

**OFFICIAL MINUTES OF THE  
SHARON TOWNSHIP BOARD OF TRUSTEES  
APPROPRIATION MEETING  
HELD AT THE SHARON TOWNSHIP ADMINISTRATION BUILDING  
DECEMBER 30, 2018**

Trustees present: Mrs. Miller and Mr. Canestraro; Fiscal Officer: Christine Lawson

Guests Present: Neil Jones, Melissa Hydell, Rob Haas, Bob Turek, Scott Kriska, Mike Stanec, Mark Jackson and Rita Jean Wager

Christine Lawson opened the meeting at 8:06 a.m.

Ms. Miller made a motion to nominate Mr. Canestraro as Chairman for 2019.

Mr. Canestraro seconded the motion.

All trustees voted yes.

Mr. Miller made a motion to nominate Mr. Guccion as Vice Chairman for 2019.

Mr. Canestraro seconded the motion.

All trustees voted yes.

The appropriations discussed at this meeting are temporary appropriations.

Mrs. Lawson stated that she received the advance slip from the County Auditor for the advances of the 2019 property taxes.

Mrs. Miller made a motion to pass a resolution stating the township wants all advances for 2019 by the Medina County Auditor.

Mr. Canestraro seconded the motion.

Roll call was taken

Mrs. Miller, yes; Mr. Canestraro, yes.

The Trustees discussed the Volunteer Firefighters Fund. The Volunteer Firefighters fund board members for 2019 are as follows:

Rob Haas, Chair

Brian Guccion

Joe Canestraro

Mike Stanec

John Mozena

Mrs. Miller made a motion to renew the dependency fund and maintain the same officers appointed in 2018 for 2019. Mr. Canestraro seconded the motion.

All trustees voted yes.

Ms. Miller announced that the Trustees will be meeting with all employees to conduct reviews prior to any increase in salary. Once the reviews are completed, any pay raises given will be retroactive to January 1,

2019. Reviews with the officers of the fire department will be conducted on January 17, 2019. The Trustees will schedule the zoning office and maintenance department at a date to be determined.

The Trustees will be interviewing for the BZA and Zoning Commission positions on January 8, 2019. All board members whose terms are expiring will be in full effect until new appointments have been made.

Mrs. Miller made a motion to approve travel and meeting expenses for employees and elected officials in 2019.

Mr. Canestraro seconded the motion.

All trustees voted yes.

Mrs. Lawson stated that the cost of stamps will be going up on January 29, 2019 to .55 cents. Mrs. Miller instructed Christine Lawson to purchase \$750 worth of forever stamps prior to the cost being increased.

Discussion was held regarding the town hall and the necessary repairs to the building for 2019.

The purchase of a microwave oven for the town hall was discussed. Many residents have requested the use of one while renting the town hall.

Discussion was held regarding the security system at the 1840 house. The current system needs to be serviced. Bob Turek will handle contacting the company.

Discussion was held regarding the costs of BayPointe's computer support. The trustees agreed that \$500 of the cost for computer support would come out of the budget for the fire department and the remainder of the cost will come out of the general fund.

The township website management and maintenance was discussed. Mark Jackson will be meeting with the website designer to go over it. It was discussed to hire someone to redo the website and then maintain it by the township.

Discussion regarding purchase of refreshments for township meetings/events was had.

Mrs. Miller made a motion to approve the purchase of refreshments for meetings that benefit the community as approved by the board.

Mr. Canestraro seconded the motion.

All trustees voted yes.

### Maintenance

Mr. Turek stated that the plow and ice package is ready to be ordered for the new Kenmore plow truck at a cost of \$69,932.00.

Mrs. Miller moved to approve the purchase of the snow and ice package for the Kenmore plow truck as presented at a cost not to exceed \$69,932.00

Mr. Canestraro seconded the motion.

All trustees voted yes.

Mr. Turek stated that their salt for the roads is all set for the year. \$60,000.00 was appropriated for 2019 road salt, part of which was paid in 2018.

Mr. Turek stated that he would like to purchase a pick-up truck this year. The cost to replace their current pick-up truck would be \$32,133.50, which is state bid pricing. The retail cost of this vehicle is \$45,000.00. This quote is from Laria Chevrolet. There are no problems with the current truck. It is in good shape and Bob believes he could still get a decent amount for it if he sold it. The proceeds from selling the old truck would go towards the new truck.

Road paving for 2019 was discussed. The township needs to decide which roads we want to pave by the end of January. A portion of Boneta Road will need to be paved between Sharon Copley Road and Fixler Road this year. The Trustees agreed to discuss further at their meeting in January.

Repaving the driveway at the maintenance garage and the cemetery drive was discussed, but no decisions were made.

Mr. Turek stated that the bell tower at the town hall will need to be repaired this year. He will look into the costs and let the Trustees know.

Mrs. Lawson stated that the township needs to pass a resolution for the sale of township property. If we decide to sell something of larger value, we will of course approve that specific item, but this resolution will allow us to sell township property in general.

Mrs. Miller made a motion to pass a resolution to approve the sale of township properties as needed by the Sharon Township Trustees.

Mr. Canestraro seconded the motion.

Roll call was taken.

Mrs. Miller, yes. Mr. Canestraro, yes.

Mrs. Miller made a motion to keep the annual clothing allowance for the Sheriff's office at \$300 per year. Clothing allowance for the maintenance department will be discussed at the January meeting.

Mr. Canestraro seconded the motion.

All trustees voted yes.

Bob Turek requested approval to purchase additional chairs for the town hall. He would like to order chairs to match the current chairs in the town hall. When there is an event in the township, it would be nice to have all of the same chairs in the town hall. The current chairs at the maintenance building are extremely worn and are not in good shape. Melissa Hydel agreed to get the information to Bob regarding where the original chairs were purchased so that he could get a quote for additional chairs to present to the Trustees.

## Zoning

Melissa Hydel and Neil Jones presented the zoning activity for 2017. The zoning office was busy throughout the year, issuing 34 permits for single-family residents; total permit fees for 2018 was \$24,697.60.

The filing room in the administration was discussed. The filing cabinets approved at last year's appropriation meeting have not been purchased and discussion was held regarding the cleanup of the filing room and making room for additional cabinets.

The application process for permits, variances, conditionals and amendments was discussed. Streamlining the process to make it easier for the applicant/resident to make sure that the applications were complete was the main concern. The zoning office will work on a checklist for the applicant to make sure that the application is complete and will not delay the approval process when they go before the zoning boards.

Zoning fees were discussed. The zoning permit fees have not been increased in over nine years. Melissa Hydel prepared a comparison of other townships in Medina County and what they charge for permits. The trustees reviewed and discussed the fees and took into consideration if the fees are covering the cost of zoning employees' compensation.

Mrs. Miller made a motion to increase the zoning permit fees effective January 1, 2019 as follows:

Residential Permit fees: \$50 base and 0.08 cents per square foot

Commercial/Industrial Permit fees: \$200 base and 0.08 per square foot.

Mr. Canestraro seconded the motion.

All trustees voted yes.

#### Fire Department

Rob Haas presented to the Trustees the 2019 Budget for the fire department. The total for 2019 which includes operations, testing, subscriptions, maintenance and capital projects totaled \$893,111.90.

Rob Haas discussed with the Trustees capital projects for the fire department in 2019. (see attached).

With the growth in the township, discussion was held regarding the staffing of the fire department. They staff seven people on call at night who only are paid if we get a call; there are 2-3 night calls per week. To add a night shift, it would cost approximately \$150,000 per year in salaries. Mrs. Miller suggested a stipend for staff who are on night shift. They would stay home unless there was a call, but are paid. This would be a start and will be discussed further.

Sharon Township is the only township who do not charge for calls. Discussion was held regarding soft billing on all calls in the township.

Discussion was held regarding hiring a member of the fire department for repair and maintenance of the trucks versus hiring someone to do repairs as needed. Joe Prucha is currently a mechanic for RTA and would be a good fit for the position. He would need to be trained and certified to work on the fire trucks. No decisions were made.

Mr. Haas stated he would like to purchase four lifts (one for each wheel of a vehicle) for the department so that they are able to put the trucks up on the lift and work on them. Mark Jackson stated he could look at costs through Cornwell for the lifts for the fire department. No decisions were made as to if these lifts would be purchased.

Chief Haas requested to send Andy Campbell to paramedic school through Summa Health. Andy is also on Seville's fire department and Seville has agreed to pay half of the cost for his schooling. The total cost of classes is \$5,500.00 with Sharon Township's cost being half of that, which is \$2,750.00.

Mrs. Miller made a motion to approve half the cost of paramedic school for Andrew Campbell at a cost not to exceed \$2,750.00 with the remaining half being paid by Seville Fire Department.

Mr. Canestraro seconded the motion.

All trustees voted yes.

Chief Haas stated that he will be requesting to send Caleb Earnshaw and Austin Moore to school at a later date.

Discussion was held regarding replacing the tables and chairs for use of township residents or if we should just discontinue lending them out. The current tables and chairs are in bad shape. The Trustees agreed to continue the use of the current tables and chairs for this year.

Temporary Appropriations were reviewed as follows:

1000 – General Fund \$2,187,000.00  
2011 – Motor Vehicle Fund License Tax \$24,069.23  
2021 – Gas Tax \$175,640.47  
2031 – Road and Bridge \$1,007,500.00  
2041 – Cemetery \$10,542.94  
2191 – Special Levy \$1,902,380.00  
2231 – Permissive Motor Vehicle License \$95,555.66  
2401 – Special Assessment \$2,315.56

Total Temporary Appropriations including carry over- \$5,405,003.86

Mrs. Miller made a motion to pass a resolution to approve the temporary appropriations for 2019 as presented by the Fiscal Officer of Sharon Township.

Mr. Canestraro seconded the motion.

Roll call taken.

Mrs. Miller, yes. Mr. Canestraro, yes.

Mr. Canestraro made a motion to adjourn the meeting at 11:45 AM.

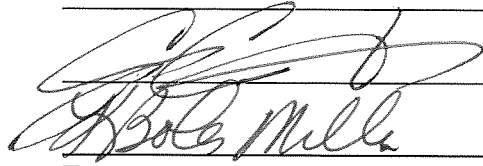
Mrs. Miller seconded the motion.

All trustees voted yes.

Meeting adjourned at 11:45 a.m.

Christine Lawson

Christine Lawson



Trustees