

BAZETTA TOWNSHIP TRUSTEES SPECIAL MEETING MINUTES

Date: June 7, 2010 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5 NE
Cortland, Ohio 44410

Meeting called to order at 7:02pm.

Present:

Chairman Trustee Paul Hovis
Trustee Frank Parke
Trustee Don Urchek
Fiscal Officer Rita K. Drew

- Trustee Urchek asked what the purpose of this meeting was
 - Trustee Hovis stated that the meeting was about employment issues at the Police Department
 - Trustee Hovis reminded that, at the previous Special Meeting, the Trustees had agreed not to change the Zoning/Fill-In Administration/Police Department Secretary job description until after they had the opportunity to meet with Chief Miller
- Trustee Urchek asked if the restriction on where work is performed remained in place
 - Trustee Hovis said that it did
- Chief Miller stated that Linda Burkey's resignation has changed things at the Police Department
 - Would need to change Police Department hours to 8am-2pm on Monday and 8am-1pm on Tuesday-Friday until a new secretary could be hired
 - Change in hours is to ensure Deanna Boggess' maintains her part-time status
 - Would need to use Deanna Boggess more permanently at the Police Department
 - Fiscal Officer Drew said that she would draft the motion to officially hire Mrs. Boggess as Police Department secretary since no motion had been drafted when she began performing these duties
- Chief Miller stated that he had spoken with Deanna Boggess
 - She would like to continue on as Police Department Secretary
 - She is willing to continue as secretary for the Zoning boards until a replacement can be hired
 - She is willing to assist the new secretary if one is hired
- Trustee Urchek asked if Trustees Parke and Hovis already knew this information
 - Trustee Parke said he did not
 - Trustee Hovis said he did not know until just now
- Trustee Urchek again asked what this meeting is for
 - Chief Miller said the purpose of the meeting was to discuss Linda Burkey's resignation, what Police Department hours would be if Linda Burkey did not return, and the Zoning/Fill-In Administration/Police Department Secretary job description
- Trustee Urchek asked if the meeting was to keep Deanna Boggess at 1500 hours per year
 - Trustee Hovis said that it was because a part time employee cannot legally work more than 1500 hours per year
 - Trustee Hovis said that the township will now have to hire a new Police Department Secretary
- Trustee Urchek asked if Deanna Boggess said she wanted to drop her position as Zoning Secretary
 - Chief Miller stated that she had told him this earlier in the day

- Trustee Urchek asked why this meeting was a Special Meeting with an Executive Session since his interpretation of the Ohio Sunshine Law was that this was illegal
 - Trustee Hovis explained that a meeting was required to go into an Executive Session
 - Trustee Hovis explained that it was legal, that it had been done in last week's meeting, and that Atty. Finamore had said this type of meeting was legal
- Trustee Urchek asked why an Executive Session was necessary
 - Trustee Hovis said the purpose was to discuss items with Linda Burkey
 - Trustee Hovis stated that an Executive Session was unnecessary since Linda Burkey was not present
- Trustee Urchek asked if either of the other Trustees had any prearranged meetings about this because no one had spoken to him since Thursday
 - Chief Miller and Trustee Parke said they had not
- Trustee Urchek asked if anyone had spoken to Zoning Commission Chairman Webb or Zoning Appeal Board Chairman Swiatkwich
 - Chief Miller said he has not spoken to them
 - Trustee Hovis said they were entitled to attend this meeting
 - Trustee Hovis reminded that Deanna Boggess said she was willing to stay on as secretary to the Zoning boards until someone new is hired
 - Zoning Board of Appeals Member Paul Carlson said that it seems to him that Deanna Boggess will stay on until a new secretary is brought on
 - Trustee Hovis reminded that Deanna Boggess had said at last week's meeting that she would not leave the Zoning board hanging
 - Trustee Parke said he thought this had been made quite clear
- Chief Miller asked if Deanna Boggess would be working under the Police Department Secretary job description
 - Trustee Hovis said that she would
 - Trustee Parke said that she can continue to do Zoning work at the Police Department as long as it is recorded in 15 minute increments as discussed at the previous meeting
- Trustee Urchek asked if anything else needed to be discussed
 - Trustees Hovis and Parke said no

182-10 To adjourn the meeting at 7:17pm.

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