

**VERMILION TOWNSHIP BOARD OF TRUSTEES**

*Record of Proceedings  
Minutes to Regular Meeting Held 8/19/20*

Meeting was called to order at 8:00 a.m. by Chairman Charles T. Trinter.

Pledge of Allegiance.

Present: Charles T. Trinter, Trustee; Ronald L. Dickel, Trustee; Carl E. Hill, Trustee; Brenda J. Zsebik, Fiscal Officer; Robert Kurtz, Building Official/Zoning Administrator; Tina L. Karres, Township Secretary.

Absent: Frank R. Triana, Vermilion Township Fire Chief.

MOTION BY R. Dickel, second by C. Hill to approve minutes to regular meeting held 8/5/20 and dispense with the reading of the minutes. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

MOTION BY C. Hill, second by R. Dickel to accept the Treasurer's Report and Financial Packet dated 8/18/20. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

MOTION BY R. Dickel, second by C. Trinter to approve and pay warrants 24709 through 24754 and payment vouchers 67-2020, 68-2020, 69-2020. Warrants and payment vouchers totaled \$42,513.88. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

**OPENING OF BID PACKETS: MAINTENANCE BUILDING PHASE 2**

Robert Kurtz, Building Official/Zoning Administrator, read the bids as follows:

		<u>Base Bid</u>	<u>ALT #1</u>	<u>ALT#2</u>
1.	Feick Contractors, Inc. Sandusky, OH 44870	\$113,140.00	\$16,950.00	\$16,685.00
2.	Star, Inc. Amherst, OH 44001	\$136,750.00	\$23,200.00	\$16,850.00
3.	Seitz Construction, Inc. Norwalk, OH 44857	\$ 75,000.00	\$17,880.00	\$ 9,972.00
4.	Studer-Obringer, Inc. New Washington, OH 44854	\$ 74,800.00	\$13,900.00	\$15,200.00
5.	Telamon Construction, Inc. Sandusky, OH 44870	\$ 95,365.00	\$13,975.00	\$ 9,800.00
6.	Chris Francis Builders, LLC. Vermilion, OH 44089	\$ 84,100.00	\$11,450.00	\$12,350.00

MOTION BY C. Trinter, second by C. Hill accepting the bids for the Maintenance Building Phase 2 (Office Area) for Vermilion Township and authorizing Mr. Daniel Frederick, Architect to verify that all bid packets are complete. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

**RESOLUTION NO. 42-20**

Mr. Daniel Frederick, Architect stated there will be a recommendation ready for the next regular board meeting.

**OPENING OF BIDS FOR LANDSCAPE MAINTENANCE FOR 15904 SPERRY ROAD (NUISANCE), VERMILION, OH 44089.**

Mr. Kurtz stated he would like the bids for landscape maintenance for 15904 Sperry Road (Nuisance) tabled until the next regular board meeting. Mr. Kurtz reported he had received one bid, but there has been direct contact with eleven landscaping companies for which he had not received quotes back from yet. They have inspected the property and will be submitting quotes for landscape maintenance

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project. One landscaper will be submitting bid but had expressed concern over completing the job with the property owner still in the house. There was concern there might be problems when his crew shows up to complete the work. Mr. Kurtz stated this concern might need to be addressed.

#### ROAD DEPARTMENT:

Steve Young, Road Foreman, reported on the following: River rock project has been completed. The dump truck went to Judco to be outfitted. Tree on Cemetery Road has been cleaned up. The hydraulic tank on the F450 is still being worked on. The tank will be removed to investigate ways to repair it. Road mowing will be completed. The pipe will be extended approximately 15 feet on the front corner of the township building. Herk will be contacted to haul a couple of loads of stone. The tile job at the bottom of Thompson Road hill has been completed for homeowner. The landscaping trailer will be needing some tires, so prices will be obtained for the next meeting. Mr. Lalonde reported the 2014 F250 went in for regular service and had some engine noise that they requested be checked out. Valley Ford, Huron completed a diagnostic on the truck with a recommendation to change all the coil packs and spark plug wires. There are 16 spark plugs. The price for parts and labor were \$1,479.78. Another price of \$1,280.00 was obtained from Boosted N Bent, Wakeman for the same work. Boosted & Bent also noted after inspection if it was determined that all the parts were not needed, the price could possibly go down. Mr. Lalonde stated the truck does have 71,937 miles which a tune up would be a good idea for preventative maintenance. Mr. Young did obtain another price on pipe, from an Amherst Company, needed for the South Poorman Road Ditch Project depending on which pipe (black or gray) the Board decides to go with. He stated they were higher on one pipe and lower on the other pipe compared to the other quote. Trustee Trinter said he checked into prices as well. It was discussed whether it was possible to buy directly rather than the vendor. Mr. Young stated that they contacted the direct company and they will not sell it to the township directly. They do not like to cut out the vendors. Trustee Dickel stated he was told the same information from Ken Fortney, Erie County Engineer's Office. The Board will discuss under old business.

#### AUDIENCE PARTICIPATION:

No audience participation.

#### SPEAKERS:

None present.

#### CORRESPONDENCE:

No correspondence.

#### BUILDING OFFICIAL/ZONING ADMINISTRATOR:

Building Official/Zoning Administrator, Robert Kurtz, reported the Board of Zoning Appeals met on Tuesday, August 18, 2020 at the township office complex to hear two variance requests. The first was a side yard set back for 12809 Thompson Road. The property owner is requesting to build an attached garage to his house. It was a variance of 4 feet, 8 inches, with a zoning requirement of 10 feet. That

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was approved. The second variance request was for minimum lot frontage at 7714 Barnes Road. The Board tabled this application pending the submittal of additional information. The second meeting date will be set within the 30-day time frame.

Mr. Kurtz stated it was nice to see some of the bids came in within the ballpark the township was considering. He expressed it was definitely a contractor's market right now with prices being up.

#### VERMILION TOWNSHIP FIRE DEPARTMENT:

Assistant Chief Kurtz read Chief F. Triana's report in his absence: Fire Runs between 8/1/20 – 8/18/20. EMS – 33; MVC– 1 (w/injury); Tree Branches on wires – 1; Tree Log Smoldering – 1; CO Alarm – 1; YTD: 413 Runs.

Fuel transfer pump has been replaced on E-822. Issue corrected.

The Chief received pricing to convert the Command light tower on 842 to LED's and remove the halogen fixtures. Of the six fixtures, they have replaced four over the past two years. By converting to LED's, they will run with less power draw and prevent the fixtures from burning out and needing replaced. To upgrade the current light with six (6) 14,000 lumen LED heads, 84,000 total lumens, the kit comes with all hardware and connections is at a cost of \$4,195.00. The Chief asked the Board for approval to purchase the conversion kit with funds from the fire budget.

Firefighter Basso completed conversion of headlights on 822 and 842 to LED. This is a significant improvement for night-time driving.

#### NORTHERN OHIO RURAL WATER REPRESENTATIVE:

None present.

#### OLD BUSINESS:

Mr. Kurtz stated he was contacted by the mortgage company regarding the 15904 Sperry Road Nuisance property. The mortgage company stated that because of the status of the file they could not do anything physically to the property, but they were going to send the property owner a notice reminding him what his obligations were to maintain the property as per the term of his mortgage agreement.

Mr. Kurtz stated he contacted the company regarding having the roof boots replaced. They have not given a scheduled date for the project yet, but this will be completed prior to painting. Also received were three references for both painting contractors. All references came back that both contractors did great work and they were pleased with work being done.

Mr. Kurtz noted that he is working on contractor registration and will bring it to the next meeting.

Trustee Dickel brought up purchasing the tile for the South Poorman Road Ditch Project. The gray tile is cheaper at the company Core & Main, Amherst at a cost of \$21,430.10 rather than Construction

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Equipment & Supply, Sandusky at a cost of \$22,105.60. Trustee Dickel noted it was a price difference of \$675.50. Mr. Young noted the estimates are good for thirty days, since the cost fluctuates off oil prices. Trustee Dickel stated that Ken Fortney, Erie County Engineer's Office, recommended using the gray pipe for the South Poorman Road Ditch Project. He agreed that using the more expensive gray pipe for this job would be beneficial.

MOTION BY R. Dickel, second by C. Hill authorizing to purchase the gray colored pipe at a price of \$21,430.10 for the South Poorman Road Ditch Project from Core & Main located in Amherst, Ohio. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

**RESOLUTION NO. 43-20**

Mr. Young, Road Foreman recommended to require this grade of pipe for future new driveway installations since it was stronger.

The two quotes for painting the lower and upper roof of the township office/fire department building are Reardon's Painting, LLC., Lorain, Ohio at a cost of \$14,000.00 and Patton Painting Inc., Westlake, Ohio at a cost of \$29,439.00.

MOTION BY C. Trinter, second by R. Dickel authorizing Reardon's Painting, LLC., Lorain, Ohio to paint the roof (upper and lower) of the township office/fire department building at a cost of \$14,000.00. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

**RESOLUTION NO. 44-20**

Trustee Carl Hill read letter from Susan R. Brown, Erie County Assistant Prosecutor, regarding the township's authority/responsibility for protection and preservation of a cemetery. Trustee Hill discussed the Brownhelm Historical Association's (BHA) contract as being too fluffy. He stated after Susan R. Brown, Assistant Prosecutor review of the BHA's contract from Mrs. Rivet, there was jargon that was not there and should have been there and vice versa. The township can accept gratuitous work of volunteers who are willing to assist the township in maintaining the cemetery. It was stated that waivers can be drafted to limit township liability for claims brought by volunteers. The Prosecutor, if the Board wishes to move forward, will prepare a sample waiver/release claim for the township to use for volunteers. Covid-19 restrictions will be noted as well. Trustee Hill stated at the last meeting, it was brought up that the township could possibly save the \$600.00 and have the Road Crew perform the needed work. Trustee Hill stated that we have had the cemetery for quit a few years and nothing has been done. Trustee Hill discussed the project with Mr. Pat O'Brien, from Pat O'Brien Chevrolet, who volunteered to pay the \$600.00 fee for the workshop. Trustee Hill would like to move forward with this and give Assistant Prosecutor Sue Brown the opportunity to write a contract that she feels comfortable with and complete the waivers.

MOTION BY C. Hill, second by C. Trinter to move forward with the Cuddeback Restoration Project, ask Susan R. Brown, Erie County Prosecutor, to prepare a contract with the Brownhelm Historical Association (BHA) and waivers for this project and schedule a restoration workshop in October 2020 (with a rain date in October as well). Trustee Hill asked the procedure for donating into the Cemetery Endowment Fund. Fiscal Officer Zebik explained that a check can be made out to Vermilion Township stating what the check donation is for and the monies would be deposited into the fund. The Rotary is waiting for the waivers on the liabilities before they make an actual decision. Trustee Dickel noted he discussed, with the Road Superintendent of Florence Township, how they maintained the cemetery as far as straightening the headstones and he described the process they use. He mentioned that the stones were very heavy, and a machine would be needed to pick them up. Using a backhoe was discussed as well as form (cement) procedure that could be used. Trustee Hill stated

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with the endowment fund there shouldn't be much of a cost to the township. Mr. Tom Lalonde, road crew asked "to further the discussion on the workshop", it was stated "teach the township personnel", is that something the road crew would be required to be at if its outside of work hours? Trustee Hill stated, no, not outside of work hours. He stated if the road crew wanted to volunteer, they would be more than welcome. Trustee Hill reiterated the workshop teaches the attendees how to repair or restore the headstones and they go back to their township and they teach what they have learned in the workshop. Trustee Hill volunteered to bring his personal machine in to lift the stones after Mr. Lalonde was concerned, they might need an operator with a machine on a Saturday or Sunday when he is not working. Fiscal Officer Zsebik questioned, that the township was hosting this workshop to learn how to restore/repair the headstones and noted that since the Road Department mows and takes care of the cemetery she wondered if they should be in attendance for the demonstration. She mentioned that maybe it could be scheduled during their normal work hours so they could view how it was supposed to be done and they could continue to maintain the headstones properly. Trustee Hill stated that yes, that was a good point, but if they can only conduct the workshop on a Saturday or Sunday then are we going to pay them to show up? He stated he watched a video on how to repair them and so did Trustee Dickel and it was pretty self-explanatory. Trustee Hill stated the Road Crew could watch a video and know how it's done, but if they want to come down and watch they could. The workshop is free to attendees. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

**RESOLUTION NO. 45-20**

**NEW BUSINESS:**

MOTION BY C. Trinter, second by R. Dickel authorizing to purchase the light conversion kit for Engine 842 to change it to LED lights from the halogen fixtures that are presently on it at a cost of \$4,195.00 from the fire budget funds. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

**RESOLUTION NO. 46-20**

MOTION BY C. Hill, second by C. Trinter to go into Executive Session at 9:06 a.m. for personnel performance and discipline. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

MOTION BY C. Trinter, second by R. Dickel authorizing to cancel Spring and Fall Clean-up until the Spring of 2021 due to COVID-19 restrictions. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

MOTION BY C. Hill, second by R. Dickel authorizing Boosted N Bent Performance, Wakeman to proceed with tune up on the Ford F250. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

Trustee Trinter adjourned from Executive Session and returned to regular session with no action at 10:08 a.m.

The Board agreed to have stone hauled in from Herk Excavating to complete project on Kneisel Road.

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MOTION BY: C. Trinter, second by R. Dickel to adjourn the regular meeting at 10:09 a.m. with no further business to discuss. Roll Call – R. Dickel, yes; C. Trinter, yes; C. Hill, yes; Motion Carried.

Charles T. Trinter

Trustee

Ronald T. Dickel

Trustee

Carl Hill

Trustee

Yvonne A. Karses

Township Secretary