

## **RECORDS OF PROCEEDINGS**

### **CLARIDON TOWNSHIP**

**December 11, 2023**

### **REGULAR MEETING**

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

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

### **NOVEMBER 20, 2023 REGULAR MEETING MINUTES- 23-169**

Motion by Mr. Sherman, second by Mr. Miller to approve regular meeting minutes of 11/20/2023 as written.

ROLL CALL VOTE:

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

### **GUEST**

Chief Geiss, Chardon Fire Department, was in attendance to give a brief overview of YTD calls and recent happenings within the CFD. He reported that so far this year CFD responded to 257 calls in Claridon (252 calls in 2022), and 2183 calls for all entities that CFD covers.

Chief Geiss spoke about several safety grants they applied for, in order to purchase a new cot and load system, new gloves and hoods, and a new ladder truck.

The BOT and Chief Geiss discussed the desperate need for a new ladder truck, in order to replace the current truck which is already 21 years old. The BOT presented Chief Geiss with a letter of support/need from Claridon Township to be filed with the grant application. Without financial support from the grant funds, Chardon Fire Department will not be able to purchase a new \$2.2 million ladder truck.

### **ZONING**

Mr. Alusheff presented the BOT with a zoning report via email.

Mr. Tiber briefly spoke about a personal camera that was installed on a utility pole by Mr. Serge (at the end of his driveway), in order to monitor the property across the street in hopes of possibly catching and illegal activity. Photos of the property from the cameras are being emailed to the Zoning Inspector for his review. After inquiring with the Sheriff's office regarding the camera and Mr. Serge's criminal past, Mr. Tiber was informed that it is not illegal to install a camera (even as a registered sex offender), but it is disrespectful. A call has been placed with the utility company as well, since the pole being used for the installed camera is owned by the utility company, and not by Mr. Serge.

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Mr. Tiber reported that all Claridon Township residents will be receiving a Land Use Survey letter in the mail, in order to assist the Geauga County Planning Commission, Claridon Township Zoning, and Claridon Township Land Use Committee with updating the current Land Use Regulations (last update done in 1996).

**MOTION TO ACCEPT MR. SID CLOUSER'S RESIGNATION FROM BZA-23-170**

Motion by Mr. Tiber, second by Mr. Sherman to accept Mr. Sid Clouser's resignation from BZA, as of 12/31/2023.

ROLL CALL VOTE:

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

The BOT thanked Mr. Clouser for 15 years of service to our community.

**MAINTENANCE**

Mr. Burzanko reported that 4 trees and 2 stumps have been removed from the Center cemetery (by Independent Tree Company). He also added that currently he and Mr. Vacik are working on several projects, including culvert replacements.

The BOT and Mr. Burzanko discussed the quote for maintenance garage door replacement/repairs. (NOPEC grant funds will be used towards majority of the repair/replacement cost)

**MOTION TO RENEW OTARMA INSURANCE POLICY- 23-171**

Motion by Mr. Sherman, second by Mr. Tiber to renew the OTARMA insurance policy for 2024, in the amount of \$9791.

ROLL CALL VOTE:

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

**BUILDINGS**

Mr. Tiber mentioned the recently received license to operate notice/ application from the EPA. The \$112 fee for the application has been submitted.

**TRANSFER**

**TRANSFER RESOLUTION 2023-23**

Motion by Mr. Miller, second by Mr. Tiber to amend the 2023 Permanent Appropriations as follows:

From:

General Fund:

From: Repairs and Maintenance Admin Roof

1000-110-323-1400

\$5328.00

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To: Repairs and Maintenance  
1000-110-323-0000 \$5328.00

**ROLL CALL VOTE:**

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

**TRANSFER RESOLUTION 2023-24**

Motion by Mr. Tiber, second by Mr. Sherman to amend the 2023 Permanent Appropriations as follows:

From:

General Fund:

From: Election Expenses  
1000-110-315-0000 \$2200.00

To: Travel and Meeting Expense  
1000-110-330-0000 \$2200.00

**ROLL CALL VOTE:**

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

**PURCHASE ORDERS**

Purchase orders for Treasurer of State UAN (\$800), Cerni Motors (\$2400), Door Works & Construction (\$5328), Independent Tree Services (\$2775) were presented and signed during tonight's meeting. (previously approved)  
Regular Blanket Certificates for travel and Meetings (\$2200), and Garbage/Trash Removal (\$209.37 and \$9.37) were presented, approved and signed during the meeting.  
Then and Now Purchase Order for Land Survey Postage (\$637) was presented and approved.

**CREDIT CARD REVIEW**

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

**MOTION TO PAY BILLS- 23-172**

Motion by Mr. Sherman, second by Mr. Miller to approve by signing prior to or at this meeting wage and bills for warrant #11353 through warrant #11374, and the electronic payment from #244 through #269, for a total expenditure of \$37,897.39.

**ROLL CALL VOTE:**

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

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**CEMETERIES**

Mrs. Sherman, Cemetery Sexton, reported that Wreaths Across America will be at the East Cemetery on 12/16 at noon to place Christmas wreaths on all Veterans graves. All residents are welcome to attend this National movement and to honor our Veterans during Christmas season.

**TEMPORARY APPROPRIATIONS RESOLUTION 2023-25**

Motion by Mr. Sherman, second by Mr. Miller to accept 2024 Temporary Appropriations as presented by the Fiscal Officer.

ROLL CALL VOTE:

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

**ELECTED OFFICIALS' SALARIES MOTION- 23-173**

Motion by Mr. Sherman, second by Mr. Tiber to adopt a motion that the Elected Officials of Claridon Township in Geauga County will be paid an annual salary up to maximum compensation as permitted per the ORC 505.24 for 2024, and will be paid in equal monthly installments.

ROLL CALL VOTE:

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

**ELECTED OFFICIALS' SALARIES PAID FROM GENERAL FUND MOTION-23-174**

Motion by Mr. Sherman, second by Mr. Miller that the elected officials' salaries will be paid out of the general fund for 2024.

ROLL CALL VOTE:

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

**APPROPRIATION BY OBJECT GROUP MOTION- 23-175**

Motion by Mr. Miller, second by Mr. Tiber to adopt a motion to appropriate funds at the object group level for 2024.

ROLL CALL VOTE:

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

**SINGLE PURCHASE FROM BLANKET MOTION-23-176**

Motion by Mr. Sherman, second by Mr. Tiber to adopt a motion to set the amount for any single purchase from any blanket certificate at \$2000 for 2024.

ROLL CALL VOTE:

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

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**FISCAL OFFICER BLANKET MOTION- 23-177**

Motion by Mr. Miller, second by Mr. Sherman to give the Fiscal Officer, Paula J. Hietanen, the authority to issue a blanket for an amount up to \$10,000 in any line item.

ROLL CALL VOTE:

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

**ELECT CHAIRPERSON PRO-TEMPORE MOTION- 23-178**

Motion by Mr. Sherman, second by Mr. Miller to elect Fiscal Officer, Paula J. Hietanen, Chairperson Pro Tempore for the purpose of electing officers for the year 2024.

ROLL CALL VOTE:

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

**ELECT CHAIRPERSON MOTION- 23-179**

Motion by Mr. Sherman, second by Mr. Tiber to elect Mr. Miller as the Chairperson of the Claridon Township Board of Trustees for 2024.

ROLL CALL VOTE:

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

**ELECT VICE CHAIRPERSON MOTION- 23-180**

Motion by Mr. Sherman, second by Mr. Miller to elect Mr. Tiber as Vice Chairperson of the Claridon Board of Trustees for 2024.

ROLL CALL VOTE:

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

**TURN THE MEETING OVER TO THE CHAIRPERSON STARTING JANUARY  
OF 2024- 23-181**

Motion by Mr. Tiber, second by Mr. Sherman to turn the meeting over to the Chairperson, Mr. Tiber. (starting in January, 2024)

ROLL CALL VOTE:

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

**DEVIATE FROM AGENDA- 23-182**

Motion by Mr. Miller, second by Mr. Tiber to deviate from the agenda in 2024 if the need arises.

ROLL CALL VOTE:

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

**PUBLIC COMMENT MOTION- 23-183**

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

ROLL CALL VOTE:

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

**LIMIT MEETINGS TO TWO HOURS MOTION- 23-184**

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- 23-185**

Motion by Mr. Sherman, second by Mr. Miller to appoint the representatives in each area for the 2024 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- 23-186**

Motion by Mr. Tiber, second by Mr. Sherman to designate the Trustees area of responsibility for the year 2024 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- 23-187**

Motion by Mr. Miller, second by Mr. Sherman to appoint Ms. Paula J. Hietanen as a record designee for 2024.

ROLL CALL VOTE:

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

**PREVAILING WAGE COORDINATOR MOTION- 23-188**

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- 23-189**

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:

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

**DEPOSIT KEY HOLDERS MOTION- 23-190**

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- 23-191**

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- 23-192**

Motion by Mr. Tiber, second by Mr. Sherman 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- 23-193**

Motion by Mr. Miller, second by Mr. Sherman that the Board of Trustees will meet on the 1<sup>st</sup> and 3<sup>rd</sup> 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- 23-194**

Motion by Mr. Sherman, second by Mr. Miller to recognize Chief Justin Geiss, Chardon Fire Department, and Chief Brian Davidson, Burton Volunteer Fire Department, as fire prevention Officers for Claridon Township for 2024.

ROLL CALL VOTE:

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

**MILEAGE PREAPPROVAL MOTION- 23-195**

Motion by Mr. Tiber, 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- 23-196**

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

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ROLL CALL VOTE:

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

**MAPLE LEAF AS PAPER OR RECORD MOTION- 23-197**

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

ROLL CALL VOTE:

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

**MOTION OF FORM AND READING OF RESOLUTIONS-23-198**

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.

**MOTION TO PAY BZA AND ZONING COMMISSION MEMBERS- 23-199**

Motion by Mr. Tiber, second by Mr. Miller to pay BZA and Zoning Commission Members for meetings in 2023, up to \$720 in total.

ROLL CALL VOTE:

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

**MEETINGS**

Next Trustee meeting will be held on 01/08/24 at 6:00pm, the next GCTA dinner/meeting will be held on 1/10/24 at 6:30 in Auburn Township, and the next Zoning Commission meeting will be held on 1/22/24 at 7pm.

**MOTION TO ADJOURN- 23-200**


Motion by Mr. Sherman, 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 7:15 pm.

Respectfully Submitted,

  
Paula J. Hietanen,  
Fiscal Officer

