

**Sullivan Township Trustee  
Regular Business Meeting  
June 4, 2018**

Attendance Duane Jenkins Chairman  
Glen Goff Vice-Chairperson  
Donna Riley Fiscal Officer

Jenkins called the meeting to order at 7:00 p.m. Followed by the Pledge of Allegiance.

Jenkins asked everyone to please turn their cell phones off or put them on vibrate.

Campbell was not present due to his schedule.

\*Jenkins moved to table the May 21, 2018 minutes until Campbell could be present. Goff second Roll call Goff yes Jenkins yes.

\*Jenkins moved the trustees are to have the road department's time sheets before the meeting so they can review them before the meeting. Goff second Goff yes Jenkins yes.

\* Jenkins moved pay the monthly bills. Goff second Roll call Goff yes Jenkins yes. Trustees signed checks #33138 thru #33157.

Jenkins yes. Trustees signed checks #33088 thru #33127.

**Fiscal Officer Report**

*See amended Page 6*

*X*

Fiscal Officer gave the road department and the fire department the new insurance cards to put in all the vehicles.

Fiscal Officer presented the trustees with a resolution on agreement on the care and return of township property that Cassandra Birchbauer gave her.

Fiscal Officer gave the trustees an e-mail from the prosecutor's office stating he was fine with the agreement.

The trustees stated the agreement need to be edit on the cost of printing the three ring binder for the zoning boards.

Fiscal Officer stated when members leave the boards some of them do not return all the materials that is issued to them.

Fiscal Officer stated she had contacted the prosecutor's office to inform him the trustees was not going to dismiss the appeal on the Class B Biosolids and the legal opinions on the gas station and the school lease agreements.

Fiscal Officer said the prosecutor stated the he was fine with the trustee's discussion on not dismissing the appeal on the Class B Biosolids and he stated the two legal opinions the township already on those lease agreement.

Jenkins stated in a previous meeting they had better get the legal opinions on the school and gas station leases before the Fiscal Officer gets her opinion.

Fiscal Officer gave the trustees the gas station agreement and the school lease agreement again.

Fiscal Officer stated she gave Jenkins and Goff the two lease agreements when they came in as trustees.

Fiscal Officer stated on the gas station lease Janice Steele and Suzanne Fayak names removed and Jenkins and Goff names put on the lease.

Jenkins stated since the names was changed AJ from the gas station would have his attorney review because the agreement was changed.

Fiscal Officer stated the cemetery maps the road department are badly torn.

Jeff Heath and the Fiscal Officer agreed tape would help repair them for now.

Fiscal Officer stated she is still waiting for UAN to send the repair kit to fix the scanner.

### **Fire and EMS Report**

EMS Chief Rowe was not present due to his work schedule.

Fire Chief Brant informed the trustees on Memorial Day the U Joint went out on Fire Engine 2711 and Aber's towed to their garage for repair.

Fire Chief Brant informed the trustees on Memorial Day the brake line went out on the grass buggy 2745 but he and Jason Eller repaired the brake line.

Fire Chief Brant informed the trustees on Memorial Day the air condition went out on the squad 2737 it was charged.

Fire Chief Brant informed the trustees Jerry Schrock and Jason Eller fixed the master cylinder on the tanker 2722.

Fire Chief Brant informed the trustees he will turning in the invoices for the repairs on the grass buggy 2745 and the tanker 2722.

Fire Chief Brant stated they removed the stickers on the old fire engine 2712.



Fire Chief Brant stated there was three people that wants to go the Fire Fighter 1 class in Medina the class is from July thru November the cost is \$2000.00 per person.

\*Jenkins moved to send up to three people to Fire Fighter 1 class cost \$2000.00 per person. Goff second Roll call Goff yes Jenkins yes.

Fire Chief Brant stated there is a Fire Fighter 2 class starts in September and he would like to take it. He stated according to the SOP (Standard Operating Procedures) he is required to take the class.

Denise Herte stated the fire department has had events like the pancake breakfast, corn beef dinner and the chicken BBQ and trying to get grants for the extrication tool.

Denise asked the trustees what they are doing to help get the extrication tool that may help save life on someone.

Denise stated they have their 501c 3 Public Charities now as of May 10, 2018.

Jenkins stated now that they have their 501c 3 he can call around and try to get some donations for the extrication tool.

Goff stated he would call and try to get donations.

Denise gave the trustees and the Fiscal Officer a copy of their 501c 3.

Denise stated Matt Payne from Stryker would be contacting her when they will out to repair the cot's auto loader.

### **Zoning Inspectors Report**

Zoning Inspector Goff turned in his report to the trustees and the Fiscal Officer report attached to the minutes.

Zoning Inspector Goff turned in the notice of zoning violations they are as follows

- Keith McConnell sign advertising his business
- Christina Gonzales for operating a business without the proper permits.

### **Road Department Report**

Jeff Heath and the Fiscal Officer stated there is a headstone in the cemetery that is leaning and he would like to know who is responsible for fixing it.

Jenkins stated it is the family is responsible unless there are no family members living or if someone vandalizes them then the township would fix.

Jeff Heath stated the Boy Scots could repair the other headstones in the small cemetery.

Heath informed the trustees Tony was mowing the ball field the neighbor told him the bleachers are on their property and they want them removed.

The trustees told Heath he and Tony can move them over to the township's property.

Heath stated some of the flags are tattered around the edges and asked if he could see if the Amish will sew them.

Jenkins stated he would like the flags retrieved.

Heath stated he had a resident on Twp. Rd 462 ask him about his culvert and he told him the county takes care of all culverts.

Heath informed the trustee he will be taking vacation day on June 22, 2018.

Heath stated the grader is leaking fluids.

Goff and Jenkins will meet with Heath to go over the grader.

Heath gave the trustees a work agreement between the townships to sign.

The trustee tabled the agreement paperwork until they have time to review it.

### **Trustees Report**

Goff stated he spoke with Jim at Lodi Lumber about the materials for the Boy Scouts to build the picnic tables and he would get back with on the cost.

Goff gave the Fiscal Officer the chip and seal bid notice to run in the paper three times. They will open the bids at the July 9, 2018 trustees meeting

The Fiscal Officer will put the notice in the paper.

\*Jenkins moved to change the trustees meeting as follows there was no reason given for the change. Goff second Roll call Goff yes Jenkins yes

- June 18, 2018 to June 25, 2018
- July 2, 2018 to July 9, 2018
- July 16, 2018 to July 23, 2018

\*Jenkins moved to hire a uniform deputy for the June 19, 2018 Zoning Board of Commissions Public Hearing at \$35.00 per hour up to four hours. Goff second Roll call Goff yes Jenkins yes.

Jenkins stated they would table the Road Department Job Description.

Jenkins moved to pay \$145.00 the Glass Doctor for the repair of the door at the gas station. Goff second Roll call Goff yes Jenkins yes.

Walker Hartman requested all zoning board of commission's minutes and documentation on the Class B Biosolids hearing.

\*Jenkins moved to adjourn at 8:30 p.m. Goff second Roll call Goff yes Jenkins yes.

void

Duane Jenkins Chairman

void

Glen Goff Vice-Chairperson

void

Douglas Campbell Trustee

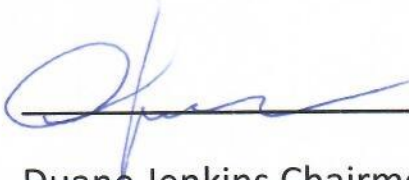
void

Donna Riley Fiscal Officer

See page 6

## Minutes Correction Page

1. The Fiscal Officer Donna Riley stated that the cemetery located on SR 58 needed to be reviewed by the Trustees because there are many discrepancies on the newer maps showing burial locations and vacant plots. Trustee Jenkins asked to review the original canvas map of the cemetery layout. Fiscal Officer Riley stated that past Trustee Steele had taken the map out of the records room and had not returned it. Trustee Jenkins asked Fiscal Officer Riley to get it back as it is an official public record and is needed to determine the original grave locations.



---

Duane Jenkins Chairmen



---

Glen Goff Vice Chairmen