

## BAZETTA TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

Date: July 27, 2010 at 7:30pm  
Bazetta Township Administration Building  
3372 State Route 5 NE  
Cortland, Ohio 44410

Meeting called to order at 7:30pm.

Present:

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

Minutes to be suspended or accepted as written:  
July 13, 2010 Regular Meeting Minutes

**237-10** To accept the minutes from the July 13 Regular Meeting.

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

**238-10** 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

- Trustee Urchek asked where the money for this increase will come from
  - Fiscal Officer Drew said it will come from Fire Department carryover

**239-10** To increase the appropriation for 10-A-03 (Fire: Workmen's Comp) by \$2,000.

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

- Trustee Urchek asked why the Administration Building needs this

**TABLED** To authorize the purchase of a video surveillance system with DVR recorder for the Administration Building, at a cost of \$998, to be paid for from the General Fund.

### **Correspondence (Copies available upon request):**

- Invitation from Ohio Utilities Protection Service to attend their Annual Trustee Reception and Meeting on August 19-20, 2010
- Notice from Department of Commerce regarding liquor permit renewal objections
- Invitation from Northeast Ohio Township Association to attend their Meeting on July 29, 2010
- Notification from State Employment Relations Board approving the Petition for Amendment of Certification and amending the bargaining unit

- Discount admission tickets for the Lewis & Clark Circus on July 23, 2010
- Update from Trumbull County Engineer regarding completed projects in Bazetta Township from April 1, 2010 to June 30, 2010
- Follow-up from Trumbull County Engineer stating that Bazetta Township has requested Pre-Application Assistance for the Ohio Public Works Commission (Issue 1) Program Year 2011
- Special announcement from STAR Ohio stating that they are switching from PNC Bank to Huntington National Bank
- Notification from Ohio Utilities Protection Service that they have adopted a new funding model for 2011, a detailed explanation of which will be provided in September
- Memos from Trustee Urchek to township employees and elected officials pledging to set differences aside and pool efforts and resources to benefit the township
- Approval from Ohio Historical Society of Bazetta Township's Records Retention Schedule
- Invitation to a Capacity Building Breakfast Meeting for The Ohio Benefit Bank
- Letter from the Ohio Farm Bureau regarding the Ohio Livestock Care Standards Board
- Invitation from J. N. Barkan & Associates to discuss contract negotiation services
- Trustee Urchek asked to make two comments
  - Apologized if anyone took his memo the wrong way
  - Thought the township should look into Barkan & Associates
- Trustee Hovis asked Fiscal Officer Drew to schedule a meeting with Barkan & Associates
  - Fiscal Offer Drew said that she would do so

**Administrative Reminders:**

- None

**Zoning Inspector:**

- No report because Zoning Inspector Nuss is on vacation
- Trustee Urchek said Zoning Inspector Nuss sent something about HMP stating that they were zoned properly

**240-10** To waive the three-day zoning fee of \$750 and instead charge \$250 for the Glenn Christian Ox Roast on September 4-6, 2009, as was done in 2009.

**Motion:** Trustee Parke

**Second:** Trustee Urchek

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

**Zoning Commission:**

- Zoning Commission Chairman Webb reported that paperwork has been filed for the August 18, 2010 Meeting to discuss rezoning efforts in Timber Creek
- Trustee Parke asked Zoning Commission Chairman Webb if he knew whether Zoning Inspector Nuss had done any paperwork on the house by Tournament Trail
  - Trustee Hovis said Zoning Inspector Nuss had sent letters to have it cleaned up
  - Sgt. Hovis said the property had been broken into and the copper wiring had been stripped
  - Police Secretary Boggess said the Police Department had been routinely checking this property because it is a nuisance

**Road Department:**

- Road Superintendent Parke stated that he had two things to discuss
  - Would like to go through Sure Line for pavement markings on Millennium Boulevard
    - The company that used to do this work is no longer in business

- Trumbull County does not do this work
  - Would like to get rid of an old computer that is no longer used and is of no real value

**241-10** To approve the expenditure of \$506 for pavement markings on Millennium Boulevard, to be paid for by the Road Department.

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

**242-10** To dispose of an HP Compaq computer and monitor with Windows 95 (Serial #MXM8110BXX).

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

- Road Superintendent Parke reported the following
  - Dead trees have been removed on McCleary Jacoby
  - Site survey for Soil and Water Conservation is done

**Fire Department:**

- See Attached Agenda
- Chief Lewis noted the Ohio Fire Executive Officer Program is difficult to get into
  - Highly competitive
  - 15 page application is required
  - No guarantee that he will be accepted
- Trustee Urchek asked if the department had the money for this
  - Chief Lewis said he had it in the training budget

**243-10** To approve the expenditure of \$2,400 per year for three years for Chief Lewis to attend the Ohio Fire Executive Officer Program, to be paid for by the Fire Department.

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

- Chief Lewis noted that the Fire Officer 1 Class is a 2 week course
  - Capt. Taylor had already taken the course
  - Could reduce a lot of overtime by sending 2 fire officers instead of the 3 originally requested
  - Fire officers should be placed on a 40 hour work week when attending this course
  - This is something that should be discussed in contract negotiations

**244-10** To approve the expenditure of \$2,100 for Chief Lewis and 2 fire officers to attend a Fire Officer 1 Class, to be paid for by the Fire Department.

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

**Police Department:**

- Sgt. Hovis presented the Trustees and Fiscal Officer with a pricing list from Mark Thomas Ford
- Sgt. Hovis asked that the Trustees do the following
  - Take no action on the 1.8 mill police levy at this time
  - Hire Lenny Emch

**245-10** To hire Lenny Emch as a part-time patrolman, at a rate of \$11.25, retroactive to July 12, 2010.

**Motion:** Trustee Urchek

**Second:** Trustee Parke

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

**Parks & Recreation Board:**

- Parks & Recreation Secretary Benoit said the next Board Meeting is next Tuesday
- Trustee Parke said he spoke with O'Rourke and they are working on the permits to get electricity hooked up in the gazebo

**Safety Committee:**

- Road Superintendent Parke said there will be a safety meeting tomorrow

**Health Insurance Committee:**

- Nothing to report

**Asked to be placed on the Agenda:**

- None

**Public Comment:**

- Doris Smith of Morrow Drive wanted to know why her electric bill is so high
  - Why was the rate increased by 5 cents
  - Trustee Hovis said the township has no control over electric bills because the aggregation agreement was not renewed last year
  - Trustee Urchek asked her how old she was
  - Trustee Urchek suggested she try to get into an elderly discount and said he would get information about it to her after the meeting
- Paul Carlson of Lakeshore Drive expressed concern about the availability of meeting agendas
  - The public needs these so they can have input into the meeting
  - Concern that the agenda was not available as of 10:00am this morning
  - Would like the agenda to be made available 3-4 days in advance or allow the public to discuss items at a time other than at end of meeting
  - Trustee Hovis said we are going to get back on a prior procedure that the trustees have gotten away from
    - Agenda items must be submitted to Fiscal Officer Drew by 4pm on the Thursday before a meeting
    - Fiscal Officer Drew will create the agenda and have it posted on the website by 12noon on Friday
    - After 4pm on Thursday, there will be no changes to the agenda
    - Items received or requests made after 4pm will be pushed to the next meeting or a Special Meeting will be called
    - Residents can then contact Trustees about agenda items
- Rita Benoit of Andrews Drive made a Public Document Request for Atty. Finamore's 1<sup>st</sup> Quarter itemized bill
  - Fiscal Officer Drew said she would get this after the meeting had ended
- Rita Benoit of Andrews Drive asked about the Road Department's Century Link bill
  - Road Superintendent Parke said the following
    - This was the department's phone bill for 2 phone lines, a fax line, and a DSL line

- One line is being cancelled when Jim Goodhart retires at the end of the month
  - Had done some investigation into duplicate phone bills from early 2009 and worked with Fiscal Officer Drew to get the township a reimbursement from the township's previous telephone service provider
- Art Kreller of Andrews Drive made two comments
  - Concern because his taxes are going up \$800 for the sewer project and he cannot see paying extra money for the replacement levies
  - Said the company doing blacktopping today is doing a good job
- Sharon Petia of Morrow Drive questioned the Great American Leasing bill
  - Why does the Fire Department pay \$126 per month to lease instead of buy
  - Chief Lewis said the following
    - The copier is \$8000 and is a top of the line machine
    - After the 5<sup>th</sup> year of the lease, the township will own the machine
    - Currently in the 2<sup>nd</sup> or 3<sup>rd</sup> year of the lease
    - Paid more for the older machine that he used to have than he is paying now
  - Trustee Hovis noted that free ink/toner is included in the lease price
  - Ted Webb said he uses the same copier that the Fire Department has
    - Cost is about \$9000 for one of these
    - Creates files that can be faxed or emailed directly from the machine, which saves on paper costs
    - Lease gets you the machine, the service, and the toner for one price
    - Said it is an unbelievable machine that is perfect for business
  - Capt. Taylor said paper usage in the Fire Department has been reduced by 75% since they started using this machine
- Cheryl Tennant of Perkins Jones Road questioned the June letter from the Perhach's, which stated the contractor had done a good job and they did not want the township to pay beyond the initial contracted amount
  - Wanted to know what this letter was about
  - Said the Perhach's sued the county and got money
  - Submitted documents pertaining the restoration of the Perhach's driveway
  - Asked what the intent was in sending the letter
  - Trustee Hovis said he did not know what their intent was
  - Trustee Hovis noted that there were 4 driveways on Northview Drive that were done incorrectly and are being fixed later this week
    - Problem with the Hineman's driveway has something to do with the sewer
    - Others had driveway approaches that were too high
  - Asked again what the letter means
  - Trustee Urchek said he did not know
  - Trustee Hovis said he did not know and all he knew was that there were issues with driveways after Northview Drive was repaved
- Rita Benoit of Andrews Drive asked why Jim Goodhart received reimbursement for CDL license and asked if he was retiring
  - Road Superintendent Parke said the following
  - This is in the Road Department's contract
  - Township requires all Road Department employees to have CDL licenses so this reimbursement was included in their contract

- Jim Goodhart is retiring at the end of the month, but he was still required to have the CDL license until that time
- Trustee Urchek asked Fiscal Officer Drew if she had had heard from Atty. Finamore about his bill
  - Fiscal Officer Drew stated the following
    - Had not yet received the 2<sup>nd</sup> Quarter invoice
    - Contacted sent a written request on Friday, but had not received a reply yet
- Trustee Urchek said he had issues with Atty. Finamore and he thought the township should look at hiring other legal counsel
  - Trustee Hovis said this could be discussed at a later date

**246-10** To adjourn the meeting at 8:07pm.

**Motion:** Trustee Parke  
**Second:** Trustee Urchek  
**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