

VERMILION TOWNSHIP BOARD OF TRUSTEES***Record of Proceedings
Minutes to Regular Meeting Held 12/16/20***

Meeting was called to order at 8:00 a.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; Tina L. Karres, Township Secretary.

Absent: Frank R. Triana, Vermilion Township Fire Chief.

MOTION BY R. Dickel, second by C. Hill to approve minutes to regular meeting held 12/2/20 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 12/15/20. 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 24994 through 25016 (22-2020 adjustments) and payment vouchers 185-2020, 192-2020, 193-2020, 194-2020, 195-2020, 196-2020, 197-2020, 198-2020, 199-2020, 200-2020, 201-2020, 202-2020, 203-2020, 204-2020, 205-2020, 206-2020, 207-2020, 208-2020, 209-2020, 210-2020, 212-2020, 213-2020, 214-2020. Warrants and payment vouchers totaled \$46,506.29. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

ROAD DEPARTMENT:

Steve Young, Road Foreman, reported on the following: It was noticed the salt shed had more cracked support beams on it and the truck has not arrived yet. Trustee Trinter thanked the road crew for their efforts in preparing and taking care of the roads for the major snow storm that started the season.

AUDIENCE PARTICIPATION:

No audience participation.

SPEAKERS:

None present.

CORRESPONDENCE:

No correspondence.

(Continuation of Minutes to Meeting Held 12/16/20)

BUILDING OFFICIAL/ZONING ADMINISTRATOR:

Building Official/Zoning Administrator, Robert Kurtz, gave an update on the contractor that completed the shoreline work at 12415 Lake Road (property adjacent to Risdan Road), and stated that he was unaware of the person who cut the trees down in that area on township property. He explained that the down trees were an inconvenience to him as well. He discovered the trees floating in the water against the hillside and the pier on the property he was completing work at. He stated that he was approached by several of the neighboring property owners to complete work on their lakefront hillside also.

Mr. Kurtz gave update on the township road department office addition. There have been some issues with a subcontractor regarding a failed inspection. Mr. Kurtz made contact with the job foreman for the general contractor and he assured Mr. Kurtz that everything will be corrected. There will be a re-inspection prior to anything being covered.

Mr. Kurtz stated the Zoning Commission met last Wednesday to review the current zoning code. Specific sections of the code were discussed with no decisions being made at this time. This will be an on-going process and the Board will continue meeting over the next few months.

VERMILION TOWNSHIP FIRE DEPARTMENT:

Assistant Chief Kurtz read Chief F. Triana's report in his absence: Fire Runs between 12/1/20 – 12/15/20. MVC – 3 (2 w/injury); EMS – 28; Smell of gas – 1; YTD: 637 Runs.

CARES Act Funds – Fire gear drying cabinet is scheduled to be installed Thursday, December 17, 2020. EMS Coats delivered and distributed to all firefighters on December 11, 2020.

Firefighters have begun repurposing the old weight area for a storage area to accommodate gear that will be arriving in the coming months. The weight exercise area was moved out to Station #2.

Furnace install should begin on December 16, 2020.

Firefighters received a donation from the Hindmarsh Foundation in the amount of \$2,000.00. This money will go towards the purchase of three (3) new Ice Commander rescue suits. Much thanks and appreciation were conveyed to the Foundation for their continued support.

NORTHERN OHIO RURAL WATER REPRESENTATIVE:

None present.

OLD BUSINESS:

Mr. Kurtz updated Board on quote of 1,230.00 for touchless fixtures in Road Department maintenance building which was decided against at a previous meeting.

Trustee Hill brought up for discussion raising the mowing fee rates regarding the road crew. Trustee Trinter stated that should be considered at the "End of the Year" meeting as far as moving forward with charges for the next year 2021.

(Continuation of Minutes to Meeting Held 12/16/20)

Trustee Trinter reported on the annual Erie County Township Trustee Association meeting, which was held on Thursday, December 10, 2020 online. There were six (6) Trustees that attended the online meeting. The election of officers took place with Mike Parker serving as Chairman, Ron Brown serving as Vice-Chairman and Zach Rospert serving as the Secretary, Treasurer. The Association made their annual contribution, the Erie County Economic Development Committee, of \$500.00 for support. Dan Frederick, Milan Township, will continue to serve as the association representative to the Economic Development Board. The annual donation was also given to the hospital system to support the driver license testing.

NEW BUSINESS:

Trustee Dickel attended the Erie County Engineer's Office meeting last week regarding the Road and Culvert Inventory form and the Mileage Log Certification. Trustee Dickel reported that the surveyor will have all paperwork completed in January regarding the Ashmont Road culvert project. Trustee Dickel asked the surveyor about an approximate cost for the project and he stated a similar project in the county was between \$150,000 to \$160,000. The surveyor also explained that since the road sits to the south, an easement may be needed to complete some of the work to the north, but he was not exactly sure yet. All three (3) county projects will be bid out together to obtain a better price.

Mrs. Karres, Township Secretary read letter dated December 9, 2020 from Mrs. Laraine Bailey, Board of Zoning Appeals Secretary informing the Board that Mr. Frank Cottos term on the Board of Zoning Appeals is due to expire on December 31, 2020. They are recommending his term be renewed for another five (5) year term.

Mrs. Karres, Township Secretary read letter dated December 9, 2020 from Mrs. Laraine Bailey, Board of Zoning Appeals Secretary informing the Board that Mr. Larry Deem's term on the Board of Zoning Appeals is due to expire on December 31, 2020. They are recommending his term be renewed for another five (5) year term.

MOTION BY R. Dickel, second by C. Hill to renew Mr. Frank Cottos five (5) year term as member of the Vermilion Township Board of Zoning Appeals for a term to commence on January 1, 2021 and expire on December 31, 2025. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

RESOLUTION NO. 72-20

MOTION BY C. Trinter, second by R. Dickel to renew Mr. Larry Deem's five (5) year term as member of the Vermilion Township Board of Zoning Appeals for a term to commence on January 1, 2021 and expire on December 31, 2025. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

RESOLUTION NO. 73-20

MOTION BY R. Dickel, second by C. Hill accepting the Amended Certificate of Estimated Resources for the fiscal year beginning January 1, 2020, as made by the Budget Commission of Erie County, Erie County Auditor's Office (See Attachment A). The changes include the addition to the Cares Act Monies of \$2,832.92 and the Miscellaneous Special Revenue – Cemetery Endowment Fund of \$1,250.00. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

RESOLUTION NO. 74-20

(Continuation of Minutes to Meeting Held 12/16/20)

MOTION BY C. Trinter, second by R. Dickel authorizing the Fiscal Officer of Vermilion Township to set up Temporary Appropriations and Revenue Budget for 2021 to cover expenses and to certify to the Erie County Auditor while completing all required year end procedures. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

RESOLUTION NO. 75-26

MOTION BY R. Dickel, second by C. Trinter to go into Executive Session at 8:18 a.m. for personnel matters to discuss employee compensation for 2021. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

Trustee Trinter adjourned from Executive Session and returned to regular session at 9:05 a.m.

MOTION BY: C. Trinter, second by R. Dickel to adjourn the regular meeting at 9:06 a.m. with no further business to discuss. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

Charles T. Trinter
Trustee

Trustee

Carl Hill
Trustee

Vina J. Karres
Township Secretary

VERMILION TOWNSHIP BOARD OF TRUSTEES

*Record of Proceedings
Minutes to End of Year Meeting Held 12/30/20*

Meeting was called to order at 8:00 a.m. by Chairman Charles T. Trinter.

Pledge of Allegiance.

Present: Charles T. Trinter, Trustee; Carl E. Hill, Trustee; Brenda J. Zsebik, Fiscal Officer; Frank R. Triana, Vermilion Township Fire Chief; Tina L. Karres, Township Secretary.

Absent: Ronald L. Dickel, Trustee; Robert Kurtz, Building Official/Zoning Administrator.

AUDIENCE PARTICIPATION:

No audience participation.

SPEAKERS:

None present.

OLD BUSINESS:

No old business.

NEW BUSINESS:

Fiscal Officer Zsebik reported on a donation received from Mr. and Mrs. Carolyn and John Hill in the amount of \$50.00 to be placed in the Cemetery Endowment Fund for the repair and restoration of Cuddeback Cemetery. On behalf of the Vermilion Township Board of Trustees, Mrs. Zsebik thanked Mr. and Mrs. Hill for their generous donation.

MOTION BY C. Hill, second by C. Trinter for the purpose of expressing Board's intent to conduct an internet auction (GovDeals.com) for the sale of unneeded, obsolete or unfit township personal property in Calendar Year 2021. The Property shall be made available to the public on GovDeals.com website for a minimum of ten (10) days, including Saturdays, Sundays and legal holidays as required in R.C. 505.10 (D). The Township Secretary will publish in the legal section of the Vermilion Photojournal and simultaneously on the Vermilion Township website (www.vermiliontownship.com) the "Legal Notice of Intent to Dispose of Surplus Personal Property by Internet Auction" for the Calendar Year 2021. The notice will be continually posted throughout the year 2021 on the Bulletin Board in the Vermilion Township Office Building located at 1907 State Road, Vermilion, Ohio. Roll Call – R. Dickel, absent; C. Trinter, yes; C. Hill, yes; Motion Carried.

RESOLUTION NO. 76-20

(Continuation of Minutes to Meeting Held 12/30/20)

MOTION BY C. Trinter, second by C. Hill appointing Mr. Robert Kurtz as Vermilion Township's Representative on the Geographic Information System (GIS) Committee for 2021.

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

RESOLUTION NO. 77-20

MOTION BY C. Hill, second by C. Trinter to hold the 2021 Trustee meetings on the first Wednesday of the month at 7:30 p.m. and the third Wednesday of the month at 8:00 a.m. and pay the Trustees on a monthly basis. If needed, a work session will follow after any regular meeting of the Board.

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

RESOLUTION NO. 78-20

MOTION BY C. Trinter, second by C. Hill authorizing the Fiscal Officer of Vermilion Township to incur expenses up to \$1,000.00 per month on behalf of the Township without receiving Board approval. Roll Call – R. Dickel, absent; C. Trinter, yes; C. Hill, yes; Motion Carried.

RESOLUTION NO. 79-20

MOTION BY C. Hill, second by C. Trinter authorizing the Building Official/Zoning Administrator of Vermilion Township to incur expenses up to \$1,000.00 per month on behalf of the Township without receiving Board approval. Roll Call – R. Dickel, absent; C. Trinter, yes; C. Hill, yes; Motion Carried.

RESOLUTION NO. 80-20

MOTION BY C. Trinter, second by C. Hill authorizing the Vermilion Township Fire Chief, Frank Triana, to incur expenses on behalf of the Vermilion Township Fire Department up to \$2,500.00 per purchase and/or repairs without Board approval. Roll Call – R. Dickel, absent; C. Trinter, yes; C. Hill, yes; Motion Carried.

RESOLUTION NO. 81-20

MOTION BY C. Hill, second by C. Trinter to pay thirty dollars (\$30.00) per meeting to the Chairman and twenty-five dollars (\$25.00) per meeting to the members of the Zoning Boards (Zoning Commission and Board of Zoning Appeals) for 2021. Roll Call – R. Dickel, absent; C. Trinter, yes; C. Hill, yes; Motion Carried.

RESOLUTION NO. 82-20

MOTION BY C. Trinter, second by C. Hill to pay sixteen dollars (\$16.00) per hour to temporary snow plow operators for the Road Department and pay ten dollars (\$10.00) per hour to temporary help for the Road Department for 2021. Roll Call – R. Dickel, absent; C. Trinter, yes; C. Hill, yes; Motion Carried.

RESOLUTION NO. 83-20

MOTION BY C. Trinter, second by C. Hill to amend the Vermilion Township's Employee Handbook, Article VII – PAID TIME OFF 7.1 Funeral and Bereavement Leave as follows: 1) to add son-in-law and daughter-in-law to the relative listing that qualifies for bereavement leave. Roll Call – R. Dickel, absent; C. Trinter, yes; C. Hill, yes; Motion Carried.

RESOLUTION NO. 84-20

(Continuation of Minutes to Meeting Held 12/30/20)

MOTION BY: C. Trinter, second by C. Hall to adjourn the special meeting at 8:13 a.m. with no further business to discuss. Roll Call – R. Dickel, absent; C. Trinter, yes; C. Hill, yes; Motion Carried.

Charles T. Trinter

Trustee

Trustee

Carl Hill

Trustee

Vina G. Karres

Township Secretary