

BAZETTA TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

Date: August 10, 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 (as amended)
July 27, 2010 Regular Meeting Minutes

247-10 To accept the minutes from the July 13 Regular (as amended) and July 27 Regular Meetings.

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

248-10 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

249-10 To authorize the purchase of a video surveillance system with DVR recorder for the Administration Building, at a cost of \$998 from Sam's Club, to be paid for from the General Fund.

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

- Trustee Urchek asked why the change should be made from STAR Ohio to CDARS
 - Fiscal Officer Drew explained that she believes the township should move invested monies because of the poor rate of return from STAR Ohio
 - Limited number of investment options available to townships
 - High minimum amount on other investment vehicles
 - STAR Ohio was paying 0.12% when she last checked – this is roughly what is earned on an interest-bearing checking account
 - CDARS, a specialized form of Certificates of Deposit, was paying roughly 2% when she last spoke with the township's banker
 - 2% is not great, but it is 16 times better than what the township is getting now

250-10 To cancel the township's STAR Ohio investment account and transfer all fund into CDARS.

Motion: Trustee Urchek

Second: Trustee Parke

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

Correspondence (Copies available upon request):

- Invitation to a Capacity Building Breakfast Meeting for The Ohio Benefit Bank on August 5, 2010
- Updated hourly billing rates from Clemans, Nelson & Associates
- Certificate of County Auditor that the Total Appropriations from Each Fund Do Not Exceed the Official Estimate of Resources
- Copy of a Charge Affidavit from the Ohio Civil Rights Commission
- Copy of letter from City of Cortland regarding the Quit Claim Deed for Hillside Cemetery

- Trustee Urchek asked how long the Clemans Nelson contract is for
 - Fiscal Officer Drew said she did not know
 - Trustee Hovis said the township can cancel at any time by letter with a 30 day notice
- Trustee Hovis noted this question was being raised because the Trustees are looking into using a new contract negotiation company

Administrative Reminders:

- Update on NIMS Testing
 - Fiscal Officer Drew and Trustee Parke are done with all sections (100, 200, 700, and 800)
 - Trustee Hovis is done with Section 100
 - Trustee Urchek is working on Section 100

Zoning Inspector:

- Zoning Inspector Nuss reported the following permits issued and monies received in the past month
 - 1 Pool permit
 - 3 Garage permits and 1 addition
 - 1 Outside patio permit at 5 Guys Burgers
 - Various Garage Sale permits
 - Total fees were \$416.18
 - 3 pending permits
- Zoning Inspector Nuss thanked Robyn Metheny and Jean Eddy for doing a fantastic job taking his messages and getting them to him everyday

- Trustee Parke would like to table the next motion
 - Zoning Inspector Nuss was hired for 20 hours and does not think his hours should be cut
 - Not sure there is enough money in Zoning for the raise
- Trustee Hovis said everything was running smoothly with the Zoning Office
- Zoning Inspector Nuss said he has had no complaints about not being in the office during the day
- Trustee Hovis repeated that the original resolution to hire Zoning Inspector Nuss was for 20 hours
- Zoning Inspector Nuss said he generally works less than 20 hours per week

TABLED To raise Zoning Inspector Nuss' hourly wage to \$15 and increase his hours to 15 per week, effective _.

Zoning Commission:

- Zoning Commission Chairman Webb said the Commission will be having three separate meetings on August 18 beginning at 7pm

- Changes from Commercial to Residential
- Text changes in the Zoning Resolution
- Start the procedure on porta-potties
- Zoning Commission Chairman Webb said there has been some discussion between himself, Zoning Inspector Nuss, and Chief Lewis about painting fire hydrants
 - There is nothing in the zoning resolution
 - It should be on record that residents should not paint these on their own because these are painted specific colors for specific reasons
- Trustee Hovis said he would like to table the next motion
- Trustee Parke said he would like need to discuss this further
 - Is the raise for the whole Zoning Commission of just Zoning Commission Chairman Webb
 - Where will the money come from to pay for this
- Zoning Commission Chairman Webb said he appreciated the thought, but that he does this for the community and not the money

TABLED To increase Zoning Commission Chairman Webb’s per meeting stipend to __, effective __.

Road Department:

- Road Superintendent Parke would like to purchase hydraulic fluid
 - Hopes this price holds because the price has recently jumped at other vendors
 - Needs the fluid because if a vehicle blows a line and no one catches it, the entire storage of fluid in the vehicle will be dumped

251-10 To authorize the purchase of a barrel of hydraulic fluid, at a cost of \$331.48 from O&P Oil, to be paid for by the Gas Tax Fund.

Motion: Trustee Urchek

Second: Trustee Parke

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

Fire Department:

- Chief Lewis said he had nothing for resolution
- Chief Lewis explained what Zoning Commission Chairman Webb was talking about earlier
 - Received several complaints per week about hydrants looking bad
 - Residents wanted to paint them in various colors, including school colors or camouflage
 - Looked into color requirements and found nothing in our Zoning Resolution about colors
 - Hydrants are painted specific colors based on the gallons per minute that the hydrant pumps
 - Colors on the top of hydrants are indicative on who the hydrant belongs to
 - Color coded for ease of use in emergency situations, especially at night
- Chief Lewis said volunteers and duty crews will start painting the hydrants on August 28
 - Will not be done in one day
 - Could take months to complete
 - Paint has been donated
- Chief Lewis gave an update on the warning sirens
 - Has made contacts to turn the fire siren into a tornado siren
 - Contractor is working on mechanism to make this work
 - Should take 2-3 months to get the project complete
 - Not sure of the cost yet
 - Still working on grants for getting sirens installed throughout the township

Police Department:

- Chief Miller would like to purchase a security monitoring system for the Police Department
 - Security issue because secretaries cannot see who is entering the building since they have no window

252-10 To authorize the purchase of a security monitoring system for the Police Department, at a cost of \$179.99 at Radio Shack, to be paid for by the Police Department.

Motion: Trustee Urchek

Second: Trustee Parke

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

Parks & Recreation Board:

- Parks & Recreation Board Secretary Benoit said 2 issues came up at their most recent meeting
 - Need to upgrade the electrical system at the park
 - Needs to be handicapped accessible and have security lights
 - Estimate turned in a few years ago that was \$13,000
 - Do not have enough in their budget – only have about half right now
 - Would like to find a contractor willing to accept payment of 50% this year and 50% next year
 - Could money be rolled over into next year from different areas of the park budget
 - Going to actively pursue grants
 - Did not get the grants they applied for because the grants will pay for recreational things, not parking lots or driveways unless they are associated with recreation
 - Wants to know if the township would be willing to pay the 25% township portion if a grant was awarded
 - Grant would be about \$200,000 and the township cost would be \$40,000
 - Missed all the grants this year because the deadlines were in February
- Trustee Parke said he has still not heard back from the electrical contractor
- Trustee Hovis said the township can take whatever money is left at the end of this year and combine it with next year's money so we can get all the money to pay for a contractor next year
- Fiscal Officer Drew said that any money left at the end of this year can be appropriated wherever it is needed next year
- Fiscal Officer Drew said she would work with the Parks & Recreation Board on this when budgets are done in December
- Chief Lewis said the grant provider will tell you up front about the township portion before the grant applications is submitted
- Road Superintendent Parke said additional grant moneys are available through Recycle Ohio if recycled materials are used
- Trustee Hovis said the Trustees would be on board with taking out a loan to get grants
- Road Superintendent Parke noted that the park will have an extra \$2500 in the budget next year since it will no longer be paying for a mechanic
- Trustee Parke asked about the possibility of moving the gazebo
 - Problem with having to frequently unlock the gate to let people back to the gazebo
 - Moving to the front of park would allow it to be decorated for holidays
 - Parks & Recreation Board Secretary Benoit said she was opposed to the idea

Safety Committee:

- Chief Lewis reported that the committee had passed a recommendation for the purchase of the security systems of the Administration Building and Police Department

Health Insurance Committee:

- Nothing to report

Asked to be placed on the Agenda:

- None

253-10 To sign a priority retainer agreement with J. N. Barkan & Associates for contract negotiation services.

Motion: Trustee Urchek

Second: Trustee Parke

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

Public Comment:

- Parks & Recreation Board Secretary Benoit asked about estimates for electrical hook up in the park
 - Trustee Urchek said he did not think you would even be able to get 3 estimates
 - Trustee Hovis said he tried in the past to get people to come out and could not get anyone
 - Trustee Hovis said a resolution will need to be passed to spend the money for this
- Zoning Commission Chairman Webb asked about the motions to purchase security cameras
 - Sent an e-mail to department heads regarding the system that he uses (Lorex)
 - Problem with the Sam’s Club system is that once installed, you are stuck with what you have
 - If the township went with Lorex, there is the ability to expand the system
 - The Lorex system can record for a long time
- Road Superintendent Parke said he looked at some of the Lorex systems that are wireless and have thousands of hours of recording time
- Zoning Inspector Nuss asked if the cameras between the Police Department and Administration Building are compatible
 - Chief Miller said they were not and did not need to be since all they need is to be able to see who is being buzzed in
- Trustee Hovis asked if the motion could be rescinded and redone

254-10 To rescind Board Resolution **#249-10**.

Motion: Trustee Urchek

Second: Trustee Parke

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

255-10 To purchase a security monitoring system for the Administration Building, at a cost of no more than \$1000.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Parks & Recreation Board Secretary Benoit asked if there ever been vandalism or break-ins at the Administration Building
 - Trustee Parke said there have been stones thrown at the building, but no vandalism recently and or any break-ins

- Trustee Hovis said police officers cannot see the area around the soda machine at night and the machine itself is an invitation to vandalism
- Road Superintendent Parke said there had been vandalism in the parking lot awhile back
- Art Kreller of Andrews Drive asked if Trustee Urchek could fill him in on the sewer system procedure
 - Trustee Urchek explained the following
 - Resident must apply for permit from Board of Health
 - Board of Health must do an inspection
 - Either resident or contractor must get permit from Sanitary Engineer's Office
 - Contractor must pump and crush
 - Contractor must notify Board of Health when this is done
 - Contractor can begin work
- Mrs. Solarz of Durst Clagg Road asked about the benefit to having the soda machine
 - Trustee Hovis said the following
 - Trustees passed a resolution a few months ago
 - People were complaining that the old machine had been taking out
 - Old machine was taken out by Cola-Cola, not the township
 - The township is making money from the machine
- Parks & Recreation Board Secretary Benoit reminded everyone about the community picnic at the Township Park on August 22 at 1pm

256-10 To adjourn the meeting at 8:12pm.

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