

Carlisle Township Board of Trustees  
Regular Meeting Minutes – February 18, 2025

Attending: Trustees Jared Smith, Berry Taylor, Jim Wright, Administrative Assistant Bill Oliver, Zoning Inspector Tim Erhke, Fire Chief Steve Higgins, Deputy Fiscal Office Amy Richards and eight (8) residents

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

**Public Participation:**

Resident thanked EMS for their service.

Resident made a complaint about the FBI and City of Elyria Police Training Facility noise of gun fire. Trustees will look into the issue.

**Trustee Comments:**

Trustee Smith stated a letter was received from an Oberlin Law Firm regarding Annexation of property off Chestnut Ridge and forwarded it to the Attorney in Columbus for review.

Resolution 2025-03 Declaring the Vacancy of Fiscal Officer due to Kelsey Sizemore termination on February 13, 2025. Trustee Smith made motion and Trustee Wright seconded. Motion carried.

Resolution 2025-04 to Appoint Amy Richards as Deputy Fiscal Officer. Motion made by Trustee Smith and seconded by Trustee Taylor. Motion carried.

**Administrative Assistant:**

Approval needed for December 2, 2024, January 27, 2025 and February 3, 2025 Trustee Meeting Minutes. Trustee Smith made a motion to approve with corrections and Trustee Wright seconded. Motion carried.

Resolution 2025-02 to Appoint LORCO Representative. Trustee Taylor made motion to approve and Trustee Smith seconded. Motion carried.

Lorain County Public Health District Advisory Council will be meeting on March 27, 2025 at 6:00 pm. Trustee Smith will attend.

The LaPorte Cemetery fence installation is going well.

The paper recycling bins were finally emptied and discussion was about doing away with the bins. A sign will be put up advising residents to take to the County Facility.

**Zoning Inspector:**

Three permits issued for a total of \$925.25 which includes \$500.00 for BZA Variance Appeal.

Discussion was had on property that is being cleaned up and cars that are on the property are in compliance. Trustee Smith to follow up regarding Policing District.

Trustee Smith stated there are a group of professionals attending Trustee Meetings trying to catch Townships going into Executive Session without being specific as to why. The County has already been sued \$5,900.00.

**Road Department:**

Paul thanked the Trustees for allowing him to attend the Ohio Township Association Convention.

Request made to purchase two (2) HGR Pallet Racks for new Storage Building at the cost of \$261.00 each and \$15.66 shipping for a total of \$537.66. Trustee Taylor made motion to approve and Trustee Wright seconded. Motion carried.

The Ramaker Annual Renewal (CIMS Project) is due at a cost of \$600.00. Trustee Wright made motion to approve and Trustee Smith seconded. Motion carried.

LaPorte Cemetery Sections A and B are done.

Letter send to Lorain County Engineer that we will be participating in the Chip Seal Program.

MOU sent to LaGrange Township regarding Parsons Road was signed incorrectly by the Trustees. Trustees resigned the MOU.

The Tablet has been received.

The old Loader is advertised on GOV Deals with a starting bid of \$1,800.00 and one (1) bid has been placed.

The safety contracts are now up to date.

Requested the Road Department change the work hours to 7:00 am to 3:00 pm due to working with Russia Township. Trustees were ok with the change.

Trustee Smith met with LaGrange and Elyria Townships and stated if they were to continue to work together with the Chip Seal then there needed to be better communication.

Trustee Taylor asked if any update on the Personnel Manual. None per Bill, Trustee Wright will contact them.

**Fire Department:**

February Ice Rescue Training was held at Forest Hills Golf Club with 16 participants.

Request was made for two (2) Ice Rescue Suits from Atlantic at a cost of \$1,819.00. Trustee Taylor made motion to approve and Trustee Wright seconded. Motion carried.

Request was made to purchase an Ice Rescue Sled from Columbus Supply at a cost of \$1,912.49. Trustee Taylor made motion to approve and Trustee Wright seconded. Motion carried.

Training next week on Building Construction and next month with Columbia Gas.

**Fiscal Officer**

Trustee Smith stated the Fiscal Officer resigned her position and the County Prosecutor advised they have 30 days to fill the position. It has been published in the Chronicle Telegram with cut off date of February 19, 2025.

Warrants 15837 through 15858 totaling \$102,179.08 and Electronic payments 77-2025 through 125-2025 totaling \$42,648.46 for a grand total of \$144,827.54 approved by Trustee Taylor and Trustee Wright seconded. Motion carried.

Trustee Taylor made motion to enter into Executive Session at 7:50 pm to discuss pay for Deputy Fiscal Officer. Trustee Smith seconded. Motion carried.

Trustee Taylor made motion to return to Regular Session at 8:17 pm.

Trustee Smith stated that the Trustees need to go back to Executive Session to determine pay for Deputy Fiscal Officer per ORC.

Trustee Taylor made motion to at 8:19 pm and Trustee Wright seconded. Motion carried.

Approved by:

Berry Taylor

 A large, stylized handwritten signature in black ink, appearing to read 'Berry Taylor', written over a horizontal line. A large red 'COPY' stamp is overlaid on the signature.

Jared Smith

 A handwritten signature in black ink, appearing to read 'Jared Smith', written over a horizontal line. A large red 'COPY' stamp is overlaid on the signature.

James Wright

 A handwritten signature in black ink, appearing to read 'James Wright', written over a horizontal line. A large red 'COPY' stamp is overlaid on the signature.

Attested: \_\_\_\_\_

Date: 03/03/2025