

1 CALL TO ORDER – Pledge of Allegiance Supervisor Matt Bell called the regularly scheduled meeting to order at 6:30pm at the Sheffield Food Pantry with the following in attendance:

- 1.1** Attendance: Supervisors – Matt Bell, Jim McMillen, and Jim Leichtenberger.
Administrator/Treasurer – Cara Schrader.
Roadcrew – Chris Kyler.
Guests – Renee Samuelson, Ken Schrader, Kim Holden, Cindy Bowley, Kevin Williams, Rick Petruney, and Debbie Koza.

2. REVIEW OF PREVIOUS MINUTES

- 2.1** Minutes for the October 7, 2024, Supervisors Meeting were approved. Motioned by Supervisor Leichtenberger, seconded by Supervisor Bell, and all were in favor.
- 2.2** Minutes for the October 17, 2024, Special Meeting were approved. Supervisor Bell noted the Special Meeting was for the first Budget Review Meeting. Motioned by Supervisor Leichtenberger, seconded by Supervisor Bell, and all were in favor.

3. BILLS FOR APPROVAL

- 3.1** Bills for Approval through October 18, 2024:
- General Fund October 7, 2024, \$9,420.74
 - Fire Fund October 7, 2024, \$950.89
 - Light Fund October 7, 2024, \$2,023.65
 - Gate Receipts October 7, 2024, \$21.16
 - State Fund October 7, 2024, \$177.82
 - General Fund October 17, 2024, \$10,667.26
 - Fire Fund October 17, 2024, \$2,209.01
 - Light Fund October 17, 2024, \$19.23
 - Supervisor Bell asked if Sunrise Fuel was for the new fuel tanks, Administrator Schrader replied that it was and also noted that moving forward it will show as Kane Liquid Fuels. Supervisor Bell also asked about the Mead Township payment, Administrator Schrader responded that there was a bill for a quarter of new tires purchased for the crack sealer that is shared by four municipalities. Supervisor Bell asked Administrator Schrader to reach out and request a heads up on any significant purchases for the crack sealer moving forward. Total amount for approved was \$25,489.76, Supervisor McMillen motioned, seconded by Supervisor Leichtenberger, and all were in favor.

4. COMMUNICATIONS

- 4.1 Chris Kyler read the road report and gave his thanks to the board for the last few weeks dealing with family medical issues. Supervisor Bell noted that family comes first, and also asked about the bed on the white truck. Mr. Kyler responded that everything has been working well so far.
- 4.2 Supervisor Bell noted that EmeryCare reported a total of 4 EMS calls in the month of September 2024.
- 4.3 Administrator Schrader read the ticket sales report for the October 12, 2024, football game. We had 225 Adults at \$1,125.00, 77 Students at \$154.00, 62 Seniors at \$124.00 and \$23.00 in donations for a total profit of \$1,426.00.
- 4.4 Supervisor Bell read the 2025 county-wide tax billing changes implemented by the county commissioners. Warren County is moving to split billing in 2025 with the County and Local tax billing being sent out in the spring and school taxes staying in the fall. The county is also using a mailing service in 2025, noting that if you have your taxes escrowed into your mortgage, please make sure they receive the bills in the spring. All questions about this change should be addressed to the county commissioner's office. Renee Samuelson asked about the mortgage bills noting she doesn't get one currently and asked if they will be sent to the mortgage company. Administrator Schrader stated we have no idea if they will send the bills to the mortgage companies or not so, please verify your mortgage company gets a copy. Supervisor Bell asked if Glade was still planning to attend the COG meeting to fight the change, Administrator Schrader noted she spoke with them today and basically no they are not. It was found out that there is nothing to fight as the change is set. Debbie Koza asked if payments will still get sent to Lorie Corbin, Administrator Schrader noted that payment address will be on the tax bills.

5. OLD BUSINESS

- 5.1 The supervisors discussed the update to the Vegetation Ordinance Second Amendment, noting that the only changes were for stricter repercussions for repeat violators. Vegetation Ordinance Second Amendment number 175 was passed into law with a motion by Supervisor Leichtenberger, seconded by Supervisor McMillen, and all were in favor.
- 5.2 Administrator Schrader reported an update on the Cottage Avenue speed study, stating the Solicitor informed us of the need for an ordinance and is drafting one for review at the next meeting. Supervisor Bell asked if there was a way to draft the ordinance to cover all the roads, Administrator Schrader stated we would need to perform a speed study on every road before making a change. Supervisor Bell asked if we have any streets with

common complaints on speed issues, Administrator Schrader noted she has not received any other complaints about speeding. Kim Holden noted that Henrys Mill Road has sections where it's not wide enough for two cars going 35mph and Utah Road is also too narrow. Chris noted that complaints tend to start in the spring on speeding. Ms. Koza stated she heard complaints from the manor complaining about speeding on lower Pickering Street.

6. NEW BUSINESS

- 6.1** Supervisor Bell read the proposed 2025 EmeryCare contract for EMS coverage noting the price was being reduced from \$1,764.00 to \$1,410.63. This is due to the lower number of calls as well as more people joining service contracts with EmeryCare. Kim Holden asked about the time frame of coverage. Supervisor Leichtenberger noted the contract states coverage time is 5am to 5pm five days a week. Supervisor Bell noted we can set an agreement with Warren City, however from what we've seen, they don't seem to have a set price. The approval of the 2025 EmeryCare contract was motioned by Supervisor Leichtenberger, seconded by Supervisor McMillen, and duly carried. Supervisor Bell abstained from voting to avoid any possible conflict of interest due to being a member of the commission.

7. PUBLIC COMMENT

- 7.1** **Cindy Bowley** gave her thanks to the board stating they were doing a good job.
- 7.2** **Kim Holden** gave her thanks to Chris Kyler and Matt Eck for fixing the potholes on Henry's Mill Road.
- 7.3** **Renee Samuelson** stated that the boat launch work looks great, adding she was personally concerned about the large rocks possibly being difficult to navigate. Renee also noted seeing on Facebook about coyotes lately and hearing them the previous night very close.
- 7.4** **Rick Petruney** asked if the board was knocking down the mills. Supervisor Bell noted that when the budget was done, we'll know. Mr. Petruney asked when the budget was going out, Supervisor Bell stated that we will be having more work session meetings and don't have a current date yet. Mr. Petruney also asked about the commissioner's meeting which was noted to be at the fire hall on Tuesday October 29th confirmed by Supervisor Bell. He asked about the drainage issue on Cottage and when it would be fixed. Supervisor Bell and Mr. Kyler noted they were waiting on the conservation district as we are not allowed to pipe water into the creek. Mr. Petruney noted the board was working on other things and got them passed quickly and wanted to know why the drainage wasn't finished. Mr. Kyler noted that

we can't make water go up hill and there is no cleaning out on the tile pipe that is currently there. He noted that after reaching out and doing the research, we are at a standstill with not being allowed to put a new drain to the creek. Supervisor Bell suggested he voice his concerns to the conservation district as they won't allow the township to put water in the creek. Mr. Petruney stated that he wasn't doing that, he came to the township and didn't feel it would go anywhere. Ms. Holden suggested he call the conservation office as they helped her. Mr. Petruney later stated he seen kids running around at all hours of the night when there is a curfew stating that if you enforce one ordinance you enforce them all.

- 7.5 Debbie Koza** asked what she had to do to hold the Easter Egg hunt. Supervisor Bell noted that it would be up to the business owners participating and nothing would be needed at the township office as it wasn't on township property. Supervisor Bell asked for a report on Punkin Fest. Ms. Koza stated they had two beautiful days and then got rained out on Sunday. She noted having a call at 7am that the tractor pulls were cancelled and that vendors that had been to Sheffield previously decided to pull out Saturday night with the weather reported for Sunday. Supervisor Bell asked about a financial report, noting that was something the public always wanted to hear about. Ms. Koza asked what time the fire hall meeting was the following day. Administrator Schrader noted that the meeting was next week, but Tawnya and her people should be able to help. Ms. Koza stated she still needed information as she was being accused of stealing from her own festival. Supervisor Bell stated he had questions and asked about the reports he received of a vendor offering extracurricular medication to kids. Ms. Koza stated she had heard about that and talked to the vendor and people but wasn't sure what happened exactly. She added that the vendor would not be coming back. Supervisor Leichtenberger asked her to clarify if the situation happened. Ms. Koza stated she didn't know as she didn't smell anything that indicated it but wasn't there and wasn't convinced that it happened. Supervisor Bell asked if the festival was supposed to be a family event, Ms. Koza replied yes it was. Supervisor Bell then asked why there were complaints about arguing and swearing and everything else in front of the kids and such. Ms. Koza again stated that she was not present at the time and was still not sure, adding that she got jumped on twice about it, but no one wanted to answer questions. Supervisor Bell stated that it was a concern and not a very good line up for the first year. He noted there has been a lot of events in this town and can't say of ever hearing anything this concerning in the past on any of them. Supervisor Leichtenberger asked if we did the electric. Administrator Schrader stated she would need to go around and

get pole numbers to try and determine the bill as there was not an actual address listed. Supervisor Bell noted that it was nice to see something in town and people come out for it, just wish it would have been without some of the mishaps that occurred.

- 7.6 **Supervisor Leichtenberger** noted that we are working towards the possibility of lowering millage rates stating the board was not ignoring those concerns, but we are still in the beginning stages. Supervisor Bell added that it might not be a huge drop. Mr. Petruney asked about not being able to drop it. Administrator Schrader noted we can drop it for 2025 but then no changes will be allowed until 2027 as the county-wide assessment takes place in 2026. Supervisor Leichtenberger noted that was why we are trying to do what we can now.
- 7.7 **Administrator Schrader** noted the township office would be closed Thursday October 24th for the convention, and closing early the 23rd for a funeral.

- 8. **OTHER MATTERS AND BOARD MEMBER COMMENTS** – items not in the agenda but came up during the meeting:
- 9. **ADJOURNMENT** with a motion by Supervisor Bell, seconded by Supervisor Leichtenberger, and all were in favor of adjournment at 7:17pm. Next meeting is Monday, November 4, 2024, at 6:30PM.

Administrator/Treasurer

SHEFFIELD TOWNSHIP SUPERVISORS