

SMITHFIELD TOWNSHIP
REGULAR MEETING
MARCH 6, 2023

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

John Sebring, Trustee
Dan Cermak, Trustee
Vince Pastre, Trustee
Tina M Boyle, Fiscal Officer
Diane Maynard, Township Resident
Judy Henthorn, Friendship Park
Sean Call, Little League

The March 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.

Minutes

The minutes of the February 6, 2023, 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 February 18, 2023, meeting were presented to the trustees for review and approval. A motion was made by John Sebring and seconded by Vince Pastre to accept the minutes as submitted by the fiscal officer. All trustees in favor; motion carried.

Diane Maynard

Ms. Maynard discussed road repairs and cold patch at Township Road 120.

Judy Henthorn

Ms. Henthorn expressed thanks to the trustees for the collaboration with Friendship Park.

Sean Call

Mr. Call expressed need for sand at the little league fields. Township will provide sand at those locations. He also stated that water at the park will need tested before using.

Correspondence

Ohio Township Association – legislative changes
Jefferson County Township Association – Burger Night event
Fiscal Officer backup
Ohio Department of Commerce – cemetery issues
American Rescue Plan – provided tax ID name and number
UAN year-end backup – stored offsite

Financial Report

The February 2023 financial reports were submitted to the trustees for review and approval. A motion was made by John Sebring and seconded by Dan Cermak to accept the financial reports as submitted by the fiscal officer. All trustees in favor; motion carried.

No outstanding payables; no purchasing issues
US Bank credit cards – purchases reviewed and account is current
February 2023 Receipts \$47,222.78
February 2023 Disbursements \$88,457.61
February 28, 2023 Balance \$1,091,899.28

Skid Loader Purchase

The total cost of the skid loader to be purchased from Columbus Equipment is \$83,750.00. Bucket and fork are included in the purchase. A down payment will be made in the amount of \$40,000.00. The \$43,750 balance will be financed at Consumers Bank. This will be a five-year loan with an interest rate of 4.95%. A motion was made by John Sebring and seconded by Dan Cermak to go ahead with the loan with Consumers Bank. All trustees in favor; motion carried.

Park Complex

Phase One – tree removal

Trustees discussed tree removal portion of Phase One of the Park Complex Plan. Tree removal is NOT allowed from April 1 thru October 1; due to long eared brown bat protection. Tree removal is needed to prepare for the project. At February 2023 meeting trustees approved tree removal at an estimated cost of \$50,000. The actual cost of removal will be \$54,725. A motion was made by John Sebring and seconded by Dan Cermak to allow for the tree removal costs. Vince Pastre abstained from the vote due to personal reasons.

The total cost of Part One the project should hold steady at \$645,000. Trustee Cermak will reach out to Aaron Dodds for an update on the Appalachian grant.

Sign Installation

Trustees discussed installation of the LED sign at the police building. Several quotes were received from Off the Wall Signs. Trustees selected option two due to foundation is already in place from a prior sign at the location. The cost for option two installation is \$3968.70. A 50 percent down payment will be needed. A motion was made by Dan Cermak and seconded by Vince Pastre to allow for the sign installation. All trustees in favor; motion carried.

Personnel Timecard Management

Trustee Pastre will review timecards at end of pay period and sign off on them. Timecards will then be forwarded to fiscal officer for payroll.

Resolution #2023-7 Fire Loss

Fire Loss Resolution was adopted to allow for fire loss portion of an insurance claim to demolish building to be forwarded to township. If homeowner has clean-up completed township will forward funds to homeowner. A copy of the resolution will be sent to Ohio Department of Insurance.

A motion was made by Vince Pastre and seconded by Dan Cermak to allow for the fire loss resolution. All trustees in favor; motion carried.

Roetzel

\$7500 was allocated for legal costs to review gas and oil revenue within Smithfield Township. Attorney Roetzel contacted Jefferson County Auditor and discussed gas/oil revenue for the township. Trustees will review and report findings. No actual determinations or conclusions were noted in the report. Trustees will meet with Jefferson County Auditor EJ Conn. Attorney also requested to meet with trustees on this matter.

CDL Requirement

Trustees are reviewing grant application with Department of Higher Education to comply with CDL Class B requirement. Funding is 50% grant and 50% loan which is then forgiven.

Eastern Gateway offers class at cost of \$4800

Private firm, Big CDL Institute, offers class at cost of \$2500

Trustee felt that road worker Clyde Howard would be a good candidate for the class. A motion was made by Dan Cermak and seconded by John Sebring to allow for the training. All trustees in favor; motion carried.

Personnel Policy Review

Trustees reviewed Articles 1-3 of the personnel policy. No corrections or additions. A motion was made by John Sebring and seconded by Dan Cermak to confirm the review. All trustees in favor; motion carried. Review will continue at next meeting.

Road Upgrades/Maintenance

2023 road repairs were discussed.

Jefferson County did not complete our 2022 road projects. This year the county will allow for allotment for both years to be completed. Trustees discussed roads needing repairs which includes Robyville, Sherwood Avenue and smaller alleys in Smithfield.

\$30,000 allotted for asphalt

\$50,000 allotted for chip and seal

Hill Street – 25 mph sign was knocked down

Beaver dam in creek at SR 150

Police Report

January 2023 – 51 calls

February 2023 – 48 calls

Taser training done on February 24

Working on grants with Walmart, OTARMA, K-9 police dog, Opioid Foundation

Community work with 4H Club

New part time work Sean Starosciak – orientation

Safety sweatshirts and T-shirts are needed. A motion was made by Vince Pastre and seconded by Dan Cermak to allow for purchase of clothing. All trustees in favor; motion carried.

Crisis Communication Plan – Trustee Sebring is working on plan

Community Events Calendar

Cemetery

Trustees discussed needs at Northern Cemetery. Needs include signs, flagpole, road edging, drainage issues, road entrance, and memorial bench. No decisions at this time.

Park

Trustees discussed pickle ball court at park located in Smithfield. A quote was received in the amount of \$25,000. However; cost is now estimated at \$40,000. Trustees will review quotes. No decision at this time.

Executive Session

A motion was made by Chairman John Sebring to enter executive session to discuss personnel matters. Dan Cermak seconded the motion. All trustees in favor; motion carried.

Executive session entered at 7:55 p.m.

Participants include Trustee Sebring, Trustee Cermak, Trustee Pastre, and Fiscal Officer Boyle.

Personnel matters were discussed. No decisions made during executive session.

No documents were reviewed.

Personnel matter may be discussed at next regular meeting.

A motion was made by John Sebring and seconded by Dan Cermak to dismiss executive session. All trustees in favor; motion carried.

Executive session ended at 9:30 p.m.

Resolution #2023-8

Resolution #2023-8 was adopted to allow for additional appropriation within the American Rescue Plan Fund. This appropriation will allow for addition expenses for emergency vehicle. A motion was made by Dan Cermak and seconded by Vince Pastre. All trustees in favor; motion carried.

Resolution #2023-9

Resolution #2023-9 was adopted to allow for additional appropriation within the General Fund. This appropriation will allow for payment of LED sign installation. A motion was made by John Sebring and seconded by Dan Cermak. All trustees in favor; motion carried.

Resolution #2023-10

Resolution #2023-10 was adopted to allow for additional appropriation within the Police Fund. This appropriation will allow for payment of office equipment and operating supplies. A motion was made by Vince Pastre and seconded by John Sebring. All trustees in favor; motion carried.

Resolution #2023-11

Resolution #2023-11 was adopted to allow for additional appropriation within the Road and Bridge Fund. This appropriation will allow for loan payments for track loader purchased. A motion was made by Dan Cermak and seconded by John Sebring. All trustees in favor; motion carried.

A motion was made by John Sebring and seconded by Vince Pastre to adjourn the meeting. All trustees in favor; motion carried. The meeting was adjourned at 9:45 p.m. The next regular meeting will be held on Monday, April 3, 2023, at the Smithfield Township Police Department.

Vince M Boyle, Fiscal Officer
John Sebring