Endowment Fund, if they are aware of the Cuddeback Cemetery restoration project, that is fine, but as a Board it raises some questions if the Board actively tries to solicit donations from different organizations and so forth. Trustee Trinter advised to make people aware that the township is working on the project and if they are interested in contributing to the

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project that would be fine. Trustee Trinter explained that actively soliciting donations raises a red flag in the Boards ability to do that. Trustee Hill said his interpretation of the Prosecutor's opinion was to vote on it which is why he wanted to talk to Fiscal Officer Zsebik since she was the one who talked to the Prosecutor. Trustee Dickel added from the beginning of the project, it was important to get advice on the correct way to move forward with the project. He felt obtaining the donations was great but agreed with Trustee Trinter that the Prosecutor's opinion regarding local government soliciting donations should be followed. Trustee Dickel stated if someone would like to donate to the project, that would be fine, but not actively soliciting donations. Trustee Hill said his interpretation of the Prosecutor's opinion was to vote on soliciting donations. It was explained to Trustee Hill that the Prosecutor's opinion in the email did not reflect that. Trustee Dickel explained the project will go forward; they are just not going to actively ask for donations. All voluntary donations will be accepted.

Trustee Hill asked Fiscal Officer question on the revenue status report regarding the cemetery fund balance. It was explained how the revenue status report is calculated and that this report was monies brought in.

Trustee Hill discussed future plans for the Cuddeback Cemetery landscaping.

Fiscal Officer stated a fourth and last distribution of the CARES Act Money was received in the amount of \$2,832.92. The fire department purchases through the CARES Act Money left a balance of \$1, 097.27 to be taken out of fire department budget; therefore, with this fourth distribution, they will no longer have to take this balance out of their fire budget. The balance of CARES Act Monies will be \$1,735.65 left to spend. Total CARES Act Money received including all four distributions was \$236,539.16. Chief Triana added the electric work being completed to have the dryer installed will be covered by the CARES Act funding and should cost approximately \$1,300.00. This could possibly be used towards the balance. Trustee Trinter asked the Chief is there will be any problems receiving the equipment ordered. The Chief did not foresee any issues and is following up with any items not received.

NEW BUSINESS:

MOTION BY R. Dickel, second by C. Trinter to advertise and set a date for the "End of the Year" meeting to be held on Wednesday, December 30, 2020 at 8:00 a.m.

Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

Trustee Trinter announced there will be the Erie County Engineer's annual meeting to be held at 2:30 p.m. Thursday, December 10th in Sandusky. Trustee Dickel will attend this meeting.

The 2020 Erie County Township Association Christmas Party in-person/dinner portion of the meeting has been cancelled. They will have an online zoom meeting to conduct business.

Fiscal Officer Zsebik asked for a payroll (warrant) date change for bi-weekly employees due to the Holiday.

MOTION BY C. Trinter, second by R. Dickel authorizing to change the date of the last payroll (bi-weekly employees) warrants to Thursday, December 24, 2020 instead of Friday, December 25, 2020 due to the Holiday. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

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MOTION BY C. Trinter, second by C. Hill to enter into the Annual Maintenance Agreement with Sterling PC Maintenance Solutions for the Vermilion Township Website (www.vermiliontownship.com) at a cost of \$500 per year from December 1, 2020 through November 30, 2021. This includes hosting, software and security.

Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

RESOLUTION NO. 69-20

MOTION BY C. Hill, second by C. Trinter hereby enters into a contract with the Erie County Sheriff, under the auspices of Ohio Revised Code §505.37, for the provision of “primary dispatch” services for the Vermilion Township Fire Department for 911 call and tone out responses to those calls. The contract will commence on January 1, 2021 at 12:01 for the sum of \$1,338.14 annually for 2021 (includes 0% increase); \$1,378.28 annually for 2022 (includes 3% increase); \$1,419.63 annually for 2023 (includes 3% increase), payable in accordance with the Contract which shall remain in effect until 12:00 midnight on December 31, 2023, an executed original of which is herein attached and incorporated by reference as Exhibit A. This contract shall automatically renew for three (3) consecutive one-year terms until December 31, 2026, unless canceled pursuant to the provisions of Paragraph 8 in accordance with the original contract. Chief Triana discussed VTFD procedures and contract. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

RESOLUTION NO. 70-20

Fiscal Officer Brenda Zsebik requested a resolution authorizing to renew the purchase of dental and vision through Waypoint Benefit Solutions for the year 2021. Mrs. Zsebik explained the current plans and comparisons for dental plan PHI Delta Dental 1500 Plan and vision plan PHI Avesis Option #4. Fiscal Officer Zsebik states the current rates for both the vision and dental plans did not increase.

MOTION BY C. Trinter, second by R. Dickel authorizing the purchase of Dental and Vision Insurance through Waypoint Benefit Solutions and adopt the PHI Delta Dental 1500 Plan and the PHI Avesis Option #4 Vision Plan effective January 1, 2021 until December 31, 2021.

Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

RESOLUTION NO. 71-20

MOTION BY: C. Trinter, second by R. Dickel to adjourn the regular meeting at 8:13 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 T. Dickel
Trustee

Carl Hill
Trustee

Vina J. Karres
Township Secretary