

Carlisle Township Board of Trustees
Regular Meeting Minutes – June 16, 2025

Attending: Trustees Jared Smith, Berry Taylor, Jim Wright, Administrative Assistant Bill Oliver, Fire Chief Steve Higgins, Road Department Paul Sniezak, Zoning Inspector Tim Erhke, Assistant Fiscal Officer Amy Richards and seven (7) residents

The meeting was called to order at 7:00 PM by Trustee Taylor

Public Participation:

Resident thanked the Fire Department for their quick response

Resident questioned the Home Rule and Lot Sizes. Zoning Inspector explained and much discussion was had on this issue. Trustees suggest she take her concern it to the Zoning Commission for review

Trustee Comments:

Nothing at this time

Fiscal Officer:

Request made to pay Warrants 15979 through 16001 in the amount of \$163,768.15. Trustee Taylor made motion to approve and Trustee Wright seconded. Motion carried

EFT's 280-2025 through 374-2025 totaling \$91,337.66. Trustee Taylor made motion to approve and Trustee Wright seconded. Motion carried

The Fleet Reporting needs to be completed and requested information on all vehicles from all departments

The 2026 Budget is due 7/18/25 and a Budget Hearing needs to be held. Trustees agreed to a Budge Hearing on 7/14/25 at 8:00 am

The Lowes Credit card is here and has been figured out

Need to know of any Milestone Accruals that may come up so UAN can be notified, such as vacations

OTARMA Grant for \$1,000 has been submitted for the Ice Sled

ODOT is requesting contact information

Fiscal Officer reached out to ComDoc regarding purchasing the Ryco copy machine and they have no idea what he is talking about. Per Bill Oliver, there should be a contract with a dollar amount for buy out for the copier

OPERS Board has a Vacancy if anyone is interested

Request made for Executive Session for Salaries and Road Department information (OPERS)

Discussion was had on ARPA Funds reporting

Administrative Assistant:

Met with the Lorain County Sheriff and Lorain County Prosecutor regarding the Police District and an adjustment needed to be made. Requested Resolution 2025-13 Establishing Carlisle Township Police District with adjustment be approved. Trustee Taylor made motion to approve and Trustee Wright seconded. Motion carried

Minutes from 5/19/25 and 5/19/25 need approved. Trustee Taylor made motion to approve and Trustee Wright seconded. Motion carried

A check in the amount of \$534.60 was received from Sugar Ridge for scrap from Dumpster Day

Bill Oliver received information from Rathlin Soils which is a composting facility. He was asked if the residents could drop off waste here and Bill Oliver told him no due to EPA issues

Flyers are out pertaining to the Firework Laws and also on the Website

Trustee Wright spoke on yard waste and received a quote from Barnes regarding having a container for residents to bring yard waste. He is concerned about residents getting rid of yard waste incorrectly. Discussion was had on this issue

Zoning Inspector:

Seven (7) permits in the amount of \$1,155.75 were issued for the period of 5/29/25 through 6/15/25

The BZA hearing on 6/9/25 approved a 900 square foot variance for James Rowe's barn

Zoning Commission is currently reviewing driveway permitting, specifications and fees with suggestion from the Road Department

Zoning Inspector Tim Erhke and Trustee Smith met with Tony Nici, Sheriff Hall, Inspector Vansant and ADA Barb Tamas on 6/12/25 to iron out the paperwork for Home Rule procedures

The Prosecutor's Office is drafting new Citations and Deputy Vansant will be presenting the citations which takes Tim Erhke out of harms way

Road Department:

Request to purchase roadside Mower Cutters, Clevis's and Pins in the amount of \$539.00. Trustee Taylor made motion to approve and Trustee Wright seconded. Motion carried

Requested approval to purchase a Husqvarna Walk Behind Floor Saw from DHS Equipment in the amount of \$2,485.00 plus \$199.00 shipping for total of \$2,884.00. Discussion was had on other quotes received. Trustee Taylor made motion to approve from DHS Equipment and Trustee Wright seconded. Motion carried

Robert Lane Tree update, they are down to the last tree and should be done this weekend then stump grinding will be done. Resident at 39588 Robert Lane requested a tree be taken down and stump ground, the cost would be \$900.00. Trustee Taylor made motion to approve and Trustee Wright seconded. Motion carried

The Car Wash heater motor went out and is under warranty, new part should be here tomorrow

Truck #12 is not running right and they are taking to have someone look at to determine what is wrong with it

Request made for Executive Session pertaining to Hiring Personnel

Trustee Wright stated a message was received from a resident regarding Dumpster Day. He only had two (2) items to get rid of and was not able to get to the end of the line due to traffic. Discussion was had on the issue and having an express lane for few items

Fire Department:

There was a total of 65 runs in May

Request made to purchase two (2) sets of Turn Out Gear and four (4) pair of Bunker Boots for a total of \$8,856.00. Trustee Taylor made motion to approve and Trustee Wright seconded. Motion carried

The Annual Hose/Hydrant Testing has started

Requested an Executive Session to discussion Employee Compensation

The Personnel Manual is close to being done and discussion was had regarding no parking on a Cul de sac

Trustee Taylor made motion to enter into Executive Session at 8:02 pm to discuss Salaries per Fiscal Officer's request, Road Department Hiring of Personnel, Fire Chief regarding Compensation and Trustee Wright seconded. Motion carried

Returned to Regular Session from Executive Session at 9:10 pm

Trustee Taylor made a motion to hire Tony Rogers for the Road Department pending physical at \$18.00 per hour, part-time and one (1) year probation. Trustee Wright seconded, motion carried

Trustee Taylor made motion to adjust the Fire Chief's salary to \$90,000 annually seconded by Trustee Wright. Motion carried. This increase will be effective with next pay period

Trustee Taylor made motion to adjourn at 9:11 pm and Trustee Wright seconded. Motion carried

Approved by:

Berry Taylor

Jared Smith

James Wright

Attested:

Date:

7/21/25