

DECEMBER 19, 2022

1 CALL TO ORDER – Chairman Jay Fitch called to the meeting to order at 6pm at the Sheffield Food Pantry with the pledge of allegiance with Supervisors Lindberg and Labesky in attendance and administrator/treasurer Kristi Kulka-Leichtenberger.

1.1 – Attendance: Kim Holden, Patti Blum, Rick Petruney, Randy Petruney, Kyle McNeal, Glenn

Weaver, Tim McElhaney, Debbie Koza

1.2 – Dates to Remember:

1.2.1- Warren County Redevelopment Meeting 12/20 at 8:30am

1.2.2- Multi Municipal Emergency Services Commission Meeting 12/21 7pm

1.3 – Reports of Activities and Announcements

1.3.1 – Road Crew

2. FINAL APPROVAL OF THE 2023 BUDGET

2.1 **ACTION** Labesky/Lindberg motion/second budget for 2023 was passed after much discussion from public present.

3. REVIEW OF PREVIOUS MINUTES

3.1 – December 5, 2022, Minutes **ACTION** Labesky/Lindberg motion/second minutes were approved.

4. BILLS FOR APPROVAL

4.1 – through December 19, 2022, for the General Fund for \$35,008.81, Fire Fund \$2,531.64 and Sinking Fund \$1,287.02 for a total of \$38,827.47 **ACTION** Labesky/Lindberg motion/second for approval of the bills.

5. COMMUNICATIONS

5.1 Warren County Tax Claim Office forwards a bid from Benjamin Lindemuth for \$1,500 for our approval for 320 Church Street, the burned house owned by Rodney & Alice Nicholson's which we declared a blighted property. **ACTION** Labesky/Lindberg motion/second bid of \$1,500 was approved.

5.2 Minutes of the November 3, 2022, Municipal Authority Meeting and November Treasurer's Report for review.

5.3 Construction Code Inspectors forwards their November Monthly permit register with only 1 demolition permit for Rick & Jennifer Albaugh for 89 Cottage Avenue. The Albaugh's were contacted about boarding up the back door so that it's not opened, Mrs. Albaugh stated this house should be demolished by end of January. This house had been demolished and cleaned up.

5.4 Transit Authority of Warren County Report on Financial Statements for year ending June 30, 2022, is on hand for review.

5.5 Michael Forster forwards his Small Flow Treatment annual maintenance report for his property at 4883 Route 6

5.6 Peggy Pollock forwards her Small Flow Treatment annual maintenance report for her property on Route 666.

5.7 Stapleford & Byham, LLC forwards their annual letter to comply with the Attorneys Code of Ethics with a written agreement to serve as our attorney for 2023 at a rate of \$135 an hour. These needs signed and approved. **ACTION** Labesky/Lindberg motion/second approving Stapleford & Byham, LLC as township solicitor for 2023. The rate is the same as last year.

5.8 Municipal Agreement for Provisions of Ambulance Services was adopted **ACTION** Labesky/Lindberg motion/second to approve the agreement with reservations on the cost for Sheffield Township based on population of 2,121 costing over \$2,000 a month for 12 hours of coverage 5am – 5pm.

## 6. OLD BUSINESS

6.1 Track re-surfacing project, the agreement from Vasco Sports Contractors out of Massillon, Ohio for \$86,917.00 was signed and we will be put on their agenda for running track rejuvenation approximate 4,200 square yards as follows:

6.1.1 Clean existing track of all dirt and debris

6.1.2 Apply tack coat to entire track and field events to ensure proper bond

6.1.3 Apply 4.5 lbs. per square yard of SBR rubber over track and field events

6.1.4 Each lift of rubber will be coated with Plexitrac Binder

6.1.5 Stripe running track per American Sports Builders Association specifications

Kyle McNeal of the Sheffield Sports Boosters asked if the supervisors voted on this before the agreement was signed, he didn't feel that it was handled properly, and a 2<sup>nd</sup> proposal was not received since the bid is over \$20,000. Supervisor Lindberg stated Astroturf out of Pittsburgh had been contacted to check on the track. Much discussion on the future of Sheffield High School grades 9-12. Solicitor needs to review the Lease Agreement between the Township and Warren County School District. Supervisors asked what the feelings were of the boosters, and it was decided that boosters and supervisors need to have a meeting. Mr. McNeal presented another quote from Keystone for \$427,000 and it was not apples to apples though with Vasco's quote.

6.2 PMRS has stated the employees could put up to 20% of their funds into our retirement, we had approved the 14%, but now PMRS is telling us that we can go as high as 20% with supervisors' approval. PMRS will put the changes to our agreement together for us for approval. **ACTION** Labesky/Lindberg motion/second approval of up to 20% of gross income to retirement plans for employees if they so choose.

## 7. NEW BUSINESS

7.1 Warren County Election Office informs us the following positions in the township are up for re-election in the Municipal Election of 2023:

7.1.1 Jon Jay Fitch for a 6-year term as Supervisor

7.1.2 Ruth Ann Varrato for a 6-year Auditor

7.1.3 Vacant 2-year Auditor position, currently filled by Alicia Madigan

7.2 Resolution No. 534 Warren County Transit Authority Certifying Provision of Local match for State Operating Financial Assistance needs adopted for our contribution of \$750 for 2023. **ACTION** Labesky/Lindberg motion/second passing Resolution No 534.

7.3 Tree City USA Re-Certification has been submitted with a total expense of \$8,597.76 reported for 2022.

7.4 Road Bond applications have been sent to the oil companies utilizing Henry's Mills Road. Supervisor Fitch asked Ms. Holden how many loads of oil are transported off her leases on Henry's Mills Road, she stated only about 2 loads a year and ARG is who hauls for her. She's not drilling, nor fracking. She felt that it would fall under local delivery like the garbage trucks on the township roads.

Ms. Holden also mentioned that the road is getting bad again from her driveway to the top.

## 8. PUBLIC COMMENT

Rick Petruney asked about the employee's health plans, how much they cost and do they have to pay for doctor appointments and a portion of the cost of the health insurance.

Debbie Koza stated that the 1<sup>st</sup> house on the left on Keystone Avenue is going to be needing some ditching in the Spring, the water is running off the hill and going to be freezing on the road this winter. Mrs. Koza also stated that she thinks a way to create revenue in the town would be a music in the park and ask for donations. Supervisor Fitch stated it's a great idea, but won't raise that much money

## 9. OTHER MATTERS AND BOARD MEMBER COMMENTS – items not in the agenda but came up during the meeting

Supervisor Labesky stated he has two individuals for community service hours, one with 15 and one with 20. They will be doing various jobs around town to work off these hours.

10. ADJOURNMENT **ACTION** Labesky/Lindberg motion/second for a 7:10pm adjournment until Tuesday, January 3<sup>rd</sup> at 6pm at the Sheffield Food Pantry for the organizational meeting.

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Administrator/Treasurer

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SHEFFIELD TOWNSHIP SUPERVISORS