

8:00 P.M.

September 7

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The first meeting of the month was held in the Town Hall meeting room with Ronald Kotkowski (Ron K.), John Kline (John K.), and Frank Ruehr, Jr. (Frank R.) from here on out will be addressed as the BOT (Board of Trustees), and Fiscal Officer, Jill Corbett present. Chairman Ronald Kotkowski called the meeting to order. The Pledge of Allegiance was led by Rich McIntyre.

Others present –Greg Benner, Dean Engelhart, Lloyd Harper, Maude Bias, Johnathan Harris, and Rich McIntyre.

Frank R. made a motion to dispense with the reading of the Minutes from August 17, 2021, Regular Meeting, and to approve as written. John K. seconded the motion. All in favor and the motion carried.

John K. made a motion to dispense with the reading of the Minutes from August 17, 2021, Special Meeting, and to approve as written. Frank R. seconded the motion. All in favor and the motion carried.

Visitor: Rich McIntyre, President of the Crestwood Youth Football & Cheer (CYF&C) brought the BOT up to date on whats going on with their program, and the football field at the Shalersville Township Park.

- The naming rights for the scoreboard was given to JBL Roofing Co. JBL Roofing donated \$10,000 for the program. \$5,000 now and in a few years the remaining \$5,000. This is a 5-year commitment.
- The new fence will be installed next year.
- Their home games are September 26, and October 3<sup>rd</sup>.
- Rich will give the township a donation for the extra porta johns at the park.
- Rich asked the board to use the Town Hall for their banquets, November 9, 10, and 11<sup>th</sup>. The BOT agreed to waive the rental fee, but they will have to pay the refundable deposit.

Visitor; Jonathan Harris, Director of Portage County District Library. Jonathan is visiting the local governments to explain their need for monies to continue to operate their libraries, located in Aurora Memorial Library, Garrettsville Library, Pierce Streetsboro Library, Randolph Library, and the Windham Library. They will have a 1mill 10-year levy to provide a stable base of funding for the library's continuing operating expenses. The strategic plan of the PCDL Board of Trustees outlines top priorities after a successful levy campaign, which include, but not limited to:

- Restore hours at all branches, including Thursday hours.
- Increase services and materials at existing branches.
- Work with local communities to determine the possibility of a new branch.
- Purchase a bookmobile or similar mobile service opportunity.
- Double current outreach to homebound and assisted living facilities.
- Add regular mobile service to each of the school districts without a branch location.

Jonathan explained that to date the only monies they received from the state from all of the sales tax and other taxes paid to the state is approximately .25 per person a year.

Greg Benner, Shalersville Township Zoning Inspector reported on the the following:

1. Greg has issued 4 permits, one for a home addition, a fence, and two accessory buildings.
2. Greg has sent a letter to the owners, Harold Bender & Carol Smith of the property located at 2995 Shelly Rd. They have a lot of scrap and misc. items from their house to the road.
3. Greg is moving forward with the owners of the property located at 3333 St. Rt. 303 with a lot of violation of JMV, scrap metal and junk in their yard. Greg has sent them a letter giving them 30 days to clean up the property.
4. Greg is working with Maude, and the BZA Board for a variance on Rita Kline's property on Streeter Rd. They would like to join Rita's house with a neighbor's house who is purchasing Rita's property. Then combine the back properties together to sell.

Maude Bias, Secretary for the Shalersville Zoning Commission and the Zoning Board of Appeals Boards:

1. Maude informed the BOT that the Zoning Commission will hold a public meeting on September 9<sup>th</sup>. They will address the boards duties and job descriptions that they had sent to the Portage County Regional Board. The PCRB has sent back their recommendations. Also, some verbiage that has been taken out of the Zoning Guidelines Book.

Dean Engelhart, Road Supervisor reported on the following:

1. Dean needed fuel, and another pallet of crack seal material. Trustee Frank R. gave him permission to go ahead and order the needed fuel and material needed. Frank R. made a motion to spend \$1,247.13 for the fuel from Beaver Petroleum. John K. second the motion. All in favor and the motion carried. Frank R. also made a motion to spend \$1,662.75 for the needed crack seal material from DJL Material & Supply. John K. seconded the motion. All in favor and the motion carried.
2. Dean received a quote from Weaver Tree Co. to remove 2 trees from Shady Nook St. and 3 trees from Babcock Rd. for \$3,075.00. Frank R. made a motion to spend up to \$3,100.00 to remove the trees. John K. seconded the motion. All in favor and the motion carried.

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3. Dean informed the BOT that there is a pine tree at the Riverside Cemetery that covers 5 headstones. Dean and Lloyd can take down the tree themselves. The BOT agreed to have the road crew take down the tree.
4. Dean would like to order a School Bus Stopping sign for Coit Rd. Frank R. made a motion to spend up to \$90 for the needed sign. Ron K. seconded the motion. All in favor and the motion carried.
5. Dean brought to the BOT attention the need for a laser to do road and culvert pipe work. The cost from Ohio Beam was \$870.00. Frank R. would like to wait on this as it may be covered by one of the grants the township is working on.
6. Dean will contact Rich McIntyre concerning the bleachers at the new football field. They should have railings installed on them.

Jill Corbett, Fiscal Officer reported on the following:

1. Jill received a draft copy of the Ohio State Auditors Audit. They performed an Audit on the township books for the years 2019-2020. The audit was very clean with only two minor items concerning policies. Jill did not have it in writing that she received the township policies from the former Fiscal Officer, and she should have all policies in a 3 ring binder. Besides that all financial, budgetary items and misc. records, no exceptions were found. The BOT congratulated Jill on her hard work.
2. Jill received a letter from the Portage County Commissioners over the signed Amend Resolution 19-125 authorizing the agreement between the Portage County Solid Waste Management District and the Shalersville Township Trustees to provide recycling collection services for the cost of \$5.50 per month beginning July 1, 2021.
3. Jill went over the following grants and talk about any updates:
  - a. NDS Sanicky Home Demo Grant
    - i. Jill, and the BOT will meet tomorrow to fill out the needed paperwork on the proposed demo and the asbestos report.
  - b. 2021 Park Expansion & Improvement Grant.
    - i. Ron K. will contact Todd Peetz with Portage County Regional Planning and follow up on this grant.
  - c. 2021 OTARMA MORE Grant.
    - i. This is a \$500 grant for safety and educational items. The township has spent \$330.55 towards safety items to send in. Dean will look at the remaining \$169.45 for any additional safety items the township could use.
  - d. The 2021-2024 ARP Covid Grant.
    - i. The BOT has sent in the Resolution to hire Baker, Dublikar Attorneys to help with the BOT to legally spend the monies on this grant.
  - e. The 2021 NOPEC Grant.
    - i. This grant is for energy saving items. Jill has sent in the necessary paperwork on the replacement windows in the Town Hall. The Grant was for \$10,271.00 the BOT spent a total of \$13,175.00.
  - f. The 2020 CARES ACT Grant.
    - i. There is a remaining balance of the grant is \$18,493.49. The BOT will decide what they would like to spend this on before the end of the year.
4. Jill inquired with the BOT and the employees at the meeting if they would like to go to Direct Deposit on their payroll. It was decided that as of the first of the year they will move forward with this.

Frank Ruehr, Jr., Trustee reported on the following:

1. Frank has the OPWC Grant for infrastructure for \$250,000.00. this is a 100% with no matching funds needed from the township. It was decided that Cooley Rd. would be a good road to have paved by this grant if they are awarded. Frank will contact Mike Collins with the Portage County Engineers Dept. to have him help with submitting the grant.
2. American Paving will start next Monday and Tuesday to chip and seal Work and Nicodemus Rds.

John Kline, Trustee reported on the following:

1. John informed the BOT that Jackson Comfort repaired the boilers at the school. He will contact the state inspectors to inform them of the repairs.

Frank R. made a motion to pay the bills. John K. seconded the motion. All in favor and the motion carried.

Jill presented to the BOT the August Bank Reconciliation with a balance of \$1,375,799.23

1. Jill had the Withholding Vouchers for the IRS, Ohio State, and OPERS for August 2021.
2. Jill presented the BOT with the Receipt Listing for August with a total of \$168,723.52.

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	Auditor of State	\$ 1,178.75
	UAN	\$ 762.00
	Ohio Treasurer of State	\$ 269.07
	IRS	\$ 1,609.39
	Public Employees Retirement System	\$ 3,592.71
24413	Gregory Benner	\$ 804.78
24414	Maude Bias	\$ 221.16
24415	Jill R. Corbett	\$ 1,268.50
24416	Michelle DeVos	\$ 709.31
24417	Sam Eisele	\$ 400.58
24418	Dean W. Engelhart	\$ 1,786.34
24419	Lloyd Harper, Jr.	\$ 1,548.94
24420	Harold Horner	\$ 270.50
24421	John Kline	\$ 792.37
24422	Ronald Kotkowski	\$ 839.69
24423	Frank Ruehr, Jr.	\$ 766.85
22424	Michael Dryhurst	\$ 550.00
24426	Dominion East	\$ 167.00
24427	Beaver Petroleum	\$ 1,198.90
24429	Todd Lamb Paving and Excavating	\$ 1,050.00
24430	Basic NEO	\$ 50.00
24431	Brugmann Sand & Gravel	\$ 94.94
24433	SDC	\$ 336.08
24434	Mantua Auto Parts	\$ 63.13
24435	Mantua Hardware Lawn & Garden	\$ 52.45
24436	Waste Management of Ohio	\$ 424.29
24437	Karen Mullins	\$ 100.00
24438	Rusell Vandercook	\$ 100.00
24439	Elaine Heritage	\$ 50.00
24440	Linda Broska	\$ 100.00
24441	Jackson Comfort Systems	\$ 1,575.42
24442	Aris Co.	\$ 360.00
24443	Diamond Environmental LLC	\$ 575.00
24444	Ohio Edison	\$ 1,343.11
24445	DJL Material & Supply	\$ 1,662.75
24446	O'Reilly Automotive	\$ 58.98
		\$ 26,732.99

No further business, Chairperson, Ronald Kotkowski directed the meeting to be adjourn at 9:41 p.m.

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Ronald Kotkowski, Chairperson

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Jill Corbett, Fiscal Officer