

## BAZETTA TOWNSHIP TRUSTEES SPECIAL MEETING MINUTES

Date: June 9, 2014 at 12:00pm  
Bazetta Township Administration Building  
3372 State Route 5  
Cortland, Ohio 44410

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

- Trustee Webb stated that he had gotten no word back from the Fire Union before this meeting
  - Union representatives Walter and Mannella said they would like to talk to the rest of the department about the first memorandum

**180-14** To table the resolution to adopt the attached Memorandum of Understanding, with regard to Article 35.

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

- Trustee Webb stated that everything seemed to be in order with this
  - Union representatives Walter and Mannella concurred

**181-14** To adopt the attached Memorandum of Understanding, with regard to Article 32.2.

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

- Trustee Webb stated that everyone seemed to agree on this
  - Union representatives Walter and Mannella concurred

**182-14** To adopt the attached Memorandum of Understanding, with regard to Article 33.3.

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

- Trustee Webb said the 240 hours would be in 40 hour increments for light duty
  - Chief Lewis said he is only donating the time and it is up to the Trustees and Union to decide how the time is used
- Trustee Webb thought a line should be added to the form for Trustee approval
- Trustee Hovis was concerned that the section numbers on the form do not correspond to anything in the township's Administrative Policy Manual
- Trustee Parke asked where the form had come from
  - Fiscal Officer Drew said it was in the files in her office and noted that the original is yellowed and seemingly quite old

**MEMORANDUM OF UNDERSTANDING**

**Bazetta Township Fire Fighters IAFF Local # 3703  
And the  
Bazetta Township Board of Trustees**

In order to resolve a dispute in the interpretation of the Clothing Allowance policy (Article 35) as written in the current Collective Bargaining Agreement (CBA), the following shall be agreed.

- 1.) The Parties hereby agree that Collective Bargaining Members receiving their clothing allowance as described in Article 35 of the current CBA who are separated from service, and who are not disabled or eligible to retire, shall be required to return a pro-rated amount of the allowance. (Ex. Employee who separates from service as of July 1<sup>st</sup> shall pay back 50% of the allowance, November 1<sup>st</sup>, 25% etc.) The member shall have said amount deducted from their final pay check.
- 2.) This MOU shall cease to have force and effect at the expiration of the current CBA. The parties shall then negotiate language concerning Clothing Allowance into the new CBA.

For the Township:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

For the Union:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

June \_\_, 2014

AFFILIATED WITH  
International Association of Firefighters  
Washington, D.C.  
Ohio Association of  
Professional Firefighters



AFFILIATED WITH  
OHIO AFL-CIO  
COLUMBUS, OHIO

**BAZETTA PROFESSIONAL FIREFIGHTERS**  
**—LOCAL NO. 3703—**  
CORTLAND, OHIO

**MEMORANDUM OF UNDERSTANDING**

**Bazetta Township Fire Fighters IAFF Local # 3703**  
**And the**  
**Bazetta Township Board of Trustees**

In order to resolve a dispute regarding Holiday hours (Article 32.2) as written in the current Collective Bargaining Agreement (CBA), the following shall be agreed.

- 1.) The Parties hereby agree that Collective Bargaining Member Michael Smith be allowed to cash in his holiday hours as described in Article 32.2 of the current CBA. The members also acknowledge this as a special circumstance that does not set a precedent for future claims.
- 2.) This MOU shall cease to have force and effect at the expiration of the current CBA. The parties shall then negotiate language concerning Holiday hours into the new CBA.

For the Township:

*Frank W. Purkey*  
*Paul W. [unclear]*  
*[unclear]*

For the Union:

*David A. [unclear] President*  
*[unclear] VP*  
*[unclear] Treasurer*

June 9, 2014

**183-14** To authorize the attached donation of sick time from Chief Lewis to Cpt. Smith, as a special circumstance that does not set a precedent for future claims, not to exceed 40 hours in a work week.

**Motion:** Trustee Webb

**Second:** Trustee Hovis

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

- Trustee Webb thought that Cpt. Smith would not be on light duty
  - Union Representatives Walter and Mannella stated that he has no new doctor's note
- Trustee Webb said that Cpt. Smith is in the process of getting the Family Medical Leave Act paperwork completed
  - Fiscal Officer Drew said this paperwork had been picked up on Friday afternoon

**184-14** To approve Resolutions #181-14 and #183-14 as retroactive to May 25, 2014.

**Motion:** Trustee Webb

**Second:** Trustee Hovis

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

**185-14** To approve an expenditure not to exceed \$4,500.00 to Alexander's Pest Control for Mosquito Spraying, to be paid from the General Fund.

**Motion:** Trustee Hovis

**Second:** Trustee Webb

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


- Discussion regarding various aspects of the proposed new fire station
  - See Attached

**186-14** To adjourn the meeting at 1:09pm.

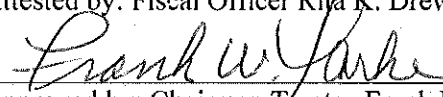
**Motion:** Trustee Webb

**Second:** Trustee Hovis

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

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

Dated: 06-10-14

  
\_\_\_\_\_  
Approved by: Chairman Trustee Frank Parke

Dated: 06-16-2014



**BAZETTA PROFESSIONAL FIREFIGHTERS**  
**—LOCAL No. 3703—**  
CORTLAND, OHIO  
**MEMORANDUM OF UNDERSTANDING**

**Bazetta Township Fire Fighters IAFF Local # 3703**  
**And the**  
**Bazetta Township Board of Trustees**

In order to resolve a dispute regarding Accrued Vacation Time (Article 33.3), as written in the current Collective Bargaining Agreement (CBA), the following shall be agreed:

- 1.) The Parties hereby agree that Collective Bargaining Members be allowed to cash out any vacation hours over the maximum as described in Article 33.3 of the current CBA. The members must inform the Fiscal Officer, in writing, with at least a 2 week notice. The member is allowed to either have said hours transferred into their deferred comp, or have a separate draft issued to them over 2 to 3 pay periods. The reason for the 2 to 3 pay period is to lessen the impact of taxes.
- 2.) The members also acknowledge this as a special circumstance that does not set a precedent for future claims under the current CBA.
- 3.) This MOU shall cease to have force and effect at the expiration of the current CBA. The parties shall then negotiate language concerning Accrued Vacation Time into the new CBA.

For the Township:

Frank W. Parker  
Paul W. [unclear]  
Phil [unclear]

For the Union:

David A. [unclear] President  
Tom [unclear] VP  
[unclear] Treasurer

June 9, 2014

# BAZETTA FIRE DEPARTMENT

STATION 11

773 EVERETT-HULL RD  
CORTLAND, OHIO 44410  
(330) 637-4136 FAX (330) 638-4193

STATION 13

*Bazetta*

*Striving for a Better Tomorrow*

Captain  
Mike Smith

Chief  
Dennis Lewis  
Asst. Chief  
Tom Rink  
Captain  
Dave Walter



Captain

May 20, 2014

Trustee Frank Parke  
Trustee Paul Hovis  
Trustee Ted Webb  
3372 State Route 5  
Cortland, Ohio 44410

Re: Captain Mike Smith

Dear Sir(s),

I am writing this letter to donate 240 hours of my sick leave time to Captain Mike Smith to help him until his disability is approved by the Ohio Police and Fire Pension Board. Bazetta Township Resolution 67-99 authorizes Bazetta Township employees to donate their sick leave to another township employee. I have attached a copy of the resolution for your review.

I would also request that if Captain Mike Smith needs an additional 30 days of leave, the Trustees would pass a resolution authorizing Chief Dennis Lewis to donate 240 hours of vacation time to Captain Mike Smith.

In total this would give Captain Mike Smith two additional months of pay if needed.

I am authorizing the Fiscal Officer to donate 240 hours of my sick leave pay to Captain Mike Smith as of today, May 20, 2014, 1040 hours.

Professionally,

*Dennis Lewis*

Dennis Lewis  
Chief of Fire & EMS

Cc: File, IAFF L-3703, Mike Smith, Fiscal Officer

**VOLUNTARY DONATION OF SICK LEAVE/VACATION LEAVE HOURS REQUEST**  
**(Section 3007-A2 of Township Policy)**

\*\*\*\*\*

Employee Donating Hours: DENNIS K. LEWIS

Employee Receiving Hours: MIKE SMITH

Department of Employees FIRE Dept.

Date of Request: MAY 20, 2014

\*\*\*\*\*

Balance of Employee Donating Sick Leave Hours:	<u>MAY 20, 2014</u>	
Balance of S/L hours as of last pay dated ( <u>2078</u> )		<u>2078.5</u>
Number of donated hours		<u>(240.)</u>
Balance of Hours (must maintain a balance of at least 360 hours)		<u>1838.5</u>
Hourly Rate of Pay of Donating Employee		<u>\$ 34.00</u>

\*\*\*\*\*

**(To be completed by Clerk's Office)**

Balance of Employee Receiving Donated Sick Leave Hours:		
Balance of S/L hours as of last pay dated ( <u>5/10/14</u> )		<u>13.8 - to be used</u>
Number of donated hours		<u>2400</u> w/c 5/24/14
Balance of Hours		<u>2400.00</u>
Hourly Rate of Pay of Receiving Employee		<u>\$ 20.06</u>

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Balance of Employee Donating Vacation Hours:		
Balance of Vacation hours as of last pay dated (_____)		_____
Number of donated hours		_____
Balance of Hours		_____
Hourly Rate of Pay of Donating Employee		\$ _____

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**(To be completed by Clerk's Office)**

Balance of Employee Receiving Donated Vacation Hours:		
Balance of Vacation hours as of last pay dated (_____)		_____
Number of donated hours		_____
Balance of Hours		_____
Hourly Rate of Pay of Receiving Employee		\$ _____

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Donated Employee Signature: Michael Smith Date 5-27-14

Department Head Approval [Signature] Date 5-27-14

Received by Clerk (date) [Signature] 05-20-14

**PAYMENT CHART  
FOR  
\$1,000,000  
LOAN PAID  
ANNUALLY**

		3%	3.50%	4%	4.50%	5%
10 YEAR	ANNUAL PD	\$117,231.00	\$120,241.00	\$123,291.00	\$126,379.00	\$129,504.00
	TOTAL PD	\$1,172,310.00	\$1,202,140.00	\$1,232,910.00	\$1,263,790.00	\$1,295,040.00
15 YEAR	ANNUAL PD	\$83,767.00	\$86,825.00	\$89,941.00	\$93,114.00	\$96,342.00
	TOTAL PD	\$1,256,505.00	\$1,302,375.00	\$1,349,115.00	\$1,396,710.00	\$1,445,130.00
20 YEAR	ANNUAL PD	\$67,216.00	\$70,361.00	\$73,582.00	\$76,876.00	\$80,243.00
	TOTAL PD	\$1,344,320.00	\$1,407,220.00	\$1,471,640.00	\$1,537,520.00	\$1,604,860.00
25 YEAR	ANNUAL PD	\$57,428.00	\$60,674.00	\$64,012.00	\$67,439.00	\$70,952.00
	TOTAL PD	\$1,435,700.00	\$1,516,850.00	\$1,600,300.00	\$1,685,975.00	\$1,773,800.00
30 YEAR	ANNUAL PD	\$51,019.00	\$54,371.00	\$57,830.00	\$61,392.00	\$65,051.00
	TOTAL PD	\$1,530,570.00	\$1,631,130.00	\$1,734,900.00	\$1,841,760.00	\$1,951,530.00

Note: Totals are approximation only. The assumption is that there will be only one payment made annually. Lending institution should supply with actual totals.