

SMITHFIELD TOWNSHIP
REGULAR MEETING
JANUARY 9, 2023

The Smithfield Township Trustees met in regular session on Monday, January 9, 2023, at 6:00 p.m. at the Township Police Building. Attendance as follows:

John Sebring, Trustee
Dan Cermak, Trustee
Vince Pastre, Trustee
Tina M Boyle, Fiscal Officer
Joe Manbeck, Road Supervisor
Art Fowler, Police Constable
Larry K., Township Resident
Diane Maynard, Township Resident
Crystal Pasco, Township Resident
Bruce Belon, Township Resident
Sean Call, Little League

The January 2023 regular meeting was called to order by Chairman John Sebring. Trustee Cermak led all present in reciting the Pledge of Allegiance. Trustee Pastre led a moment of silence for any special intentions.

Police Appreciation Day

Trustees expressed thanks to the Smithfield Township Police Department for their service within the township.

Minutes

The minutes of the December 5, 2022 meeting were presented to the trustees for review and approval. A motion was made by Dan Cermak and seconded by Vince Pastre to accept the minutes as submitted by the fiscal officer. All trustees in favor; motion carried.

The minutes of the December 29, 2022 re-organizational meeting were presented to the trustees for review and approval. A motion was made by Vince Pastre and seconded by Dan Cermak to accept the minutes as submitted by the fiscal officer. All trustees in favor; motion carried.

Correspondence

Ohio Township Association – Legislative Alert

Require dementia training and increase allowable age for peace officers

Ability to transport K9 dog injured in line of duty

Ohio Township Association Conference – trustees will attend the conference scheduled January 25, 2023 through January 27, 2023.

Friends of Smithfield newsletter – Jefferson County Appalachian Community Grant

Jefferson County Farm Bureau brunch will be held on January 14 – trustees will attend

Jefferson County Engineer – Mileage Certification 39.403 miles

Sidwell & National Stone – pricing updates

Local Roads Oil & Shale Program

Trustees received notification of Local Roads Oil & Shale Program for 2024-2025. The program covers repairs for roads affected by increased truck traffic from oil and gas production. The program does not include repairs on roads covered by a Road Use and Maintenance Agreement RUMA.

Traffic Citation

The traffic citation notice from Toledo, Ohio, in the amount of \$35 was found to be issued in error.

Post Office Box – Village of Smithfield

Trustees discussed the need for renewal of Village of Smithfield post office box. A motion was made by Dan Cermak and seconded by John Sebring to not renew the post office box rental. All trustees in favor; motion carried.

Guests

Guests in attendance did not have anything to bring before the Board of Trustees.

Sean Call – Little League

Sean Call expressed thanks to trustees for the water project at the park.

Trustees requested an inventory listing at the park for insurance purposes.

Regional Planning

Regional Planning dues need paid for 2023. A motion was made by John Sebring and seconded by Dan Cermak to allow for renewal of Regional Planning dues in the amount of \$275.00. All trustees in favor; motion carried. Vince Pastre is the representative and Dan Cermak is the alternate.

Financial

December 2022 financial reports are not yet completed. Fiscal Officer needs to receive all bills for 2022. A report will be submitted at the February 2023 meeting.

No financial concerns.

No outstanding payables.

Credit account bill reviewed by trustees; no issues.

2023 Compensation Chart

The 2023 compensation chart for trustees and fiscal officers was present to trustees.

Park Complex

Grant request was submitted in December 2022. Trustees are waiting for an update on the application.

LED Sign

Trustees expect the LED sign to be received within the next 10 days. Installation at police building will be done once sign has been received.

Personnel

Trustees discussed the employment of Gary Supanik as a part-time road worker. A motion was made by Dan Cermak and seconded by Vince Pastre to allow for employment. All trustees in favor; motion carried. A drug test and physical will be needed prior to employment. Mr. Supanik will start employment ASAP and will have a 90-day probation period.

Form Fire

Trustees discussed the Form Fire insurance transfer. A motion was made by John Sebring and seconded by Dan Cermak to allow for the Form Fire transfer back to Schwendeman Agency. All trustees in favor; motion carried. Fiscal Officer Boyle will contact Schwendeman Agency to initiate the transfer.

American Rescue Plan Funds

Trustees discussed the ARP funds that are still unspent. Funds need spent by 2026. Trustees felt the money should be held to use for the complex project.

Roetzel

Roetzel is reviewing oil and gas revenue received by Smithfield Township. Trustee Sebring requested an update from Roetzel. A report is expected soon.

Personnel Policy

A copy of our current personnel policy was provided to trustees. Sections 1–3 will be reviewed at next meeting.

Hounds Haven Property

Trustees discussed closing of approximately 120 feet of Township Road 1307 off Bradley Road 150. A request will need submitted to the Jefferson County Engineer's office.

Reimbursement Form

Trustee Pastre submitted a reimbursement form to be used for any expenses paid that require reimbursement. The request must include receipts to verify the expense. A motion was made John Sebring and seconded by Dan Cermak to approve the use of this form. All trustees in favor; motion carried.

2023 Expenditures

Trustee Cermak requested a review of upcoming 2023 road & equipment expenses.
Chip & Seal - \$30,000 carryover from 2022 – repairs were unable to be completed in 2022
Chip & Seal - \$30,000 allotment for 2023
Paving Program - \$40,000 allotment for 2023
Equipment - \$40,000 allotment for 2023
Fiscal Officer expressed that these expenses would be allocated for 2023.

Joe Manbeck, Road Supervisor

Supervisor Manbeck submitted the monthly road report.
No concerns at this time.

Inventory

Township inventory update was completed by Supervisor Manbeck during December 2022. Police department is still updating their inventory. A motion was made by John Sebring and seconded by Vince Pastre to accept the inventory update. All trustees in favor; motion carried. Police inventory will be updated ASAP.

Inclement Weather Assistance

Trustees are working to obtain outside contractor assistance for snow removal as needed during inclement weather. Quotes have been requested. No update at this time.

Police Report

Officer Fowler reported that township responded to 47 calls during December 2022.
Body Armor Grant awarded in the amount of \$\$10,552.64.
Fiscal Officer will provide proposed 2023 budget.

Job Duty Report

Trustees discussed a reporting of job duties performed by road and police workers and managers. Examples include road repair, mowing, patrol, and special event assistance.

Cemetery

Tony Phillippi stated no issues.

Park

Water project at park has been completed.

Resolution #2023-5

Resolution #2023-5 was adopted to allow for an additional appropriation within the General Fund. This adjustment will allow for park expenses. A motion was made by Vince Pastre and seconded by John Sebring to allow for the appropriation. All trustees in favor; motion carried.

A motion was made by Dan Cermak and seconded by Vince Pastre to adjourn the meeting. All trustees in favor; motion carried. The meeting was adjourned at 7:00 p.m. The next regular meeting will be held on February 6, 2023, at the Smithfield Township Community Center.

Justin Chan

Kevin M. Boyle, F. Officer