

- 1 CALL TO ORDER** – With the Pledge of Allegiance, Supervisor 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 Leichtenberger, and Jim McMillen.

Administrator/Treasurer – Cara Schrader.

Roadcrew –

Guests – Gary Cochran, Deborah Moore, Rick Petruney, Cindy Bowley, Pamela Pedersen, and Renee Samuelson.

- 2. REVIEW OF PREVIOUS MINUTES**

- 2.1** Minutes for the May 5, 2025, Supervisors Meeting were approved. Motion by Supervisor Leichtenberger, seconded by Supervisor McMillen, and all were in favor.

- 3. COMMUNICATIONS**

- 3.1** Supervisor Bell noted that EmeryCare reported 4 calls for March 2025, and 9 calls for April 2025.

- 4. OLD BUSINESS**

- 4.1** Cara reviewed that QuickBooks Enterprise Gold has been installed and all updates went well in the transition. She noted that Diana Patton had contacted her and apologized stating that the time tracking only worked with the top tier of Enterprise which is close to \$5000.00. Cara noted she is looking at other options and will provide it to the board.

- 5. NEW BUSINESS**

- 5.1** Supervisor Bell opened and reviewed the bids for the 2025 Paving Project. The bidders were Glenn O Hawbaker with a bid of \$135,033.50, IA Construction with a bid of \$92,916.45, and PV Paving with a bid of \$168,610.00. The board reviewed and discussed the bids noting the project could start on or after June 9th and was to be completed on or before August 22nd with a \$975.00 liquidated damage fee for every day late. Residents asked about what roads and materials are being used. The board noted that all of Dunham Street, Cherry Street, and the upper half of Bloss Hill from 2nd Mill Street up would be paved. IA Construction was awarded the bid with a motion by Supervisor Leichtenberger, second by Supervisor McMillen, and all were in favor.

6. PUBLIC COMMENT

- 6.1 Renee Samuelson** asked about the yard debris in the lot on Tan Street from the leaf bags. Supervisor Bell noted it was discussed during the spring road inspection and was on the list to be cleaned up. Renee also asked about the Sheffield Township signs coming into town still showing "Home of Johnny Appleseed" and asked if those would be taken down. The supervisors noted that it was discussed to take them down and have them hung in the train depot as they are of historical value and would then be out of the weather and would last much longer.
- 6.2 Rick Petruney** asked for an update on the water issue by Mabel Munoz's house. Supervisor Bell noted that they had the water guys test the water to make sure it was not a water line leak. He noted that what was reported was that there is an old pipe that goes under the neighbor's garage and chicken coop that the water is flowing through and coming out right there. Further discussion occurred and Supervisors Bell and Leichtenberger noted that they were going to look at it after the meeting to continue working on a plan of action.
- 6.3 Supervisor McMillen** asked about the blue tractor in the shop and said he spoke to Chris about it and noted he wanted to get it looked at and fixed. Supervisor Leichtenberger noted he was down there this past Friday and got the ignition fixed that the previous roadmaster had taken a part. He noted that it was being charged up though it might need a new battery and then he would be able to check out the clutch issue on it. Supervisor McMillen noted he wanted to have the solicitor review the vegetation ordinance as the property on the corner of Horton and Radaker is a disaster. Cara noted that the ordinance was updated last year and that she had an update from the court that noted the property owner had not accepted his notice which means we would have to resubmit in a different manner that would allow the court to put a warrant out if he does not accept it again. Supervisor McMillen noted he felt the township needs to get it cleaned up. The board agreed and asked Cara to check on the municipal lien process for that.
- 6.4 Supervisor Bell** noted that the board hired a summer seasonal person at 20 hours a week to handle the mowing. He started today and would be working through the week of Labor Day. A resident asked why only 20 hours, the board noted that was what was budgeted after reviewing and estimating what the guys roughly taking last year. Ideally this will free up the road crew to focus on the actual roads.

- 7. OTHER MATTERS AND BOARD MEMBER COMMENTS** – items not in the agenda but came up during the meeting:
- 8. ADJOURNMENT** with a motion by Supervisor McMillen, seconded by Supervisor Leichtenberger, and all were in favor of adjournment at 7:03pm. Next meeting is Monday, June 2, 2025, at 6:30PM.

Administrator/Treasurer

SHEFFIELD TOWNSHIP SUPERVISORS