

BAZETTA TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

Date: February 9, 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 26, 2010 Regular Meeting Minutes
February 3, 2010 Special Meeting Minutes

058-10 To authorize the expenditure of \$425.00 to Nathan Greathouse as an initial uniform allowance, pursuant to the recently expired police contract.

Motion: Trustee Urchek

Second: Trustee Parke

Vote: Trustee Hovis-Yes Trustee Parke-Yes Trustee Urchek -Yes

059-10 To accept the minutes from the January 26, 2010 Regular Meeting and February 3, 2010 Special Meeting.

Motion: Trustee Parke

Second: Trustee Urchek

Vote: Trustee Hovis-Yes Trustee Parke-Yes Trustee Urchek -Yes

060-10 To authorize the Fiscal Officer to pay all outstanding invoices incurred and approve all warrants issued.

Motion: Trustee Urchek

Second: Trustee Parke

Vote: Trustee Hovis-Yes Trustee Parke-Yes Trustee Urchek -Yes

061-10 To approve the removal of all cemetery wreathes and decorations, no later than February 28, 2010, so the month of March can be clean-up month in all township cemeteries.

Motion: Trustee Parke

Second: Trustee Urchek

Vote: Trustee Hovis-Yes Trustee Parke-Yes Trustee Urchek -Yes

062-10 To approve April 1, 2010 as the date on which the township park will officially be opened for 2010.

Motion: Trustee Parke

Second: Trustee Urchek

Vote: Trustee Hovis-Yes Trustee Parke-Yes Trustee Urchek -Yes

063-10 To approve April 22-24, 2010 as the dates for free garage sale permits in 2010.

Motion: Trustee Urchek

Second: Trustee Parke

Vote: Trustee Hovis-Yes Trustee Parke-Yes Trustee Urchek -Yes

064-10 To approve May 1, 2010 as the date for Spring Clean-Up for Bazetta Township residents in 2010.

Motion: Trustee Urchek

Second: Trustee Parke

Vote: Trustee Hovis-Yes Trustee Parke-Yes Trustee Urchek -Yes

065-10 To approve the return of John Governor at a rate of \$10.67 per hour, effective March 22, 2010, depending on the weather, to work predominantly in the park.

Motion: Trustee Parke

Second: Trustee Urchek

Vote: Trustee Hovis-Yes Trustee Parke-Yes Trustee Urchek -Yes

066-10 To increase the following temporary appropriations.

01-A-03 (General: Travel & Other Expenses) by \$4.75

Motion: Trustee Parke

Second: Trustee Urchek

Vote: Trustee Hovis-Yes Trustee Parke-Yes Trustee Urchek -Yes

Correspondence (Copies available upon request):

- Letter from Trumbull County Engineer recommending that the Trustees grant a permit to bore under the right-of-way of Johnson-Plank Road (CH 200B) to install a sanitary septic line
- Report to Bazetta Township from Trumbull County Engineer
 - 2010-2011 Issue I and Maintenance Projects
 - 2010-2015 Federally Funded Projects
 - Township Assistance Program
 - 2008 Bridge Inventory Summary
- Letter from Trumbull County Engineer following up on the above report and meeting with Trustee Hovis and Roads Superintendent Parke
- Report for Trumbull County Sanitary Sewer Projects from Trumbull County Sanitary Engineers
- Letter from State Representative Tom Letson regarding projects for which Bazetta Township may request state funding
- Invitation from Trumbull County Tourism Bureau to attend Town Hall Gatherings being held to discuss a Congressional request for a national heritage area study
- Letter from Police Secretaries Deanne Boggess and Linda Burkey
 - Expressed how proud they are of the Police Department's recent accomplishments
 - Specially recognized Chief Thomas Miller and Sergeant Michael Hovis
 - Delineated issues addressed, accomplishments made, and outreach activities conducted
 - Noted the creation of new organizational systems
 - Commented on the "integrity enthusiasm and dedication" of the entire Police Department
 - Expressed gratitude for Chief Miller's appointment and his leadership
- Two Notices from the Ohio Division of Liquor Control regarding liquor permit transfer to Lakeside Drive Thru LLC dba Lakeside Sport Shop & Drive Thru
 - Inquiring whether the Township Trustees would object to the permit, given that a "township park is located within 500 feet of [the] proposed permit premises"
 - Inquiring whether the Township Trustees would request a "hearing on the advisability of issuing" the permit

- Inquiring whether such hearing would take place in Warren or Columbus

067-10 To not object to the issuance of the liquor permit at Lakeside Drive Thru LLC dba Lakeside Sport Shop & Drive Thru.

Motion: Trustee Urchek

Second: Trustee Parke

Vote: Trustee Hovis-Yes Trustee Parke-Yes Trustee Urchek -Yes

068-10 To not request a hearing with the Ohio Division of Liquor Control regarding the transfer of the liquor permit at Lakeside Drive Thru LLC dba Lakeside Sport Shop & Drive Thru.

Motion: Trustee Urchek

Second: Trustee Parke

Vote: Trustee Hovis-Yes Trustee Parke-Yes Trustee Urchek -Yes

Zoning Inspector:

- See Attached Report
- Zoning Inspector Nuss stated that the software that the township is considering will be a big help
- Trustee Hovis thanked Inspector Nuss and Zoning Commissioner Webb for all their hard work on getting the zoning errors corrected

Zoning Commission:

- Commissioner Webb stated that the Commission is working towards getting the comprehensive land use map and zoning map on the same page
 - Stated that the Zoning Commission will issue a formal notice to the public when they are prepared to move forward with the changes they intend to make
 - Requested that one of the Trustees act as the liaison to the Zoning Commission
 - Expressed willingness to assist Inspector Nuss answering calls
- Trustee Urchek nominated Trustee Hovis as the liaison
 - Inspector Nuss said Trustee Hovis might not be able to do this because he owns property in the affected area
 - Trustee Hovis said he does not believe residents in the area are even aware of the situation
 - Atty. Finamore said that there is no conflict of interest
 - Cheryl Tennant asked why the busiest trustee is being asked to take on this task
 - Trustee Parke said that he is already the liaison to the Fire Department, Parks & Recreation Board, and Trumbull County Soil and water
 - Trustee Urchek reminded everyone that Commissioner Webb requested Trustee Hovis
 - Commissioner Webb noted that Trustee Hovis has the most experience with zoning issues
- Commissioner Webb stated that he had received a copy of the Bazetta Township Comprehensive Plan
- Commissioner Webb thanked Inspector Nuss for all of his efforts

Road Department:

- See Attached Report
- Roads Superintendent Parke collected quotes from 5 different companies for garage door repairs
 - Some quotes are for residential openers
 - Some quotes are for light commercial openers
 - Recommended that the township purchase a light duty commercial opener
 - Trustee Urchek asked if Roads Superintendent Parke had looked into the cost for having the electrical work done
 - Roads Superintendent Parke stated that the company he recommended can do the electrical work for an additional \$350

069-10 To authorize the expenditure of \$1270.00, the lowest acceptable bid, to repair the overhead doors in the Administration Building garage, with payment coming from the General Fund.

Motion: Trustee Urchek

Second: Trustee Parke

Vote: Trustee Hovis-Yes Trustee Parke-Yes Trustee Urchek -Yes

- Trustee Parke commended the Roads Department and Police Department on the job that they did on township roads during last weekend's snow storm
 - Stated that our township roads were in excellent condition

Fire Department:

- See Attached Report
- Chief Lewis asked to attend the National Incident Management Training at the Center for Domestic Preparedness in Anniston, AL on April 25-30, 2010
 - Noted that all expenses for this is picked up by the federal government
 - Noted the only cost to the township would be his regular salary
 - Noted that 6 people from Trumbull County have been invited
 - 3 police chiefs and 3 fire chiefs

070-10 To conditionally hire Fire Department volunteer Gregg Lutz, following negative test results for drug screening and background check.

Motion: Trustee Parke

Second: Trustee Urchek

Vote: Trustee Hovis-Yes Trustee Parke-Yes Trustee Urchek -Yes

071-10 To allow Chief Lewis and Fiscal Officer Drew to auction a boat/motor/trailer, complete set of hydraulic rescue equipment, and 3 pre-1960s portable pumps on eBay at reserves of \$300, \$2000, and \$50 respectively.

Motion: Trustee Parke

Second: Trustee Urchek

Vote: Trustee Hovis-Yes Trustee Parke-Yes Trustee Urchek -Yes

072-10 To accept the FEMA Firefighter Assistance Grant in the amount of \$40,392.00, with \$38,373 being the 95% federal share and \$2,019 being the 5% township share, for the purpose of purchasing equipment.

Motion: Trustee Parke

Second: Trustee Urchek

Vote: Trustee Hovis-Yes Trustee Parke-Yes Trustee Urchek -Yes

073-10 To accept the disability retirement of Firefighter/Medic Elliott Fike, effective February 3, 2010.

Motion: Trustee Parke

Second: Trustee Urchek

Vote: Trustee Hovis-Yes Trustee Parke-Yes Trustee Urchek -Yes

074-10 To authorize Chief Lewis to attend National Incident Management Training at the Center for Domestic Preparedness in Anniston, AL on April 25-30, 2010, at no cost to the Township.

Motion: Trustee Parke

Second: Trustee Urchek

Vote: Trustee Hovis-Yes Trustee Parke-Yes Trustee Urchek -Yes

- Trustee Parke noted that the Trustees and Fiscal Officer need to get the NIMS testing completed as soon as possible
 - Chief Lewis said this needs to be done in order to accept the grant that was just awarded

Police Department:

- See Attached Report
- Chief Miller stated that he and Sergeant Hovis will be attending NIMS 400 training, at no cost to the township
- Chief Miller expressed his desire to purchase a new police cruiser
 - Submitted quotes via state purchase and government purchase options
 - Will be looking to see if there are deals available at the Ohio Township Association Winter Conference
 - Would like to purchase the cruiser and have all the equipment installed right away so the cruiser can be used as quickly as possible
 - Trustee Hovis asked if this would replace a current car
 - Chief Miller said that it would
 - Trustee Parke asked about the mileage on current cars
 - Chief Miller said that it ranged from 120,000-130,000 miles

075-10 To authorize the expenditure of up to \$28,500 to purchase a new police cruiser.

Motion: Trustee Urchek

Second: Trustee Parke

Vote: Trustee Hovis-Yes Trustee Parke-Yes Trustee Urchek -Yes

- Trustee Urchek asked if the Police Department had the means to pay for this
 - Chief Miller said that they did

076-10 To appoint Trustee Paul Hovis as the Zoning liaison.

Motion: Trustee Urchek

Second: Trustee Parke

Vote: Trustee Hovis-Yes Trustee Parke-Yes Trustee Urchek -Yes

Parks & Recreation Board:

- See Attached Report
- Trustee Parke noted that there was a grant that needed to be written before March 10, 2010
 - Further noted that an experienced grant writer will be attending the Special Meeting with the Parks & Recreation Board on February 11, 2010
 - Roads Superintendent Parke said there was a ODNR grant due earlier this month
 - Trustee Parke said there are other grants for which the township could apply

Safety Committee:

- No Report

Administrative Reminders:

- The results of the State of Ohio audit for 2007 and 2008 that was scheduled to be delivered in early January 2010 has not been received

Asked to be placed on the Agenda:

- None

Public Comment:

- Cheryl Tennant wanted to know if the township had received the cemetery deed
 - Trustee Parke said previous deeds have been located and given to Atty. Finamore
 - Trustee Parke said Cortland informed him that they do not have a deed for the property
 - Atty. Finamore said he is going to do a title search and then figure out what needs to be done from this point forward

- Michael Swiatkwich wanted to know if any Trustee were going to attend the Town Hall Gatherings
 - Asked for a copy of this piece of correspondence
 - Stated that he believed it was very important that someone attend these meetings to encourage people to stay here longer and spend more
 - Trustee Urchek volunteered to attend these meetings
 - Rita Benoit requested a copy of the letter
 - Stated that it was important for a member of the Parks and Recreation Board to attend
 - Michael Swiatkwich stated that he would like to attend this meeting as well
 - Trustee Hovis encouraged him to do so

- Rita Benoit requested a copy of the letter from State Representative Tom Letson
 - Trustee Parke said he spoke with the Trumbull County Engineer and was told it was unlikely that townships would receive any of this money

- Chief Miller commended Inspector Nuss on the job that he is doing in getting information to the Police Department

- Chief Miller commended the Roads Department on their performance during last weekend's storm
 - Stated that Bazetta Township roads were in better condition than county and state roads
 - Trustee Parke asked how much overtime was used
 - Roads Superintendent said about 12 hours per man were used
 - Trustee Hovis also commended the department

- Commissioner Webb commended Chief Lewis on receiving the grant
 - Trustee Parke commended Chief Lewis on the extra \$7000 made on the ambulance sale
 - Chief Lewis thanked Fiscal Officer Drew for her expertise with ebay

- Trustee Parke said we need to keep working together to get things done

077-10 To adjourn the meeting at 8:17pm.

Motion: Trustee Urchek

Second: Trustee Parke

Vote: Trustee Hovis-Yes Trustee Parke-Yes Trustee Urchek -Yes

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

_____ Dated: _____
Approved by: Chairman Trustee Paul Hovis