

**RECORDS OF PROCEEDINGS  
CLARIDON TOWNSHIP  
REGULAR MEETING**

**September 16, 2054**

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

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

**AUGUST 19, 2024 REGULAR MEETING MINUTES-24-106**

Motion by Mr. Miller, second by Mr. Tiber to approve regular meeting minutes of 8/19/2024 as written. There was no discussion and a roll call vote was taken.

ROLL CALL VOTE:

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

Motion carried.

**GUEST**

Chief Brian Davidson, BVFD, was in attendance to present the BOT with a list of calls, new contract and discuss the upcoming contract renewal; YTD 933 calls, 73 YTD calls in Claridon Township. The presented contract will be reviewed by the BOT and discussed/approved at the next meeting.

Chief Davidson reported that Burton VFD will be holding an open house event on 10/12/2024 from 1pm to 5pm.

Mr. Sherman entered the meeting at 6:10pm.

**ZONING**

Mr. Alusheff presented the BOT with a zoning and permit listing report.

**MOTION TO ACCEPT KIMBERLEE JACKSON'S RESIGNATION- 24-107**

Motion by Mr. Tiber, second by Mr. Sherman to accept Kimberlee Jackson's resignation (zoning secretary), effective 9/12/2024. There was a discussion that Ms. Jackson did a great job but due to unfortunate events in her life could not continue her employment as zoning secretary. Roll call vote was taken.

ROLL CALL VOTE:

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

The BOT discussed the need to advertise the zoning secretary position, along with the Co-Zoning inspector position. Mr. Tiber will be handling the advertisement of both positions.

**MAINTENANCE**

Mr. Tiber briefly spoke about how beneficial Mr. Stenger has been as a new part time maintenance employee. Mr. Burzanko agreed and

**RECORDS OF PROCEEDINGS  
CLARIDON TOWNSHIP  
REGULAR MEETING**

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said that Mr. Stenger is extremely knowledgeable and has been a great addition to their team.

Mr. Burzanko presented the BOT with a maintenance report. In his report he mentioned that both large trucks and the mow trim desperately need repairs. Mr. Miller said for Mr. Burzanko to get quotes and present them at the next meeting. The BOT and Mr. Burzanko discussed which old equipment should be sold in order to offset the cost of purchasing new ones.

**BUILDINGS**

**MOTION TO HIRE BURTON SHEET METAL TO REPAIR THE ADMIN  
BUILDING FURNACE FOR \$783.62- 24-108**

Motion by Mr. Sherman, second by Mr. Miller to pay \$783.62 to Burton Sheet Metal for Admin Building furnace repairs. There was no discussion and a roll call vote was taken.

ROLL CALL VOTE:

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

**EQUIPMENT**

Mr. Miller reported that the new plow truck has been picked up and is looking great.

**MOTION TO APPROVE THEN AND NOW PURCHASE FOR PETRO HEAVY  
EQUIPMENT SERVICES 24-109**

Motion by Mr. Sherman, second by Mr. Miller to pay Petro Heavy Equipment services \$1350 for an emergency repair of the Newholland tractor. There was no discussion and a roll call vote was taken.

ROLL CALL VOTE:

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

**ROADS**

The BOT discussed which roads need to be repaired in 2025. After a brief discussion the BOT decided that due to such high cost in today's economy only Tewksbury Lane will be fully repaired in 2025. (approximately \$300K) The 2025 Township Road Project request form will be completed and turned into the GCEO by Mr. Miller.

The BOT also discussed and decided to request 250 tons of straight salt from the GCEO, for the 2024-2025 winter season. Cost per ton will be determined when all requests from other entities are received.

**RECORDS OF PROCEEDINGS  
CLARIDON TOWNSHIP  
REGULAR MEETING**

**September 16, 2054**

**GRANTS**

Mr. Tiber reported that he recently applied for a \$20K grant, with the assistance from the Geauga County ADP board members. The grant monies would offset the cost of purchasing all new computers/printers (must be made in USA) in order to receive network services from the Geauga County ADP.

**FISCAL ITEMS**

Mr. Tiber and Ms. Hietanen reported that they have been working on updating the current Records Retention Policy. (last updated in 2015) Reserved Funds were also discussed.

**TRANSFERS**

**TRANSFER RESOLUTION 2024-28**

Motion by Mr. Miller, second by Mr. Sherman to amend the 2024 Permanent Appropriations as follows:

Reallocation appropriation

From:

General Fund:

Repairs and Maintenance- Admin Roof 1000-110-323-1400	\$4000.00
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To: Repairs and Maintenance

1000-120-323-0000	\$4000.00
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There was no discussion and a roll call vote was taken.

ROLL CALL VOTE:

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

Motion carried.

**PURCHASE ORDERS**

Purchase order for Burton Sheet Metal (\$11,875.00, Motions#24-95 and 24-98) was presented and approved during tonight's meeting.

**MOTION TO PAY BILLS-24-110**

Motion by Mr. Tiber, second by Mr. Miller to approve by signing prior to or at this meeting wage and bills for warrant #11556 through warrant #11578, and the electronic payment from #208 through #237, for a total expenditure of \$305,948.97. There was a discussion that several large payments were part of this payment listing, such as: \$187,846.07 to M & K Truck Centers, \$65,500.00 to GT Contracting LLC, and \$12,284.00 to BVFD. Roll call vote was taken.

ROLL CALL VOTE:

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

**RECORDS OF PROCEEDINGS  
CLARIDON TOWNSHIP  
REGULAR MEETING**

**September 16, 2024**

Motion carried.

**CREDIT CARD REVIEW**

The BOT was presented with a credit card transaction review, and the attestation was approved and signed by the chairperson, Mr. Miller.

**WEBPAGE/IT**

**MOTION TO HIRE JUST ADD TECH INC., TO TRANSFER INTERNET FROM ADMIN BUILDING TO TOWN HALL- 24-111**

Motion by Mr. Tiber, second by Mr. Miller to hire Just Add Tech Inc., to transfer internet from Admin Building to Town Hall, in the amount of \$1,145.00. There was a discussion that all necessary equipment has been already purchased by Mr. Tiber. Roll call vote was taken.

ROLL CALL VOTE:

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

Motion carried.

**CEMETERIES**

Cemetery deeds for Barbara Hill and Donna Dolsen were presented and approved during tonight's meeting.

**MEETING**

The next Trustee meeting will be held on 10/7/2024 at 6:00 pm, next Zoning Commission meeting will be held on 9/23/24 at 7pm, and the next GCTA dinner/meeting will be held on 10/9/24 in Bainbridge Twp. Mr. Miller, Mr. Tiber, Mr. Wroblewski, and Ms. Potts will be attending.

Mr. Tiber added that BZA hearings will be held every 2<sup>nd</sup> Thursday of every month, at 6:30 pm in the Admin Building.

**MOTION TO ADJOURN-24-112**

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

ROLL CALL VOTE:

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

Motion carried.

The meeting was adjourned at 7:00 pm.

**RECORDS OF PROCEEDINGS  
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Respectfully Submitted,  
Paula J. Hietanen,

  
Fiscal Officer



