

# HARPERSFIELD TOWNSHIP

## REGULAR SESSION

Held on October 26, 2020

The Board of Harpersfield Township convened in regular session from 7 PM to 8:30 PM in the Harpersfield Township Administration Building. Raymond Gruber Jr, Chairman, called the meeting to order with the following members and visitors present:

Raymond Gruber Jr

Edwin Spoor

James Pristov

Sharon Rohrbaugh

Employees: Cody Crain, Larry Lister, Frank Henry

Visitors: Sara Ackerman, Jeff Lang, Jackie Spoor, Jim and Peg Bunner

The minutes from the regular session held on October 12, 2020, were reviewed. Jim made a motion to accept the minutes as written; Ed seconded; the Board voted unanimously in favor.

Frank reported that he was contacted by Ashtabula City Fire Chief Gruber to join in a group effort to apply for a grant to purchase MARCS radios.

Frank commented that he would like to purchase 20 sets of turn out gear (jackets and pants) each set is \$2395 and 20 helmets with face shields with each helmet at \$308 using the CARES funds. This will provide the firemen with extra sets of gear so that if contaminated at a fire scene they will have the extra set to use while the set is being decontaminated. The Board unanimously agreed to this purchase.

Frank and Larry both complimented Cody on the use of the new brush cutter (attachment to the mini excavator). Cody is very pleased with the performance of the equipment and the way it cuts and mulches the brush back from the roadway; especially around guardrails.

Cody informed the Board that the back up of water on Walter Main Road is originating from property in Geneva Township. He will talk with Todd (from Geneva Twp) to bring the issue to his attention.

Cody commented that he will meet with Amir (Ashtabula County engineer) to discuss the culvert problem on Bishop Road after water ran across the road during recent heavy rains.

Cody suggested that the Board speak with Geneva City after multiple homes had their sewer lines back up causing severe damage to basements. Peg Bunner commented that city workers did show up and worked on the lines but stated that it would be better if they came out and cleaned the lines on a scheduled basis to prevent another back up situation. Ed was contacted by a resident that had his finished basement heavily damaged and that we should pursue this matter with the City for the benefit of our Township residents. Ray suggested that Ed speak with the City's sewer department and get their take on this matter and plans to prevent this from happening again.

Cody stated that Geneva City is looking into purchasing a new loader and since ours is very old he is interested in purchasing their loader instead of having them trade it in. It needs repaired but Cody is sure he can get the parts and do the repairs. The Board agreed to allow him to keep in touch with the City when they move forward on the purchase.

Cody is interested in getting a computer program that he can use to keep track of culverts and signs. He will ask the County Engineer to see what they use and Ray suggested contacting the office that helped us with the sign grant.

Ed made a motion to pay the following bills: #11917 through #11932; totaling \$23,170.52; Jim seconded; the Board voted unanimously in favor.

Sharon reported the following receipts: #228-2020 through #245-2020; totaling \$21,749.14.

Sharon read a thank you note that the Township received from the party that is using the old town hall building; a donation was attached as well. The Board stated that they are very glad someone is using the building and it is not sitting vacant.

Sharon met with the State Auditor and she has two recommendations regarding payroll. Frank is to make out run sheets for each fire call/training/drill and mark which firemen attend and he is to sign it to

verify info. She was very unhappy with the previous method of documentation for the firemen payroll and said the annual "slash mark attendance" that was used in the past is not acceptable and each event run sheet prevents fraud from occurring. On that same thought, Cody will have to verify the time cards (he has to sign the time cards to verify that the workers actually worked what is on the time card) and Ray (as road dept liason) will have to monitor Cody's time card. Ray will add this recommendation to the Road Supervisor job classification.

Sharon mentioned that since the fire department received hoods and gloves using the BWC grant and they will be getting jackets, pants, helmets with the CARES funds, she would like to have them use the OTARMA grant to purchase the boots. That should outfit the firemen for quite a few years and to no expense to the Township.

Ed informed the Board that the Clay Street water line is complete and testing is being done now. He has been contacted that there is an interest/need for water on South River Road.

Ed mentioned some of the things the County is purchasing with the CARES funds; he will get some costs for the next meeting. He is also meeting with someone to get ideas and how the funds can be used and will report at the next meeting.

Jim reported that the order has been placed for two street lights at LaFevre and Bishop Rd and LaFevre Rd and Rt. 307.

Jim commented that the 2021 calendars are in and being dispersed.

Ray received a quote from Larry Cumpston for a new roof on the old town hall building. For shingles: \$9700 and for metal \$12900. Mr. Cumpston recommended the shingles. Ed does not agree on the shingles and asked Ray to get a quote on a "standing seam" metal roof. Ed will also contact Chris Drenik for an estimate. The decorative edging (soffet) will not be repaired/replaced for cost purposes but the corner arches will stay.

Cody asked the Board how long the Township has to store the historical society's stuff in the bays in the old town hall building. Ray said they have been there for years, Sharon's comment was that does not mean it has to continue being the responsibility of the Township to house their items. Ray will contact Charlie Kohli and inform him to remove the stuff.

Jackie Spoor questioned getting a flashing stop sign at Harpersfield Road and Rt. 307; as that is a county road, Ray will contact the County Engineer. She also brought up the old grange structure (on Rt. 534) that has had numerous complaints brought to the Board's attention. No one can accept the fact that people can leave in the structure without septic or water. Terry Palmer inspected the situation and spoke with the people staying there and was told that they go to local truck stops for bathroom and shower use. Ray will talk with County Commissioner Ducro to ask for help to have the Health Department enforce their regulations of living in a structure with no septic/facilities.

Meeting adjourned until November 9, 2020

Raymond Gruber Jr

Edwin Spoor

James Pristov

Sharon Rohrbaugh