

Record of Proceedings
Minutes of the Carlisle Township Board of Trustees
Special and Regular Meeting
December 3, 2018

The Carlisle Township Board of Trustees met on December 3, 2018 at 6:00 PM. In attendance: Trustee Jared Smith, Trustee James Wright, Trustee Berry Taylor, Fiscal Officer Kimberly Fallon, Administrative Assistant / Zoning Inspector William Oliver, Fire Chief Steve Higgins, and Road Superintendent Paul Sniezek. Four (4) people signed the attendance sheet.

At 6:00 PM, the Special Meeting was called. Trustee Smith motioned to enter into executive session for interviewing potential new hire of road department personnel, Trustee Taylor seconded; roll call, all ayes, motion carried.

Regular session was re-entered at 7:14 PM with all Trustees in attendance.

The Regular Board of Trustee meeting began at 7:14PM.

Adam Barnard was sworn in as probationary Fire Fighter.

Public Participation

Deputy Wholever from the Lorain County Sheriff was in attendance and reminded residents to lock their car doors to prevent theft.

Judge Bob White was in attendance to ask support for his running for Judge in 2019. A press release will be issued in a few weeks announcing his candidacy.

Fiscal Officer Kimberly Fallons' Report

Warrants 13414 through 13425 and eff's 535-2018 through 546-2018 for a total of \$27,961.79 were submitted for approval. Trustee Smith motioned to approve, Trustee Taylor seconded; roll call, all ayes, motion carried.

Resolution 2018-29 A Resolution Amending Section 9.1 Resignation of the Personnel Policy Manual As Stated to remove the two week notice requirement was submitted for approval. Trustee Smith motioned to approve, Trustee Taylor seconded; roll call, all ayes, motion carried.

Resolution 2018-30 A Resolution To Amend The Permanent Appropriations For Current Expenses And Other Expenditures Of Carlisle Township During The Fiscal Year Ending December 31, 2018 was submitted for approval. Trustee Smith motioned to approve, Trustee Taylor seconded; roll call, all ayes, motion carried.

The health insurance contract with the County was submitted for approval and signatures; as were the 2019 medical, dental, vision and prescription rates. Trustee Smith motioned to approve, Trustee Taylor seconded; roll call, all ayes, motion carried.

The Township Bi-Annual audit is slated to begin December 4, 2018. This audit is an Agreed Upon Procedure, which is a mini audit. Because the Township has had two in a row, the next audit will be a full audit.

Administrative Assistant/Zoning Inspector William Olivers' Report

The viewing and hearing for the Grafton Road Outfall Drain has been rescheduled for December 17, 2018 at 9:30AM for the viewing and January 16, 2018 at 9:30 AM for the hearing.

The approved Resolution 2018-28 Request to Vacate Alameda Avenue and York Street was submitted to the Lorain County Engineers.

The Storm Water District MS\$ Township Responsibilities Checklist 2018 was submitted.

The BZA will be meeting on December 5, 2018.

Executive Session was requested for the Administrative Assistant/Zoning Inspector compensation.

Road Superintendent Report

The #3 metal worker was sold on GovDeals.com for \$2,576.

13580 Carrington Drive resident has failed to respond to all notices regarding the swails or lack of; it will be sent to the Prosecutors Office.

Leaf pick up continues. Because of the road department being down an employee, a volunteer fire fighter has been helping with leaf collection.

A couple more ideas were brought forth regarding replacing of the back hoe which is still at the leaf drop off location. Mr. Sniezek stated the back hoe can still be of use; it just doesn't have first gear. He still doesn't know what is wrong with it.

Fire Chief's Report

There were 67 runs for the month of November.

Approval was requested to replace three pairs of boots with a cost of \$319 each, totally \$957. Trustee Smith motioned to approve, Trustee Taylor seconded; roll call, all ayes, motion carried.

Additional Business & Announcements

1. The Lorain County Community Alliance – Governmental Update Roundtable is on December 7, 2018.
2. Next regularly summer scheduled Trustees' Board Meeting is on Monday December 17, 2018 at 7PM.
3. Keep up with Township events and contact information at carlisletownship.com.

At 7:44PM, Trustee Smith motioned to enter into executive session to discuss the compensation of the Administrative Assistant and Zoning Inspector, Trustee Taylor seconded; roll call, all ayes, motion carried.

Regular session was re-entered at 8:10PM with all Trustees in attendance.


Trustee Smith motioned to increase the administrative assistant wage to \$20 an hour and to advertise for a part time zoning inspector, Trustee Taylor seconded; roll call, all ayes.

Adjournment

There being no further business to come before the Board, motion to adjourn was made by Trustee Smith, seconded by Trustee Taylor, roll call: all ayes, meeting adjourned at 8:10PM.


Chairman Jared Smith


Trustee Berry Taylor


Trustee James Wright


Attested: Kimberly Fallon
Fiscal Officer