

RECORD OF PROCEEDINGS

Minutes of Austinburg Township

Meeting

Held May 7,

2007

The meeting of Austinburg Township held May 7, 2007 was called to order at 7:30pm by Chair Lynn Frank. Trustees Burke and Spade were present. Audience in attendance were Tom Flanigan, Diane Mongenel, Ted and Ginny Seifert, Nick Dearing, Dave Long, Connie Coons, Bill and Wendi Wilms, Mike Petro, Byron Dutton, Norrel Dearing, and Mike Schaab.

Res. 686-07 Janie moved to approve the minutes from the April 16, 07 meeting. Jerry seconded. The roll; Spade, aye. Burke, aye. Frank, aye.

Res. 687-07 Jerry moved to pay the bills as the lawful obligation to the township. Lynn seconded. The roll; Burke, aye. Frank, aye. Spade, aye.

Receipts totaled \$41,247.19. Bills totaled \$35,077.24.

The fiscal officer stated the Board should rescind Res. 614-07 which states that trustees, fiscal officer, road and zoning personnel do not need to pay the township's charge for public record copies. Barb stated this is an illegal action. Janie stated she will speak with Assistant County Prosecutor Catherine Colgan and bring this up at next meeting. Barb asked that fiscal officer at least be removed from the resolution.

Barb reminded the board that as a result of the meeting held with Auditor Kim Jaster, the board wanted to revisit the travel policy and amend it on Kim's advice. Also, the job description for cemetery sexton and roadman was to be changed. Lynn stated she is working on the job descriptions.

Res. 688-07 Lynn moved to receive the travel and personnel policies, and look at them next meeting. Janie seconded. The roll call vote; Burke, aye. Frank, aye. Spade, aye.

The fiscal officer reported she had spoken with Brenda Schurr from Burnham and Flower concerning the HRA insurance plan. Barb asked for information on Arcadia Co. as a third party payer for reimbursements of deductibles for plan participants. The company charges a set up fee of \$500.00 and then \$50.00 per month.

In correspondence we received a survey from the ACDES regarding a possible water line project on Rt. 307. It asks if the township would be interested in participating if the water line was to be extended to that area. Residents owning property in the affected area were sent the survey.

Res. 689-07 Janie moved to send the survey back responding yes, the township would support the project. Lynn seconded. The roll; Spade, aye. Burke, aye. Frank, aye.

We received FAX on drainage pipe prices from two vendors. Mike Petro addressed these.

Res. 690-07 Jerry moved to use Raymond Builders for the purchase of drainage pipe. Lynn seconded. The roll; Spade, aye. Frank, aye. Burke, aye.

At this time Pete gave his road report. He stated he had spoken to a gentleman from the Dept. of Agriculture who told Pete that a representative from the road dept. needs to have a commercial license for spraying. A class is being held in Burton. Pete had the forms for registration. The fee is \$35.00 for the class and test in industrial vegetation. Discussion was held on this training. Pete reported they are hauling in crushed concrete and using it for filling chronic bad spots on the roads. He will schedule in dust control. The road dept. is starting tomorrow helping Harpersfield with their dust control. After dust control Pete would like to move to Mill Creek Rd. and work on that with a base material, then add the crushed stone as discussed. Jerry asked when Pete anticipated starting the work on Mill Creek. Pete said after Memorial Day, weather permitting. Lynn inquired about a completion date for Woodside. The FEMA quarter report will be due. Pete stated once the board decides the course of action for that remaining work on Woodside, it should only be about a half day job.

Pete expressed his concern with the reimbursement of insurance deductibles, and feels it is taking too long to be set up. He feels that whatever needs to be done, should be.

Res. 691-07 Janie moved to allow Pete to get licensed for industrial vegetation spraying as required by the Dept. of Agriculture. Lynn seconded. The roll; Burke, aye. Spade, aye. Frank, aye.

Tom Flanigan from Southeastern Equipment Co. presented information on his company and a new 07 road grader. Discussion was held on uses for a road grader. Lynn said she has some reservations about the purchase of a new grader. She stated we need to figure out where we are going with our roads. Pete said even if we pave roads, we are still a long way from not needing a road grader. He is also concerned about snow removal. The grader could be used for this on roads where heavy drifting is a problem. Lynn said she would like to talk to other

RECORD OF PROCEEDINGS

Minutes of Austinburg Township

Meeting

Held May 7

2007

townships that have bought a new grader. Tom had a list of townships that recently purchased a grader from Southeastern. Janie asked about refurbishing our old grader. Pete stated finding parts for a Huber is almost impossible. It is a 1968 to 1973 machine.

Discussion on equipment maintenance was held. The uses for the grader are ditching, leveling, and plowing.

Zoning Administrator John Beninato gave his zoning report. A copy is available in the office for review.

Jerry reported he has spoken to Tim Martin regarding Jim Heath's concerns about the ditches and drainage on his property. Tim stated if permission is given by adjacent property owners, he could clean the ditches there, probably next year.

Jerry said a resident on Mill Creek Rd. has fill material he would be willing to give the township if we wanted it. In exchange, he would like some stumps on his property pushed over, and a trench dug for a pond overflow. Jerry said he discussed this with Tim Martin, and Tim said it would be alright to use this fill dirt for material on Mill Creek. Janie said she is not comfortable going on private property. Jerry stated these projects would be done as payment for the fill dirt. Janie said she would like to run the idea by Tim Martin, and would like his opinion on this in writing. Janie and Lynn stated they would have no problem with this agreement with the resident as long as Tim Martin agrees it would be ok to go on private property.

Jerry gave price quotes on concrete abutments from Koski and beams and guardrail from Thomas Fence. Koski will sell four 4' concrete pieces for \$875.00, we pick up and install. Delivered in place they would be \$1,975.00. Thomas Fence quoted \$1,975.00 for steel I-beams and guardrail installed. Jerry stated he thinks we could pick up the concrete slabs and the roadmen can place them.

Res. 692-07 Jerry moved we purchase four concrete abutments from Koski at \$850.00, and the roadmen will do the work. Lynn seconded. The roll; Spade, aye. Frank, aye. Burke, aye.

Pete is still looking for a used riding mower.

Res. 693-07 Janie moved the township go to \$750.00 on a good, used riding mower. Jerry seconded, but would like to go cheaper if possible. The roll call vote; Burke, aye. Spade, aye. Frank, aye.

Jerry said Pete Haas should begin work on the town hall steps soon.

Janie stated regarding the township's new HRA, she was not aware there was a problem with the deductibles getting reimbursed. She said bills were being submitted and not being reimbursed to employees. The fiscal officer stated she strongly disagrees with Janie, stating she had made the Board aware of a potential problem months ago. Barb stated no bills had been submitted yet. She had stated at a meeting she wanted an opinion from the County Prosecutor's office regarding the township's responsibility to HIPAA compliance, before she felt comfortable accepting explanation of benefit forms from anyone. Jerry said he remembers discussion on the issue a while ago, this was not something new. He stated we should move forward on this and get a third party administrator for these payments as had been discussed before. Janie and Lynn agreed this would be beneficial.

Res. 694-07 Jerry moved to contract with Arcadia Co. for the administration of deductible reimbursements for HRA plan participants. Janie seconded the motion. The roll call vote; Frank, aye. Spade, aye. Burke, aye.

Janie addressed a certified letter from law firm Wiles and Richards, each of the trustees had received regarding an indigent burial of Donald Young, a resident of Austinburg Rehab. In 2005, we had been notified of this man's death, and according to our indigent burial policy, agreed to bury him after cremation if no one claimed him. Janie said a brother came forward and stated he did not want to have him cremated and agreed to take care of burial. The brother never did. She spoke with Tom Fleming about this issue. County Prosecutor Tom Sartini also received the letter from Wiles and Richards. Janie would like to work with the Prosecutor on this.

Res. 695-07 Lynn moved to receive the letter from Wiles and Richards into the record, and allow Janie to follow up on this. Jerry seconded. The roll; Spade, aye. Frank, aye. Burke, aye.

Janie presented the NAD report. It is available in the office for review.

Janie addressed the possible road projects of Ravinewood, Orchard, and Rogers as have

*Correction
H/PAA
Janie
stated she
contacted
Brenda from
Burke
Flower asked
3RD person
Arcadia
A
1
Janie
Spade*

RECORD OF PROCEEDINGS

Minutes of Austhburg Twp.

Meeting

Held May 7

2007

been discussed with Pete, stating they should be put out for bid according to County Engineer specs. Jerry said he would like to see the specs done both together as one project and separate.

Res.696-07 Jerry moved to go out for bids on Ravinewood, Orchard, and Rogers, after getting engineer specs as a joint project and as separate projects. Trustees have the right to reject any and all bids. These will be a 1 ½ inch asphalt overlay. Janie seconded. The roll; Burke, aye. Frank, aye. Spade, aye.

Lynn said the Zoning Commission will meet on May 9, 2007 at 7:00pm.

Lynn said she is still working on the Attorney General's opinion on adult oriented businesses as has been discussed at prior meetings.

Lynn reported she had met with Al Dispenza regarding his corridor plan. She said the Commissioners and Prosecutor are involved in negotiating with a property owner on GH Dr. If the owner turns over property there, GH Dr. could be extended to Clay St. Mr. Dispenza would like the trustees to review his corridor plan.

Lynn stated Larry Meany told her in some areas the sewer work will have to go down the center of the road due to placement of utilities. As far as our storm sewers, repairs to any damaged sections will be built into the project.

Lynn inquired about a speaker for Memorial Day. Jerry said it will be either Capri Cafaro or Dan Claypool. She stated the flag pole in the park needs to be repainted.

Lynn said she has spoken to band director MaryAnn Carrel, about possibly reconfiguring the service in the park so the band may stand in a shaded area. Discussion was held on the changes.

Lynn reported Mark Jones from First Energy wanted the township to be aware the company was doing a fly-by near the high tension wires.

Discussion was held on the repair of cemetery grave stones.

Jerry will look into the lettering on the new township truck.

Lynn reported on different printing options for the township newsletter. Postage prices were also discussed.

In audience participation, Nick Dearing asked if only the roadmen were having difficulty with the HRA reimbursements, or were participating trustees too. The board told him the HRA plan is the same for elected officials as well as employees. Nick said he attended meetings where the issue of reimbursements was discussed and that possible problems with HIPPA compliance had been stated.

Dave Long said he feels the board should consider the new grader. It would be beneficial to the township.

Byron Dutton said CT Consultants have been surveying the Rt. 45 and Clay St. area for a traffic light. Byron stated he has turned in petitions he passed to have the sewer line extended further east on Rt. 307.

Byron suggested Lynn speak to Terry Berkey about the Post Office printing the newsletter. Terry does the newsletter for the Ashtabula Rod and Gun Club.

Res. 697-07 With no other business to come before the board, Janie moved to adjourn. Lynn seconded. Meeting adjourned at 10:15pm.

Barbara Schaab
Lynn Frank
Janie Spade