

## BAZETTA TOWNSHIP TRUSTEES YEAR END MEETING MINUTES

Date: December 27, 2016 at 4:00pm  
Bazetta Township Administration Building  
3372 State Route 5  
Cortland, Ohio 44410

Present:  
Chairman Trustee Paul Hovis  
Trustee Frank Parke  
Vice Chairman Trustee Ted Webb  
Fiscal Officer Rita K. Drew

**298-16** To accept the minutes from the December 19 Regular Meeting.

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

**299-16** To adopt the attached *Resolution to Provide Health Care Insurance Policies for Township Officers and Employees.*

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

**300-16** To accept the attached 2016 Final Appropriations and submit to the Trumbull County Auditor.

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

- Trustee Webb asked several financial questions regarding Appropriations & Resources
  - Fiscal Officer Drew provided explanations

**301-16** To accept the attached 2016 Final Certificate of Estimated Resources and submit to the Trumbull County Auditor.

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

**302-16** To accept the attached 2017 Temporary Appropriations and submit to the Trumbull County Auditor.

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

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

- None

**Administration:**

- Trustee Webb stated the following
  - 2017 Reorganizational Meeting will be held on January 9 at 4pm

- Regular Meeting will be held at 6pm with a 60 minute caucus preceding
- Will contact the Zoning Commission and Zoning Board of Appeals to reschedule their meetings to January 11, so they fall after new appointments are made

**Fire Department:**

- Nothing to Report

**Police Department:**

- Chief Hovis said he is handling last night's illegal dumping at the Administration Building

**Road Department:**

- Nothing to Report

**Planning Director, Zoning Inspector & Code Enforcement Officer:**

- Zoning Inspector Mills reported
  - Atty. Finamore has been in contact with Mr. Simon
  - Going to approach the Trumbull County Prosecutor about the ongoing issue

**Zoning Commission, Zoning Board of Appeals & Code Enforcement Board of Appeals:**

- Trustee Webb noted that meeting dates have been changed to January 11 at 6:00pm for the Zoning Board of Appeals and 6:30pm for the Zoning Commission

**Parks & Recreation Board:**

- Nothing to Report

**Safety Committee:**

- Nothing to Report

**Health Insurance Committee:**

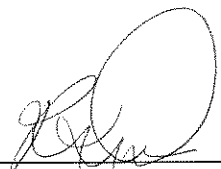
- Nothing to Report

**Public Information Officer:**

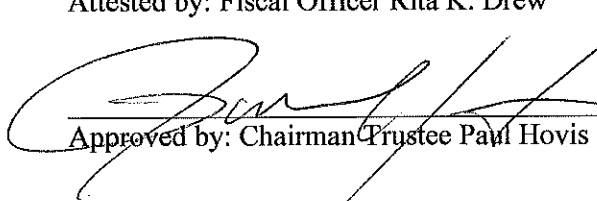
- Nothing to Report
- Discussion regarding 2017 Temporary Appropriations, notably the General Fund and possible Park closure and upcoming auction of obsolete fire department supplies and equipment

**303-16** To adjourn the meeting at 4:29pm.

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

  
 \_\_\_\_\_  
 Attested by: Fiscal Officer Rita K. Drew

Dated: 01-09-17

  
 \_\_\_\_\_  
 Approved by: Chairman Trustee Paul Hovis

Dated: 01-09-17

**RESOLUTION TO PROVIDE HEALTH CARE INSURANCE POLICIES  
FOR TOWNSHIP OFFICERS AND EMPLOYEES**

moved by Trustee Webb, seconded Trustee Parke

**WHEREAS**, the Board of Township Trustees, pursuant to Ohio Rev. Code 505.60, is empowered to procure or contract for group health insurance for themselves, the clerk, and the township's employees; and

**WHEREAS**, the Board of Township Trustees desires to procure a township group insurance plan for themselves, the clerk, and the township's employees;

**NOW THEREFORE BE IT RESOLVED** the Board of Trustees of Baratta Township, Trumbull County, State of Ohio, by this resolution shall procure and pay all or part of the cost of insurance policies providing uniform group health care services to all **[full-time]** employees; the trustees and the clerk as township officials, and said employees and officials dependents ] .

**Section 1**

The purpose of this resolution is to give notice that the Township of Warren shall offer all its trustees, clerk, **[full-time]** employees and said officials and employees dependents] group health care insurance premiums charged by insurance companies contracted for such purpose.

**Section 2**

The township shall offer all township trustees, the clerk, **[full-time]** employees and said officials and employees dependents] for those health care benefits listed in Ohio Rev. Code 505.60. The benefits provided pursuant to Ohio Rev. Code Section 505.60, are the following:

- [ ] - Hospitalization
- [ ] - Surgical Care
- [ ] - Major Medical Care
- [ ] - Disability
- [ ] - Dental Care
- [ ] - Eye Care
- [ ] - Medical Care
- [ ] - Hearing Aids
- [ ] - Prescription Drugs
- [ ] - Sickness and Accident
- [ ] - Long Term Care per Ohio Rev. Code Section 124.841

**Section 3**

Any township officer or employee may refuse to accept said insurance coverage without affecting the availability of such insurance coverage to other township officers or employees.

**Section 4**

The Board may also provide the benefits described above through an individual self-insurance program or a joint self insurance program as provided in Ohio Rev. Code Section 9.833

Section 5

If any township officer or employee is denied coverage under a health care plan procured herein or if a township officer or employee elects not to participate in the township's health care plan, the township may reimburse the officer or employee for each out of pocket premium that the officer or employee incurs for insurance policies described in section 2 that the officer or employee otherwise obtains but not to exceed an amount equal to the average premium paid by the township for other officers and employees for policies it procures under section 2.

ROLL CALL:

Trustee Houis - Yes  
Trustee Parke - Yes  
Trustee Webb - Yes

## TOWNSHIP PERMANENT APPROPRIATIONS

Bazetta Township, Trumbull County, Ohio  
as of December 27, 2016 for 2016

FUND	PERMANENT	SUPPLEMENTALS	TOTAL
General	\$ 452,339.12		\$ 452,339.12
Motor Vehicle License	\$ 7,500.00		\$ 7,500.00
Gasoline Tax	\$ 138,850.00		\$ 138,850.00
Road & Bridge	\$ 251,400.00		\$ 251,400.00
Cemetery	\$ 78,490.00		\$ 78,490.00
Cemetery Bequest	\$ -		\$ -
Lighting Assessment	\$ 8,775.00	\$ 31.84	\$ 8,806.84
Police District	\$ 906,800.00		\$ 906,800.00
OMVI	\$ 1,700.00		\$ 1,700.00
Fire District	\$ 2,184,216.79	\$ 1,400,000.00	\$ 3,584,216.79
Police Equipment	\$ 88,000.00		\$ 88,000.00
Zoning	\$ 21,300.00	\$ 3,200.00	\$ 24,500.00
Drug Law Enforcement	\$ 4,400.00		\$ 4,400.00
Issue II Improvement	\$ -		\$ -
Firefighters Assistance	\$ -		\$ -
OPWC Road Projects	\$ 55,007.63		\$ 55,007.63
FEMA	\$ -		\$ -
Bond	\$ 34,218.68		\$ 34,218.68
Fire/EMS Training Center	\$ 2,000.00		\$ 2,000.00
	\$ 4,234,997.22	\$ 1,403,231.84	\$ 5,638,229.06

## TOWNSHIP CERTIFICATE OF ESTIMATED RESOURCES

Bazetta Township, Trumbull County, Ohio  
as of December 27, 2016 for 2016

FUND	UNENCUMBERED BALANCE 01-01-16	PROPERTY TAX	OTHER SOURCES	TOTAL
General	\$ 316,690.66		\$ 58,223.44	\$ 916,472.10
		\$ 28,000.00	-	
		-	\$ 299,325.00	
		\$ 214,233.00	\$ 357,548.44	
Motor Vehicle License	\$ 2,719.93	-	\$ 7,500.00	\$ 10,219.93
Gasoline Tax	\$ 142,708.54	-	\$ 85,000.00	\$ 227,708.54
Road & Bridge	\$ 111,322.73	\$ (24,064.89)	\$ 6,000.00	\$ 331,322.73
		\$ 238,064.89		
Cemetery	\$ 5,377.59	-	\$ 73,500.00	\$ 78,877.59
Cemetery Bequest	\$ 3,784.79	-	-	\$ 3,784.79
Lighting Assessment	-	-	\$ 10,615.61	\$ 10,615.61
Police District	\$ 200,384.91	\$ (9,213.53)	\$ 89,000.00	\$ 1,058,384.91
		\$ 778,213.53		
OMVI	\$ 1,006.48	-	\$ 700.00	\$ 1,706.48
Fire District	\$ 668,770.03	-	\$ 2,094,000.00	\$ 3,743,770.03
		\$ 981,000.00		
Police Equipment	\$ 29,406.06	\$ 52,800.00	\$ 10,000.00	\$ 92,206.06
Zoning	\$ 12,483.15	-	\$ 13,000.00	\$ 25,483.15
Drug Law Enforcement	\$ 3,967.98	-	\$ 500.00	\$ 4,467.98
Issue II Improvement	-	-	-	-
Firefighters Assistance	-	-	-	-
OPWC Road Projects	-	-	\$ 55,007.63	\$ 55,007.63
FEMA	-	-	-	-
Bond	\$ 940.26	-	\$ 33,278.42	\$ 34,218.68
Fire/EMS Training Center	\$ 1,977.81	-	\$ 1,000.00	\$ 2,977.81
	\$ 1,501,540.92	\$ 2,259,033.00	\$ 2,836,650.10	\$ 6,597,224.02

## 2017 TEMPORARY APPROPRIATIONS

FUND 01 - GENERAL	\$ 412,838.00
FUND 02 - MOTOR VEHICLE LICENSE TAX	\$ 7,500.00
FUND 03 - GASOLINE TAX	\$ 138,850.00
FUND 04 - ROAD AND BRIDGE	\$ 219,600.00
FUND 05 - CEMETERY	\$ 76,480.00
FUND 06 - CEMETERY BEQUEST	\$ -
FUND 07 - IVY HILL LIGHTING DISTRICT	\$ 1,150.00
FUND 07A - MORROW/WILLIAMS LIGHTING	\$ 1,460.00
FUND 07B - TIMBER CREEK HEIGHTS LIGHTING	\$ 530.00
FUND 07C - TIMBER CREEK ESTATES LIGHTING	\$ 6,100.00
FUND 09 - POLICE DISTRICT	\$ 910,800.00
FUND 09C - POLICE DISTRICT EQUIPMENT	\$ 83,000.00
FUND 09J - OMVI	\$ 1,500.00
FUND 10 - FIRE DISTRICT	\$ 1,185,000.00
FUND 13 - ZONING	\$ 14,425.00
FUND 14 - FIRE FIGHTERS ASSIST GRANT	\$ -
FUND 14A - FIRE/EMS TRAINING CENTER	\$ 2,500.00
FUND 15 - GENERAL BOND NOTE RETIREMENT	\$ 122,962.06
FUND 15A - GENERAL BOND NOTE RETIREMENT	\$ 9,213.53
FUND 22 - DRUG ENFORCEMENT	\$ 2,300.00
FUND 30 - CAPITAL EXPENDITURES	\$ -
	<b>\$ 3,196,208.59</b>

## 2017 TEMPORARY APPROPRIATIONS

FUND 01 - GENERAL	\$	412,838.00
01-A-01 Salary - Trustees	\$	37,656.00
01-A-02 Salary - Clerk	\$	22,282.00
01-A-03 Travel & Other Expenses	\$	1,200.00
01-A-04 Supplies (Administration)	\$	3,000.00
01-A-05 Equipment (Administration)	\$	1,200.00
01-A-06 Insurance	\$	73,000.00
01-A-10 Legal Counsel	\$	10,000.00
01-A-12 Employer's Retirement Contribution	\$	27,500.00
01-A-15 Workmen's Compensation	\$	4,400.00
01-A-15A Unemployment Compensation	\$	-
01-A-16 General Health District	\$	20,000.00
01-A-17 Auditor & Treasurer Fees	\$	18,500.00
01-A-18 Advertising Delinquent Lands	\$	-
01-A-19 State Examiner Charges	\$	-
01-A-20 Timber Creek Street Lighting Installation	\$	-
01-A-21 Election Expense	\$	-
01-A-25 Contingency Account	\$	-
01-A-26 Other Expenses	\$	13,000.00
01-A-26A Future Retirement Expenses	\$	-
01-A-27 Transfers	\$	35,000.00
01-A-28 Administrator/Secretary Salary	\$	48,000.00
01-A-29 Contracts	\$	4,600.00
01-A-90 FICA/Medicare	\$	2,100.00
01-B-01 Salary - Administration	\$	3,600.00
01-B-01A Salary - IT Specialist	\$	60,000.00
01-B-02 Improvement of Sites	\$	-
01-B-03 New Buildings & Additions	\$	-
01-B-04 Utilities (Administration)	\$	6,100.00
01-B-05 Maintenance, Supplies & Materials	\$	200.00
01-B-06 Equipment Purchase & Replacement	\$	-
01-B-07 Repairs	\$	-
01-C-02 Equipment Purchase & Replacement (Fire)	\$	-
01-C-03 Utilities (Fire)	\$	-
01-C-07 Repairs	\$	-
01-D-08 Union Cemetery	\$	-
01-E-01 Street Lights	\$	5,300.00
01-E-02 Other Expenses	\$	-
01-F-01 Salary - Mechanic (Park)	\$	-
01-F-01A Salary - Groundskeeper (Park)	\$	12,000.00
01-F-02 Improvement of Sites (Park)	\$	-
01-F-04 New Buildings & Additions (Park)	\$	-
01-F-05 Tools & Equipment (Park)	\$	-



01-F-06 Supplies (Park)	\$	1,000.00
01-F-07 Repairs/Maintenance (Park)	\$	100.00
01-F-08 Other Expenses (Park)	\$	1,800.00
01-F-09 Special Events (Park)	\$	-
01-F-10 OTARMA Insurance (Park)	\$	1,300.00
01-G-02 Equipment Purchases & Replacement (Police)	\$	-
01-G-03 Utilities (Police)	\$	-
01-H-06 Contracts	\$	-
01-K-09 Utilities (Roads)	\$	-
01-M-03 Contracts (Paving)	\$	-
01-N-01 Advances	\$	-

**FUND 02 - MOTOR VEHICLE LICENSE TAX**

**\$ 7,500.00**

02-A-10 Transfers	\$	-
02-B-02 Materials	\$	7,500.00
02-B-03 Contracts	\$	-
02-B-04 Other Expenses	\$	-

**FUND 03 - GASOLINE TAX**

**\$ 138,850.00**

03-A-01 Salary - Road	\$	45,000.00
03-A-02 Employer's Retirement Contribution	\$	6,500.00
03-A-03 Workmen's Compensation	\$	16,000.00
03-A-04 Tools & Equipment	\$	2,500.00
03-A-05 Supplies	\$	7,500.00
03-A-06 Repairs	\$	4,500.00
03-A-07 Maintenance of Equipment	\$	850.00
03-A-11 Transfers	\$	-
03-A-90 FICA/Medicare	\$	1,000.00
03-B-02 Materials	\$	39,000.00
03-B-04 Other Expenses	\$	10,000.00
03-C-03 Contracts	\$	6,000.00

**FUND 04 - ROAD AND BRIDGE**

**\$ 219,600.00**

04-A-02 Employer's Retirement Contribution	\$	16,000.00
04-A-03 Workmen's Compensation	\$	-
04-A-04 Tools & Equipment	\$	-
04-A-05 Supplies	\$	-
04-A-06 Repairs	\$	-
04-A-07 Maintenance of Equipment	\$	-
04-A-08 Buildings & Additions	\$	-
04-A-10 Insurance	\$	80,000.00
04-A-10A Insurance/Medicare	\$	-
04-A-13 Other Expenses	\$	-
04-A-13A Future Retirement Expenses	\$	-
04-A-14 Transfers	\$	-
04-A-15 Auditor & Treasurer Fees	\$	5,000.00
04-A-18 Loan Principal	\$	-
04-A-19 Loan Interest	\$	-

04-A-90 FICA/Medicare	\$	2,300.00
04-B-01 Salary	\$	113,000.00
04-B-01A Salary - IT Specialist	\$	1,200.00
04-B-02 Materials	\$	-
04-B-03 Contracts	\$	-
04-B-04 Other Expenses	\$	2,100.00
04-C-03 Contracts	\$	-
04-C-04 Other Expenses	\$	-

**FUND 05 - CEMETERY**

	<b>\$</b>	<b>76,480.00</b>
05-A-01 Salary - Mowing	\$	40,500.00
05-A-02 Salary - Burials/Sexton	\$	15,000.00
05-A-02A Salary - Clerical	\$	-
05-A-03 Employer's Retirement Contribution	\$	7,770.00
05-A-04 Workmen's Compensation	\$	1,500.00
05-A-05 Improvement of Sites	\$	1,800.00
05-A-06 Land Purchases	\$	-
05-A-07 Repairs & Maintenance	\$	-
05-A-08 Tools & Equipment	\$	-
05-A-09 Supplies	\$	4,000.00
05-A-12 Other Expenses	\$	4,200.00
05-A-12A Insurance	\$	600.00
05-A-13 Unemployment Compensation	\$	-
05-A-90 FICA/Medicare	\$	1,110.00

**FUND 06 - CEMETERY BEQUEST**

	<b>\$</b>	<b>-</b>
06-A-01 Cemetery Bequest	\$	-

**FUND 07 - IVY HILL LIGHTING DISTRICT**

	<b>\$</b>	<b>1,150.00</b>
07-A-01 Contracts	\$	1,100.00
07-A-02 Other Expenses	\$	50.00

**FUND 07A - MORROW/WILLIAMS LIGHTING**

	<b>\$</b>	<b>1,460.00</b>
07-A-01A Contracts	\$	1,400.00
07-A-02A Other Expenses	\$	60.00

**FUND 07B - TIMBER CREEK HEIGHTS LIGHTING**

	<b>\$</b>	<b>530.00</b>
07-A-01B Contracts	\$	500.00
07-A-02B Other Expenses	\$	30.00

**FUND 07C - TIMBER CREEK ESTATES LIGHTING**

	<b>\$</b>	<b>6,100.00</b>
07-A-01C Contracts	\$	5,800.00
07-A-02C Other Expenses	\$	300.00

**FUND 09 - POLICE DISTRICT**

	<b>\$</b>	<b>910,800.00</b>
09-A-01 Salary - FT	\$	451,000.00
09-A-01A Salary - OT	\$	20,000.00

09-A-01B Salary - PT	\$	45,000.00
09-A-01C Salary - Secretarial	\$	22,000.00
09-A-01D Salary - Road Dept.	\$	500.00
09-A-01E Salary - IT Specialist	\$	4,000.00
09-A-02 Employer's Retirement Contribution	\$	93,000.00
09-A-03 Workmen's Compensation	\$	15,000.00
09-A-04 Auditor & Treasurer Fees	\$	13,000.00
09-A-07 Tools & Equipment	\$	11,000.00
09-A-08 Supplies	\$	15,000.00
09-A-08A DARE Expenses	\$	-
09-A-09 Building Upgrade	\$	-
09-A-10 Contracts	\$	40,000.00
09-A-12 Insurance	\$	121,300.00
09-A-12A Transfers	\$	-
09-A-13 Training	\$	1,000.00
09-A-14 Other Expenses	\$	40,000.00
09-A-14A Future Retirement Expenses	\$	10,000.00
09-A-15A Unemployment Compensation	\$	-
09-A-90 FICA/Medicare	\$	9,000.00

**FUND 09C - POLICE DISTRICT EQUIPMENT**

	\$	<b>83,000.00</b>
09-A-04C Tools & Equipment	\$	34,000.00
09-A-05C Supplies	\$	33,000.00
09-A-06C Repairs	\$	15,000.00
09-A-08C Auditor & Treasurer Fees	\$	1,000.00
09-A-10C Contracts	\$	-

**FUND 09J - OMVI**

	\$	<b>1,500.00</b>
09-A-01J OMVI Salaries	\$	-
09-A-14J OMVI Expenses	\$	1,500.00

**FUND 10 - FIRE DISTRICT**

	\$	<b>1,185,000.00</b>
10-A-01 Salary - FT Fire	\$	550,000.00
10-A-01A Salary - PT Fire	\$	100,000.00
10-A-01B Salary - Mechanic	\$	500.00
10-A-01D Salary - OT Fire	\$	60,000.00
10-A-01E Salary - IT Specialist	\$	4,000.00
10-A-02 Employer's Retirement Contribution	\$	147,000.00
10-A-03 Workmen's Compensation	\$	18,000.00
10-A-04 Auditor & Treasurer Fees	\$	16,000.00
10-A-06 New Buildings & Equipment	\$	10,000.00
10-A-07 Utilities	\$	20,000.00
10-A-08 Tools & Equipment	\$	5,500.00
10-A-09 Supplies	\$	5,000.00
10-A-09A Supplies FIU	\$	-
10-A-10 Repairs	\$	15,000.00
10-A-11 Training	\$	5,000.00
10-A-14 Insurance	\$	160,000.00

10-A-14A Contracts	\$	10,000.00
10-A-15 Other Expenses	\$	2,000.00
10-A-15A Future Retirement Expenses	\$	-
10-A-16 Advances - Out	\$	-
10-A-17 Transfers	\$	-
10-A-18 Loan Principal	\$	-
10-A-19 Loan Interest	\$	-
10-A-80 Unemployment Compensation	\$	-
10-A-90 FICA/Medicare	\$	16,000.00
10-C-05 EMS - Supplies	\$	8,000.00
10-C-06 EMS - Repairs	\$	6,000.00
10-C-07 EMS - Contracts	\$	25,000.00
10-C-08 EMS - Other Expenses	\$	2,000.00
<b>FUND 13 - ZONING</b>	<b>\$</b>	<b>14,425.00</b>
13-A-01 Salaries & Fees	\$	14,225.00
13-A-02 Expenses	\$	200.00
13-A-03 Supplies	\$	-
<b>FUND 14 - FIRE FIGHTERS ASSIST GRANT</b>	<b>\$</b>	<b>-</b>
14-A-07 Tools & Equipment	\$	-
<b>FUND 14A - FIRE/EMS TRAINING CENTER</b>	<b>\$</b>	<b>2,500.00</b>
14-A-01A Salaries	\$	750.00
14-A-05A Supplies	\$	1,750.00
14-A-08A Other Expenses	\$	-
<b>FUND 15 - GENERAL BOND NOTE RETIREMENT</b>	<b>\$</b>	<b>122,962.06</b>
15-A-01 Fire Equipment Principal	\$	80,000.00
15-A-01B Durst Clagg Road	\$	6,142.06
15-A-04 Interest	\$	36,820.00
<b>FUND 15A - GENERAL BOND NOTE RETIREMENT</b>	<b>\$</b>	<b>9,213.53</b>
15-A-01A Principal	\$	9,213.53
15-A-04A Interest	\$	-
<b>FUND 22 - DRUG ENFORCEMENT</b>	<b>\$</b>	<b>2,300.00</b>
22-A-01 Drug Enforcement	\$	2,300.00
<b>FUND 30 - CAPITAL EXPENDITURES</b>	<b>\$</b>	<b>-</b>
30-A-05 Township Match	\$	-
30-A-06 OPWC Grant	\$	-
	<b>\$</b>	<b>3,196,208.59</b>