

REGULAR MEETING

OCTOBER 18, 2021

The regularly scheduled meeting of the Sheffield Township Supervisors was called to order at 7:05pm with the pledge of allegiance led by Supervisor Jay Fitch presiding over the meeting at the Sheffield Food Pantry and the following were in attendance:

Supervisors: Jay Fitch and Robin Copley
Administrator/Treasurer: Kristi Kulka
Roadmaster: Ian Lester
Guests: Rick Petruney and Mabel Munoz

Rick Petruney was present with a complaint of the Constable giving a citation to Jake Spencer for his mother's property. He does not understand how we expect him to pay for these fines, he only receives a certain amount of money each month for food stamps and no other income. Supervisor Fitch stated that he is responsible for his mother's property since she is now deceased, and he lived there. Mr. Petruney feels that the constable should be fired. Supervisor Fitch and Copley explained the process of the fines with Mr. Petruney and stated he is in violation and Mr. Spencer has had ample amount of time to get this property taken care of.

With a motion by Supervisor Copley, seconded by Supervisor Fitch and duly carried the Minutes of the Supervisors Meeting on October 4, 2021 and the Bills for Approval in the amount of \$81,386.16 were all approved and placed on file at the township office.

The 2021 John Deere, 410L Backhoe Loader was delivered on Thursday, October 7th. The payment schedule is as follows: October 7, 2022, \$23,109.55, and then same amount for the next 5 years paying off in 2026. Selling price is \$108,068.00.

Chris Kyler has compiled a list of the entire year of ambulance calls and runs. The roadcrew are wondering if we are paying them back to the beginning of 2021 or just from the time in which you agreed on an hourly amount for them for ambulance calls, which was September 13, 2021? It was decided that we would only pay them from September 13th on. Supervisor Copley questioned Mr. Kyler's EMT certification. It was suggested that the roadcrew have CPR/First Aid training. The secretary will check if the Ruth M. Smith Center is having a training soon that they can be a part of.

Hearing for James Winschel for a grass violation was held on October 12, 2021, at 3pm. Constable Young presided over this for the township. Supervisor Fitch stated that Mr. Winschel did not show up and was charged.

Set Aside Program Updates: Ian and Jeff met with David vonArx of E & M Engineers to review the project on Wednesday, Oct 13th. The original plans for sidewalks from the railroad tracks to Center Street had to be scraped due to right of way agreements with property owners, this are also included Center Street to the depot again right of ways and the steps going down into the apartments would not work for this project. They decided however to make the park more accessible to the handicapped and have worked out the plans for sidewalks all around the park. The project would be done in two phases, the red phase, which will be

phase 1 shows the sidewalks to and around the park on the Center Street side and the green phase, phase 2 would be sidewalks all around the interior of Memorial Park

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making it more handicap accessible. Leather Street will be narrowed to accompany all ADA compliant sidewalks and curbs. It is a top priority of funds is ADA compatible. This project has a total cost of \$931,655. Jeff Labesky asked each of the supervisors to contact Kathy Rapp's office showing their support of this project.

Hail damage to township building updates: All buildings have been inspected and the insurance adjuster will be contacting us with the results. Jay and Kristi spoke with the inspector who was on 20 Leather Street office building roof. He found no hail damage but lots of missing shingles due to poor installation. Kristi had contacted Jack Rice in November of 2020 informing him of the shingles that have fallen off and again contacted him in July 2021, both times Mr. Rice responded to the emails that he would be down to fix the problem, he has yet to show up. Supervisors asked that this be turned over to our solicitor for her assistance.

Concession stands improvements discussed with Lions Club. Jeff and Ian met with Alex of the Lions Club and discussed the improvements that they would like to see done. The Memorial Park account has over \$17,000 and the lions club would like to allocate \$5,000 for improvements. They would like to see new lighting, new flooring, and new cabinets. The roadcrew would do the labor when they are not plowing this winter. With a motion by Supervisor Copley, seconded by Supervisor Fitch, the roadcrew was approved to remodel the concession stand at Memorial Park.

Vac truck coming to township October 18 or 19 from the City of Warren. They will be cleaning out Horton Avenue by the Ruth M. Smith Center and First Street by Route 6.

Four Mile daylighting project with Collins Pines. Jeff reported that they are struggling with Collins Pines. Matt Gayley is planning on a sight visit this week to determine if we cut the trees and leave them lay if they do not want them. This project would be done during winter.

The 2009 Ford red dump truck is currently not inspected. Johnsons cannot get parts for this truck. It needs an emergency brake cable to pass inspection and there are non-available. It is recommended that we start looking for a replacement for this truck as any parts needed in the future are going to be unattainable.

Fall Convention at Youngsville Fire Hall today, October 18th. Kristi reported that she attended and there was lots of useful information regarding internal controls in the office and ARP funding. They are saying that we should just hang on to the funds because guidelines change daily on how to use these funds.

Jeff also reported that the following individuals have cemetery gate keys: Jeff Stoddard, Jason Blymer, Lee Goldthwaite, George Petruney and Tom Grubbs. The roadcrew fixed the sides of the gate, where the lawnmower and ATVs were coming around the gate.

Other matters discussed:

-U.S. Department of the Treasury has changed its deadline for filing the NEU ARP Filing to April 30, 2022.

-We received the Municipal Notification of Planned Development for Chapter 102 from Columbia Gas.

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-Courtesy letter was sent to Dick Eck of 12 1st Mill Street for the accumulation of garbage and debris.

-Minor subdivision for Richard L. Pierson was received from Warren County Planning & Zoning.

-The secretary had copies of the job description that the librarian would like to have filled at the library 8-10 hours a week and the library would pay \$5.11 towards the \$10/hr. position.

- Parks and Tree Committee meeting set for Wednesday, October 20 at 7:30pm at Township Building

-Library contribution in memory of Becky Copley.

- Johnson Well Service is drilling five shallow oil wells in Mead Township.

-Fall Road Inspection is Saturday, October 23rd at 8am.

There being no further business the meeting was adjourned at 7:40 pm with a motion by Supervisor Copley, seconded by Supervisor Fitch and duly carried until Monday, November 1, 2021, at 7pm at the Sheffield Food Pantry.

Administrator/Treasurer

J. Jay Fitch, Supervisor

Robin Copley, Supervisor
SHEFFIELD TOWNSHIP SUPERVISOR