

# RECORD OF PROCEEDINGS

Minutes of

Chardon Township Board of Trustees REGULAR Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held \_\_\_\_\_ March 17, 2021 \_\_\_\_\_ 20 \_\_\_\_\_

The Chardon Township Board of Trustees met in regular session on Wednesday, March 17, 2021, at 7:00 p.m. at the Town Hall with the following present:

Trustees: TIM MCKENNA, CHUCK STRAZINSKY and MICHAEL BROWN  
Fiscal Officer: ILONA DAW-KRIZMAN

See attached sign in sheet.

The Pledge of Allegiance was recited.

### Approval of Minutes:

Trustee McKenna moved, seconded by Trustee Strazinsky to approve the meeting minutes for March 3, 2021. **AYES: MCKENNA, STRAZISKY and BROWN**

### Resident comments

- Mr. Schumann gave an update on the Free Little Library. There are 24 hardback books and 7 paperback books.
- Mr. Schumann read notes from the recent park committee meeting.
- Discussion turned to having a farmer's market at the township park. It was also suggested that the committee work on getting food trucks at the park during the baseball games.
- The township has 4 remaining benches. It was decided that one of the benches would be put at the cemetery. A resident commented that he sees people go to the cemetery with no place to sit.
- The next park committee meeting is April 26, 2021.

**Landscape Bid Opening:** There were landscaping bids submitted by the following: S.A.M. Landscaping, MBS Landcare and Swank's Lawncare LLC

	Spring clean	Fall Clean	Townhall mowing	Townhall weed	Park mowing	Park weed	Total contract price
S.A.M	\$880.00	\$215.00	\$1,820.00	\$260.00	\$9,490.00	\$520.00	\$13,185.00
SWANK	\$1,123.00	\$169.00	\$1,742.00	\$203.00	\$8,736.00	\$392.00	\$12,365.00
MBS	\$670.00	\$50.00	\$1,820.00	\$70.00	\$9,100.00	\$280.00	\$11,990.00

### **RESOLUTION #20, 2021**

#### **CHARDON TOWNSHIP BOARD OF TRUSTEES APPROVED THE 2021 LANDSCAPING BID TO MBS LANDCARE IN AN AMOUNT NOT TO EXCEED \$11,990.00**

Be it resolved by the Trustees of Chardon Township, in a regular session on the 17<sup>th</sup> of March 2021 with the following members present, Chuck Strazinsky, Timothy McKenna and Michael Brown, that Chuck Strazinsky moved the adoption of the following resolution:

A resolution authorizing MBS Landcare to provide landscaping services to the Chardon Township Town Hall and the Chardon Township Park in an amount not to exceed \$11,990.

Timothy McKenna seconded the motion. And the roll being called resulted as follows:  
**AYES: STRAZINSKY, MCKENNA and BROWN**

At 7:16 PM, Trustee Strazinsky announced that we are no longer accepting limestone bids.

**Limestone Bid Opening:** One bid was received from The Arms Trucking Co.

### **RESOLUTION #21, 2021**

#### **CHARDON TOWNSHIP BOARD OF TRUSTEES APPROVED THE 2021 LIMESTONE BID TO THE ARMS TRUCKING CO.**

Be it resolved by the Trustees of Chardon Township, in a regular session on the 17<sup>th</sup> of March 2021 with the following members present, Chuck Strazinsky, Timothy McKenna and Michael Brown, that Timothy McKenna moved the adoption of the following resolution:

# RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3336 FORM NO. 10148

Held \_\_\_\_\_ 20 \_\_\_\_\_

A resolution approving the limestone bid submitted by The Arms Trucking Co as presented on the attached proposal form. As required, bid bond in the amount of \$100 was presented.

Michael Brown seconded the motion. And the roll being called resulted as follows:

**AYES: MCKENNA, BROWN and STRAZINSKY**

### Road Department

- See attached report as presented by road superintendent, John Washco.
- John is setting up a meeting with the Geauga County Engineers Office.

### Zoning Reports

- See attached report as presented by the zoning inspector, Don Mohny.

### Fiscal Officer Report

- See attached report as presented by the fiscal officer, Ilona Daw-Krizman
- No financial reports were submitted at this time.

### Old Business

- Tire Grant: The administrative assistant reported that the township was approved for a tire grant in the amount of \$1,711.00
- HR Manual: The administrative assistant reported that she spoke with the Geauga County HR department regarding the employee manual. They are in the process of re-doing their manual so they would not be able to help Chardon Township. OTARMA has an HR manual that can be used as a template.
- Easter Egg Hunt: Due to COVID-19, the 2021 Easter Egg Hunt has been cancelled.
- Levy: A special meeting was scheduled for March 20, 2021 at 9:00 AM

### New Business

- Baseball fields maintenance: Trustee McKenna will contact McCaskey Landscaping for a quote on preparing the baseball fields.
- NOPEC: Do Not Knock program was tabled until the next regular meeting.
- Township Highway Mileage Certification was signed by all trustees and will be sent to the Geauga County Engineer's Office
- GCTA dinner: The dinner will be attended by Michael Brown, Ilona Daw-Krizman and Lisa Nelson

Trustee Brown made a motion to adjourn the meeting at 8:03 PM. Trustee Strazinsky seconded. **AYES: BROWN, STRAZINSKY and MCKENNA**

  
\_\_\_\_\_  
Chuck Strazinsky, Chairman



## AGENDA

### Chardon Township Board of Trustees

#### March 17, 2021 ~ Regular Meeting

- 1) Open Meeting: Pledge of Allegiance
- 2) Approval of meeting minutes: March 3, 2021
- 3) Resident Comments: Please state your name and direct all comments to the trustees
- 4) Limestone Bid opening at 7:15
- 5) Lawn maintenance bid opening
- 6) Road Department: *John Washco, Road Superintendent*
- 7) Zoning Report: *Don Mohny, Zoning Inspector*
- 8) Fiscal Officer Report: *Ilona Daw-Krizman, Fiscal Officer*
- 9) Old business
  - ★ Tire Grant
  - ★ HR Manual: Call with Geauga County HR



★ Easter Egg Hunt

★ Levy: Schedule special informational meeting; article for Maple Leaf

10) New Business

★ Baseball fields maintenance

★ NOPEC Do not knock program

★ Township Highway Mileage Certification

★ GCTA dinner: Munson Township

9) Correspondence

10) Adjournment

Next Regular Meeting: April 7, 2021 at 7 P.M.

# CHARDON TOWNSHIP BOARD OF TRUSTEES

**Trustees**

Chuck Strazinsky  
 Tim McKenna  
 Michael Brown

REGULAR

Regular / Special

Meeting of 3/17/21

**Fiscal Officer**

Ilona Daw-  
 Krizman  
 286-3711

## ATTENDEES

Name	Address	Interest
1 Jim Schumann	8935 ROBINSON ROAD	
2 Joe McGlynn	10575 Calico Lane	
3 Wayne Swank	15141 Sission Rd	Town Hall & Park Bid
4 Carl Anderson	Local	
5 Stan Marchuk	Local	
6 Ed SLOSMISCI	9279 Menta Rd	
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		

## CHARDON TOWNSHIP ROAD REPORT

March 4-17, 2021

1. Finish 8x20 repair on Arbor Glen. Fill with 67 Cold Mix. Compact in 2 lifts. Appears to work very well under weather conditions but we probably won't use again due to being more expensive than regular asphalt. Plant opens on April 15<sup>th</sup>.
2. Pot hole repair on various roads.
3. Clean out excessive silt buildup in check dams in large drainage channel on the east end of Clark Rd.
4. Repair 6x8 bad spot on east end of Clark with 67 Cold Mix.
5. Clean out excessive silt build up at inlet of large elliptical pipe on S. Wisner and add an additional check dam.
6. Chip numerous branches on S. Wisner from Dec 1 storm.
7. Start repair of plow damage in sub-divisions.
8. Clean out excessive silt build up in check dams in drainage channel on Robinson just north of Clark Rd.

### Other Topics

1. AT&T is requesting permission to do work in the Right-of-Way at Colburn Rd. And State Route 44. The work entails doing a few horizontal bores under 44. See attached plans.
2. We received the paperwork from ODOT to participate in the 2021-2022 Salt Contract. Howard at Arm's Trucking thinks that salt prices may be slightly higher than last year. We will have approximately 1500-1800 in shed at the end of season and recommend 1000 tons for the ODOT Contract.
3. Car pulling up to the pavilion at the Park is leaving ruts that are a trip hazard.

4. Met with Concord Twp. Superintendent about the bad spots on Colburn Rd. We will measure and get a total asap. This was first brought to the County Engineers attention in February of 2018 and Nick was going to look into it. Sent him an email on Monday to find out what was ever done and have not heard back. It's obvious that the problem is a failure in the Cement Stabilization that should have been the responsibility of the contractor. The Bond has obviously expired on this project. We should consider having soil tests taken on the bad areas and pursue legal action against the contractor since there is no excuse for this many areas going bad in such a short length of time. There are only 3 bad areas in the entire WB Lane from Ravenna to 44. There are 30 bad areas in the EB lane from 44 to Ravenna, with approximately 26 of them being between Timberlane and Ravenna. This section of Colburn can be expected to have more major failures in the next few years due to the number of bad areas observed.

### 2021 Job Priority List

The following is a tentative list of work we will attempt to complete this year. Some items will move up on the list while others will move down because of issues that will most likely come up throughout the spring and summer.

1. Griswold 18" Pipe & Ditching
2. Clark Rd. (East End) Drainage Project. 200' 18" Pipe, Catch Basin. Reshape 200' ditch. Cut high berm. Raise E/B lane 4" with 404 asphalt for 200 ft.
3. Griswold Rd repair. 12 large undercut areas. Varies from 5x11 to 12x90. Dig down, fill & compact 1&2s. Minimal toping with 301 and Durapatch. May eliminate 301 asphalt due to limited budget.
4. Install Sign Grant signs. 82 signs and posts total.
5. Colburn Rd. Full Depth Repairs. Approximately 15. Since the County was notified in 2018 of serious issues with this road what legal recourse do we have. Sue Eclipse the contractor? Status of Mike's letter to County in 2018. Email sent to Nick Gorris about this.
6. Ditch entire length of Hosford Rd. Both sides for paving project.
7. Repair approximately 4 soft spots on Eden Park. Install 40 ft. culvert pipe.
8. Repair 2 soft spots at Park. Undercut and Durapatch.
9. Durapatch Mitchell Mills Bridge.
10. Vallo Tree Work. Dead limb on Hosford near Auburn. Pick up Debris on S. Wisner.
11. Durapatch work on all Chip Seal roads.
12. Ditching on Twin Oaks. Ray Stinson. (Overdue)
13. Cul De Sac repair on Rosewood, Crestridge, Hawthorne and Dusty. 20x20 top layer.
14. Clark Rd. Drainage channel across from Echols. Need right-of-entry. Extensive ditching in area after clean out.
15. Repair pipe separation on Calico. 40-inch metal.
16. Repair pipe separation on Wilder by Love's house. Dig up 36" concrete pipe section and reset.
17. Repair asphalt (soft-spot) on Mountain View in curve.
18. Stabilize small suck hole on Mountain View.
  
19. Clarkwood drainage project. Upsize 5 drive pipes to 18". Won't get to this for a year or more due to budget. Due to extremely deep ditches we will need to enclose it with 18" Perf Pipe \$6,300, 3 Catch Basins \$1098, 180 ton of 57 stone \$4,671 Total Cost: \$12,069
20. Lower drive pipes on Clark just west of Auburn for drainage issue. 3 Pipes total.
21. Ditch 300 ft. On Olmar. NE Corner of Thwing.
22. Clean up tree branch debris along roadways.
23. Repair 3-4 soft spots on Quail Woods.
24. Anything on Henning-Howard not covered by contractor.
25. Asphalt repair of soft spots on Little Mountain with Durapatcher and ditching.
26. Clean up ditch on Hikers Trail.



27. Tree work on Wilder and Hermitage.
28. Roadside mowing 2-3 times over the summer.
29. Misc asphalt work as it comes up along with any other issues that arise such as failed culverts.

ZONING REPORT – Mar.4 - 17 '2021

CALLS: Tracy/Realtor- 10515 Chardon Rd.- Landscaping business?- HO by BZA

Tim- New/Const setbacks?-R-1

Chris/Appraiser- zoning for 28 acres-Hermitage?-R-1

Rachael/L.Mountain Rd- 50'x60' Acc/Bld?-R-1

Jason- 10515 Chardon Rd.- Split lot, gas well?-yes- R-2

Rachael/HDepot- permit to replace windows at Cutty Sark & contractor list?-no

Jason/Contractor-Minimum Acc/Bld size?-no

Bob- political signs on Auburn south of Thwing?-refer to Munson ZI

Guy/Cottage Hill –septic leach lines location?-refer to Realink

Ed/Ravenna Rd- 36'x50' Acc/Bld- truss size?-refer to Building Dept.

PERMITS: Michael Coleman/10775 Calico Ln.-22'x24' Res/Add

Todd Home/10509 Pinegate Dr. - 24'x36' Acc/Bld

Luke & Melanie Leonard/9797 L. Mountain Rd.- 16'x32' I/G pool w/fence

Adam & Jenna Aurelius/8950 Ravenna Rd. - 36'x70' Acc/Bld

FINAL INSPECTIONS: New/Const/Res - 12

Res/Add - 20

Acc/Bld - 53

I/G pool - 8

A/G pool - 11

Other - (solar) 6

Exemption certs - (decks,coops) 10



Chardon Township  
Board of Trustee Meeting  
March 17, 2021 7:00 PM

Fiscal Officer Report

- American Rescue Plan Act of 2021 Passed – Awaiting details
- Completed OTARMA Chardon Township- 2021 Anniversary and Fire Service applications
- Completed Federal Medicare, Medicaid, and Railroad Insurance registrations for Ohio Billing insurance processing
- 2021 Boundary and Annexation Survey
  - Contacts updated
  - Don is working on confirming the current data
- Yearly Financial Data for the Ohio Checkbook Data completed
- Permanent Appropriations
  - Updated UAN
- Audit of State (AOS)
  - Waiting for final report
  - Working with LGS to clear outstanding entries from 2020 for \$51.66
  - New HP Fiscal Officer PC March 13<sup>th</sup>
  - Old Dell Fiscal Officer PC will be commissioned for use in Meetings
- Activity February 3, – March 17, 2021
  - ❖ Payroll           \$   8,376.32
  - ❖ Payments       \$ 168,167.75
  - ❖ Receipts         \$  98,300.36