

**OFFICIAL MINUTES OF THE
SHARON TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
HELD AT THE SHARON TOWNSHIP ADMINISTRATION BUILDING
NOVEMBER 27, 2018**

Meeting opened by Chairman Mrs. Kimberly Bolas Miller at 7:00 PM. Trustees present were: Mrs. Miller, Mr. Guccion and Mr. Canestraro, Fiscal Officer: Christine Lawson, Administrative Assistant: Mark Jackson.

Guests present: Scott Kriska, Bob Turek, Rob Haas, Diane Citino, Rita Jean Wagar, Joe Kunzler, Evan O'Malley, Kimberly Williams, Ken Schiele, Jim Sherman, Annette Barzal, Shelley Tanski, Kyle White and Neil Jones.

Mr. Canestraro thanked Rita Jean Wagar for the Christmas Gathering. The Township appreciates all the time and effort put in for the event.

Mr. Canestraro will be representing the Township tomorrow for the Medina County Emergency Agency meeting. Mr. Guccion will be attending the 2nd meeting on Thursday this week.

Mr. Guccion and Mrs. Miller echoed the thanks for the Christmas Gathering. Rita Jean Wagar said that she wanted to say thank you to everybody that she asked to do anything for the event. That's what really makes for a beautiful event. Also, thank you to Mr. Ilg for the hard work and banter. Mrs. Miller also commented that the hot chocolate from the Women's Club and the homemade cookies from members of the Women's Club and community were greatly appreciated.

Mrs. Lawson proposed four dates for the organizational and budget meeting. It was agreed that the meeting will be held on Sunday, December 30, 2018 beginning at 8:00 A.M. Besides this meeting, the Trustees will only be meeting once in December (12/11/8) and once in January (1/22/19) for regular meetings.

Mrs. Lawson stated that Mark Jackson is working on reviewing the phone system and technology needs for the township. Mark Jackson said he was given a tour of the Fire Station by Chief Rob Haas. They have a newer phone system (from Quality Communications-Jerry Pliska) than the Administration building due to a lightning strike at the Fire Station two years ago. It may be worth getting on the same system. Mark plans to contact Jerry Pliska to get more information. We have multiple bills with Frontier (phones) and Spectrum (Internet & phones). The Administration building Internet and phone circuits have been reviewed with MAL Network/Perfect Voice & Data. They believe that we could save a good bit by consolidating our circuits. Keep in mind that they also have a phone system to compete with our current systems. We are looking into a 2nd/backup Internet circuit for the Fire Station as well as maintaining a landline there.

Chief Haas expressed his satisfaction with the support received from Baypointe. The virtual server and backup services are being continued, but we are evaluating which level of technical support to use. Mark will contact Baypointe to come meet with him for a walk-thru of the Townships' current systems and support. Firehouse (Records Management for the Fire Station calls) is hosted on its own Cloud as is ESO. Mrs. Lawson said we had been charged for the virtual server but not

the backups. Mr. Guccion stated that the bills from Baypointe had gone up from \$300 to almost \$700 since last year. Chief Haas does not see the bills so he was unaware of the billing increases. Mrs. Miller stated that if we are not getting response from Baypointe, please let her know. They have had some staff changes and she wants to assure that we are continuing to get responses from them. Mark stated that he has emailed Jesse Grimm and received a quick response to his questions.

Mr. Jackson stated that he has started working on the web site updates.

Mrs. Lawson said that she received notice from Spectrum that they are increasing our Internet service from \$44.99 to 64.99/circuit/month. Do we have any other options for Internet? Chief Haas stated that we are looking into getting a 2nd provider in the event that one goes down. Mark will make some phone calls to find out what other Internet service is available.

Mrs. Lawson also passed along info to the Trustees on the Medina Township Association dinner on 12/13/18. She can RSVP for all if needed. Mr. Canestraro will probably be attending. Mrs. Miller is not able to go. Mr. Guccion will let Mrs. Lawson know if he is able to attend.

Mrs. Miller addressed the contract to purchase equipment and sale of materials for 2019 thru the Medina County Engineers office. Several from the Roads Department are listed as contacts for salt.

Mrs. Miller made a motion, which was amended to pass a resolution to sign a contract with the Medina County Engineer for the sale and purchase of materials for 2019.

Mr. Guccion seconded the motion.

Roll call was taken. Mr. Guccion, yes; Mrs. Miller, yes; Mr. Canestraro, yes.

Mrs. Miller announced that the Trustees are accepting applications and letters off interest for openings on the Zoning Commission and Board of Zoning Appeals. Interested parties should submit their letters by December 11, 2018. It will be advertised in The Post, West Side Leader and Medina Gazette along with the Township website.

FIRE DEPARTMENT

Chief Rob Haas presented a request to add Michelle Engstrom to the department. She has shown a lot of interest and enthusiasm for quite a few weeks. He would like to accept her application conditional on her background check and a physical. She lives in Wadsworth and has no EMS or fire training. Chief Haas said they do have an existing opening. Mrs. Miller asked if that is the final open spot and Chief Hass indicated there would be one more spot to fill.

Mrs. Miller made a motion to add Michelle Engstrom to the Fire Department conditional on her passing her background check and physical.

Mr. Guccion seconded the motion.

All trustees voted yes.

Chief Hass presented a request to purchase a Knox Key Secure box for key security for each of the STFA vehicles. They have been using grant monies in the past and would like to finish off that

grant. The company is discontinuing the product next year. Four units need to be purchased at a cost of \$639 each for a total of \$2,556.

Mrs. Miller made a motion to purchase the Knox Key Secure Boxes as presented at a cost not to exceed \$2,556.00

Mr. Guccion seconded the motion.

All trustees voted yes.

Chief Haas presented the annual request for an open purchase order to Bound Tree Medical, LLC used to purchase operating supplies throughout the year. This is for 2019 and is from an EMS Grant. The total amount of the request is \$4,542.00.

Mr. Guccion made a motion to approve the request as presented at a cost not to exceed \$4,542.00

Mr. Canestraro seconded the motion.

All trustees voted yes.

ROAD DEPARTMENT

Bob Turek spoke with Ray from Kenworth and he cannot go any lower on the price of the truck. That is state bid. The total cost will be \$85,610 for the chassis and \$2,790.00 for the 5-year warranty. The total cost will be \$88,400.00.

Mr. Guccion made a motion to purchase the chassis and the warranty from Kenworth of Richfield as presented at a cost not to exceed \$88,400.00.

Mrs. Miller seconded the motion.

All trustees voted yes.

ZONING DEPARTMENT

Neil Jones gave a report of the Zoning department including:

One single-family home, one building addition on a lot, one porch addition and two accessory buildings.

Neil Jones expressed gratitude to the community for their generous support of Adopt-a-Family program. Mrs. Miller asked where or to whom to drop off any additional donations. Neil Jones said to drop-off to him or Sally Petersen.

Resident, Kimberly Williams addressed the Trustees as to a potential water line addition coming on State Road in relation to the location of a driveway mirror. She has had a couple people come out regarding installation of the mirror and they have said due to the proximity of the road that it will need to be a wood telephone pole cemented into the ground. She was told by Medina County Engineer and the Medina County Commissioners that she would need to contact the Township to install the pole. The property owner would be liable for any damage related to any accident with the proposed pole. Bob Turek will contact Becker to see what he recommends. Property owner, Kimberly Williams, accepted the fact that she would be liable for any accident related to the pole. Trustees recommended that she install something similar to a basketball-type pole that would not be in the right-of-way. Kimberly Williams will let Bob Turek know what she is doing.

Kyle White of The Ohio State University presented the 2019 schedule for the Government Academy. Courses will be conducted at University of Akron, Medina. Cost would \$50 for one workshop, \$237.50 for 5 workshops or \$450 for 10 workshops. You can take as many or as few classes as you would like.

Annette Barzal addressed the Trustees regarding Handicap Access for Elections. There are 2,028 registered voters at the Townhall and 2,285 at the Maintenance Garage. Last election 987 and 1,118, respectively, voted at each location. There was one man who had an issue with his father being able to vote. He could not access the Town Hall and blocked the sidewalk with his truck, which created a traffic issue. Several other potential locations were discussed. Mark Jackson will contact St. Paul Lutheran to see if their facility is a possibility. The Board of Elections will pay for the use of a private venue. Annette Barzal will check with the Board of Elections.

Mrs. Miller made a motion to approve the Trustee Meeting Minutes from the October 9, 2018 meeting and the fund status report of the township.

Mr. Canestraro seconded the motion.

Bills were presented for payment. Mr. Guccion made a motion that the bills presented be approved as the lawful obligation of Sharon Township and the Fiscal Officer be instructed to issue warrants of the Township in payment as same.

Mr. Canestraro seconded the motion.

All Trustees voted yes.

Mrs. Miller made a motion for adjournment at 8:10 PM

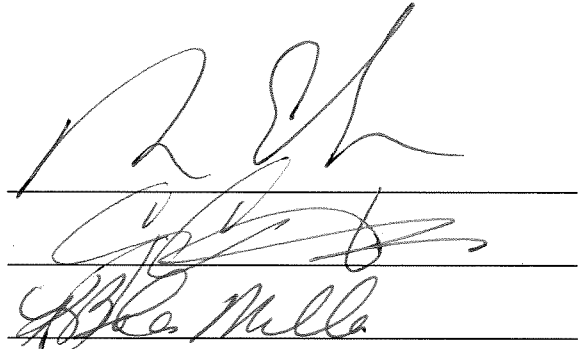
Mr. Canestraro seconded the motion.

All trustees voted yes.

Meeting adjourned at 8:10 PM.



Christine Lawson



Trustees