

BAZETTA TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

Date: March 23, 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:
March 9, 2010 Regular Meeting Minutes

106-10 To accept the minutes from the March 9, 2010 Regular Meeting.

Motion: Trustee Urchek
Second: Trustee Parke
Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - Yes

107-10 To authorize the Fiscal Officer to pay all outstanding invoices incurred and approve all warrants issued.

Motion: Trustee Parke
Second: Trustee Urchek
Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - Yes

108-10 To approve the 2010 Contract Agreement Cardboard Recycling Program between Bazetta Township and Geauga-Trumbull Solid Waste Management District.

Motion: Trustee Urchek
Second: Trustee Parke
Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - Yes

109-10 To approve the changing of the township's agent of record for OTARMA to the Insurance Center Agency, effective January 28, 2010.

Motion: Trustee Parke
Second: Trustee Urchek
Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - Yes

110-10 To authorize the Fiscal Officer to do a Supplemental Permanent Appropriation for 01-A-03 (General: Travel & Other) of \$500.

Motion: Trustee Urchek
Second: Trustee Parke
Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - Yes

111-10 To authorize the Fiscal Officer to request a 2010 Amended Certificate of Estimated Resources that reflects unanticipated receipts.

Motion: Trustee Parke
Second: Trustee Urchek
Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - Yes

112-10 To authorize the Fiscal Officer to transfer \$40,000 from 01-A-27 (General: Transfers) to 10-A-17 (Fire: Transfers).

Motion: Trustee Parke
Second: Trustee Urchek
Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - Yes

Correspondence (Copies available upon request):

- Letter sent to City of Cortland by Atty. Mark Finamore with Quit Claim Deed for Hillside Cemetery
- Application from Atty. Mark Finamore for Real Property Tax Exemption and Remission for Property #33-076514, 0.4402 acres on Warren Meadville Road
 - Property purchased from Lou Cesta for the park
 - Application has been submitted
- Press Release from Trumbull County Commissioners for Community Development Block Grant (CDBG) Community Housing Improvement Program (CHIP)
 - 1st Public Hearing occurred on February 16, 2010
 - 2nd Public hearing will occur on March 22, 2010
- E-mail from Beth Barnes
 - Resignation from the Parks & Recreation Board
 - Parks & Recreation Board will need to elect a new Chairman
- Notification from Trumbull County Board of Education that ballot proofs for the May 4, 2010 election will be available for inspection and correction until March 12, 2010
 - Fiscal Officer Drew verified the ballot proof
- Invitation from Trumbull County Engineer to attend a Pavement Preservation Meeting on March 24, 2010 at 11:00am
- Notification from State Auditor's Office of 2007-2008 Filing of Audit Report, including Regular Audit and Management Letter
- Announcement from Geauga-Trumbull Solid Waste Management District
 - Offering cardboard recycling from April 1 – December 31, 2010
 - Container to be placed at drop-off site at Bazetta Roads Department
- Notification from Ohio Public Works Commission that we been approved for a grant of \$83,985 for the Durst Clagg Road Improvement – Phase I Project

Zoning Inspector:

- See Attached Report

Zoning Commission:

- No Report Given

113-10 To appoint Rita Benoit and Howard Wetzel as Zoning Commission Alternates, effective immediately.

Motion: Trustee Parke
Second: Trustee Urchek
Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - Yes

Road Department:

- Roads Superintendent Parke stated that he would like to put the Hot Mix Resurfacing Project on Northview Drive out for bids
 - Trustee Parke commented that people on this road have waited for 5 years to have it repaired
 - Janet Perhach asked what the difference was between hot mix resurfacing and paving
 - Trustee Parke and Roads Superintendent Parke explained the difference
 - Trustee Hovis said that he will make sure the residents are notified before the project begins
 - Ashley Licken asked when this project would be done
 - Roads Superintendent Parke said that by putting out to bid this soon, we are likely to get a lower bid and we may get the project done sooner rather than later, but does not have a specific date
 - Trustee Hovis said the police do not want to drive up the street because it tears up the cars
 - Janet Perhach expressed concern that future sewer projects would damage the road after the repairs are completed
 - Trustee Urchek said that the Trumbull County Board of Health is working on sewer installations, but none on Northview Drive

114-10 To begin the bid process for a Hot Mix Resurfacing Project on Northview Drive.

Motion: Trustee Parke

Second: Trustee Urchek

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

- Roads Superintendent Parke requested permission to purchase items for the Henn Hyde Road Project
 - A multi-jurisdictional project between Bazetta, Howland, Fowler, and Vienna
 - Will need a cross-culvert before the project can go forward
- Roads Superintendent Parke presented quotes for this project

115-10 To approve the purchase of pipe and catch basin for the Henn Hyde Road Project, to be purchased before the project begins, at \$728 from Pipelines.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Trustee Parke said the Roads Department did a good job installing slag at the Police Department and Administration Building

Fire Department:

- Chief Lewis thanked Trustees for the resolution to return the \$40,000 to the Fire Department
- See Attached Report
- Chief Lewis explained that part-time employees are used to cover shifts when full-time employees are sick, on vacation, etc.
 - This is a cost saving mechanism because it is less expensive to pay a part-timer than it is to pay a full-timer overtime to cover these shifts
 - It is also a cost savings because the township does not have to pay OPERS for part-timers
- Chief Lewis stated that the new ambulance should be delivered next week and that he would like to list the old one after it arrives

116-10 To conditionally hire Fire Department part-time firefighter/medic John Bland, 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

- Howard Wetzel noted that Chief Lewis has had quite a bit of success on ebay
 - Questioned whether or not the department would be short an ambulance since we bought one and are selling two
 - Chief Lewis stated no because call volume has been down the past few years and the third ambulance is no longer necessary
 - Chief Lewis further stated that he did not have sufficient manpower to operate three ambulances
- Howard Wetzel thanked Chief Lewis for selling these items on ebay and making the township money
 - Chief Lewis said he could not have done this had it not been for Fiscal Officer Drew's expertise and assistance
- Trustee Urchek also commended Chief Lewis for his efforts to sell unused equipment

117-10 To authorize Chief Lewis and Fiscal Officer Drew to auction a 2003 Ford Ambulance on eBay at a reserve of \$7000.

Motion: Trustee Parke
Second: Trustee Urchek
Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - Yes

- Trustee Parke said that he and Chief Lewis talked about training and conferences
 - Has encouraged Chief Lewis to take as much as possible

118-10 To authorize Chief Lewis to attend the Ohio Fire Chiefs Conference on July 16-21, 2010 at a cost of \$1008, plus per diem and mileage reimbursement.

Motion: Trustee Parke
Second: Trustee Urchek
Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - Yes

Police Department:

- Chief Miller would like sell three computers that were recently replaced for the value stated by the township's information technology
- Howard Wetzel asked if it would not be worthwhile to sell these on ebay
 - Trustee Urchek and Chief Miller both said that electronics do not sell well on ebay

119-10 To authorize the sale of 3 TDN computers (Serial #s 49669003, 49669004, and 49669001 valued between \$75 and \$100 by Joel Davis) to Linda Burkey, Shawn Rentz, and Thomas Miller for \$100 each.

Motion: Trustee Urchek
Second: Trustee Parke
Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - Yes

- Chief Miller stated that the department had received final approval on the JAG grant
 - The money will be used to purchase 2 new radar units that will be put into use around Memorial Day

- Chief Miller thanked the Road Department for fixing their driveway

Parks & Recreation Board:

- See Attached
- Secretary Benoit arranged for a free advertisement in the Tribune Chronicle to fill the open positions on the Board as soon as Mark Franko’s resignation is received
 - Trustee Parke thanked her for getting this done for free
- Secretary Benoit asked if a Trustee could contact Mr. Franko to get his resignation in writing
 - Trustee Hovis said that he will contact Mr. Franko
- Secretary Benoit stated that Richard Musick will be contacting Atty. Finamore regarding the insurance required by baseball leagues and other park users
 - Trustee Urchek noted that the concern was that the league’s insurance covered only the leagues and not township volunteers and employees
 - Atty. Finamore stated that the township policy will cover any volunteer or township employee who is working in the park on behalf of the township
 - Atty. Finamore further stated it is typical to have the league’s coverage include specific individuals in the township, not just the township as a whole

120-10 To move Carol Braden from being a Parks & Recreation Board Alternate to Member, effective immediately.

Motion: Trustee Parke
Second: Trustee Urchek
Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - Yes

- Trustee Parke welcomed Carol to the Parks & Recreation Board

121-10 To approve the installation of a 9-Landscape style Coca-Cola® full-service, commission-based vending machine at the Township Park.

Motion: Trustee Parke
Second: Trustee Urchek
Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - Yes

Safety Committee:

- Chief Lewis said their next meeting will be Wednesday at 1:30pm

Administrative Reminders:

- None

Asked to be placed on the Agenda:

- James J. Graham – Conservative Republican Candidate for Ohio’s 17th District
 - Discussed his background and qualifications for the position
 - Specifically noted his jobs creation, health care, and law enforcement background
 - Running on the primary ballot on May 4, 2010 against two Republican opponents

Public Comment:

- Art Kreller asked for an update on the Comprehensive Plan
 - Trustee Hovis said that there is a large problem with this
 - A zoning issue with many properties that are zoned commercial and need to be rezoned as residential

- Affecting people getting loans for properties because commercial loans are 2% higher and only 10 year loans are available
 - Trustee Hovis said that the Zoning Commission is currently working on getting this problem rectified and will have a public meeting when they are at the appropriate point in the process
 - Trustee Urchek said that this is a very big project that is being undertaken
 - Inspector Nuss said public notices will be in the newspaper
 - Inspector Nuss said he has broken the affected properties into four sections and is working with the Zoning Commission to create the motions to get the ball rolling on the changes
- Rita Benoit asked about changing the township’s insurance change
 - Trustee Hovis said we only changed the agent and not the coverage
 - Property and liability insurance is still through OTARMA
 - Changed to an agent who is more local
 - Agent will not be taking any commission for being our agent this year
- Howard Wetzel asked who that agent is
 - Trustee Hovis said it is Richard Musick at the Insurance Center of Warren
- Howard Wetzel asked why the zoning referendum reads “by the Bazetta Board of Trustees”
 - Atty. Finamore said it should just say approve or deny
 - Fiscal Officer Drew said that the Trumbull County Board of Elections made no indication about this when she verified that the language had not changed from the original documents
 - Fiscal Officer Drew noted that she was told by the Board of Elections and Asst. Prosecutor Saker that this was the first time this type of referendum has been done in the county for roughly 10 years
- Howard Wetzel asked if it was worth it to contact the Board of Elections even though the deadline had passed
 - Atty. Finamore said that nothing could be done at this point because the ballot language has already been approved and the ballot is probably at the printer or has already been printed

122-10 To recess into Executive Session to discuss police and administrative personnel issues.

Motion: Trustee Urchek
Second: Trustee Parke
Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - Yes

The Trustees reconvened at 8:51pm with no action taken.

123-10 To adjourn the meeting at 8:51pm.

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