

## BAZETTA TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

Date: June 26, 2017 at 7:00pm  
Bazetta Township Administration Building  
3372 State Route 5  
Cortland, Ohio 44410

**Present:**

Trustee Paul Hovis  
Vice Chairman Trustee Frank Parke  
Chairman Trustee Ted Webb  
Fiscal Officer Rita Kay Drew

- Trustee Parke reminded the assemblage of the Public Comment procedures and that the meeting is being video and audio recorded

**153-17** To accept the minutes from the June 12 Regular Meeting.

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

**154-17** To authorize the Fiscal Officer to pay all outstanding invoices incurred and approve all warrants issued.

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

**155-17** To authorize the Fiscal Officer to request an advance on the 2016 2nd Half Settlement of Real Estate Tax, from the Trumbull County Auditor.

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

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

- Letter from Turner, May & Shepherd announcing merger of legal practices with Atty. Mark Finamore
- Anonymous letter suggesting writing tickets on Beaver Trail to raise road repair funds
- Notice from Geauga-Trumbull Solid Waste Management District concerning their intent to designate facilities for the receipt of solid waste

**Administration:**

- Trustee Webb reported the following
  - Meeting with ODOT regarding the road leading back to the new Aldi
    - Traffic counts will be done
    - May extend drainage pipe to prevent trucks from going in the ditch
  - Island at Route 305 by the new fire station is being moved because it has become a problem for trucks leaving the station
  - Water line coming up Route 5
    - Atty. Rieger is working on this with the Trumbull County attorney
    - Cortland will have an agreement with Trumbull County to provide water

- Bazetta will have a contract to receive water from Trumbull County
- Receiving water from Cortland via Trumbull County, rather than having a pumping station going under Mosquito Creek, will cut the cost of the project by roughly \$200,000
- Trustee will attend the Opening Ceremony of the Trumbull County Fair

**Fire Department:**

- See Attached Agenda & Thank You Letter

**156-17** To place Brandon Quiggle on a six (6) month leave of absence, retroactive to June 13, 2017.

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

**157-17** To approve an expenditure of \$4,817.00 to Mike Makes Signs for signage at the new fire station, to be paid from the Fire Fund.

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

**158-17** To adopt the attached *Resolution Declaring it Necessary to Levy a Tax in Excess of the Ten Mill Limitation (1.5 mill Fire Fund Renewal Levy)*.

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

**159-17** To adopt the attached *Resolution Declaring it Necessary to Levy a Tax in Excess of the Ten Mill Limitation (2.0 mill Fire Fund Renewal Levy)*.

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

**Police Department:**

- See Attached Agenda

**160-17** To accept the resignation of Police Secretary Deanna Boggess, retroactive to June 23, 2017.

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

**Road Department:**

- Road Superintendent Parke reported the following
  - Tire grant submitted for which we should receive between \$700 and \$800
  - Attended a District 6 Issue I meeting and hopes to see some grant money come from this
  - Beginning a second round of roadside mowing

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

- Zoning Inspector Mills reported as follows
  - Empty lot in Ivy Hills

- This lot had been mowed in previous years when the budget allowed for nuisance abatements
- This lot was not mowed last year
- It seems that a resident or resident had paid to have it mowed
- Has explained to residents that we can no longer mow this property and that they can not mow it themselves
- Wants to get aggressive with the junk car problem on the west side of the lake
- Has bombarded with calls about high grass
  - Has explained to residents that we can no longer mow any properties because, if we mow one, then we have to mow them all
  - Anything else would be considered spot zoning, which is illegal
- Will have report for the next meeting
- Checking into illegal top soil signage, which may be in the road right of way

**Zoning Commission & Zoning Board of Appeals:**

- Trustee Webb said the July 11 is being moved, with the date to be determined once information is received from the Trumbull County Planning Commission

**Parks & Recreation Board:**

- Nothing to report

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

- None

**Public Comment:**

- Stanley Shrodek of Lakeshore Drive asked if the Road Department intended to put tar in any of the cracks on township roads because he is concerned the roads will get worse if the cracks are not sealed
  - Road Superintendent Parke replied as follows
    - This sort of work would have to be contracted out because the department does not have enough manpower or equipment
    - This would require a minimum of 8 people and he only has 4
    - He is not doing any major projects until he knows what is happening with the General Fund
    - If his employees' salaries are cut in the cemetery and the park, those salaries will have to be absorbed by the Road Department
    - He wishes we could devote money every year to chip sealing, but he can't because there simply is not money for it
  - Trustee Parke said the Road Department can't spend their money on this because they are going to have to buy road salt later this year
  - Trustee Webb added
    - The department can't but down just tar on the roads, there has to be something on top of it, otherwise it damages cars
    - A Council of Governments is being formed to address exactly these issues
    - It is in its infancy stage and he is on their Board
    - Roads are a major concern, as is demolition of homes
- Stanley Shrodek of Lakeshore Drive asked if the township has made adjustments to the General Fund budget because the levy failed
  - Trustee Webb said that additional cuts were made at the beginning of the year and that further cuts will be made next year

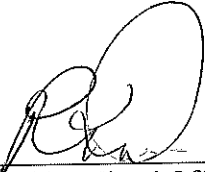
- Trustee Webb and Fiscal Officer Drew said cuts have been made over the past 2 years and that even more cuts will be coming next year
  - In 2016, the budget was trimmed by about \$87,000 through spending cuts and increased revenue
  - In 2017, that number was about \$50,000

**161-17** To adjourn the meeting at 7:31pm.

**Motion:** Trustee Hovis

**Second:** Trustee Parke

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



Attested by: Fiscal Officer Rita Kay Drew

Dated: \_\_\_\_\_

07-01-17



Approved by: Chairman Trustee Ted Webb

Dated: \_\_\_\_\_

7/10/17

PENDING WARRANT REPORT  
 Bazetta Township [2017]

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
29961	3477.00	VW29961	BE Solutions, LLC	Biweekly Claims Runs
29962	268.24	VW29962	Business Card	Supplies
29963	231.99	VW29963	Do-Cut Warren	Supplies
29964	1441.07	VW29964	Delta Dental	Insurance
29965	425.00	VW29965	Nicholas Gregory	Uniform Allowance
29966	114.00	VW29966	Mosquito Lake Marina	Hot Dogs - Safety Day
29967	1460.79	VW29967	Ohio Edison	Service
29968	19340.85	VW29968	Ohio Insurance Service Agency	Insurance
29969	15.78	VW29969	Ohio Edison	Service
29970	35.00	VW29970	Ohio Department of Agriculture	License Fee
29971	700.00	VW29971	Schultz Towing Inc.	Tows
29972	616.12	VW29972	Joseph A. Sofchek	Refund - Employee Portion
29973	150.00	VW29973	Treasurer, State of Ohio	Assessment
29974	3208.88	VW29974	Trumbull County 911	911 Service
29975	466.09	VW29975	Vision Service Plan-(OH)	Insurance
29976	58.60	VW29976	Warren Fire Equipment, Inc.	Service, Supplies
=====				
	32009.41		Total Amount of Pending Warrants	

# BAZETTA TWP. FIRE/EMS

## Chief's Office

### INTEROFFICE MEMORANDUM

Date: 6/20/2017

To: Trustee Hovis, Trustee Parke, Trustee Webb, Fiscal Officer Drew

From: Chief Dennis Lewis

Re: June 26, 2017 Trustee's Meeting

Cc: File

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Trustee Hovis – Trustee Parke – Trustee Webb,

1. Requesting to place Brandon Quiggle on leave of absence per his request as of June 13, 2017 at 0947 hours, for 6 months. Leave of absence expires on December 13, 2017 at 0800 hours. See Attachment for administration records.

2. Requesting and expenditure of \$4,817.00 from Mike Makes Signs (481 Champion Street Ave. East, Warren, Ohio 44483 Ph: 330-847-9341) for signage to be placed on front of fire station located at 3000 Warren Meadville Road, Cortland, Ohio 44410. See attachments. Going with design C.

3. FYI - Will be advertising to hire additional part-time positions, have 15 part-time positions and only have 10 active part-timer employees on roster. Attempting to hire 5 additional part-time employees.

Professionally,  
Dennis Lewis  
Fire Chief

**Dennis Lewis**

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**From:** Brandon Quiggle [quigglebg@gmail.com]  
**Sent:** Tuesday, June 13, 2017 8:41 AM  
**To:** Dennis Lewis  
**Subject:** Leave of absence

Dear Chief Lewis;

I am writing to you for a request of leave of absence effectively immediately. This is due to my increased work at my other part time jobs and family reasons. I'm requesting a 6 month leave with the possibility of me returning earlier than the 6 months. Thanks for your time on this request.

Sincerely;

Brandon Quiggle

***mms***  
**mike makes signs**

481 Champion Ave. East. Warren, OH 44483  
 330. 847.9341

March 30, 2017

**ESTIMATE**

**SOLD TO:**

Bazetta Twp. Fire Department  
 773 Everett Hull Road  
 Cortland, OH 44410

Mike

Qty.	Description	Unit Cost	Total
	Options:		
	A) 18" & 14" Brushed Aluminum Letters Bazetta Fire Station		\$2202.00
	B) 18" & 14" Brushed Aluminum Letters Bazetta Twp. Fire Station		\$2516.00
	<del>C) 18" Brushed Aluminum Letters with Shield -Bazetta Township Fire Station</del>		\$4817.00
	D) 14" Brushed Aluminum Letters with Shield – Bazetta Township Fire Station		\$4817.00
	E) 12" Brushed Aluminum Letters with Shield – Bazetta Twp. Fire Station		\$1971.00

Estimate does not include sales tax, permits, or architectural drawings (if required).

*We do request a deposit of 50% or Purchase Order to secure each order.*

*Thank You!*



~~MIKE~~  
**mike makes signs**

481 Champion Ave. East. Warren, OH 44483  
330. 847.9341

June 13, 2017

**ESTIMATE**

**SOLD TO:**

Bazetta Twp. Fire Department  
773 Everett Hull Road  
Cortland, OH 44410

Mike

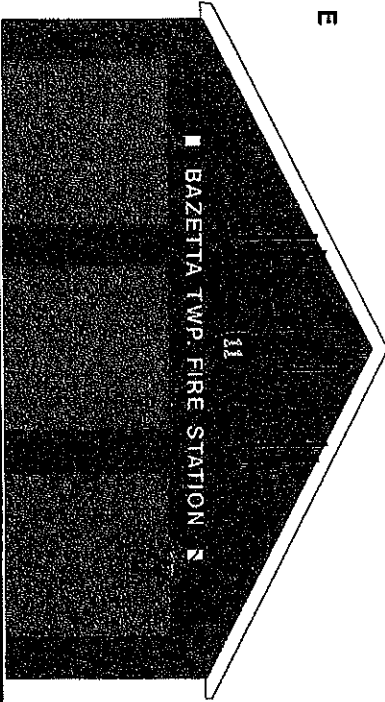
Qty.	Description	Unit Cost	Total
F.	14" Brushed Aluminum Letters with Shield -Bazetta Township Fire Station Installed		\$2468.00

Estimate does not include sales tax, permits, or architectural drawings (if required).

*We do request a deposit of 50% or Purchase Order to secure each order.*

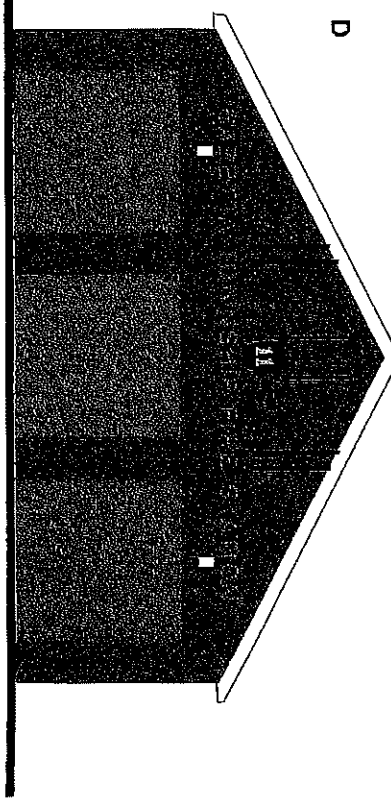
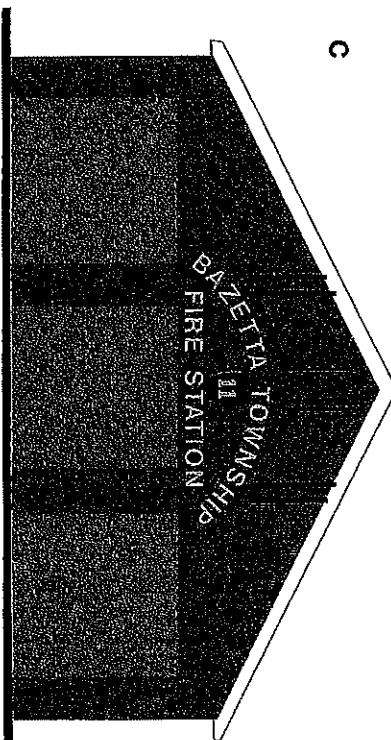
*Thank You!*

E



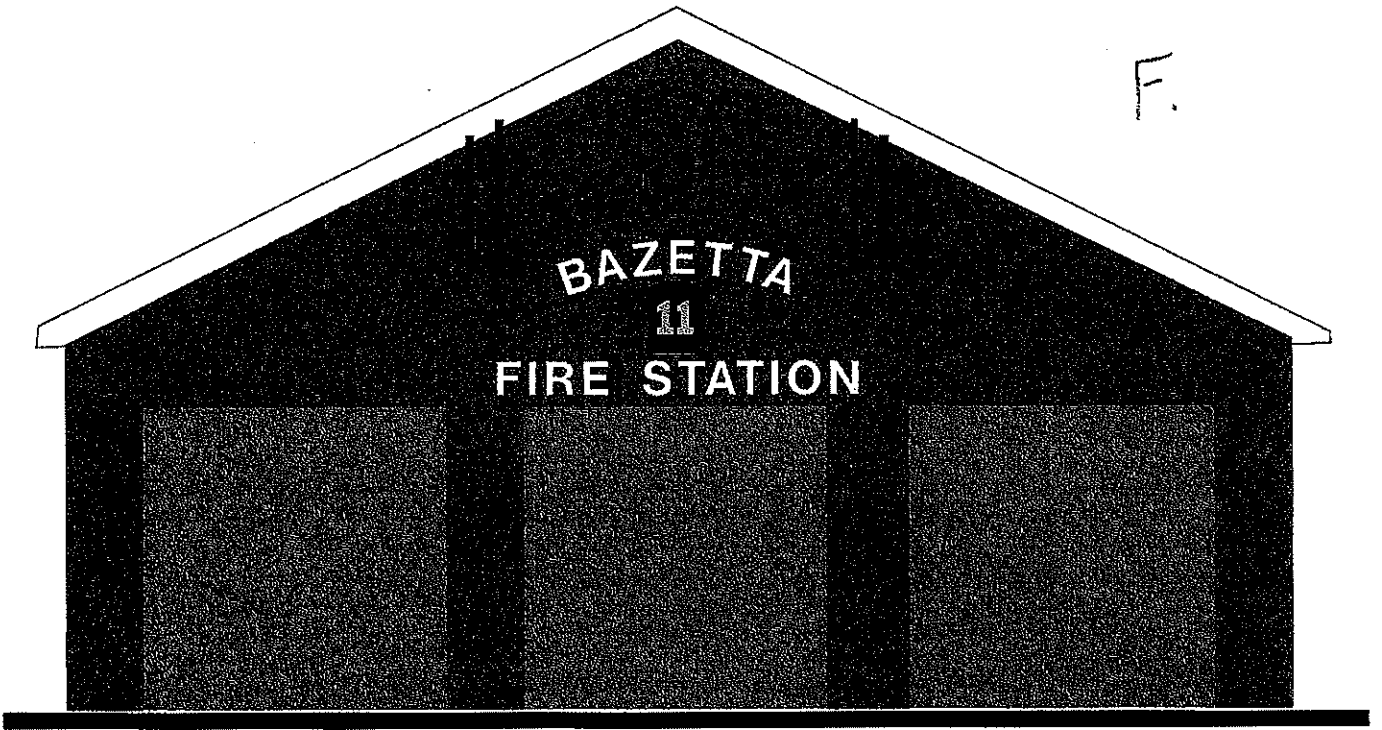
BAZETTA TWP. FIRE STATION

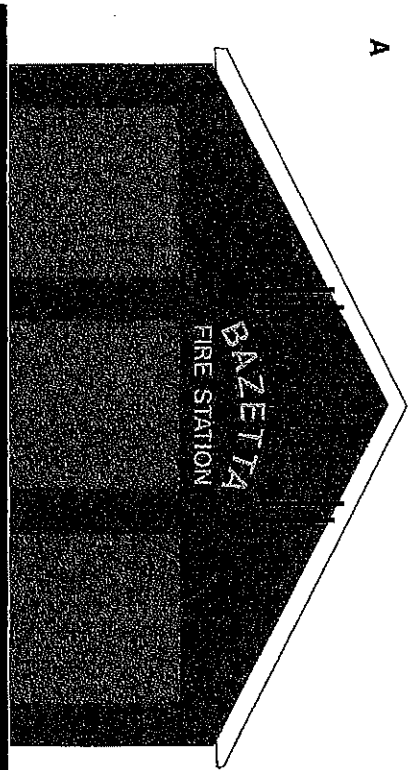




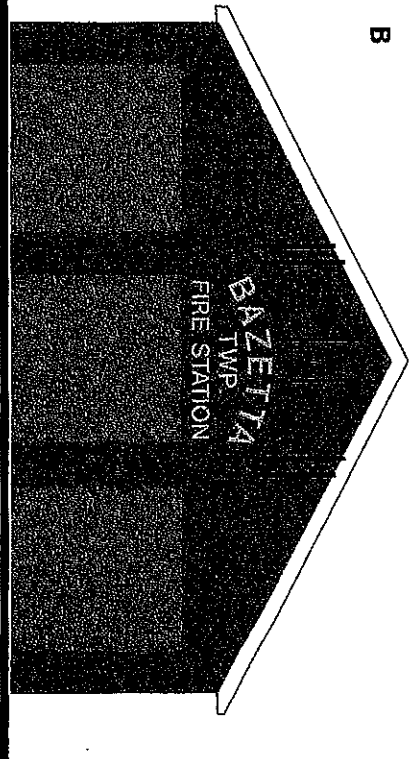
F.

BAZETTA  
11  
FIRE STATION





A



B



Bazetta-Cortland Optimist Club and Foundation  
2619 Hoagland Blackstub Rd.  
Candlelite Knolls  
Warren, OH 44481

June 19, 2017

Dear Chief Dennis Lewis,

I personally would like to thank you for participating in our 50th year Celebration and Open House on June 17, 2017, by providing a squad and personnel.

I know that there were a lot of big events going on in the community on that day, which made it more difficult in providing coverage. However, as a true friend of the Optimist Club, we greatly appreciated your efforts. The Optimist Club and the Bazetta Fire Department has always worked together for the common good of our community.

Remember, we all serve our community in different ways.

Thanks again from the bottom of hearts. We are looking forward to assist you and your department in the near future.

Sincerely,

Michael G. Piros  
Vice President

**RESOLUTION DECLARING IT NECESSARY TO LEVY A TAX  
IN EXCESS OF THE TEN MILL LIMITATION**

**Resolution #158-17 (Renewal Fire Fund Tax Levy 1.5 mills)**

The Board of Township Trustees of Bazetta Township, Trumbull County, Ohio met in Regular Session on the 26th day June, 2017, at the office of said Board, with the following members present:

Trustee Paul Hovis  
Trustee Frank Parke  
Trustee Ted Webb

Trustee Parke moved the adoption of the following resolution:

**WHEREAS**, the amount of taxes which may be raised within the ten mill limitation will be insufficient to provide an adequate amount for the necessary requirements of said Bazetta Township, Trumbull County, Ohio; and

**WHEREAS**, a resolution declaring the necessity of levying a tax under ORC §5705.03, ORC §5705.19 (I), and ORC §5705.191, outside the ten mill limitation must be passed and certified to the County Auditor in order to permit the Board to consider the levy of such a tax and must request that the County Auditor certify to the Board of Trustees the total current tax valuation of Bazetta Township and the dollar amount of revenue that would be generated by the tax;

**NOW THEREFORE BE IT RESOLVED** by the Board of Trustees of Bazetta Township, Trumbull County, State of Ohio, all members elected thereto concurring that it is necessary to levy a renewal tax in excess of the ten mill limitation for the benefit of Bazetta Township, pursuant to under ORC §5705.03, ORC §5705.19 (I), and ORC §5705.191, providing and maintaining fire apparatus, appliances, buildings, or sites therefore, or sources of water supply and materials therefore, or the establishment of and maintenance of lines of fire alarm telegraph, or the payment permanent, part-time or volunteer firefighter personnel or firefighting companies to operate the same, including payment of firefighter employer's contributions required under §742.34 of the Ohio Revised Code or to purchase ambulance equipment, or to provide ambulance, paramedic, or other emergency medical services operated by a fire department or firefighting company, at a rate not exceeding \$0.15 for each one hundred dollars of valuation for a period of 5 years, commencing tax year 2018, collection year beginning 2019.

**BE IT FURTHER RESOLVED** that the Fiscal Officer certify a copy of this Resolution to the County Auditor for certification of the total tax valuation of Bazetta Township and the dollar amount of revenue to be generated by the tax; and

**BE IT FURTHER RESOLVED** upon certification of the County Auditor that the provisions of said tax levy be submitted to the electors of said Bazetta Township, in the general election to be held on the 7th of November, 2017; and

**BE IT FURTHER RESOLVED** that this tax levy be submitted to the electors under the authority of said ORC §5705.03, ORC §5705.19 (I), and ORC §5705.191; and

**BE IT FURTHER RESOLVED** that the Fiscal Officer of the Board of Township Trustees of Bazetta Township is hereby directed to certify a copy of the Resolution to the Board of elections, Trumbull County, Ohio, not less than ninety days prior to the election and notify said Board of Elections to cause notice of election on the question of levying said tax to be given as required by law.

Trustee Hovis seconded the motion and the roll being called upon its adoption the vote resulted as follows:

- Trustee Hovis - Yes
- Trustee Parke - Yes
- Trustee Webb - Yes

Adopted the 26th day of June, 2017.



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Fiscal Officer Rita K. Drew



**RESOLUTION DECLARING IT NECESSARY TO LEVY A TAX  
IN EXCESS OF THE TEN MILL LIMITATION**

**Resolution #159-17 (Renewal Fire Fund Tax Levy 2.0 mills)**

The Board of Township Trustees of Bazetta Township, Trumbull County, Ohio met in Regular Session on the 26th day June, 2017, at the office of said Board, with the following members present:

Trustee Paul Hovis  
Trustee Frank Parke  
Trustee Ted Webb

Trustee Hovis moved the adoption of the following resolution:

**WHEREAS**, the amount of taxes which may be raised within the ten mill limitation will be insufficient to provide an adequate amount for the necessary requirements of said Bazetta Township, Trumbull County, Ohio; and

**WHEREAS**, a resolution declaring the necessity of levying a tax under ORC §5705.03, ORC §5705.19 (I), and ORC §5705.191, outside the ten mill limitation must be passed and certified to the County Auditor in order to permit the Board to consider the levy of such a tax and must request that the County Auditor certify to the Board of Trustees the total current tax valuation of Bazetta Township and the dollar amount of revenue that would be generated by the tax;

**NOW THEREFORE BE IT RESOLVED** by the Board of Trustees of Bazetta Township, Trumbull County, State of Ohio, all members elected thereto concurring that it is necessary to levy a renewal tax in excess of the ten mill limitation for the benefit of Bazetta Township, pursuant to under ORC §5705.03, ORC §5705.19 (I), and ORC §5705.191, providing and maintaining fire apparatus, appliances, buildings, or sites therefore, or sources of water supply and materials therefore, or the establishment of and maintenance of lines of fire alarm telegraph, or the payment permanent, part-time or volunteer firefighter personnel or firefighting companies to operate the same, including payment of firefighter employer's contributions required under §742.34 of the Ohio Revised Code or to purchase ambulance equipment, or to provide ambulance, paramedic, or other emergency medical services operated by a fire department or firefighting company, at a rate not exceeding \$0.20 for each one hundred dollars of valuation for a period of 5 years, commencing tax year 2018, collection year beginning 2019.

**BE IT FURTHER RESOLVED** that the Fiscal Officer certify a copy of this Resolution to the County Auditor for certification of the total tax valuation of Bazetta Township and the dollar amount of revenue to be generated by the tax; and

**BE IT FURTHER RESOLVED** upon certification of the County Auditor that the provisions of said tax levy be submitted to the electors of said Bazetta Township, in the general election to be held on the 7th of November, 2017; and

**BE IT FURTHER RESOLVED** that this tax levy be submitted to the electors under the authority of said ORC §5705.03, ORC §5705.19 (I), and ORC §5705.191; and

**BE IT FURTHER RESOLVED** that the Fiscal Officer of the Board of Township Trustees of Bazetta Township is hereby directed to certify a copy of the Resolution to the Board of elections, Trumbull County, Ohio, not less than ninety days prior to the election and notify said Board of Elections to cause notice of election on the question of levying said tax to be given as required by law.

Trustee Parke seconded the motion and the roll being called upon its adoption the vote resulted as follows:

Trustee Hovis - Yes  
Trustee Parke - Yes  
Trustee Webb - Yes

Adopted the 26th day of June, 2017.



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Fiscal Officer Rita K. Drew

## Police Agenda Monday June 26, 2017



Thu 6/22/2017 2:34 PM

**From:** "Mike Hovis"

**To:** rdrew@bazettatwp.org

**Cc:** twebb@bazettatwp.org, cherlinger@bazettatwp.org

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Rita,

All I have for the agenda is to accept Deanna's resignation for the agenda on Monday. Her letter is attached to this email. Thank you and have a great day!!!

*Michael J. Hovis, Chief of Police*

*Bazetta Township Police Department*

*2671 McCleary Jacoby Rd.*

*Cortland, Ohio 44410*

*Phone: 330-638-5503*

*Fax: 330-638-9927*

*[mhovis@bazettatwp.org](mailto:mhovis@bazettatwp.org)*

*[www.facebook.com/BazettaTownshipPoliceDept](http://www.facebook.com/BazettaTownshipPoliceDept)*

**Attachments:**

- Deanna resignation letter.pdf

Deanna Boggess  
2761 Beaver Trail  
Cortland, Ohio 44410  
330-360-7920  
[deanna2761@aol.com](mailto:deanna2761@aol.com)

June 8, 2017

Michael J. Hovis, Chief of Police  
Bazetta Township Police Department  
2671 McCleary Jacoby Road  
Cortland, Ohio 44410

Dear Chief Hovis and Bazetta Township Board of Trustees,

It is after much consideration that I am submitting this letter of resignation from my position as Police Secretary/Records Administrator for Bazetta Township Police Department. Please accept this as my two week notice as Friday, June 23, 2017 will be the last day I will be available for work.

I want you all to know that this has not been an easy decision for me to make as I move on to the next chapter in my life. I cannot adequately express how very lucky and honored I have been to serve with the brave and dedicated men and women of the Bazetta Police Department over the years. It has been a special privilege to work side by side Chief Hovis. He is a man of great integrity, expertise and dedication to his profession, employees and community. I have gained strength and confidence as a person through his leadership. He is someone who I truly admire and consider a loyal friend.

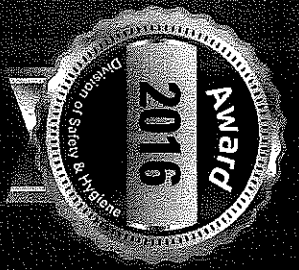
I would like to thank the Trustees for the opportunity to serve our great community. I've had the pleasure of taking part and watching it grow and move forward over the years thanks to your guidance and commitment. The establishment of the Bazetta Township Senior Watch Program will always be close to my heart. I will deeply miss calling my seniors every week and I hope the program will continue after I'm gone.

In closing I would like to offer any assistance needed during this transition period in order to facilitate the seamless passing of my responsibilities to my successor during my last weeks and beyond. Please do not hesitate to contact me. I would also like the opportunity to serve our community in the future. Should a full time position arise I would appreciate consideration.

Sincerely,



Deanna Boggess



# CERTIFICATE

May it be known that this certificate  
has been presented to

***Bazetta Township***

for its effort in preventing accidents and  
injuries in the workplace

**Group, 100%**

Mahoning Valley Safety Council

Co-sponsored by

*Youngstown Warren Regional Chamber*

Sarah D. Morrison  
Administrator/CEO

Ibraheem Taramneh, Ph.D.  
Superintendent of DSH