

Special meeting minutes

08/01/2022 @1500 (3:00 PM)

This special meeting was held at the Township meeting site at 40801 Biggs Rd and called to order by Trustee Gary Burnett at 1500 (3:00 PM). In attendance were Trustees Doug Gardner and Rita Canfield. Fiscal officer Kathy Poling was absent. Trustee Canfield will take the minutes. Also in attendance were Robin Bell, Director and Regional Manager from Clemons Nelson. A motion from Trustee Canfield was made to enter into executive session to discuss personnel discipline. The motion was seconded by Trustee Gardner. Robin Bell was included in this executive session to report on her findings from the investigation in to an altercation between members of the Fire Department. Roll call vote: Canfield yes; Gardner yes; Burnett yes. Executive session began at 1503 (3:03PM).

Returned to open session at 1650 (4:50PM). Roll call vote to enter open session Canfield; yes Gardner; yes Burnett: yes.

After reviewing the findings of Robin Bell which were quite extensive trustees determined that a letter of reprimand should be issued to both parties. Canfield motioned to issue a letter of written reprimand to both parties involved in the incident which occurred during training at Lorain County Rural Water on June 20, 2022. The motion was seconded by Trustee Gardner. Both Mr. Jerry Norton and Mr. Al Roark demonstrated unprofessional behavior. The trustees thanked Robin Bell for her efforts to investigate and report her findings as well as her recommendations to the trustees regarding this matter. While Mr. Norton has been on a voluntary 30 day leave of absence, he has confirmed that he is prepared to return to the department. Canfield motioned to accept Mr. Jerry Norton back to his role in the township fire department. Second was made by Gardner. The motion was passed with all in favor.

The other matters planned for the meeting were postponed with the exception of a quick update on the situation regarding the accident involving the monument. Our communication with PERSO adjuster Paul Sickle, and the process of recovery of costs to repair the damages. A conversation with our local agent for OTARMA, Bill Bracken who informed us on Friday that he had made contact with the insurance company from the trucking company. He was informed that the trucking company had not yet informed them of the accident. Mr. Bracken will follow up with insurance company which is in Zurich hopefully by Wednesday of this week. The insurance issues will be complicated and the prosecutor's office feels that they are able to deal with this on our behalf. More discussion on this will be held on Monday at our meeting.

An email from Road Foreman Kyle Osborne was discussed and his request to purchase repair parts for the snow equipment. He had secured 3 quotes for parts and had informed us of the best quote being from Dexter was for \$5,910.00 and includes

the shipping. Since the quote was only good for 10 days the quote would have expired before our next regular meeting. A motion was made by Gardner to approve the purchase for \$5910.00 with a second by Burnett. The Motion passed with full support. With supply chain issues still occurring this early order our snow equipment will be ready before the snow and ice arrive.

Vince Sigmund reported that there was an updated punch list for the Biggs Rd. site. The number of items needing attention is getting shorter, but there are still things that need to be addressed. The sound absorbing material will be installed by Vince and Rita later this week. The drainage issues have been investigated and repairs made to the downspouts at the back of the building. If this doesn't solve this issue the need to jet out the drains outside of the basement doors will be done to be sure that there are no obstructions in the drains. The need for cleaning the rain gutters on the west side of the building was discussed and the need for leaf and debris covers for the gutters was mentioned. Cleaning the gutters is the first step. The other matter regarding the building is the need to back fill around the steps and repair the hole in the walls. Vince will keep tracking the needs to get this building finished and just a few decorated items for the walls. The removal of items from the old hall is a task that Kyle and Bruce will be working on in between the road work and cemetery work. There are odds and ends that we just need to keep working on.

With no further business to be discussed a motion was made by Gardner with a second from Burnett to adjourn at 1723(5:23PM)

Submitted by Rita Canfield