

**RECORDS OF PROCEEDINGS  
CLARIDON TOWNSHIP  
REGULAR MEETING**

**February 15, 2021**

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 H. Jolly.

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

**JANUARY 18, 2021 REGULAR MEETING MINUTES- 21-16**

Motion by Mr. Tiber, second by Mr. Miller to approve the regular meeting minutes of 1/18/2021 as written.

ROLL CALL VOTE:

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

**JANUARY 26, 2021 SPECIAL MEETING MINUTES- 21-17**

Motion by Mr. Miller, second by Mr. Tiber to approve the special meeting minutes of 1/26/2021 as written.

ROLL CALL VOTE:

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

**GUESTS**

Chief Larry Gaspar and Assistant Chief Justin Geiss, Chardon Fire Department, were in attendance to present the BOT with a list of Claridon EMS calls and updates on most recent projects.

Chief Gaspar formally introduced Justin Geiss, Claridon resident, as a recently promoted Chardon Assistant Fire Chief. He also added that going forward Assistant Chief Geiss will be attending most quarterly Trustee meetings with or without Chief Gaspar.

Chief Gaspar reported that 2 new firefighters/paramedics were hired and started their full-time employment on January 1, 2021. (total of 8 full time employees) Both new hires work for Burton Volunteer Fire Department as well.

He also reported that in 2020 Chardon Fire Department had a total of 1872 EMS calls, and 213 of them were in Claridon Township. Chief Gaspar added that in 2019 Claridon had 266 YTD calls, and contributes the lower call volume in 2020 to the COVID-19 pandemic fear from March through May. (fear of being transported and treated at the hospital) Chardon Fire Department assisted (mutual aid) other fire departments on 140 EMS calls, and 13 of them were in Claridon Township.

Chief Gaspar stated that Chardon FD continues to follow strict CDC COVID-19 guidelines during each call to protect the communities (patients) they serve, and their own staff. He also added that the recently purchased UV sanitizing lights are currently being installed inside of the rescue squad vehicles. (purchased from LCRF grant monies from entities they serve-including Claridon)

**ZONING**

The BOT was presented with a written zoning report (via email) from the zoning inspector, Mr. Harry Jacob.

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**MOTION TO ACCEPT LIZ MCMAHON'S RESIGNATION- 21-18**

Motion by Mr. Miller, second by Mr. Tiber to accept Liz McMahon's resignation as a Zoning Secretary. Ms. McMahon is to return all of the office computer equipment purchased by Claridon Township and set up at Ms. McMahon's home.

ROLL CALL VOTE:

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

**MAINTENANCE**

Mr. Miller shared that during the 1/26/2021 special meeting 2 great candidates for the seasonal maintenance help were interviewed. Further discussions about a possible new hire will be held during an executive session at the end of the meeting.

**BUILDINGS**

**MOTION TO CONVERT TOWN HALL LARGE ROOM LIGHTS INTO LED LIGHTS- 21-19**

Motion by Mr. Tiber, second by Mr. Miller to authorize Mr. Scott Warner to convert existing lights inside of the Town Hall's large room to LED lights and fixtures. Total cost not to exceed \$600. (Approx. \$100 labor and \$500 material cost from NEO Electrical Supply) This will be reimbursed by the NOPEC Energized Community Grant.

ROLL CALL VOTE:

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

**EQUIPMENT**

Mr. Miller reported that the old plow truck shall be listed for sale on GovDeals.com sometime this week.

**ROADS**

The BOT discussed the ongoing Taylor Wells Road (north) improvement project. A decision was made to have Mr. Miller contact the Engineer's Office for details on how to get the application/paperwork process started. The actual project (paving) will take place sometime in 2022, and ditching to be done in 2021/2022.

**HB-481 GRANTS**

Ms. Jolly reported that final unused grant monies have been officially returned, and the final reports shall be completed within the next few weeks.

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**FISCAL ITEMS**

Ms. Jolly reported that a credit of \$79.17 from Network Solutions remains on the Bank of America account to be used at a later time for other services by Network Solutions.

**TRANSFERS**

**TRANSFER RESOLUTION- 2021-07**

Motion by Mr. Sherman, second by Mr. Tiber to amend the 2021 Temporary Appropriations as follows:

Reallocation appropriation

From:

General Fund:

Repairs and Maintenance  
1000-120-323-0000

\$325.00

To:

General Fund:

Operating Supplies  
1000-120-420-0000

\$325.00

ROLL CALL VOTE:

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

**TRANSFER RESOLUTION- 2021-08**

Motion by Mr. Tiber, second by Mr. Miller to amend the 2021 Temporary Appropriations as follows:

Reallocation appropriation

From:

General Fund:

Salary- Township Fiscal Officer  
1000-110-121-0000

\$250.00

To:

General Fund:

Other- Professional and Technical Services  
1000-110-319-0000

\$250.00

ROLL CALL VOTE:

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

**PURCHASE ORDERS**

Purchase Orders for Geauga Cleaning and Organizing LLC (\$250) and Windstream (\$400) were presented, approved and signed during tonight's meeting.

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Purchase Order (already approved and signed) for Spectrum was reduced by \$300 due to the service not being installed until February.

**RESOLUTION TO ACCEPT THE 2021 NOPEC ENERGIZED COMMUNITY  
GRANT- 2021-09**

Motion by Mr. Tiber, second by Mr. Sherman to accept the 2021 NOPEC Energized Community Grant in the amount of \$4924.

ROLL CALL VOTE:

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

**PAY BILLS MOTION- 21-20**

Motion by Mr. Tiber, second by Mr. Sherman to approve by signing prior to or at this meeting wage and bills from warrant #10589 through warrant # 10596, and the electronic payment of #10 through #22, for a total expenditure of \$8,326.16.

ROLL CALL VOTE:

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

**CREDIT CARD REVIEW**

The Fiscal Officer presented the BOT with the credit card transaction detail report, and the Attestation of review was signed by the Chairperson/Compliance Officer, Mr. Miller.

**WEBPAGE/IT**

**MOTION TO SWITCH INTERNET, PHONE AND FAX SERVICES FROM  
WINDSTREAM TO SPECTRUM- 21-21**

Motion by Mr. Miller, second by Mr. Sherman to switch internet, phone and fax services from Windstream to Spectrum, effective February 2021. (at the Admin Building)

ROLL CALL VOTE:

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

**CEMETERIES**

One deed for Mr. David Grant was presented and signed during tonight's meeting.

**EVENTS**

A draft of the invitation letter for the upcoming 2021 Senior Trash Pickup day (from Geauga Department of Aging) was presented and approved during tonight's meeting. Approved invitation letters will be mailed to registered seniors from Geauga's Department of Aging. 2021 Senior Trash Pickup day is scheduled for May 13, 2021.

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**PERSONNEL**

Mr. Miller mentioned that he plans to complete Mr. Burzanko's performance review within the next couple of weeks.

**POLICY AND RULES**

**MOTION TO ADD OHIO CDC COVID-19 RENTAL GUIDELINES TO THE  
RENTAL AGREEMENT AND TO POST THROUGHOUT THE RENTAL  
FACILITY- 21-22**

Motion by Mr. Tiber, second by Mr. Miller to add Ohio CDC COVID-19 gathering guidelines/regulations to the rental agreement for all future rentals during the pandemic. Signs explaining COVID-19 gathering guidelines/regulations shall be posted throughout the rental facility. (Town Hall)

ROLL CALL VOTE:

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

The BOT briefly discussed the retention policy and decided to have Ms. Jolly revise and expand the current policy.

**NEW BUSINESS**

The BOT spoke about the ongoing extremely high cost of monthly electricity bills for all township building/properties. Mr. Tiber shared that Azavar Government Solutions will be conducting an audit on current monthly costs/payments in order to find a more affordable provider. If successful in finding a less expensive provider, Azavar Government Solutions shall take 40% of Township's savings for the first 36 months of switching to the new provider.

**PUBLIC COMMENT**

Mr. Dennis Kellogg, Taylor Wells Road, was in attendance to compliment the new LED sign and to see if any repairs/restorations can be done to the historic outhouses located behind the Town Hall.

**MOTION TO ENTER INTO EXECUTIVE SESSION- 21-23**

Motion by Mr. Miller, second by Mr. Tiber to enter into Executive Session pursuant to ORC Section 121.22 (G)(1), for the purpose of discussing a possible new hire for the seasonal maintenance position.

ROLL CALL VOTE:

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

The Trustees entered into Executive Session at approximately 8:02 pm.

The Trustees returned to the public meeting at approximately 8:08 pm.

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**MOTION TO HIRE MR. MARK VACIK AS A SEASONAL WORKER- 21-24**

Motion by Mr. Tiber, second by Mr. Miller to hire Mr. Mark Vacik as a seasonal maintenance worker, at \$13.00 per hour.

ROLL CALL VOTE:

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

**MOTION TO ADJOURN THE MEETING- 21-25**

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

ROLL CALL VOTE:

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

The meeting was adjourned at approximately 8:10 pm.

Respectfully Submitted,



Paula H. Jolly  
Fiscal Officer

