BAZETTA TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES

Date: January 26, 2010 at 7:30pm
Bazetta Township Administration Building
3372 State Route 5 NE
Cortland, Ohio 44410

Meeting called to order at 7:30pm.

Present:
Presiding Trustee Paul Hovis
Trustee Frank Parke
Trustee Don Urchek
Fiscal Officer Rita K. Drew

Minutes to be suspended or accepted as written:
January 12, 2010 Zoning Hearing Minutes
January 12, 2010 Special Meeting Minutes
January 12, 2010 Regular Meeting Minutes
January 19, 2010 Special Meeting Minutes
January 25, 2010 Special Meeting Minutes

- Trustee Urchek asked that the minutes from the January 12, 2010 Regular Meeting Minutes reflect the pay rates of $16.81 for Captain Brian Taylor and $17.82 for Officer Nathan Greathouse in Board Resolutions **028-10** and **030-10** respectively

A motion was made by Trustee Urchek and seconded by Trustee Parke to pass Board Resolution **035-10** to accept the minutes from the January 12, 2010 Zoning Hearing, January 12, 2010 Special Meeting, January 12, 2010 Regular Meeting as amended, January 19, 2010 Special Meeting, and January 25, 2010 Special Meeting.

Vote:

Paul Hovis	Yes
Frank Parke	Yes
Don Urchek	Yes

A motion was made by Trustee Parke and seconded by Trustee Urchek to pass Board Resolution **036-10** to authorize the Fiscal Officer to pay all outstanding invoices incurred and approve all warrants issued.

Vote:

Paul Hovis	Yes
Frank Parke	Yes
Don Urchek	Yes

A motion was made by Trustee Urchek and seconded by Trustee Parke to pass Board Resolution **037-10** to approve the expenditure of $53,253.00 to OTARMA for the following coverage – legal liability, automobile liability, law enforcement operations, wrongful acts, vehicle physical damage, property, and boiler & machinery.

Vote:

Paul Hovis	Yes
Frank Parke	Yes
Don Urchek	Yes

A motion was made by Trustee Parke and seconded by Trustee Urchek to pass Board Resolution **038-10** to increase the following temporary appropriations.

05-A-04 (Cemetery: Workers Comp) by $114.02
01-F-10 (General: Park Insurance) by $79.62
05-A-12A (Cemetery: Insurance) by $19.93

Vote:

Paul Hovis	Yes
Frank Parke	Yes
Don Urchek	Yes

A motion was made by Trustee Urchek and seconded by Trustee Parke to pass Board Resolution **039-10** to appoint Richard Musick, Rita Benoit, Eleanor Governor, and Evelyn Coe, as Alternate, to the Parks & Recreation Board.

Vote:

Paul Hovis	Yes
Frank Parke	Yes
Don Urchek	Yes

A motion was made by Trustee Parke and seconded by Trustee Urchek to pass Board Resolution **040-10** to amend Board Resolutions **533-09** and **534-09** to reflect that the IRS approved gas mileage reimbursement rate has changed from $.55 to $.50 per mile in 2010.

Vote:

Paul Hovis	Yes
Frank Parke	Yes
Don Urchek	Yes

A motion was made by Trustee Urchek and seconded by Trustee Parke to pass Board Resolution **041-10** to certify to the Trumbull County Board of Elections the Zoning Referendum Petition filed with the Board of Trustees in accordance with ORC §519.12 and proceed to election wherein the electors of the township may vote for or against the proposed zoning amendment to change the property listed below from Residential 1 to Residential 2 on May 4, 2010.

Parcel ID#31-045302
33.92 acre parcel on Bazetta Road between Hoaglund-Blackstub Road and State Route 305

Vote:

Paul Hovis	Yes
Frank Parke	Yes
Don Urchek	Yes

A motion was made by Trustee Parke and seconded by Trustee Urchek to pass Board Resolution **042-10** to donate $50 to the Trumbull Township Association for the hospitality suite at the Ohio Township Association Winter Conference.

Vote:

Paul Hovis	Yes
Frank Parke	Yes
Don Urchek	Yes

Correspondence (Copies available upon request):

- Letter from Trumbull County Engineer outlining projects completed in Bazetta Township between October 1, 2009 and December 31, 2009
    - CH 263 (Park Avenue) Tree/Brush Removal/Trimming
- Project Completion Report from Ohio Public Works Commission stating that the Howland Wilson Road Improvement Project Phase 1 has been closed
- Letter from Jim & Judy Shamrock thanking the Fire Department for their quick response and professionalism
- Letter from Trumbull Memorial Hospital commending the Fire Department on the quick response and fast action of the Bazetta EMS team of Gary Walters and Brian Taylor
- E-mail from Trumbull County Planning Commission
    - Sent handouts and informational materials for the 2010 Census
    - Asked that these be displayed or distributed
- Letter from Trumbull County Commissioners stating that Trumbull County has been awarded a grant by First Energy and Buckeye Energy Brokers
    - Grant was given in conjunction with electric aggregation program
    - Additional term discount has been increased to 6%
    - Grant to be shared with aggregation communities
    - Trumbull County share will be used for "green" projects
    - Bazetta's share will be $38,754
        - Strongly encouraged to use for "green" projects, but this is not required

A motion was made by Trustee Urchek and seconded by Trustee Parke to pass Board Resolution **043-10** to authorize Fiscal Officer to request an Amended Certificate of Estimated Resources that includes the $38,754 First Energy grant.

Vote:

Paul Hovis	Yes
Frank Parke	Yes
Don Urchek	Yes

Zoning Commission:

- Chairman Webb reported that they have held 2 meetings since the last Regular Meeting and will be having another meeting soon to continue moving forward with correcting zoning issues

Zoning Inspector:

- Inspector Nuss reported that no permits written since the last Regular Meeting
- He further reported that he has been busy working with the Zoning Commission and Trustees to address zoning issues

A motion was made by Trustee Parke and seconded by Trustee Urchek to pass Board Resolution **044-10** to authorize the Trumbull County Planning Commission to undertake the demolition of the structure located at the following address in Bazetta Township, Trumbull County, Ohio through the Neighborhood Stabilization Program.

Parcel #31-093120 at 2697 Warren-Meadville Road #1 Cortland, Ohio 44410

Vote:

Paul Hovis	Yes
Frank Parke	Yes
Don Urchek	Yes

A motion was made by Trustee Parke and seconded by Trustee Urchek to pass Board Resolution **045-10** to authorize the Trumbull County Planning Commission to undertake the demolition of the structure located at the following address in Bazetta Township, Trumbull County, Ohio through the Neighborhood Stabilization Program.

Parcel #31-093120 at 2697 Warren-Meadville Road #3 Cortland, Ohio 44410

Vote:

Paul Hovis	Yes
Frank Parke	Yes
Don Urchek	Yes

A motion was made by Trustee Urchek and seconded by Trustee Parke to pass Board Resolution **046-10** to authorize the Trumbull County Planning Commission to undertake the demolition of the structure located at the following address in Bazetta Township, Trumbull County, Ohio through the Neighborhood Stabilization Program.

Parcel #31-093120 at 2697 Warren-Meadville Road #4 Cortland, Ohio 44410

Vote:

Paul Hovis	Yes
Frank Parke	Yes
Don Urchek	Yes

A motion was made by Trustee Urchek and seconded by Trustee Parke to pass Board Resolution **047-10** to authorize the Trumbull County Planning Commission to undertake the demolition of the structure located at the following address in Bazetta Township, Trumbull County, Ohio through the Neighborhood Stabilization Program.

Parcel #31-077025 at 914 Johnson-Plank Road Warren, Ohio 44481

Vote:

Paul Hovis	Yes
Frank Parke	Yes
Don Urchek	Yes

Road Department:

- Trustee Hovis read a commendation from a resident for the manner in which a recent burial was handled
- Roads Superintendent Parke discussed refurbishment of the old radar wagon
    - Would like to turn it into a cold patch wagon, specifically a heated unit that can be used for cold patch jobs during the winter months
    - Would like $600 to purchase materials for refurbishment
    - Does not believe it will be that expensive, but wants to be sure to request sufficient funds just in case
    - Received a donation of sheet metal from a local business
    - Trustee Urchek noted that the original unit was donated
    - Trustee Hovis asked if the Roads Department personnel will be doing the work
    - Roads Superintendent Parke said that they would

A motion was made by Trustee Parke and seconded by Trustee Urchek to pass Board Resolution **048-10** to approve the expenditure of up to $600 to purchase materials for the refurbishment of a cold patch trailer for the Roads Department.

Vote:

Paul Hovis	Yes
Frank Parke	Yes
Don Urchek	Yes

- Roads Superintendent Parke would like to get quotes to purchase garage door openers for the overhead doors in the Administration Building garage

- Doors are still in good shape, but the doors randomly drop halfway down when in use

A motion was made by Trustee Parke and seconded by Trustee Urchek to pass Board Resolution **049-10** to authorize Roads Superintendent Parke to seek quotes to repair the overhead doors in the Administration Building garage, with payment coming from the General Fund.

Vote:

Paul Hovis	Yes
Frank Parke	Yes
Don Urchek	Yes

Fire Department:

- Retired Cortland Assistant Fire Chief Taylor officially pinned his son, newly promoted Captain Brian Taylor
- See Attached Report

A motion was made by Trustee Parke and seconded by Trustee Urchek to pass Board Resolution **050-10** to accept the Fire Department's 5 Year Strategic Plan.

Vote:

Paul Hovis	Yes
Frank Parke	Yes
Don Urchek	Yes

A motion was made by Trustee Urchek and seconded by Trustee Parke to pass Board Resolution **051-10** to accept the Fire Department's Organizational Chart.

Vote:

Paul Hovis	Yes
Frank Parke	Yes
Don Urchek	Yes

- Chief Lewis stated that the 1996 ambulance is currently listed on eBay
  - Has met its reserve, so it will be sold when the auction ends on Thursday, January 28, 2010
- Chief Lewis stated that the lighting installation at the Fire Department has been completed
  - Was completed by township personnel, saving the township roughly $2000 in labor charges
- Chief Lewis stated the township has saved $14,000 in Worker's Compensation expenses
  - Thanked all township employees, especially those on the safety committee for a job well done
  - If we can keep accidents to a minimum, the township can expect further cost reductions
  - Trustee Urchek commended the safety crew on their great work
  - Trustee Parke thanked the Fire Department for putting up the lights themselves

Police Department:

- Chief Miller stated that he would like to hire 2 new officers into the Reserve Training Program
  - Both candidates have met all requirements and are ready to proceed
  - Trustee Urchek asked what this would cost
  - Fiscal Officer Drew and Chief Miller said there is no cost during the training program

A motion was made by Trustee Urchek and seconded by Trustee Parke to pass Board Resolution **052-10** to approve the hiring of Brian Galida and Lenny Emch as officers in the Reserve Training Program, effective January 27, 2010.

Vote:

Paul Hovis	Yes

Frank Parke	Yes
Don Urchek	Yes

- Chief Miller stated that he would like to give Nathan Greathouse an initial uniform allowance of $425 to purchase new uniforms
    - As a recently hired full-time officer, he needs uniforms and they can be expensive
    - Is aware that this provision existed in the expired police contract

The motion to pass Board Resolution **053-10** to authorize the expenditure of $425 to Nathan Greathouse as an initial uniform allowance, pursuant to the recently expired police contract was tabled.

- Chief Miller stated that the Police Department is going through resumes and applications in preparation for having another hiring board panel
    - Has invited Trustee Urchek to attend
    - Is Having problems getting qualified people hired due to negative strikes on driving records and background checks

Parks & Recreation Board:

- Trustee Hovis noted that the Trustees have just approved the final members of this board and hopes everyone can get moving on doing something in the park soon

Safety Committee:

- Chief Lewis showed the public what a heart attack looks like on paper
- Chief Lewis stated that, in the near future, the Fire Department will be able to transmit EKGs from the ambulance directly to the hospital
- Trustee Parke said they do a great job and the Trustees appreciated it
- Chief Lewis said the next Safety Committee meeting will be February 25 at 2pm for all township employees
- Trustee Hovis asked if the township got anything set up with the imager that was previously discussed
    - Captain Lewis and Captain Miller will coordinate this
    - Captain Lewis would like his people to be trained on it
- Trustee Parke and Trustee Urchek commended the committee on the work that they are doing

Administrative Reminders:

- The results of the State of Ohio audit for 2007 and 2008 are scheduled to be delivered in early January 2010
    - Trustee Hovis noted that it is now the end of January and we have still not received this
- Trustee Hovis and Roads Superintendent Parke will be meeting with David DeChristofaro from the Trumbull County Engineer's Office at 9am on January 28, 2010 to discuss current projects, issues, and concerns

Asked to be placed on the Agenda:

- None

Public Comment:

- Ted Webb commented that we received a nice windfall from the First Energy Grant
    - Asked that the Trustees earmark this money for future green savings, e.g. the study regarding combining fire stations

A motion was made by Trustee Urchek and seconded by Trustee Parke to pass Board Resolution **054-10** to recess into Executive Session to discuss personnel concerns in the Fire Department.

Vote:

Paul Hovis	Yes
Frank Parke	Yes
Don Urchek	Yes

The Trustees reconvened at 8:26pm with no action taken.

A motion was made by Trustee Urchek and seconded by Trustee Parke to pass Board Resolution **<u>055-10</u>** to adjourn the meeting at 8:27pm.

Vote:

Paul Hovis	Yes
Frank Parke	Yes
Don Urchek	Yes

_____ Dated: _____
Attested by: Fiscal Officer Rita K. Drew

_____ Dated: _____
Approved by: Chairman Trustee Paul Hovis