

**Record of Proceedings**  
**Minutes of the Carlisle Township Board of Trustees**  
**Regular Meeting**  
**January 18, 2022**

The Carlisle Township Board of Trustees met on January 18, 2021 at 7:00 PM. In attendance: Trustee Jared Smith, Trustee James Wright, Trustee Berry Taylor, Fiscal Officer Kimberly Fallon, Administrative Assistant William Oliver, Zoning Inspector Tim Ehrke, Fire Chief Stephen Higgins and Road Superintendent Paul Sniezek. Four (4) people signed the attendance sheet.

Trustee Smith motioned to nominate Trustee Taylor as Chairman and Trustee Wright for Vice Chairman for 2022, Trustee Taylor seconded; roll call, all ayes, motion carried.

Trustee Wright was sworn in to his new term as Trustee.

**Public Participation**

**Fiscal Officer Kimberly Fallons' Report**

Trustee Taylor motioned to approve warrants 14665 through 14686 and EFT's 1-2022 through 36-2022 with a total of \$55,823.76, Trustee Wright seconded; roll call, all ayes, motion carried.

Trustee Taylor motioned to approve Resolution 2022-01 A Resolution To Approve Purchase Orders 1-2022 through 39-2022 and Blanket Certificates 1-2022 through 53-2022, Trustee Wright seconded; roll call, all ayes, motion carried.

Trustee Taylor motioned to approve Resolution 2022-02 A Resolution To Increase The Salaries Of Carlisle Township Pursuant To ORC 505.24, Trustee Wright seconded; roll call, all ayes, motion carried.

There was discussion on the payment status to Crossroads for completion of the Penny Lane road project. Until Fallon receives access to the OPWC site, she cannot submit the payment request again. In November 2021, the request was submitted directly to OPWC through an email contact that has since been moved to another department. She will contact the current contact again. She reiterated that once a payment request is submitted to OPWC, it is out of the Township hands. Trustee Wright suggested contacting them as much as the contractor has been contacting the Township.

**Administrative Assistant/Zoning Inspector William Oliver's Report**

Jersey barriers with cabling will be installed to prevent the neighbor of East Carlisle from encroaching onto Township property.

The mileage certification form was submitted to the Trustees for signature. There was a loss of .81 of a mile to an Elyria annexation.

Annual backflow testing will be performed in February.

**Zoning Inspector Tim Ehrkes' Report**

There were three (3) permits issued from December 30, 2021 through January 13, 2022.

The Oldfield / Fielding contempt of court hearing is set for February 4, 2022.

A courtesy letter was sent to Mr. Gary Nash regarding the accumulation of debris on his property at 614 Oberlin-Elyria Road on January 4, 2022.

**Road Superintendent Paul Sniezeks' Report**

The weight reduction letter was sent to the engineers; he is waiting on a response.

Letters were sent to the residents on Wanda Avenue; no response was received. It was discovered that the owner of the property on Wanda Avenue lives on Myrtle Court and it was questioned if the owner had been contacted. It will be looked into.

The stimulus award notification date is February 28, 2022.

A request was received from a resident to decrease the fee for a second open and close which will be performed at the same time for two family members. Trustee Taylor motioned to reduce the second fee from \$350 to \$50, Trustee Wright seconded; roll call, all ayes, motion carried.

Trustee Taylor motioned to approve a two (2) year continuation contract with Cintas, Trustee Wright seconded; roll call, all ayes, motion carried.

A quote was received for the Parsons Road guardrail. Mr. Sniezek will obtain other quotes.

**Fire Chief Stephen Higgins' Report**

There were a total of 849 runs for 2021, which is an increase from 785 in 2020.

Trustee Taylor motioned to approve the attendance of three volunteer fire fighters to the Ashland Arson Seminar for two days for a total of \$335.00 and reimbursement of mileage for one vehicle, Trustee Wright seconded; roll call, all ayes, motion carried.

The Resolution was found for the MVA Billing. Approval was requested to use the Special Fire Funds received from billing to purchase equipment totaling \$18,523.97. Trustee Taylor motioned to approve, Trustee Wright seconded; roll call, all ayes, motion carried.

Executive session was requested to discuss fire department compensation.

Trustee Taylor motioned to appoint Trustee Taylor and Trustee Wright to the LORCO Board, Trustee Wright seconded; roll call, all ayes, motion carried.

**Additional Business & Announcements**

1. Next regularly scheduled Trustees' Board Meeting is on Monday February 7, 2022 at 7pm.
2. Keep up with Township events and contact information at [carlisle-township.com](http://carlisle-township.com).


At 7:40 PM, Trustee Taylor motioned to enter into executive session to discuss fire department compensation, Trustee Wright seconded; roll call, all ayes, motion carried.

Regular session was re-entered at 7:56 PM with all Trustees in attendance.

**Adjournment**

There being no further business to come before the Board, motion to adjourn was made by Trustee Taylor, seconded by Trustee Wright, roll call: all ayes, meeting adjourned at 7:56 PM.

  
Trustee Jared Smith

  
Attested: Kimberly Fallon  
Fiscal Officer

  
Trustee Berry Taylor

  
Trustee James Wright