

**RECORDS OF PROCEEDINGS
CLARIDON TOWNSHIP
REGULAR MEETING**

January 9, 2023

The regular meeting was called to order at 6:00 pm with the following members present: Trustees- Roger Miller, Jonathan Tiber, Cooper Sherman, and Fiscal Officer- Paula J. Hietanen.

Ms. Hietanen took roll call for attendance. Mr. Miller, Mr. Sherman and Mr. Tiber responded here.

DECEMBER 19, 2022 REGULAR MEETING MINUTES- 23-01

Motion by Mr. Miller, second by Mr. Tiber to approve regular meeting minutes of 12/19/2022 as written.

ROLL CALL VOTE:

Mr. Tiber: Aye, Mr. Sherman: Abstain, Mr. Miller: Aye.

ELECT CHAIRPERSON MOTION- 23-02

Motion by Mr. Miller, second by Mr. Tiber to elect Mr. Sherman as the Chairperson of the Claridon Township Board of Trustees for 2023.

ROLL CALL VOTE:

Mr. Tiber: Aye, Mr. Sherman: Aye, Mr. Miller: Aye.

ELECT VICE CHAIRPERSON MOTION- 23-03

Motion by Mr. Tiber, second by Mr. Sherman to elect Mr. Miller as Vice Chairperson of the Claridon Board of Trustees for 2023.

ROLL CALL VOTE:

Mr. Tiber: Aye, Mr. Sherman: Aye, Mr. Miller: Aye.

TURN THE MEETING OVER TO THE CHAIRPERSON- 23-04

Motion by Mr. Miller, second by Mr. Tiber to turn the meeting over to the Chairperson, Mr. Sherman.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

DEVIATE FROM AGENDA- 23-05

Motion by Mr. Miller, second by Mr. Tiber to deviate from the agenda in 2023 if the need arises.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

PUBLIC COMMENT MOTION- 23-06

Motion by Mr. Sherman, second by Mr. Miller to limit public comments to two minutes.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

**RECORDS OF PROCEEDINGS
CLARIDON TOWNSHIP
REGULAR MEETING**

January 9, 2023

LIMIT MEETINGS TO TWO HOURS MOTION- 23-07

Motion by Mr. Miller, second by Mr. Sherman that the meetings will be limited to two hours.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

REPRESENTATIVES AS LISTED MOTION- 23-08

Motion by Mr. Sherman, second by Mr. Miller to appoint the representatives in each area for the 2023 as follows:

BCPA- Mr. Miller

NOPEC- Mr. Sherman

DER- Mr. Miller

Health District- Mr. Tiber

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

AREAS OF RESPONSIBILITY- 23-09

Motion by Mr. Miller, second by Mr. Sherman to designate the Trustees area of responsibility for the year 2023 as follows:

Mr. Miller: Maintenance/Roads, Equipment

Mr. Sherman: Buildings, Zoning, Insurance

Mr. Tiber: Cemeteries, Parks, Human Resources (all employees)

Mr. Miller and Mr. Sherman will share oversight in Roads and Maintenance department, not including Maintenance department staff.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

RECORD DESIGNEE MOTION- 23-10

Motion by Mr. Miller, second by Mr. Sherman to appoint Ms. Paula J. Hietanen as a record designee.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

PREVAILING WAGE COORDINATOR MOTION- 23-11

Motion by Mr. Sherman, second by Mr. Tiber to appoint Mr. Miller as a prevailing wage coordinator.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

ACT AS A BOARD MOTION- 23-12

Motion by Mr. Miller, second by Mr. Tiber to adopt a motion to act as a Board regarding all matters pertinent to the Administration, Maintenance, and improvements of the Township Roads.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

**RECORDS OF PROCEEDINGS
CLARIDON TOWNSHIP
REGULAR MEETING**

January 9, 2023

DEPOSIT KEY HOLDERS MOTION- 23-13

Motion by Mr. Sherman, second by Mr. Tiber that Ms. Paula J. Hietanen (Fiscal Officer) and Mr. Roger Miller (Trustee) will hold the safety deposit key from the Middlefield Bank in Middlefield.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

CONTINUOUS SERVICE AGREEMENTS MOTION- 23-14

Motion by Mr. Sherman, second by Mr. Miller to continue all continuous service agreements.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

SUNSHINE LAW MOTION- 22-15

Motion by Mr. Sherman, second by Mr. Tiber that the Claridon Board of Trustees will abide by the Sunshine Law.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

MEETING TIME MOTION- 22-16

Motion by Mr. Tiber, second by Mr. Sherman that the Board of Trustees will meet on the 1st and 3rd Monday of every month, commencing at 6:00 pm at the Administrative Building.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

FIRE PREVENTION MOTION- 23-17

Motion by Mr. Sherman, second by Mr. Miller to recognize Chief Justin Geiss, Chardon Fire Department, and Chief Mike Sestak, Burton Volunteer Fire Department, as fire prevention Officers for Claridon Township for 2023.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

MILEAGE PREAPPROVAL MOTION- 23-18

Motion by Mr. Miller, second by Mr. Sherman that appointed representatives are preapproved for mileage reimbursement for travel to meetings.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

MILEAGE REIMBURSEMENT MOTION- 23-19

Motion by Mr. Sherman, second by Mr. Miller to reimburse mileage equal to the IRS standard mileage rate in effect at the time of travel.

ROLL CALL VOTE:

**RECORDS OF PROCEEDINGS
CLARIDON TOWNSHIP
REGULAR MEETING**

January 9, 2023

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye

MAPLE LEAF AS PAPER OR RECORD MOTION- 23-20

Motion by Mr. Sherman, second by Mr. Tiber to use Maple Leaf as Claridon Township's paper of record.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

MOTION TO ACCEPT THE LIST OF PURCHASE ORDERS- 23-21

Motion by Mr. Sherman, second by Mr. Miller to accept the list of Purchase Orders for the first of the year.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

PREPARATION OF WARRANTS AND WITHHOLDING PAYMENTS- 23-22

Motion by Mr. Sherman, second by Mr. Miller to grant Ms. Paula J. Hietanen (Fiscal Officer) authorization to prepare warrants and post all withholding payments prior to meetings.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

MOTION OF FORM AND READING OF RESOLUTIONS-23-23

Motion by Mr. Tiber, second by Mr. Sherman to dispense of the rule that each resolution in 2023 shall be read on 2 separate days, and authorize the adoption of a resolution upon its first reading.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

GUEST

Chief Sestak, Burton Volunteer Fire Department, presented the BOT with a list of 2022 EMS/Fire calls in Claridon Township; EMS- 70 calls, Fire- 27, total of 97 calls.

MAINTENANCE

Mr. Burzanko presented the BOT with a list of projects he and Mr. Vacik are currently working on. The BOT and Mr. Burzanko discussed a possibility of purchasing a bigger mini excavator for ditching projects (via ARPA fund), and a grinder machine attachment for the skid steer (via ARPA fund). Mr. Sherman will be looking into obtaining quotes for both machines.

BUILDINGS

MOTION TO REDUCE THE TOWN HALL RENTAL FEE FOR RESIDENTS- 23-24

**RECORDS OF PROCEEDINGS
CLARIDON TOWNSHIP
REGULAR MEETING**

January 9, 2023

Motion by Mr. Tiber, second by Mr. Miller to reduce the Town Hall rental fee for residents from \$75 per floor, to \$60 per floor.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

EQUIPMENT

THEN AND NOW PURCHASE ORDER AND INVOICE PAYMENT FOR BYLER ENGINE & REPAIR-23-25

Motion by Mr. Tiber, second by Mr. Sherman to approve and sign the Then and Now Purchase Order and invoice payment for Byler Engine & Repair, in the amount of \$1082.08; effective 12/31/2022.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

MOTION TO PAY KRONK'S GARAGE INVOICE FOR \$650.00- 23-26

Motion by Mr. Sherman, second by Mr. Miller to pay Kronk's garage Turbocharger repair (dirty core) in the amount of \$650.00.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

ROADS

MOTION TO PAY \$1647.72 TO THE ILLUMINATING CO. FOR NEW STREET LIGHT INSTALLATION- 23-27

Motion by Mr. Tiber, second by Mr. Sherman to pay \$1647.72 to the Illuminating Co. for the installation of a new street light on the corner of Ravenwood Drive and Aquilla Road; 50% of the cost (\$823.86) will be reimbursed to Claridon Township by the UH Geauga Medical Center.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

FISCAL ITEMS

2023 Temporary Appropriations Blankets and Purchase Orders were presented and signed during tonight's meeting. (already approved at last meeting)

PURCHASE ORDERS

Purchase order for the Independent Tree services (\$2,625.00) was presented and signed during tonight's meeting. (already approved)

MOTION TO PAY BILLS- 23-28

Motion by Mr. Tiber, second by Mr. Sherman to approve by signing prior to or at this meeting wage and bills for the year 2022: warrant #11107 through warrant #11123, and the electronic payment of #293 through #315, and for the year 2023: warrant #11125 through

**RECORDS OF PROCEEDINGS
CLARIDON TOWNSHIP
REGULAR MEETING**

January 9, 2023

warrant #11128, and the electronic payment #1 through #2, for a total expenditure of \$31,505.01.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

CREDIT CARD REVIEW

The BOT was presented with a credit card transaction detail report, and the attestation of review was signed by the chairperson/compliance officer, Mr. Sherman.

MEETINGS

The next Trustee meeting will be held on January 16, 2023, next GCTA meeting will be held in Parkman on 1/11/2023 at 6:30 pm, next zoning commission meeting will be held on 1/23/2023, and the 2023 OTA winter conference will be held from January 25th-January 27th in Columbus.

PUBLIC COMMENT

Mr. Dennis Kellogg discussed the Fire/EMS coverage for the Admin/Town Hall building (Burton VFD or Chardon FD), asked if the zoning reports could be viewed by the public attending the Trustee meeting, and if Red Tulip Project could have remaining foundation stones from the old Kellogg house for decorative purposes. The BOT approved for Mr. Kellogg to take the remaining foundation stones to the Red Tulip Project house. Copies of zoning reports will be available during meetings for all attendees.

MOTION TO ADJOURN- 23-29

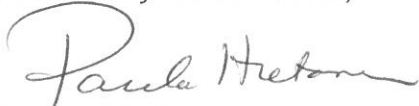
Motion by Mr. Miller, second by Mr. Tiber to adjourn the meeting.

ROLL CALL VOTE:

Mr. Sherman: Aye, Mr. Miller: Aye, Mr. Tiber: Aye.

The meeting was adjourned at 7:20 pm.

Respectfully Submitted,



Paula J. Hietanen,
Fiscal Officer

