

BAZETTA TOWNSHIP TRUSTEES REORGANIZATIONAL MEETING MINUTES

Date: January 5, 2011 at 9:00am
Bazetta Township Administration Building
3372 State Route 5 NE
Cortland, Ohio 44410

Meeting called to order at 9:00am.

Present:

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

- Trustee Urchek said he thought these positions were supposed to rotate each year
 - Trustee Parke said he did not feel he was ready to take over as chairman and discussed this with Trustee Hovis
- Trustee Urchek said he does not think this is the way that this is supposed to work
 - Trustee Parke reiterated that he did not think he was ready to move up yet

001-11 To appoint Trustee Paul Hovis as Chairman and Frank Parke as the Vice Chairman of the Bazetta Township Board of Trustees for Fiscal Year 2011.

Motion: Trustee Parke

Second: Trustee Hovis

Votes: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - No

- Trustee Urchek does not agree with having morning meetings because he is hearing complaints about morning meetings
 - Trustee Hovis said night meetings can accommodate people who work during the day and the morning meeting can take care of people who work at night
- Trustee Parke asked if anything could be discussed at the meeting on the 4th Tuesday
 - Trustee Hovis said the following
 - Nothing could be discussed because that meeting would be just to sign checks
 - If Trustees wanted to do something outside the meeting on the 2nd Tuesday, a special meeting would have to be called
- Chief Lewis raised concerns about the meeting on the 4th Tuesday
 - Department Heads will have to get motions prepared for the meeting on the 2nd Tuesday meeting
 - Department Heads will need to be sure to get everything ready for approval at this meeting, otherwise they will have to wait for a month
 - Trustee Hovis said there can be a special meeting for emergency concerns
- Trustee Hovis said he will be meeting one on one with Department Heads so he has an idea what they need ahead of time
 - Trustee Parke asked if these meetings would be with individual Department Heads or with all of them together
 - Chief Lewis said meeting together is good because it allows everyone to bounce ideas off of one another
 - Trustee Hovis preferred meeting together because it is beneficial for financial and other reasons
- Chief Lewis asked if we are essentially just going to one meeting a month
 - Fiscal Officer Drew said the following
 - The goal is to have just one meeting per month as other townships do

- Problem with having only one meeting is that 50% of our bills would be paid late
 - The purpose of having a meeting on the 4th Tuesday is to be sure bills are paid on time
- Trustee Urchek said he will have to read about this in the Trustee Manual
 - Chief Lewis said other local townships have just 1 meeting per month while others have 1 night meeting and 1 day meeting
 - Trustee Hovis said that special meetings can be called if this new schedule does not work out

002-11 To conduct Bazetta Township meetings in full compliance with the Ohio Sunshine Law and accordingly establish the following rules for the scheduling and notice of all meetings in 2011.

- Regular Meetings shall be held on the 2nd Tuesday of every month at 7:00pm at the Township Administration Building, with a 60 minute caucus with Department Heads preceding. Notice of said meetings shall be placed on the Township Bulletin Board and Website.
- Regular Meetings shall be held on the 4th Tuesday of every month at 8:30am at the Township Administration Building for the sole purpose of approving pending warrants and discussing any pressing issues. Notice of said meetings shall be placed on the Township Bulletin Board and Website.
- Special Meetings shall be held as needed. Notice of such meetings shall be given by posting advanced written notice of the same on the Township Bulletin Board and Website. Additionally, notice shall be given to the Tribune Chronicle at least 24 hours in advance of the meeting, except in an emergency in which case the notice shall be given as soon as practicable. The Township will provide advance written notice to anyone who provides the Township with pre-paid, self-addressed envelopes or postcards.

Motion: Trustee Parke

Second: Trustee Hovis

Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - No

- Trustee Urchek thought the positions and the salaries for these people should be listed
 - Trustee Hovis said these can be added after the meeting
 - Trustee Hovis noted that there are only 4 people who fall into this category
 - Fiscal Officer Drew stated that these people are Zoning/ Administrative Secretary Jean Eddy (\$9 per hour) Police Secretaries Natalie Gifford and Deanna Boggess (\$9 per hour), and IT Specialist Joel Davis (\$25 per hour)

003-11 To approve the current employment and compensation of all non-bargaining unit full-time and part-time employees for Fiscal Year 2011.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Trustee Urchek thought the retainer amount should be included in the motion
 - Chief Lewis said we should not include the amount in the motion without including the number of hours received with the retainer
 - Trustee Parke the motion say “per contract”
- Trustee Urchek expressed concern that Atty. Finamore does not submit a monthly statement
 - Fiscal Officer Drew reminded that quarterly statements are what is laid out in the current contract
- Trustee Urchek said the contract needs to be revised include a monthly statement rather than a quarterly one
- Fiscal Officer Drew asked the Trustees how they wanted the motion to read
- Trustee Urchek asked Fiscal Officer Drew if she could look up the current contract before a vote is taken
 - Fiscal Officer Drew left the meeting momentarily to make copies of the contract
- Trustee Hovis noted that, by passing the motion, the contract is automatically renewed
- Trustee Hovis asked Fiscal Officer Drew if she would contact Atty. Finamore to see if he would submit an updated contract commencing January 1, 2011 including a requirement that he submit monthly rather than quarterly statement
 - Fiscal Officer Drew said she would do so

004-11 To approve the retention of Atty. Mark Finamore at a rate of \$800 per month, which includes 8 hours of service with each additional hour being charged at \$100 per hour, for the provision of legal services on an as needed basis for Fiscal Year 2011.

Motion: Trustee Urchek

Second: Trustee Hovis

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

- Trustee Urchek did not think this action was necessary
 - Trustee Hovis said the following
 - Township needs to cut back on General Fund costs
 - Noted that different Trustees have asked Atty. Finamore to do research on the same issues or on issue that he had already provided an opinion on
 - Commented that it is wasteful to ask Atty. Finamore to do the same work multiple times
 - Need a single point of contact with legal counsel from this point forward
- Trustee Parke asked if this means Fiscal Officer Drew can no longer contact Atty. Finamore
 - Trustee Hovis replied that it means the Chairman can designate someone else, like the Fiscal Officer, to contact legal counsel on his behalf
 - Fiscal Officer Drew said the designee could only make contact when instructed of the Chairman
- Trustee Urchek asked if this means he cannot contact Atty. Finamore directly
 - Trustee Hovis said Trustee Urchek can contact Atty. Finamore, but he won't give him any answers unless the contact has been directed through Trustee Hovis first
- Chief Lewis said each department should pay their share of the costs of using township legal counsel
- Trustee Hovis reiterated that he is trying to eliminate multiple calls and charges because multiple people are asking Atty. Finamore about the same issues multiple times
- Trustee Hovis said that by funneling all contact through him, everyone is informed of everything that Atty. Finamore is working on
- Trustee Urchek agreed that this will prevent the township from paying for doing the same research twice

005-11 To establish a policy wherein all contact with Township Legal Counsel must be conducted only by the Chairman of the Board of Trustees or the Chairman's designee, effectively immediately.

Motion: Trustee Parke

Second: Trustee Urchek

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

- Trustee Hovis said he discussed the zoning appointments with Zoning Commissioner Webb, who approved

006-11 To approve a new term for Zoning Commissioner Curtis Lonsbrough.

Motion: Trustee Urchek

Second: Trustee Parke

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

007-11 To approve a new term for Zoning Board of Appeals Member Lee Ford.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Trustee Parke did not want Commissioners and Board of Appeals Members to work for nothing, but we need to consider changing the rate because we need to thin out Zoning expenses
 - Trustee Hovis said the Trustees and Fiscal Officer need to have a serious discussion about the appropriations for 2011 once final tax number are received at the end of January
 - Fiscal Officer Drew reminded that, based on current projections, the general fund is going to be in serious trouble this year and so will all funds that depend on the General Fund

- Trustee Hovis said the meeting needs to be Fiscal Officer and Trustees, then Department Heads
- Trustee Parke asked how many Zoning meetings are required
 - Trustee Hovis said 4 Quarterly Meeting are required by law
- Trustee Parke reiterated his belief that the Trustees should consider lowering the rate
 - Trustee Hovis noted that other townships pay \$0 to their boards

008-11 To approve compensation for Zoning Commissioners and Zoning Board of Appeals Members at \$25.00 per meeting date.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Trustee Parke said he talked to all these people and they would all like to come back on

009-11 To approve a new term for the following Parks & Recreation Board Members.

Evelyn Coe

Carol Braden

Brian Adgate

Steven Belcher (Alternate)

Motion: Trustee Parke

Second: Trustee Urchek

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

010-11 To approve the attendance of Trustees and Fiscal Officer at any Fiscal Year 2011 meetings, seminars, workshops, schools, training, conferences, or conventions necessary for the betterment of the township, with allowable expenses and gas mileage being reimbursed per the Township Administrative Policy Manual and IRS approved rate of \$.50 per mile, respectively.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Road Superintendent Parke asked that BWC seminars be excluded from this motion
 - Trustee Parke said this change does not need to be made since Road Superintendent Parke and Chief Lewis do not receive reimbursement for attending these BWC seminars and meetings

011-11 To approve the attendance of Township Employees, Parks & Recreation Board Members, Zoning Commissioners, and Zoning Appeals Board Members at any Fiscal Year 2011 meetings, seminars, workshops, schools, training, conferences, or conventions necessary for the betterment of the township after a formal request has been approved by their Department Head and Trustees, with allowable expenses and gas mileage being reimbursed per the Township Administrative Policy Manual and IRS approved rate of \$.50 per mile, respectively.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Trustee Hovis said the following about tentative collective bargaining agreements
 - They have been reached with the Police and Road Departments
 - Final agreements should be completed by the end of January
 - He will get copies of these distributed as soon as he receives them so they can be approved quickly
- Trustee Hovis said he would like to send a letter to Zoning Inspector Nuss to find out his game plan
 - Concern that there are roughly 25 signs that have gone up in the township without permits
 - Concern that a few houses that are being complained about frequently with no action
 - Concern that there is a business with a sign in a Residential (R1) where businesses are not permitted


- Said Zoning Commission Chairman Webb had spoken with at least two trustees about these problems and wanted to see them addressed
 - Wanted to send a directive to get on top of this for next year
 - Fees from permits is what is supposed to be paying the zoning inspector's salary
 - Said we need someone who can drive around the township during the day to look at these things
- Trustee Urchek said the Trustees need to give him a chance to explain his situation
- Trustee Hovis said the directive should set a special meeting with executive session
- Chief Lewis asked what happens when a commercial permit is issued and, upon inspection, he is told or sees something different than what is on the original permit
 - Trustee Parke said he needs to check the maps
 - Trustee Hovis suggested that all zoning permits for commercial properties should be cleared with the Fire Chief before being submitted
- Chief Lewis said new businesses should be issued permits from the Fire Department as well as Zoning so the Fire Department has the knowledge the need for emergency situations
- Trustee Hovis said it is a catch 22 – you want businesses to come in but you want them to do things right
- Chief Lewis reminded that it can be a safety issue if the Fire Department does not know what type of business is in a structure
- Trustee Parke said we need to get back to past practices of having updated maps available
- Chief Lewis said he is going to be asking to hire a part-time fire inspector to get on top of these issues
- Trustee Parke said the Fire Department can go into a structure and do an inspection where the Police Department has to have proper paperwork for entry
- Trustee Hovis stated all of these issues are why a meeting needs to be set up with Zoning Inspector Nuss
- Road Superintendent Parke asked if it is possible for the township to take ownership of a property if demolitions were paid in full or in part for by grant
 - Chief Lewis asked if the township can assume the property, fix it up, and resell it
 - Trustee Hovis said he will ask Atty. Finamore about this
 - Trustee Urchek agreed that this is a good question for Atty. Finamore
- Chief Lewis said he is unsure how to enforce the fire resolution that was passed last year
- Fiscal Officer Drew suggested having a meeting with Atty. Finamore to address all of these various issues
 - Trustee Urchek suggested sending all of these issues to Atty. Finamore and asking him if he could meet to discuss them
- Trustee Hovis asked to discuss the fact that Zoning Commission Chairman Webb wants to hire an outside firm to rewrite the township's zoning resolution
 - Cost is roughly \$32,000 and we cannot afford that
 - Another option could be to include Atty. Finamore's office in this task since Atty. Finamore has written a book on zoning
 - Another option could be to use the services of University of Miami students since it is the University of Miami that writes township manuals, e.g. Fiscal Officer, Trustee, etc.
 - Proposed taking the zoning resolution to Atty. Finamore and asking him to do the work in the hours that his retainer includes but are not used
- Chief Lewis said this is why the caucus before Regular Meetings is so important - these issues can be brought out and discussed amongst everyone
- Trustee Hovis said if the economy improves and the township is not on top of these zoning issues, the township will lose out more than it already has
 - Fiscal Officer Drew said the following
 - What is needed is "boots on the ground" to be checking on zoning issues that have gone unaddressed, e.g. the 20+ signs that have gone up without permits
 - Zoning revenue in 2010 is 1/3 of what it was in 2009 and 1/2 of what it was in 2008

- Trustee Parke asked about the light situation by Millennium Drive
 - Trustee Hovis said he had not heard of any action
- Trustee Hovis asked if the majority of our calls come from the Walmart area
 - Chief Lewis said they are
 - Not only because of Walmart, but also the dialysis center on Millennium Drive
 - Nothing that can be done to change this
 - Call volume is increasing and expects that this will continue in the future
 - Said the township should see a tax increase because the hospital property is now a for-profit building, not a not-for-profit
- Trustee Parke relayed that he had met with a local EMS official who was very impressed with our Fire Department, specifically the way the department is working with other fire departments
- Trustee Hovis said the Trustees will be sending a directive requesting a time sheet and department wide schedule from all department heads
 - So Trustees can keep an eye on budgetary concerns and be aware of who is on duty at any time
 - Not that they are probing, just want to be sure that everyone is aware of everything that is going on
- Trustee Parke said that he appreciates having that knowledge
- Trustee Hovis would like a directive sent to the department heads asking for schedules and a time sheet summarizing what they have done
- Trustee Urchek asked Road Superintendent Parke if he could have the Cemetery Sexton let the Trustees know how much time he is spending doing sexton duties
 - Road Superintendent Parke pointed out that the sexton is the Trustees' salaried employee when doing sexton duties, not Road Superintendent Parke's employee
 - Road Superintendent Parke said Cemetery Sexton Arnal is already doing this
- Trustee Parke said the township needs to get a new cemetery plot laid out
 - Will need to coordinate with the county because we have no more space for above ground markers
 - Willing to do the work to get this done
 - Thinks the cemetery priority should be getting this ready to go so there can be more revenue
- Trustee Hovis would like a list of goals from Trustees and Department Heads
 - What they would like to get done for this year
 - Items that can be discussed in caucus
 - A list of goals will help determine what we can and cannot do financially
- Trustees Parke and Urchek agreed
- Trustee Parke noted that the township has gotten away from monthly department head meetings
 - Would like to get back to having these
 - Suggested doing this during the first week of each month
- Trustee Urchek asked what these meeting were
 - Trustee Hovis explained the following
 - Meeting of all department heads with 1 trustee
 - Purpose is not to complain, just to discuss concerns and share ideas with "no holds barred"
 - When Trustees meet, the Trustee who attended can bring the issues to the other trustees
 - Can rotate which Trustee does this each month
- Trustee Parke said it was very important to get back to doing these again
- Trustee Parke complimented Road Superintendent Parke and Chief Lewis on the good job they are doing with LWC issues

- Trustee Hovis addressed another cost cutting issue – wants to reduce our usage of outside maintenance
 - Road Superintendent Parke said he does not need anyone cleaning his building because his employees are willing to do it themselves to save money
 - Chief Lewis said his employees already clean both fire stations
- Trustee Hovis said a change needs to be made in the Administration Building and Police Department
 - IT Specialist Davis has volunteered to do bathrooms and floors
 - Fiscal Officer Drew and Administrative Secretary Metheny are willing to clean their own offices
 - Chief Miller has said before that he does not need daily service
- Trustee Hovis would like to get quotes for cleaning bathrooms, emptying trash, and doing floors at both buildings on a shortened schedule, preferably for no more than \$200 per month
 - Road Superintendent Parke said there are plenty of employees in the township who are covered under our BWC policy and could do this work
- Trustee Hovis asked how this would work with labor contracts
 - Chief Lewis said he would send his employees, if they were paid from the General Fund
- Trustee Parke wants to know if the Police Department could clean their own building like the Fire Department does and the Road Department is willing to do
 - Chief Lewis says the decision should be left to each department head since each department pays for their own cleaning services
 - Trustee Urchek agrees that each department head should seek their own cleaning service
- Trustee Hovis said a decision cannot be made today before talking to our current service provider
- Trustee Urchek expressed concern about the way he is being charged for insurance coverage
 - Would like to bring this up at the next meeting
 - Has read the University of Miami Township Trustee Sourcebook
 - Resolution previously passed stating a set amount be paid no matter what coverage is taken
 - Thinks this resolution should be redone
- Trustee Hovis said the unions are going to a percentage based payment rather than a preset amount and suggested making a new motion that is similar to what the employees will be paying
 - Trustee Urchek said the following
 - Other Trustees should read a specific portion of the Sourcebook
 - Trustees should be paying on a percentage basis
 - Unfair that he and Trustee Parke pay the same amount when they do not get equal coverage
- Trustee Hovis questioned where the Trustees would stand with the unions if they do something different than what the unions are receiving
 - Chief Lewis said one complaint from the unions is that medical coverage is paid per pay period so Trustees pay monthly (12 times a year) while employees pay biweekly (26 times a year)
- Trustee Hovis said he would ask Atty. Finamore if Trustee insurance payments can be changed in the middle of a year or in the middle of a term

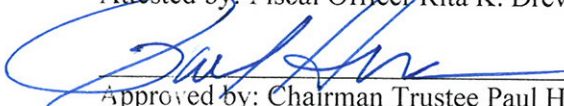
012-11 To adjourn the meeting at 10:37am.

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



 Attested by: Fiscal Officer Rita K. Drew

Dated: 01-11-11



 Approved by: Chairman Trustee Paul Hovis

Dated: 01-11-11

BAZETTA TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

Date: January 11, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5 NE
Cortland, Ohio 44410

Meeting called to order at 7:00pm.

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:
December 28, 2010 Regular Meeting
January 5, 2011 Reorganizational Meeting

- The Trustees awarded Certificates of Appreciation to Road Superintendent Parke and Chief Lewis for saving the township more than \$35,000 in BWC premiums in the past two years
- Trumbull County Treasurer Lamancusa gave a presentation and handed out brochures about the Trumbull County Land Reutilization Corporation, which created the Trumbull County Land Bank

013-11 To accept the minutes from the December 28 Regular and January 5 Reorganizational Meetings.

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

014-11 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

Correspondence (Copies available upon request):

- Invitation from Court of Common Pleas Judge Thomas A. Swift to attend a meeting on January 25 regarding the new Trumbull County Senior Court, as well as a brochure about the court
- Invitation from the Trumbull County Engineer to schedule meetings with individual townships
- Letter from Ohio Utilities Protection Service stating that there will be no changes to Bazetta Township's 2011 Annual assessment
- Letter from Trumbull County Engineer regarding Cooperative Materials Purchasing Program
 - List of aggregate materials available
 - Road Salt is no longer included
 - Ice Control Material may be available in 2011-2012

Administration:

- 2010 Cash Balance Financial Report is available for public inspection, with copies made upon request, between 8:00am and 4:00pm

Zoning Inspector:

- Zoning Inspector Nuss reported that he is still working on the end of year report and will submit this to Trumbull County and the Trustees shortly

Zoning Commission:

- Zoning Commission Chairman Webb reported the following
 - Had their Quarterly Meeting on January 5
 - Determined that they had 3 goals for 2011
 - Signs
 - Windmills and Turbines
 - Storage Trailers and Pods
 - Are going to seek assistance from Atty. Finamore or other outside parties
 - Next Quarterly Meeting will be in April
 - May call a special work session to start working on these issue

Road Department:

015-11 To approve the purchase of radios for Road Department vehicles from Trumbull County EMA at a cost of \$3637, with 75% to be paid for via grant and 25% to be paid for from a the Gas Tax Fund.

Motion: Trustee Urchek

Second: Trustee Parke

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

016-11 To approve the purchase of winter guards for Road Department snow plows from Winter Equipment at a cost of not to exceed \$1500, to be paid for from the Gas Tax Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

Fire Department:

017-11 To approve the *Standard Form of Agreement between Bazetta Township Trustees and Baker, Bednar & Associates, Inc.*

Motion: Trustee Parke

Second: Trustee Urchek

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

018-11 To approve the *Volunteer Fire Fighters' Dependents Fund 2011 Certificate of Annual Election of Board Members.*

Motion: Trustee Parke

Second: Trustee Urchek

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

019-11 To approve the purchase of a 2011 Chevy Tahoe from GSA Auto Choice, at a cost not to exceed \$30,000, to be paid from the Fire Department Fund.

Motion: Trustee Urchek

Second: Trustee Parke

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

Police Department:

- See attached Monthly Activity Report

020-11 To approve the purchase of a new Whelen/Justice light bar from Parr Public Safety Equipment, at a cost not to exceed \$999.99, to be paid from the Police Equipment Fund.

Motion: Trustee Urchek

Second: Trustee Parke

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

Parks & Recreation Board:

- Parks & Recreation Board Secretary reported that they will be having a work session on January 18 at 6pm to go over park rules and rental fees

Safety Committee:

- Road Superintendent Parke said they are starting to get their meetings scheduled

Health Insurance Committee:

- Chief Lewis said they are starting to get their meetings scheduled

Asked to be placed on the Agenda:

- John Barkan discussed progress of contract negotiations
 - All unions have agreed to tentative agreements
 - Concessions have been made, notably wage freezes in the Police and Road Department
 - Negotiations went quite well and were very cordial
 - Was asked to assist with the health insurance committee if the Trustee will approve it
 - Should have contracts ready to execute by January 25
- IT Specialist Joel Davis to discuss the township website
 - Will have a new section on the site where residents can join and receive township updates, agendas, meeting minutes and other public documents as soon as they go public

Public Comment:

- Zoning Commission Chairman Webb reported that he was approached by residents about the poor conditions of roads in Timber Creek – specific concern with handicapped vehicles being shaken so badly that wheel chairs are coming loose
 - Trustee Hovis said that the Trustees are aware of the problem, but unless the road levy is passed, there is no money for the township to repave any roads
 - Trustee Hovis said he and Road Superintendent Parke have discussed the possibility of getting a loan, but this will not be feasible if there is no money to make the loan payments
- Zoning Commission Chairman Webb asked if residents can ask for their own road district
 - Trustee Hovis said he asked Atty. Finamore this very question after the Road Department Levy failed and was told this cannot be done for roads
 - Trumbull County Treasurer Lamancusa said the following
 - This could be done if Bazetta was not a township
 - The only way Bazetta can get additional money for road programs is to get additional millage, i.e. levies
 - Cannot provide monies to certain districts because you are prejudicing other districts
 - Is viewed differently than lighting districts
 - Trustee Parke said this is why the township wants to replace the current road levy because the township barely has enough money to salt the roads much less repave them
 - Road Superintendent Parke said the levy went into effect in 1981
 - Trumbull County Treasurer Lamancusa said the following
 - Confirmed that levy is collecting under the 1981 tax rolls and not the 2011 tax rolls
 - This is saving residents a significant amount of money, but is costing the township
 - Townships get beat up because gas taxes cannot be the sole revenue for road surfacing

- Art Kreller of Andrews Drive asked if the township knew what the township revenues will be in 2011
 - Fiscal Officer Drew answered with the following
 - The township will not receive its final valuation and projected tax revenues from the Trumbull County Auditor until the end of January
 - Initial projections for this year are that revenues will be down 10% for several reasons, with losses being felt more in the General Fund than elsewhere
 - Loss of tax revenue from Delphi – could be \$70,000
 - Reduction of Local Government Fund – expecting another 20% reduction
 - Phasing out of the Tangible Property Tax – expecting a 50% reduction
 - Budgets for 2011 reflects these anticipated losses
- Art Kreller of Andrews Drive asked if the township would be getting any money back from the salt overcharging that affected Trumbull County
 - Road Superintendent Parke said he is looking into this
 - Trustee Parke said he is going to be talking to Atty. Finamore about this
 - Trustee Urchek said this will be discussed when the Trustees meet with THE Trumbull County Engineer

021-11 To recess into Executive Session to review contract negotiations with public employees.

Motion: Trustee Urchek

Second: Trustee Parke

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

022-11 To reconvene from Executive Session at 8:10pm with no action taken.

Motion: Trustee Urchek

Second: Trustee Parke

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

023-11 To recess into Executive Session to discuss employment of public employees.

Motion: Trustee Urchek

Second: Trustee Parke

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

024-11 To reconvene from Executive Session at 9:15pm with no action taken.

Motion: Trustee Urchek

Second: Trustee Parke

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

025-11 To adjourn the meeting at 9:16pm.

Motion: Trustee Urchek

Second: Trustee Parke

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

Attested by: Fiscal Officer Rita K. Drew

Dated: 02-08-11

Approved by: Chairman Trustee Paul Hovis

Dated: 02-08-11

**BAZETTA TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES**

Date: January 25, 2011 at 8:30am
Bazetta Township Administration Building
3372 State Route 5 NE
Cortland, Ohio 44410

Meeting called to order at 8:30am.

Present:

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

026-11 To authorize the Fiscal Officer to pay all outstanding invoices incurred and approve all warrants issued.

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

Public Comment:

- None

027-11 To adjourn the meeting at 8:31am.

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



Attested by: Fiscal Officer Rita K. Drew

Dated: 02-08-11



Approved by: Chairman Trustee Paul Hovis

Dated: 02-08-11

**BAZETTA TOWNSHIP TRUSTEES
SPECIAL MEETING MINUTES**

Date: February 4, 2011 at 9:00am
Bazetta Township Administration Building
3372 State Route 5 NE
Cortland, Ohio 44410

Meeting called to order at 9:00am.

Present:

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

028-11 To recess into Executive Session to discuss collective bargaining matters.

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

029-11 To reconvene from Executive Session at 11:37am with no action taken.

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

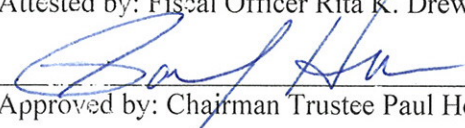
030-11 To adjourn the meeting at 11:38am.

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



Attested by: Fiscal Officer Rita K. Drew

Dated: 02-08-11



Approved by: Chairman Trustee Paul Hovis

Dated: 02-08-11

BAZETTA TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

Date: February 8, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5 NE
Cortland, Ohio 44410

Meeting called to order at 7:00pm.

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:

January 11, 2011 Regular Meeting
January 25, 2011 Regular Meeting
February 4, 2011 Special Meeting

031-11 To accept the minutes from the January 11 Regular, January 25 Regular, and February 4 Special Meetings.

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

032-11 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

033-11 To approve the expenditure of \$300 for 2 pendant style panic buttons and a receiver for the Administration Building, to be paid for from the General Fund.

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

034-11 To hold the April 12 Regular Meeting at Bazetta Fire Station #11 (773 Everett Hull Road).

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

035-11 To reschedule the November 8 Regular Meeting to November 1 and hold it at Bazetta Fire Station #11 (773 Everett Hull Road).

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

036-11 To adopt the attached Roth 457 Amendment per the Small Business Jobs Act of 2010.

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

037-11 To approve April 1, 2011 as the date on which the township park will officially be opened for 2011.

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

- Trustee Urchek noted that the free permits are usually given out during the last weekend in April and wondered why the dates were changed
 - Trustee Hovis replied that it was changed because Easter is the last weekend in April this year

038-11 To approve April 14-16, 2011 as the dates for free garage sale permits in 2011.

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

039-11 To approve May 7, 2011 as the date for Spring Clean-Up for Bazetta Township residents in 2011.

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

040-11 To approve the expenditure of \$57,833 to OTARMA for the following coverage – legal liability, automobile liability, law enforcement operations, wrongful acts, vehicle physical damage, property, and boiler & machinery.

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

041-11 To authorize the Fiscal Officer to request a 2011 Amended Certificate of Estimated Resources that reflects changes relative to awarded grants and 2011 Township Valuation & Resources.

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

- Trustee Urchek said he requested this motion because he believes elected officials should pay a set portion of whatever insurance they take, possibly 5%
 - Trustee Hovis noted that once someone becomes an elected official, they cannot change what they are paying in the middle of the term
 - Trustee Hovis said he is awaiting a legal opinion on this issue
 - Trustee Urchek and Hovis thought this should be tabled until legal advice can be obtained

042-11 To table the resolution to require that all elected and appointed officials pay ___% of the premium cost for each type of insurance that they accept from the township.

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

Correspondence (Copies available upon request):

- Article from Brickler & Eckler regarding prevailing wages and construction projects

- Annual notification from Trumbull County Recorder reminding Trustees of their duty to file zoning resolutions and amendments
- Invitation from Youngstown State University to attend their Spring 2011 Interview Day
- Letter from the Trumbull County Engineer announcing that Ice Control Materials will be available through their Cooperative Materials Purchasing Program in 2011-2012
- Letter from Trumbull County Engineer regarding requests to purchase signs, specifically new MUTCD signs, via the Cooperative Materials Purchasing Program
- Update from Trumbull County Engineer regarding projects completed on county roads within the township from October 1, 2010 to December 31, 2010
- Notification from the Trumbull County Planning Commission
 - They are accepting proposals for projects to be funded through the FY2011 Community Development Block Grant Program, which has \$540,000 available
 - They will be having a General Public Hearing for the Program on February 1, 2011
- Township Valuation and Resource sheet from the Trumbull County Auditor
- Note of appreciation from Becky Dunn on Crown Point to the Road Department
- Invitation from Kent State Trumbull to attend their Job Fair/Backpack to Briefcase
- Announcement from State Employment Relations Board regarding SERB Academy 2011
- Notification from Dominion East Ohio regarding the elimination of estimated customer bills and increased Automated Meter Reading Cost Recovery Charge
- Announcement from the Trumbull County Emergency Management Agency regarding their Annual Meeting and election of Executive Committee positions
- Copy of letter from Lynn, Kittinger & Noble outlining the Final Assessment Calculations and Property Cost Summary for the Andrews Drive Sanitary Sewer Improvements

Administration:

- 2010 Cash Balance Financial Report is available for public inspection, with copies made upon request, between 8:00am and 4:00pm

Zoning Inspector:

- Zoning Inspector Nuss had nothing new to report, except that letters are being worked on for demolitions and signage issues

Zoning Commission:

- Zoning Commission Chairman Webb had nothing to report

Road Department:

- Reminder that the Parking Snow Ban remains in effect anytime there is snow on the roads
- Reminder that the entire month of March will be Cemetery Clean-Up

043-11 To authorize the purchase no more than 400 tons of salt from Morton Salt, at a cost of \$55.49 per ton, to be paid for by the Motor Vehicle License Tax and Gasoline Tax Funds.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Trustee Urchek asked if this kit is for the truck the Road Department just bought
 - Trustee Hovis replied that it was

044-11 To authorize the purchase of a truck and body hoist kit for the 2011 International Dump Truck, at a cost not to exceed \$24,999, to be paid for by the Gasoline Tax Fund.

Motion: Trustee Urchek

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

Fire Department:

- See Attached Agenda

045-11 To conditionally hire Rudolph A. Harsany as a part-time firefighter/medic, at a rate of \$11.00 per hour, pending negative background check and pre-employment drug screen results.

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

046-11 To accept the \$83,508 Firefighter Assistance Grant, with a 5% township match of \$4,395 for a total award of \$87,903.00, from the Department of Homeland Security.

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

047-11 To approve the expenditure of \$204 for Chief Lewis to attend the Ohio Fire Chiefs' 2011 Winter Symposium, to be paid from the Fire Fund.

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

048-11 To promote Lt. Michael Smith to the position of Captain, effective immediately.

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

- Chief Lewis and the Trustees congratulated and pinned Capt. Smith

049-11 To approve the expenditure of \$778 to Shepp Electric Company for servicing of two generators, to be paid equally from the Fire and Police Funds.

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

- Trustee Parke commented on the new exhaust ventilation system
 - Saw the system in use when he was at the Fire Department and they got called out
 - Said it is “slick” because there are no fumes inside whatsoever when the hose drops off

Police Department:

- See Attached Reports

Parks & Recreation Board:

- See Attached Minutes
- Parks & Recreation Board Secretary Benoit reported that Chairman Musick had resigned
 - Submitted a letter from Vice Chairman Urchek stating she is interested in the chairmanship
- Trustee Hovis asked if they had met to make this decision
- Trustee Parke said they are meeting tonight right after this meeting

050-11 To accept the resignation of Richard Musick from the Parks & Recreation Board, effective immediately.

Motion: Trustee Parke

Second: Trustee Urchek

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

051-11 To move Steve Belcher from Parks & Recreation Board Alternate to Member, effective immediately.

Motion: Trustee Urchek

Second: Trustee Parke

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

052-11 To approve the attached *Bazetta Township Shelter Reservation Rules and Regulations*.

Motion: Trustee Parke

Second: Trustee Urchek

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

- Trustee Hovis reported that Rich Musick had nominated Steve Belcher as the new chairman of the Parks & Recreation Board as part of his resignation

Safety Committee:

- Chief Lewis reported the following
 - Meeting was held the last Friday in January
 - Discussed a new cell phone policy
 - Driving policy will be discussed this month
 - Will have items prepared for the Trustee approval at the next meeting

Health Insurance Committee:

- Chief Lewis reported that employees are completing applications for possible new provider with dramatically lower premiums for similar coverage
- Trustee Urchek said he attended the meeting and was shocked by how low the numbers may go
- Fiscal Officer Drew said costs will go up 14% if no changes are made
- Trustee Parke thanked the committee, noting his appreciation for their efforts in trying to save the township money
- Trustee Urchek commended BE Solutions, saying they are very responsive and doing a good job for the township
- Trustee Hovis thanked Road Superintendent Parke for keeping the roads clear
 - Trustees have received many letters and phone calls from residents about this
 - When you drive through other townships, our road are in far better condition
- Trustee Hovis thanked the Police Department because they are the ones who contact the Road Department whenever the roads need to be cleared
- Trustee Parke said this was great teamwork on everyone's part

Asked to be placed on the Agenda:

- Mary Kachurik to discuss the property at 4686 State Route 5
 - Said she had come to complain about the need to demolish this property
 - Asked Zoning Inspector Nuss to repeat what he had said about letters being drafted
 - Zoning Inspector Nuss said the following
 - Is looking to see if there is grant money available for the demotion
 - Is also checking with Atty. Finamore to be sure of proper procedures

- If money is not available from federal government or the township, then a lien goes against the property
 - Asked when this might happen
 - Zoning Inspector Nuss said not soon enough

Public Comment:

- Art Kreller of Andrews Drive noted that the Tribune Chronicle is not printing meeting times correctly
 - Trustee Hovis said the dates and times were set at the first meeting of the year and that they are on the website
 - Fiscal Officer Drew said she has sent correct information to the Tribune Chronicle three times
 - Trustee Hovis said to check the website
 - It is correct information
 - It has plenty of information on it, both for Bazetta and Cortland
 - IT Specialist Davis said that, as of today, residents can register on the site and receive items that are published on the site

- Art Kreller of Andrews Drive asked about the panic buttons
 - Trustee Hovis said the following
 - They are wearable devices that the girls at the administration building can use in case of emergency
 - They are just like the ones that the secretaries have at the Police Department

- Steve Belcher of Morrow Drive thanked the following officials for their continued assistance at Cortland Area Cares, our local food bank
 - Fiscal Officer Drew
 - Trustee Parke
 - Trustee Hovis
 - Chief Lewis and his wife
 - Chief Miller

- Steve Belcher of Morrow Drive reminded the public that now is the time to make donations to the food bank because this is the time of the year they need the most donations and most assistance

053-11 To recess into Executive Session at 7:31pm to discuss the employment of public employees, per ORC 121.22(G).

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

054-11 To reconvene from Executive Session at 8:13pm with no action taken, per ORC 121.22(G).

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

055-11 To authorize Road Superintendent Parke and Fiscal Officer Drew to auction a 1996 Chevrolet Lumina on eBay at a reserve of \$200.

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

056-11 To authorize Chief Miller and Fiscal Officer Drew to auction a 2002 Ford Crowne Victoria on eBay at a reserve of \$500.

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

- Fiscal Officer Drew asked when the cars would be ready for her to take photographs and get descriptions
 - Trustee Parke said the Chevy Lumina can be ready at the beginning of next week
 - Trustee Hovis noted that the brakes are bad on the Chevy Lumina
 - Chief Miller said the Crowne Victoria would be ready by the end of next week

056-11 To recess into Executive Session at 8:20pm to discuss collective bargaining matters, per ORC 121.22(G).


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

056-11 To reconvene from Executive Session at 9:27am with no action taken, per ORC 121.22(G).

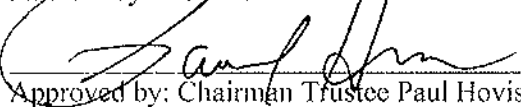
Motion: Trustee Urchek
Second: Trustee Parke
Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - Yes

057-11 To adjourn the meeting at 9:30pm.

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



Attested by: Fiscal Officer Rita K. Drew Dated: 2-17-11



Approved by: Chairman Trustee Paul Hovis Dated: 2-24-11

PENDING WARRANT REPORT
Bazetta Township (2011)

Date: 02/08/11

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
14441	155.16	VW14441	Broadvox	Service - Admin/Fire/Police/Road
14442	439.99	VW14442	Graybar Financial Services, LLC	Service - Admin/Fire/Police/Road
14443	144.70	VW14443	Sunburst Environmental Service, Inc.	Service - Fire/Police/Road
14444	576.93	VW14444	Time Warner Cable-Northeast	Service - Admin/Fire/Police/Road
14445	2.00	VW14445	Trumbull County Water & Sewer Acct. Dept	Service - Admin
14446	75.91	VW14446	City of Warren, Utility Services	PAYMENT
14447	4918.76	VW14447	Ainsley Oil Company	Gasoline/Diesel
14448	220.00	VW14448	BE Solutions	Claim Fees
14449	399.00	VW14449	BE Solutions	Admin Fees
14450	425.00	VW14450	Cortland City Fire Department	Paramedic/ACLS/BLS Refresher
14451	73.98	VW14451	Cerni Motor Sales, Inc	Parts - Road
14452	1200.00	VW14452	D&T P.M. & Truck Repairs LLC	Service - Fire
14453	700.00	VW14453	D&B Cleaners	Service - Admin/Road/Police
14454	1211.18	VW14454	Delta Dental	Insurance
14455	391.00	VW14455	Forum Health Services Co./WorkMed	Service - Fire
14456	80.63	VW14456	Fastenal Company	Supplies - Road
14457	800.00	VW14457	Attorney Mark S. Finamore	Legal Service - February
14458	25.00	VW14458	lee Ford	Board of Appeals Mtg. January 26, 2011
14459	25.00	VW14459	Craig Fess	Board of Appeals Mtg. January 26, 2011
14460	25.00	VW14460	William Gardner	Board of Appeals Mtg. January 26, 2011
14461	220.12	VW14461	Handyman Supply Inc.	Supplies - Road/Police/Fire
14462	435.79	VW14462	Dept. 32-2624929782	Supplies - Road
14463	8.92	VW14463	Howland Springs Water Company, Inc.	Service - Admin
14464	40.50	VW14464	Health Index	Service - Qtrly
14465	90.75	VW14465	Ikon Office Solutions	Admin.
14466	142.09	VW14466	Keeling Brothers Electric, LLC	Supplies - Fire
14467	259.65	VW14467	Lowe's Business Account	Supplies - Road
14468	63646.00	VW14468	Clean Air Concepts	Magnetic Diesel Exhaust Venting System
14469	255.91	VW14469	Mark Thomas Ford	Supplies - Police
14470	64.06	VW14470	Ohio Utilities Protection Service	Annual Assessment 2011
14471	57833.00	VW14471	OTARMA	Annual Twp Ins
14472	966.00	VW14472	Ohio Billing, Inc.	EMS Trip Submission
14473	11.15	VW14473	Penn Care Medical Products	Supplies - Fire
14474	3412.00	VW14474	Quality Truck Body & Equipment Co., Inc.	Plow - Fire
14475	75.00	VW14475	Quality Garage Doors	Service Call
14476	193.00	VW14476	Penn Care Medical Products	Supplies - Fire
14477	227.84	VW14477	RentWear, Inc.	Service - Admin/Pk/Rd/Cem/Pol/Fire
14478	25.00	VW14478	Barbara Rosier-Tryon	Board of Appeals Mtg. January 26, 2011
14479	177.45	VW14479	Staples Business Advantage	Supplies - Road/Fire
14480	25.00	VW14480	Michael Swiatkwich	Board of Appeals Mtg. January 26, 2011
14481	99.47	VW14481	Staples Business Advantage	Supplies - Admin
14482	461.00	VW14482	Trumbull Radiologists, Inc.	Service - Admin/Fire
14483	172.57	VW14483	The Tribune Chronicle	Notice - Admin/Zoning
14484	2730.60	VW14484	Teamsters Local 377	Ins. - Road
14485	27.75	VW14485	Lou Wollan Chevrolet, Inc.	Supplies - Road
14486	60.00	VW14486	Youngstown Warren Regional Chamber	Class - Admin
	143557.26		Total Amount of Pending Warrants	

BAZETTA TWP. FIRE/EMS

Chief Dennis Lewis

Trustees Meeting February 8, 2011 1900hrs

Date: 2/08/2010
To: Trustees
From: Chief Dennis Lewis
Re: Meeting on February 8, 2011
Cc: File, Fiscal Officer

Trustee Hovis – Trustee Parke – Trustee Urchek

1. Would like to conditionally hire one part-time firefighter/medic listed below if background check and pre-employment drug screen results come back negative. The application will be available to the Trustees if they wish to review. The rate of pay is \$11.00 an hour.

Part-Time Firefighter/Medic

Rudolph A. Harsany

2. The 1997 GMC Sonoma was sold on eBay for \$7,300.00. The pickup was picked up on February 28, 2011.
3. The Bazetta Fire Department has been awarded a Firefighter Assistance Grant from Department of Homeland Security – The grant was for \$83,508.00 with a 5% match of \$4,395.00 for a total award of \$87,903.00. Requesting the Trustees accept this grant.
4. Chief Lewis received a scholarship for the Ohio Fire Executive course from the Ohio Fire & Emergency Services Foundation for the amount of \$3,200.00. The total amount of the class is \$8,000.00 the scholarship pays for the first year tuition.
5. Bazetta Fire Department gave the fiscal officer a check for the State of Ohio EMS grant for the amount of \$3,439.50.
6. Bazetta Fire Department had applied for the 2011 State of Ohio EMS grant and 2011 State Fire Marshall equipment grant.
7. Chief Lewis is requesting to attend on March 15 and 16 the 2011 Winter Symposium in Columbus Ohio put on the by the Ohio Fire Chiefs. Cost for Symposium is \$204.00.

8. Request to promote Lieutenant Mike Smith to Captain on February 8, 2011. This would be a pay increase of \$1.48 an hour per 2007-2010 IAFF Local 3703 contract.
9. Requesting Shepp Electric Company, Inc to service the two generators at \$389.00 a piece. The contract would be for two years, the total cost per year for both generators is \$778.00.
10. Would like to set up a meeting with the Trustees and Baker, Bednar and Associates to discuss time frames and starting the fire station project. Need date and time for the meeting. The meeting should be no longer than an hour.
11. The Ventilation system has been installed at both stations the cost was \$63,000.00. A grant paid \$40,000.00 only cost to tax payers \$23,000.00.
12. The new pickup truck is in-service; I would like to thank the firefighters as they installed the majority of the equipment on the truck. We only had to pay one vender to install the opticom which controls the traffic lights. The estimated labor cost savings was in excess of \$3000.00.

Dennis Lewis

Chief of Fire & EMS



**Bazetta Township Police Department
Yearly Comparison Report 2009-2010**



2009

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Calls for Service	271	308	363	366	432	503	570	537	445	370	375	393	4933
Incidents Filed	88	84	97	97	107	90	137	137	125	111	104	162	1339
Traffic Crash Investigations	24	19	26	15	18	12	15	15	17	15	18	26	220
Number of Persons Arrested	16	16	23	20	23	31	34	34	23	26	26	24	296
Traffic Offenses	13	45	69	50	46	26	20	20	28	23	35	31	406
Miles Traveled	8753	7028	9009	9307	8585	6003	9279	9980	8207	8545	8294	7655	100645

2010

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Calls for Service	326	290	328	316	508	573	616	551	387	418	418	411	5142
Incidents Filed	147	106	134	118	184	140	154	148	133	145	133	147	1689
Traffic Crash Investigations	15	25	10	5	6	14	15	12	10	16	20	28	176
Number of Persons Arrested	24	17	22	26	31	29	26	23	18	32	34	31	313
Traffic Offenses	28	26	25	22	29	18	66	74	29	44	40	29	430
Miles Traveled	7860	6701	8948	8748	9812	8183	11037	9932	7049	8450	9594	8805	105119

4.20%
21.60%
20% Decrease
5.70%
5.90%
4%

January 2011

Bazetta Police Department Activity

Activity	Total
Calls for Service	366
Incident Reports Filed	143
Traffic Crash Investigations	16
Number of Persons Arrested	39
Traffic Offenses	40
Vehicle Miles Traveled	8016
Office Contacts	280

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: January 18, 2011 at 6:00pm
Bazetta Township Administration Building
3372 State Route 5 NE
Cortland, Ohio 44410

Meeting called to order at 6:00pm.

Present:

Evelyn Coe	Frank Parke
Eleanor Governor	Paul Hovis
Carol Braden	Rita Drew
Brian Adgate	
Steve Belcher	

- Discussion about Park Board Meeting Rules
- Discussion about meeting attendance and ways to notify members
 - Concern that meetings are scheduled without notice to all members
 - Concern that meetings are cancelled without notice to all members
- Steve Belcher talked about his previous history with building the Mecca Township Park
- Steve Belcher talked about the fund raiser that he is working on
 - Location will be the Optimist Club (will be requesting that the donate use of the building)
 - Date will be Saturday, March 26
 - Tickets will be sold at \$15-20 for 300-400 tickets
 - T-shirts will be sold for \$10
 - Will have a 50/50 Raffle and Chinese Auction
 - Will also have a live auction with Harry Wolfe as the auctioneer (donating his time)
 - Hoping to gets local banks to sponsor the event
 - Will be seeking donated raffle/auction items for area businesses
 - Thinks the event could raise as much as \$10,000
 - 75% to go to the Park
 - 12.5% to go to Cortland Area Cares
 - 12.5% to go to LEIMUN
 - Have volunteered to act as event sponsor since the township can not be directly involved and a non-profit must run the event

Motion: For Steve Belcher to approach the Optimist Club in regards to a fundraiser on March 26 as a benefit for the Bazetta Park.

Made By: Carol Braden

Second: Eleanor Governor

Vote: Unanimous

- Steve Belcher talked about other ideas for events in the park
 - Car Show
 - Poker Run
 - Ice Cream Social (Katie's Corner as a sponsor)

- Carol Braden talked about concerns with flyers that were made and distributed for “Bring your Own Picnic” last summer
- Eleanor Governor talked about past successes with park projects, e.g. Imagination Station
- Discussion about the parking lot being too small and possibility of the state donating land to the park
 - Eleanor Governor and Frank Parke said they would talk to Diane at ODNR about the parking lot
- Discussion about possible park improvements
 - Lighting
 - Walking Trails
 - Picnics
 - Driveway
 - Picnic Tables/Grill
 - Recycling Bins
- Discussion regarding possible grant funding
 - Paul Newman
 - Wean
 - ODNR

Motion: To pass the Park Rules & Regulations.
Made By: Evelyn Coe
Second: Brian Adgate
Vote: Unanimous

- Discussion regarding Spring Clean-Up

Motion: To adjourn the meeting at 8:33pm.
Made By: Carol Braden
Second: Eleanor Governor
Vote: Unanimous

SHELTER RESERVATION RULES AND REGULATIONS

- 1 Bazetta Township and Lakeview Schools sponsored programs and activities will have priority use of the facilities.
- 2 To ensure use of shelters, reservations are required.
- 3 Reservation requests must be submitted not less than fourteen (14) nor more than thirty (30) calendar days in advance of the reservation date.
- 4 One member of the requesting group shall assume responsibility for the proper use of the facility.
- 5 User groups will be financially liable for Township facilities.
- 6 Parks and Recreation facilities will be available for use seven (7) days a week.
- 7 All activities will conclude by dusk or as posted.
- 8 Individuals and groups using township park areas **SHALL NOT**
 - a. Serve or sell alcoholic beverages unless a special designated permit has been issued
 - b. Gamble
 - c. Charge admission to sponsored activities except when an activity is for the benefit of charity or nonprofit organization, and when said admission charge is approved by the Township.
 - d. Allow music, dancing other activities to interfere or offend other park users. Inappropriate behavior or noise will not be permitted.

9 Shelter reservation fees:

	LARGE SHELTER	IMAGINATION STATION SHELTER
Bazetta Town Resident	\$25.00	\$10.00
Cortland City Resident	\$35.00	\$15.00
Other Non-Resident	\$75.00	\$25.00

- 10 All garbage must be disposed of after use.
- 11 When a shelter is not being used, it is available to the public on a first come first serve basis for no charge. All rules and regulations apply.
- 12 Any person or group who does not abide by these rules shall be asked to leave the premises.
- 13 No rain checks or refunds will be given due to bad weather or late cancellations.
- 14 Individuals or groups using the shelter without a reservation must surrender the shelter to individuals or groups having a shelter permit for that facility.
- 15 You must pay for your shelter reservation and submit a signed rental agreement within 10 calendar days after the date you make the reservation or you automatically forfeit your date and the Township will re-open the date for rental. Your permit and rental agreement must be taken to the rental facility for proof of your reservation. Bazetta Township Police will be available for assistance during your rental, and will have a copy of your reservation application.

- 16 You must be 18 years of age to rent any park facility.
- 17 The park is open from _____
- 18 You will comply with all laws of the United States and the State of Ohio, and with all Township Park rules and regulations and will not permit anything to be done on said premises in violation thereof.
- 19 Glass containers of any kind are strictly prohibited.
- 20 Ground fires are strictly prohibited. Please be sure charcoal from your grill is cooled and deposited in proper receptacles.
- 21 Leave the premises clean, placing all paper and other debris in receptacles furnished throughout the park. Do not pour any solution on grass, trees, or vegetation.
- 22 Outlets are only for use of small radios, coffee pots, food warmers and like equipment that does not exceed a maximum of 15 amps.
- 23 Parking allowed only on designated parking lot areas.
- 24 Decorating is permitted. However, no staples or nails are allowed. If tape is used it must be a lightweight tape that can be easily removed.
- 25 Any special requests must be submitted in writing to Bazetta Township for approval no later than thirty (30) calendar days prior to your rental date. Special requests may include a disk jockey, live band, etc. or anything not specifically covered in this rental agreement.
- 26 Employees of Bazetta Township or the Lakeview Local Schools and Non-profit groups shall be entitled to a 10% discount on facility rentals. Proof of employment or membership is required.

I have read the shelter reservation rules and regulations for use and permit and understand that the event may be terminated upon violation of any of the aforementioned rules and regulations. I also agree that while using the Bazetta Township Park facilities that we will not discriminate on the basis of disability, age, race, sex and national origin.

Signature of Person Responsible
(Must be 18 years of Age)

Anyone using the park shelter without a permit will be asked to relinquish the use of the shelter upon request of the permit holder.
If you have any questions, please contact Bazetta Township at (330) 637-8816. If you have problems at the park, please call the Police Department at (330) 638-5503

REGULATION FOR SCHOOL OUTINGS

School Outings: Bazetta Township may approve the use of Imagination Station or any part of the Township Park for school outings. All school groups exceeding one full-sized bus load shall give prior notice to Bazetta Township of their planned use of the Park at least two weeks prior to the planned use. The Township may deny such requested uses if other activities have been planned for the Park on the requested date or if more than one bus load of school children have already notified the Township of their planned use for the same day. Priority will be given to Lakeview Local Schools. There are no fees for school outings unless they reserve either or both shelters.

Permit No. _____

PERMIT

To Use Bazetta Township Shelter

Name: _____

Address: _____

City, State, Zip: _____

Home Telephone: _____

DATE OF USE: _____

SHELTER LOCATION: Large Shelter
 Imagination Station Shelter

This permit is issued to the above named individual for exclusive all day use at the shelter indicated.

APPROVED _____

Please bring your confirmed permit with you on the day of your reservation in case someone else is using your reserved shelter.

Copy: File
Bazetta Township Police

BAZETTA TOWNSHIP PARK SHELTER RENTAL APPLICATION
AND AGREEMENT

NAME: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

HOME PHONE: _____ CELL PHONE: _____

E-MAIL ADDRESS: _____

DRIVER'S LICENSE NO.: _____ STATE ISSUED: _____

D.O.B. _____

PLACE OF EMPLOYMENT: _____

EMPLOYER'S PHONE: _____

IN WHAT POLITICAL SUBDIVISION DO YOU RESIDE?

(eg. Township, Village, City) _____

FACILITY YOU DESIRE TO RENT?

LARGE SHELTER IMAGINATION STATION SHELTER

DATE OF USE: _____ HOURS OF USE: _____

PURPOSE: _____ NO. OF ATTENDEES: _____

TODAY'S DATE: _____

AMOUNT OF DEPOSIT: _____

CASH CHECK OR MONEY ORDER CHECK NO. _____

PLEASE MAKE CHECKS OR MONEY ORDERS PAYABLE TO BAZETTA
TOWNSHIP.

Copies to: 1st Copy - Customer 2nd Copy - Police Dept. 3rd Copy - Township

055-11

February 8, 2011

RESOLUTION TO DISPOSE OF TOWNSHIP PROPERTY
BY INTERNET AUCTION
Section §505.10 (D) ORC

Moved by Trustee Urchek, seconded by Trustee Parke, that

WHEREAS, the Township has personal property no longer needed by the Township, obsolete, and/or unfit for the use it was acquired or other appropriate public use, and the Township desires to dispose of said property pursuant the Sections §505.10 et seq, ORC; and

WHEREAS, the township desires to sell said personal property by internet auction on E-Bay; now therefore,

BE IT RESOLVED, that the following property being no longer needed by the township, and/or unfit for public use, be sold by public auction on the internet E-Bay website or other comparable internet auction websites, pursuant to Section §505.10 (D) with the Board establishing a minimum price for the specific item(s), and other terms and conditions of sale as deemed appropriate by the Board of Trutees, including requirements for pick-up, delivery, method of payment, and sales tax if appropriate, with such information being provided in the advertisement for sale on the internet. by interne first offered for sell to other agencies or political subdivisions of the State of Ohio upon terms agreeable to the township; and

BE IT FUTHER RESOLVED, that such property is being sold "AS IS" without any expressed or implied warranties as to condition, fitness or use.

List of Property (itemized below or attached by schedule)

BE IT FURTHER RESOLVED, that the Fiscal Officer be and hereby is directed to place said property for sale on the internet auction, as provided above, with a stated minimim price, "AS IS" without warranty, conditions of sale, and reservation of right to reject and any all offers.

ROLL CALL:

Mr. Hovis	<u> ✓ </u>	yes	<u> </u>	no
Mr. Parke	<u> ✓ </u>	yes	<u> </u>	no
Mr. Urchek	<u> ✓ </u>	yes	<u> </u>	no

1996 Chevy Lumina @ \$ 200 reserve



Listed in category: eBay Motors > Cars & Trucks > Chevrolet > Lumina

Item: 320661904238

1996 Chevrolet Lumina

1996 Chevrolet Lumina ****VERY LOW MILES & RESERVE**** Research 1996 Chevrolet Lumina



bazettatownship (4)

Item Location: Cortland, OH, United States

Sale Date: Mar 02, 2011 14:33:26 PST

Bid history: 31 bids

Winning bid: **US \$1,900.00**

Coverage: This vehicle is eligible for up to \$50,000 in Vehicle Purchase Protection. Restrictions Apply. (Not eligible for eBay Buyer Protection)

Vehicle History Report: Included See the full report

Vehicle History Report

Summary

VIN #: 2G1WN52M7T9231828
Report Run Date: Feb-23-2011



Provided by AutoCheck, a part of Experian. Copyright Experian Information Solutions, Inc. 2010. All rights reserved.

Highlights

Title Check: **OK** Odometer Check: **OK**

Accidents: **None** Owners: **1**

[See the full Vehicle History Report](#)

AutoCheck Score

64

Below Range: under 26
Within Range: 26 - 56

Above Range over 56

Above range vs. similar Mid Range Car - Standard

Shipping

If your vehicle is near you, just make arrangements with the seller to pick it up. If it's further away, you can either fly or drive to the car's location, or you can hire a shipping service to get it delivered to your door. The seller may have additional options available, so check their description for more information.

Important Information From This Seller

Sells to: Worldwide

Buyer is responsible for vehicle pickup or shipping.

Shipping Quotes

Hire an auto transport company to ship this vehicle to your door.

Payment

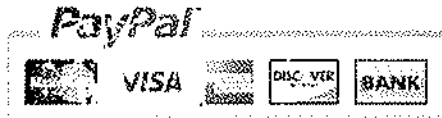
To ensure a smooth transaction, be sure to review all of your options for payment and financing carefully before purchasing this vehicle. Review the seller's payment instructions carefully. If you have any questions, be sure to ask the seller before bidding or sending your payment.

Seller's payment instructions

Will accept cash, personal check, company check, or government check for payment. With personal and company checks, payment must clear our account BEFORE the vehicle will be released to buyer.

Deposit via PayPal

US \$250.00 within 24 hours of auction close.



Payment methods accepted

- Personal check
- Cashier's Check (certified from US or Canadian bank) or money order
- Cash (in person)
- Other - See Seller's payment instructions for payment methods accepted

Full payment

Required within 7 days of auction close.

Financing

Find out more about your options for financing this vehicle. Connect with third-party financing companies that offer competitive rates and helpful services to complete your purchase. Also, be sure to check the seller's description for more options.

VIN: 2G1WN52M7T9231828 | See the full History Report

Mileage: 83,247 miles

Warranty: Vehicle does NOT have an existing warranty

Title: Clear

Condition: Used

For sale by: Private seller

Features

Body type: Sedan **Engine:** 6 Cylinder **Exterior color:** White

Transmission: Automatic **Fuel type:** Gasoline **Interior color:** Blue

Drivetrain: 4 Wheel Drive **Disability equipped:** No

Standard equipment

Air Conditioning

Air bag

Dual Air Bags

Seller's description

1996 Chevrolet Lumina **VERY LOW MILES & RESERVE**

This 4 door Chevy Lumina is the property of the Bazetta Township Zoning Department. It is being sold only because the township trustees have decided it is more cost effect for the township to reimburse the zoning inspector for mileage on his personal vehicle than it is to continue to insure and maintain this car. The car is in good working condition, though it does need new brakes and a new battery. It has very low mileage. It was used by the zoning inspector to drive around the township doing inspections.

This car has been well maintained and is in good shape. Everything works as it should, though it does need new brakes and battery. It is 100% ready to go to work for someone else. It tuns down the road nice and smooth. It drives perfectly straight with no wandering. It has power on the hills. It runs well. It starts right up with the bump of a key. Everything operates as it should. The engine runs perfect - no stuttering - no smoke - no problems whatsoever. The transmission shifts exactly the way it should.

This car has a 3.1l V6 gasoline engine with a 3 speed automatic transmission with overdrive.

IT SAYS IN THE DETAILS ABOVE THAT THIS CAR HAS A SUNROOF AND 4WD. THIS CAR DOES NOT HAVE A SUNROOF NOR 4WD. THE VIN AUTOMATICALLY PULLED THIS INFORMATION UP AND WE CAN NOT REMOVE IT.

It has a mere 83,247 miles on it.

It has a white exterior and blue cloth and carpeted interior. The car has a few extra features. These include power steering/driver's seat/locks/mirrors/windows, cruise control, tilt wheel steering, dual airbags, A/C, AM/FM/Cassette, child safety locks, and lighted vanity mirrors.

As you can see from the photos, the car is in good working condition. It has just a few cosmetic flaws. There are rust spot on the rear driver's side quarter panel. This is surface rust only with no holes. There is rust on the under side on both sides of the car. This rust does have holes. All rust spots can be seen in the ad's photographs. In some photographs, the upholstery appears stained. This is not the case. The upholstery is just a combination of blue and brown that did not photograph well. In some photos, there appears to be exhaust fumes. This is not the case. The pictures were taken when it was cold outside. There are no exhaust fumes!

The brakes have little wear remaining. These will need to be replaced. The same is true of the battery. It has little charge left and will need to be replaced.

The Firestone tires are P225/60R16s. They have about 90% tread remaining all the way around.

The GVWR is 4329lb with a Front GAWR of 2408lb and a Rear GAWR of 1921lb.

You are more than welcome to come down and take a test drive. In fact, we encourage it!

If you have any questions whatsoever, do not hesitate to ask. No question is too small. No question is too stupid.

Feel free to send a message through ebay or call between 8am and 4pm Monday-Friday EST.

KRIS @ 330-637-8311

Even though this item is in good working condition, it is being sold AS IS WHERE IS, WITH NO GUARANTEES EXPRESSED OR IMPLIED.

Seller reserves the right to cancel any bid placed by a buyer with a 0 rating and/or ebay account that is less than 30 days old. To avoid a bid cancellation, you must contact us prior to placing your bid to assure us that the bid is legitimate and not some sort of scam.

\$250 deposit is required immediately upon close of auction with remainder due within 7 days.

No part of this equipment may be paid for via credit card!! These may be used only if you are paying your deposit through PayPal.

Buyer is responsible for pick-up and all transportation costs.

Again, feel free to call with or send any questions. We want your buying experience to be the best it can be.

KRIS @ 330-637-8311

Here is our guarantee... You win the auction, pay your deposit, and come down to pick up the equipment. If it is not as advertised or you do not want it for any reason, we will give your deposit back to you with no hard feelings. This is just an honest way to do business.

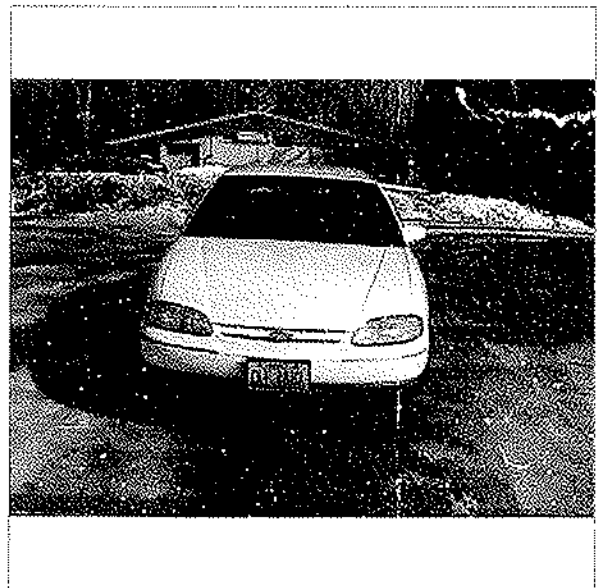
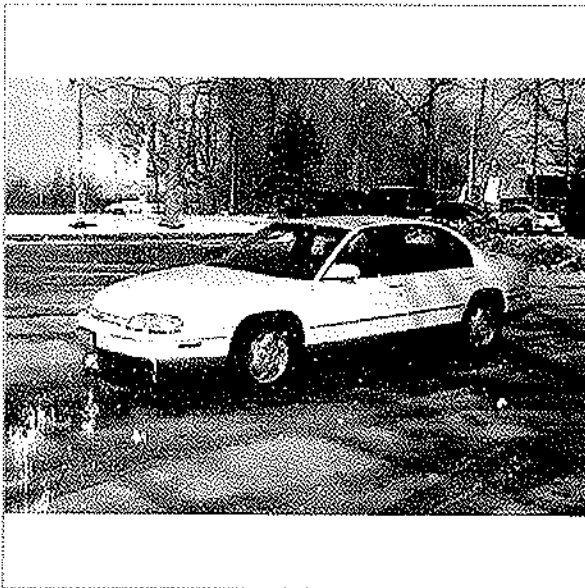
After purchasing, pay your deposit instantly with your credit card through PayPal!

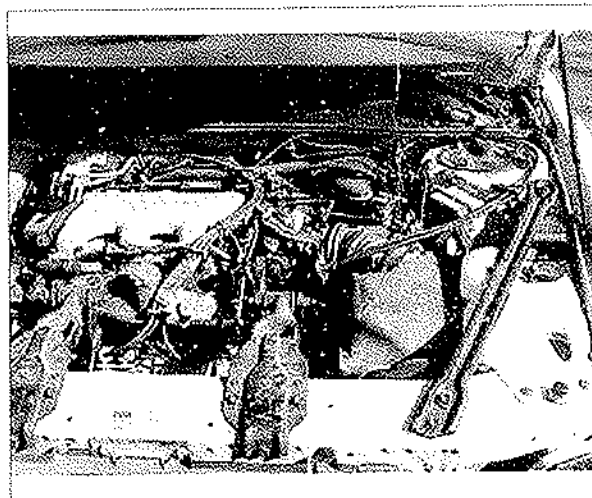
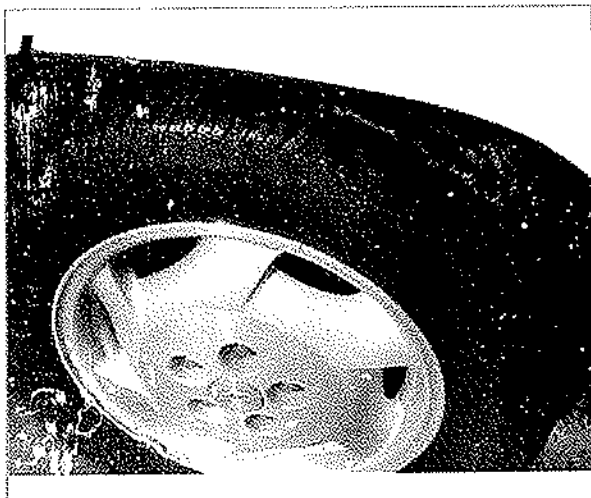
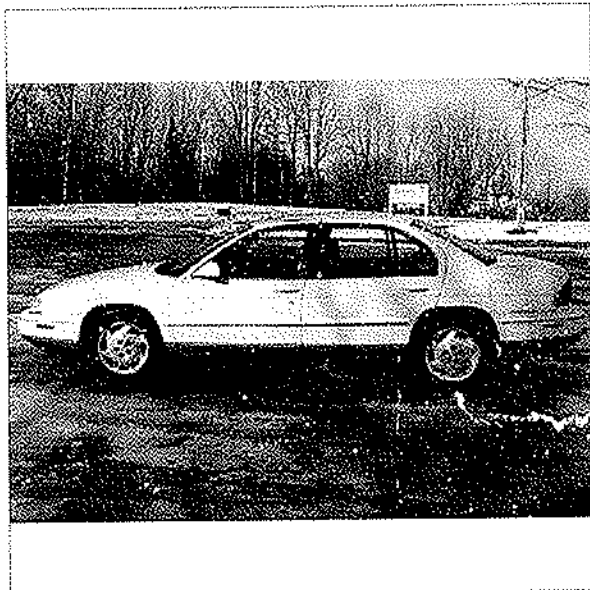
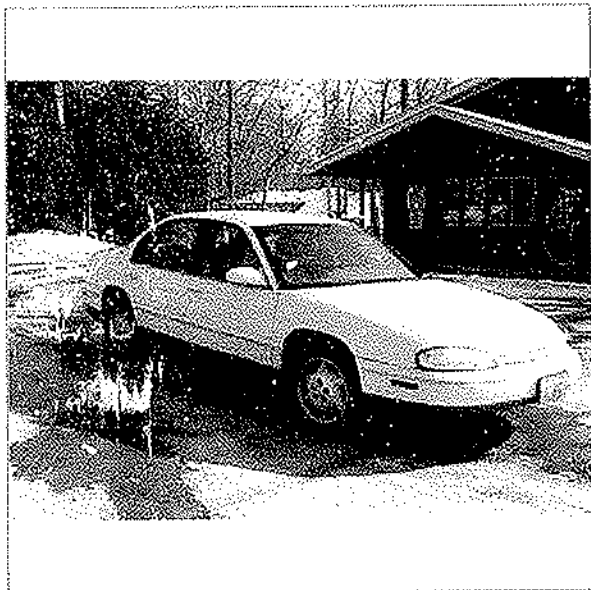


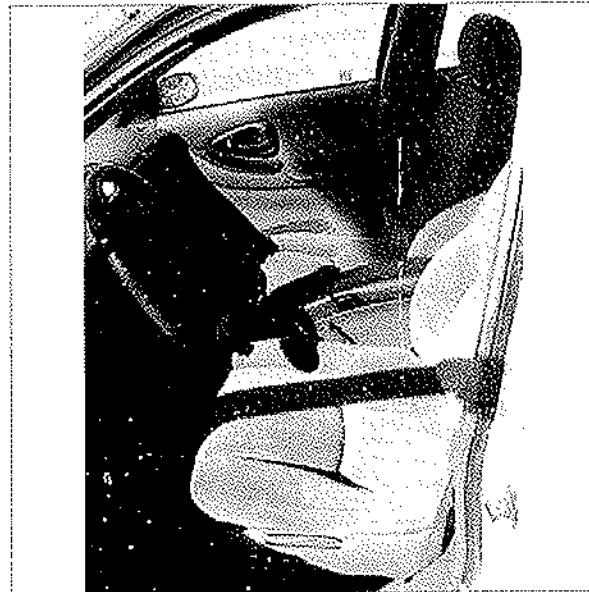
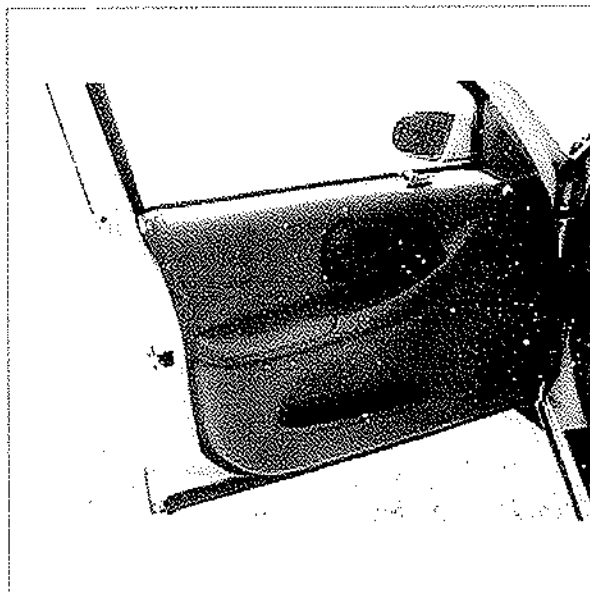
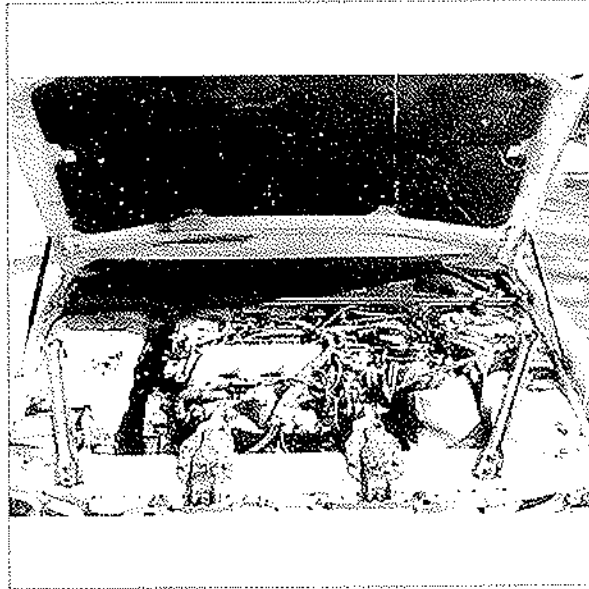
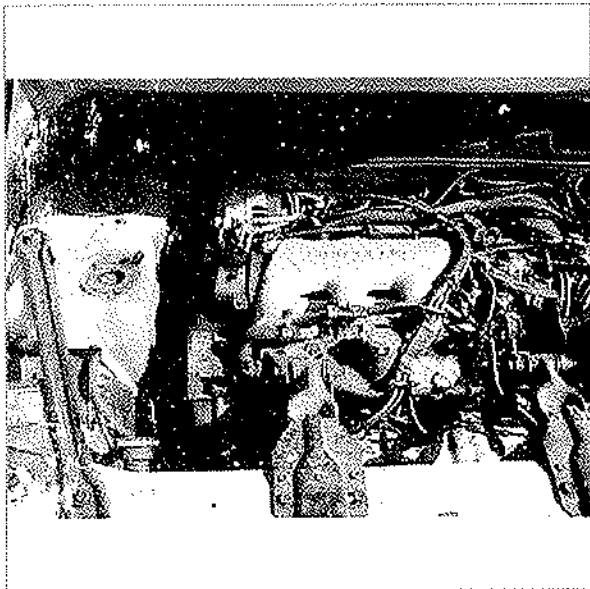
Questions and answers about this item

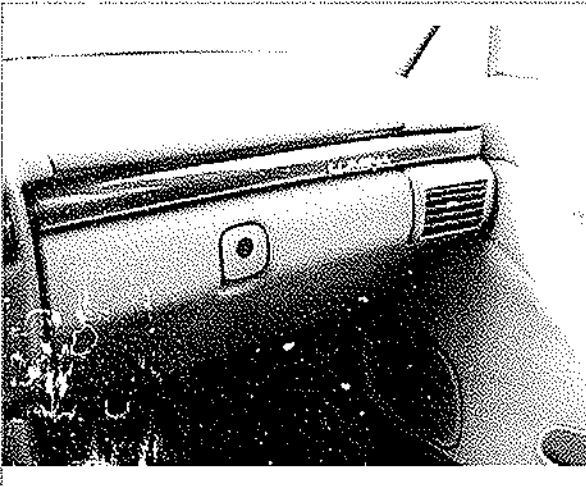
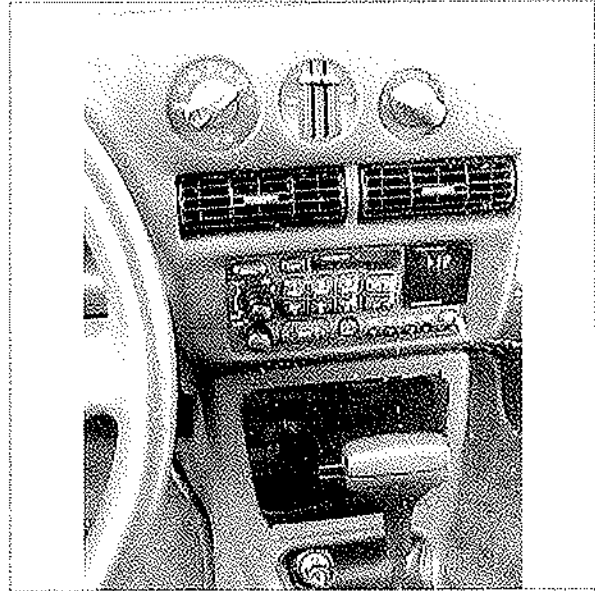
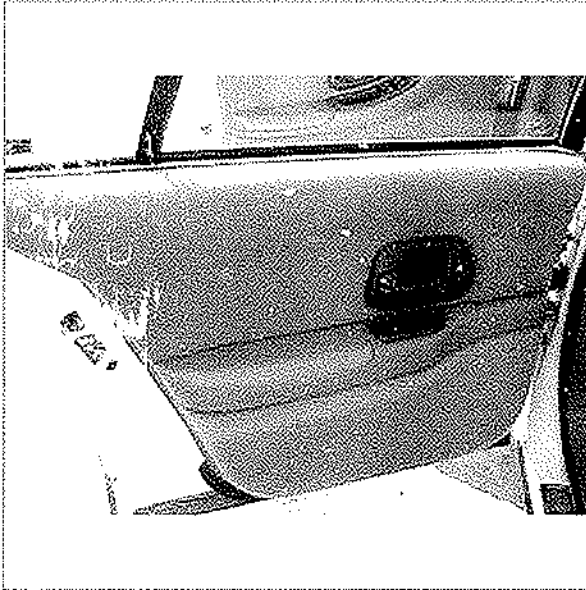
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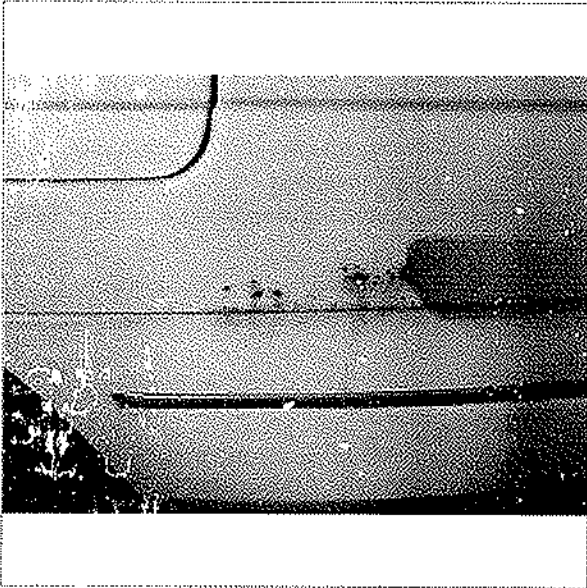
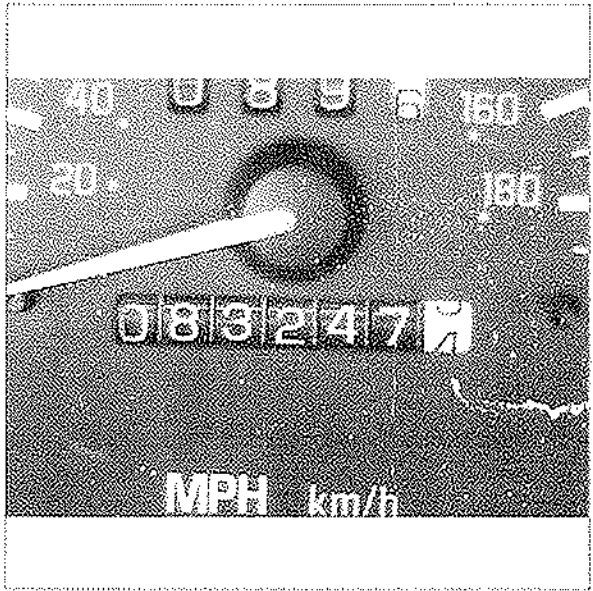
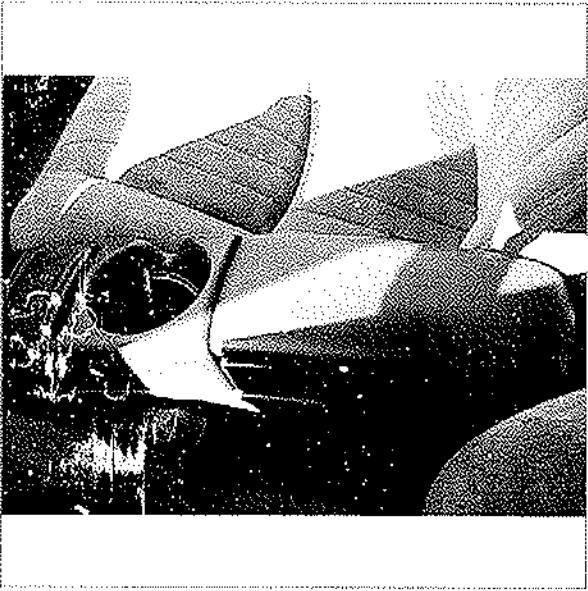
Listing images

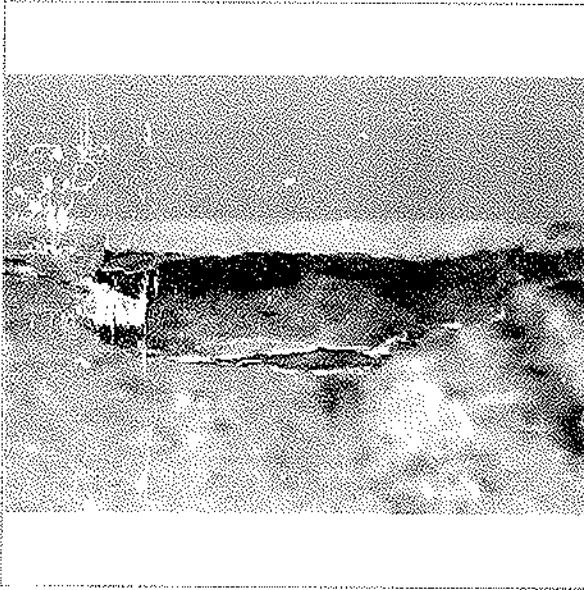












This page is formatted for printing and does not include all the information contained in the listing. You must select all options to print all of the information in the listing including the listing summary, seller's description, and images.

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056-11
February 8, 2011

RESOLUTION TO DISPOSE OF TOWNSHIP PROPERTY
BY INTERNET AUCTION
Section §505.10 (D) ORC

Moved by Trustee Urchek, seconded by Trustee Parke, that

WHEREAS, the Township has personal property no longer needed by the Township, obsolete, and/or unfit for the use it was acquired or other appropriate public use, and the Township desires to dispose of said property pursuant the Sections §505.10 et seq, ORC; and

WHEREAS, the township desires to sell said personal property by internet auction on E-Bay; now therefore,

BE IT RESOLVED, that the following property being no longer needed by the township, and/or unfit for public use, be sold by public auction on the internet E-Bay website or other comparable internet auction websites, pursuant to Section §505.10 (D) with the Board establishing a minimum price for the specific item(s), and other terms and conditions of sale as deemed appropriate by the Board of Trutees, including requirements for pick-up, delivery, method of payment, and sales tax if appropriate, with such information being provided in the advertisement for sale on the internet by interne first offered for sell to other agencies or political subdivisions of the State of Ohio upon terms agreeable to the township; and

BE IT FUTHER RESOLVED, that such property is being sold "AS IS" without any expressed or implied warranties as to condition, fitness or use.

List of Property (itemized below or attached by schedule)

BE IT FURTHER RESOLVED, that the Fiscal Officer be and hereby is directed to place said property for sale on the internet auction, as provided above, with a stated minimim price, "AS IS" without warranty, conditions of sale, and reservation of right to reject and any all offers.

ROLL CALL:

Mr. Hovis	<u> ✓ </u>	yes	<u> </u>	no
Mr. Parke	<u> ✓ </u>	yes	<u> </u>	no
Mr. Urchek	<u> ✓ </u>	yes	<u> </u>	no

2003 Ford Crown Victoria
@ \$500 reserve

2003 Ford Police Interceptor

2003 Ford Police Interceptor ****STILL RUNS GREAT****



bazettatownship (4)
 Item Location: Cortland, OH, United States
 Time left: 1 day 6 hours (Mar 09, 2011 14:02:42 PST)
 Bid history: 22 bids
 Current bid: **US \$2,551.00**
 Coverage: This vehicle is eligible for up to \$50,000 in Vehicle Purchase Protection. Restrictions Apply. (Not eligible for eBay Buyer Protection)
 Vehicle History Report: Included See the full report

Vehicle History Report

Summary

VIN #: 2FAFP71W73X119418
Report Run Date: Mar-02-2011



Provided by AutoCheck, a part of Experian. Copyright Experian Information Solutions, Inc. 2010. All rights reserved*

Highlights

Title Check: **OK** Odometer Check: **OK**
 Accidents: **None** Owners: **1**

[See the full Vehicle History Report](#)

AutoCheck Score

86

Below Range under 75	Within Range 75 - 84	A Above Range over 84
-------------------------	-------------------------	------------------------------------

Above range vs. similar Traditional Car

Shipping

If your vehicle is near you, just make arrangements with the seller to pick it up. If it's further away, you can either fly or drive to the car's location, or you can hire a shipping service to get it delivered to your door. The seller may have additional options available, so check their description for more information.

Important Information From This Seller

Sells to: Worldwide

Buyer is responsible for vehicle pickup or shipping.

Shipping Quotes

Hire an auto transport company to ship this vehicle to your door.

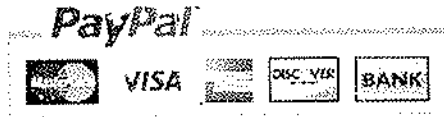
Payment

To ensure a smooth transaction, be sure to review all of your options for payment and financing carefully before purchasing this vehicle. Review the seller's payment instructions carefully. If you have any questions, be sure to ask the seller before bidding or sending your payment.

Will accept cash, personal check, company check, or government check for payment. With personal and company checks, payment must clear our account BEFORE the vehicle will be released to buyer.

Deposit via PayPal

US \$250.00 within 24 hours of auction close.



Payment methods accepted

- Personal check
- Cashier's Check (certified from US or Canadian bank) or money order
- Cash (in person)
- Other - See Seller's payment instructions for payment methods accepted

Full payment

Required within 7 days of auction close.

Financing

Find out more about your options for financing this vehicle. Connect with third-party financing companies that offer competitive rates and helpful services to complete your purchase. Also, be sure to check the seller's description for more options.

VIN: 2FAFP71W73X119418 | See the full History Report
Mileage: 101,900 miles
Warranty: Vehicle does NOT have an existing warranty
Title: Clear
Condition: Used
For sale by: Private seller

Features

Body type: Sedan	Engine: 8 Cylinder	Exterior color: Other
Transmission: Automatic	Fuel type: Gasoline	Interior color: Gray
Drivetrain: 4 Wheel Drive	Disability equipped: No	

Standard equipment

Power Windows	Air Conditioning	AM/FM Radio
Power Door Locks		

Power seats

Power Seat Driver

Air bag

Dual Air Bags

Seller's description

2003 Ford Crown Victoria - Police Interceptor **STILL RUNS GREAT**

This 4 door Crown Vic Police Interceptor is the property of the Bazetta Township Police Department. It is being sold because it is one of the oldest in our fleet and we are getting a new cruiser this year. The car is in good working condition and has just a few cosmetic flaws. It was used solely by the police department to patrol the township.

This car has been well maintained and is in good shape. Everything works as it should. It is 100% ready to go to work for someone else. It runs down the road nice and smooth. It drives perfectly straight with no wandering. It has power on the hills. It runs very well. It starts right up with the bump of a key. Everything operates as it should. The engine runs perfect - no stuttering - no smoke - no problems whatsoever. The transmission shifts exactly the way it should.

This car has a V8 gasoline engine with a 3 speed automatic transmission with overdrive.

**IT SAYS IN THE DETAILS ABOVE THAT THIS CAR HAS A POWER DRIVER SEAT AND 4WD. THIS CAR DOES NOT HAVE A POWER DRIVER SEAT NOR 4WD.
THE VIN AUTOMATICALLY PULLED THIS INFORMATION UP AND WE CAN NOT REMOVE IT.**

It has a 101,900 miles on it.

It has a black/white exterior and grey interior with cloth front seats. The car has a few extra features. These include power steering/locks/mirrors/windows, tilt wheel steering, dual airbags, A/C, AM/FM, rear defogger, and vent shades.

As you can see from the photos, the car is in good working condition. It has just a few cosmetic flaws. There are holes in the dashboard where equipment was removed, a slight dent in the driver's side rear door, various paint chips and scratches. There is a missing piece of plastic on the driver's side dash area and the driver's window does not close properly. Most of these flaws can be seen in our photographs.

The brakes have about 65% remaining all the way around.

The tires are P225/60R16s. They have about 50% tread remaining all the way around.

The GVWR is 5942lb with a Front GAWR of 2782lb and a Rear GAWR of 3160lb.

You are more than welcome to come down and take a test drive. In fact, we encourage it!

If you have any questions whatsoever, do not hesitate to ask. No question is too small. No question is too stupid.

Feel free to send a message through ebay or call between 8am and 4pm Monday-Friday EST.

CHIEF MILLER @ 330-240-1311

Even though this item is in good working condition, it is being sold AS IS WHERE IS, WITH NO GUARANTEES EXPRESSED OR IMPLIED.

Seller reserves the right to cancel any bid placed by a buyer with a 0 rating and/or ebay account that is less than 30 days old. To avoid a bid cancellation, you must contact us prior to placing your bid to assure us that the bid is legitimate and not some sort of scam.

\$250 deposit is required immediately upon close of auction with remainder due within 7 days.

No part of this equipment may be paid for via credit card!! These may be used only if you are paying your deposit through PayPal.

Buyer is responsible for pick-up and all transportation costs.

Again, feel free to call with or send any questions. We want your buying experience to be the best it can be.

CHIEF MILLER @ 330-240-1311

Here is our guarantee... You win the auction, pay your deposit, and come down to pick up the equipment. If it is not as advertised or you do not want it for any reason, we will give your deposit back to you with no hard feelings. This is just an honest way to do business.

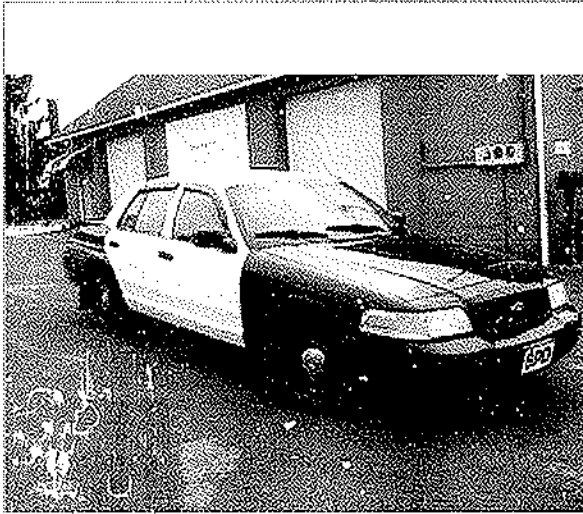
After purchasing, pay your deposit instantly with your credit card through PayPal!

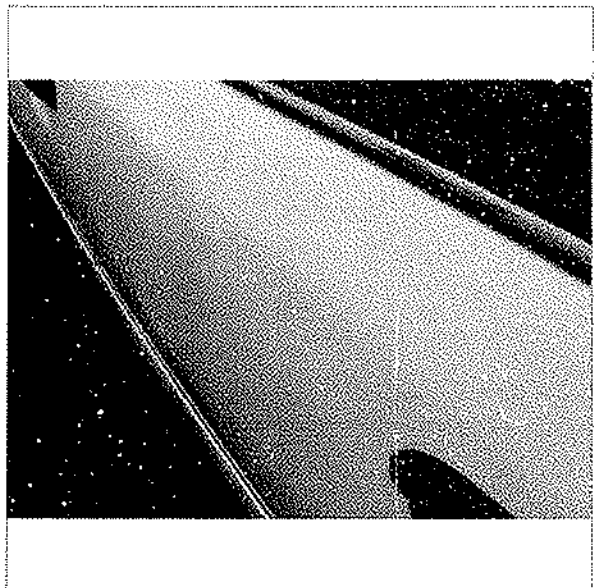
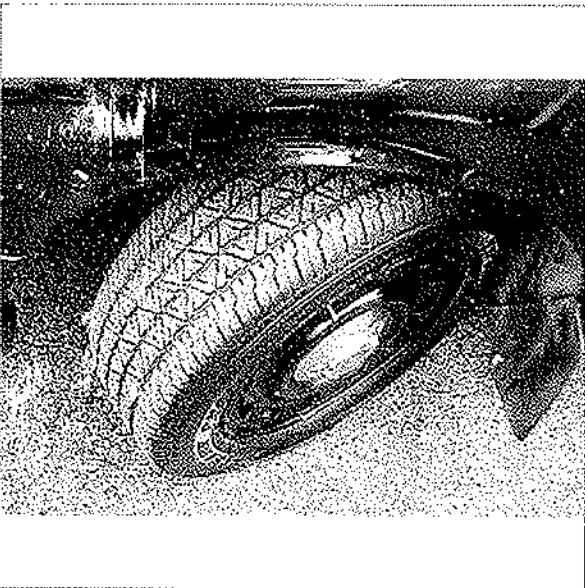
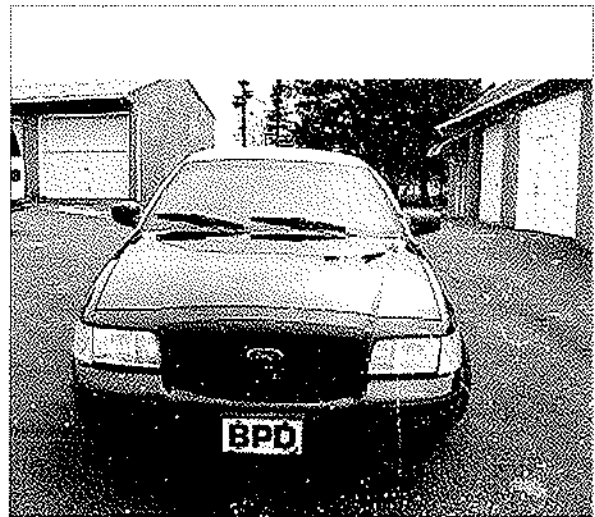
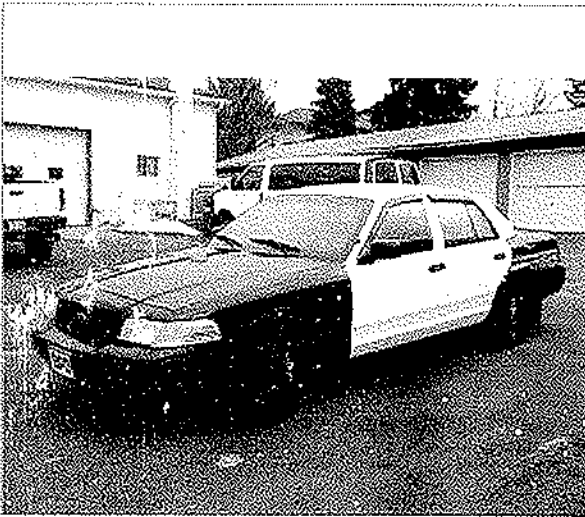


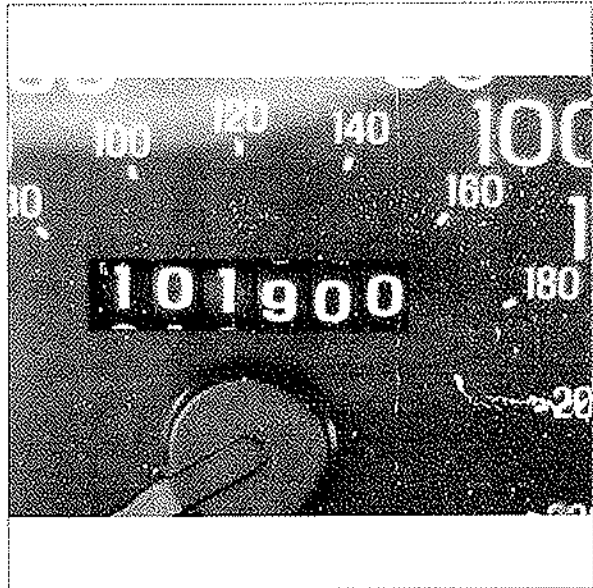
Questions and answers about this item

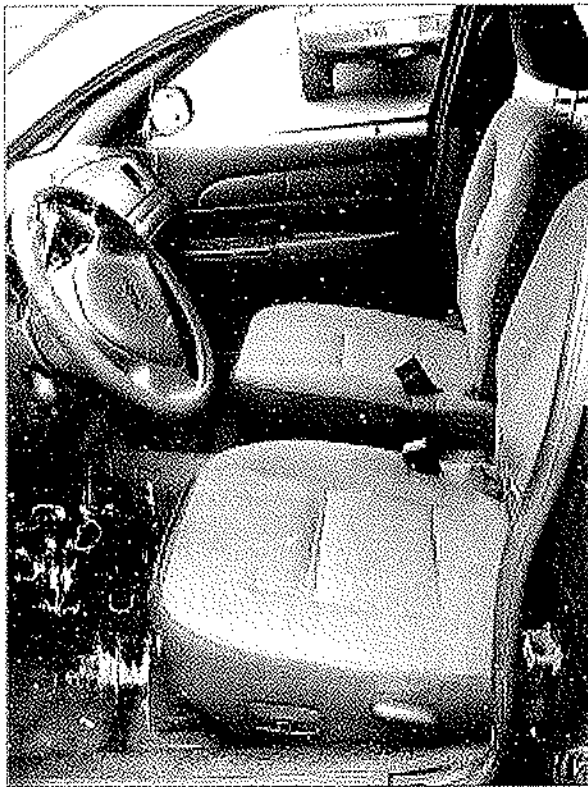
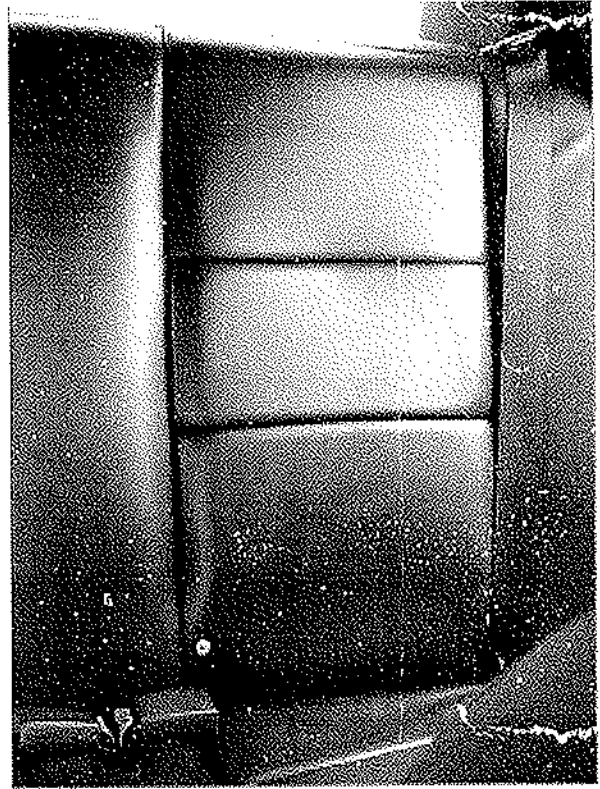
No questions or answers have been posted about this item.

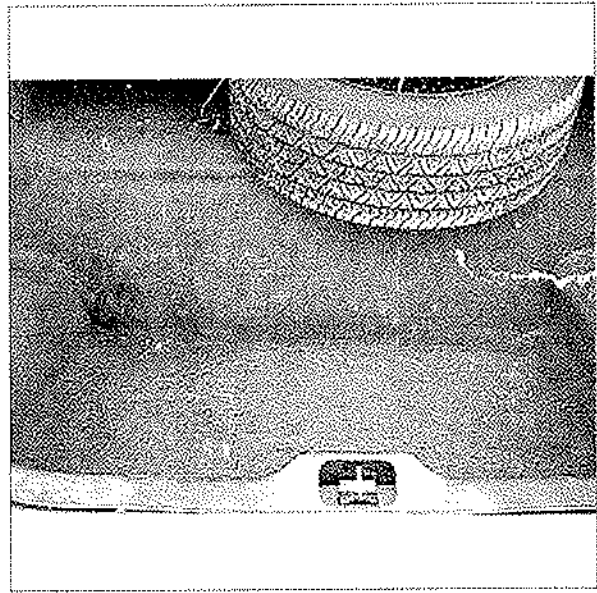
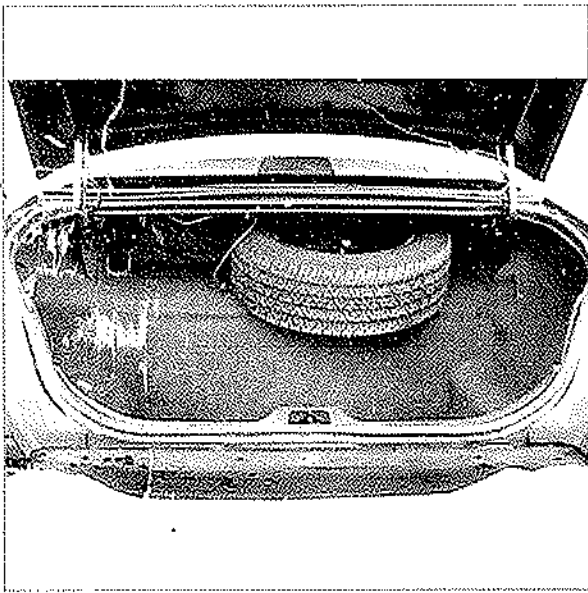
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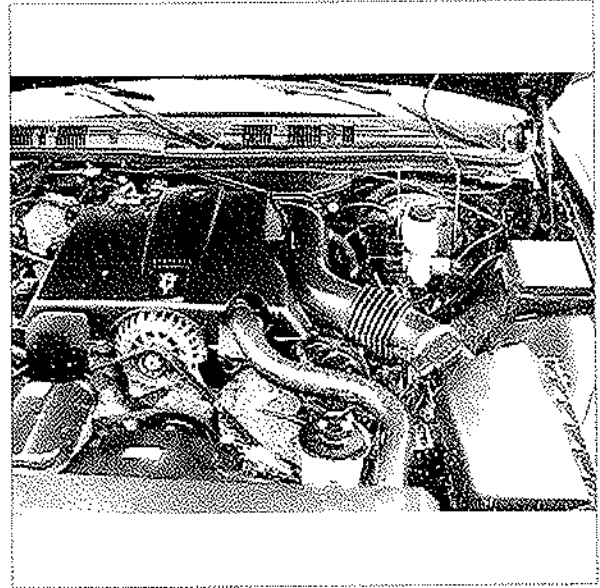
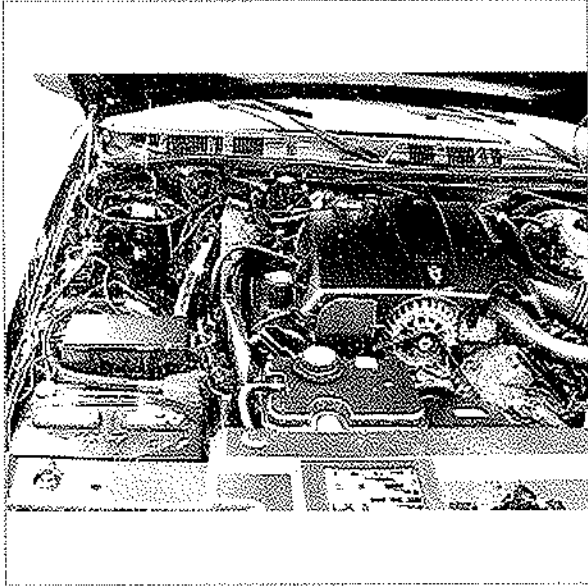












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**BAZETTA TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES**

Date: February 22, 2011 at 8:30am
Bazetta Township Administration Building
3372 State Route 5 NE
Cortland, Ohio 44410

Meeting called to order at 8:30am.

Present:

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

058-11 To authorize the Fiscal Officer to pay all outstanding invoices incurred and approve all warrants issued.

Motion: Trustee Urchek

Second: Trustee Parke

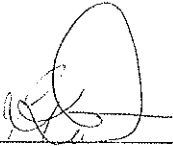
Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - Yes

059-11 To adjourn the meeting at 8:31am.

Motion: Trustee Urchek

Second: Trustee Parke

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



Attested by: Fiscal Officer Rita K. Drew

Dated: 2-23-11



Approved by: Chairman Trustee Paul Hovis

Dated: 2-24-11

PENDING WARRANT REPORT
 Bazetta Township (2011)

Date: 02/17/11

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
14525	670.93	VW14525	Dominion East Ohio	Service - Fire/Police/Road
14526	1235.40	VW14526	Ohio Edison	Service - Admin/Fire/Police/Road
14527	950.31	VW14527	Orwell Natural Gas	Service - Fire
14528	503.11	VW14528	Time Warner Cable-Northeast	Service - Admin/Fire/Police
14529	86.00	VW14529	Amerigas - Cortland	Service - Cemetery
14530	339.02	VW14530	Advance Auto Parts	Supplies - Road/Police
14531	35.00	VW14531	Cross Radio Service	Supplies - Police
14532	90.00	VW14532	Collin's Heating & Cooling	Service - Police
14533	24.72	VW14533	Rita K. Drew	OTA Conference Reimbursement
14534	211.00	VW14534	Ellipse Security, Inc.	Camera & Cable - Police
14535	162.42	VW14535	Emblem Enterprises, Inc.	Supplies - Fire
14536	152.68	VW14536	GreatAmerican Leasing Corp.	Copier Rental - Fire
14537	40.50	VW14537	Health Index	Service
14538	499.00	VW14538	ID Networks	Supplies - Police
14539	10980.91	VW14539	Morton International	Road Salt
14540	806.16	VW14540	North Central Tire Group	Supplies - Police
14541	160.00	VW14541	OFESF	OFE Class/Room
14542	30.00	VW14542	Ohio Township Association	Twp Personnel Management Sourcebook
14543	973.02	VW14543	Ohio Edison	Service
14544	80.00	VW14544	Penn Care Medical Products	EMS Supplies
14545	47.00	VW14545	Pitney Bowes	Rental
14546	19.20	VW14546	Kristopher W. Parke	OTA Conference Reimbursement
14547	245.40	VW14547	Physio-Control, Inc.	Maint. Agreement - Fire
14548	35.00	VW14548	Proforma	Business Cards, Police
14549	425.00	VW14549	Lisa N. Robertson	Service - Police
14550	213.79	VW14550	Tri-County Asphalt Materials, Inc.	Cold Mix Asphalt
14551	58.52	VW14551	Trumbull Radiologists, Inc.	Service
14552	25.00	VW14552	Trumbull County Firefighters Association	2011 Dues
14553	603.99	VW14553	Walmart Business/GEMB	Supplies - Admin/Road/Police/Fire
=====				
	19703.08		Total Amount of Pending Warrants	

BAZETTA TOWNSHIP TRUSTEES SPECIAL MEETING MINUTES

Date: February 22, 2011 immediately following the Regular Meeting
Bazetta Township Administration Building
3372 State Route 5 NE
Cortland, Ohio 44410

Meeting called to order at 8:32am.

Present:

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

- Trustee Hovis asked what changes had been made to the Police Department contract since the Trustees had seen the previous draft
 - Sgt. Hovis noted some of the changes that had been made
- Trustee Hovis suggested waiting until John Barkan arrived to approve the contract

060-11 To accept and execute the *Agreement between the Bazetta Township Trustees and International Association of Firefighters Local 3703*, retroactive to January 1, 2011.

Motion: Trustee Parke

Second: Trustee Urchek

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

061-11 To accept and execute the amendment to the *Agreement between the Bazetta Township Trustees and International Brotherhood of Teamsters Local 377*, retroactive to May 2010.

Motion: Trustee Parke

Second: Trustee Hovis

Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - No

062-11 To approve the purchase of lights and sirens for the Fire Department chief's vehicle and pickup truck from Strobes 'n More, at a cost not to exceed \$7000, to be paid for by the Fire Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

063-11 To approve the payment of a \$3500 fee, per contract, to Grant Source Professionals for the successful awarding of a Firefighter Assistance Grant, to be paid for from the Fire Fund.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Trustee Urchek commented this was money well spent
- Trustee Hovis said that he did not want to adjourn the meeting since John Barkan had not yet arrived with the final draft of the Police Department contract

064-11 To recess for 15 minutes until 8:55am.

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

065-11 To recess for 15 minutes until 9:10am.

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

066-11 To return from recess early at 9:05am.

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

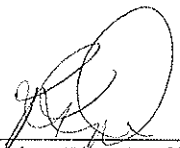
- John Barkan arrived and gave an update on changes made to the FOP Agreement

067-11 To accept and execute the *Agreement between the Bazetta Township Trustees and Fraternal Order of Police*, retroactive to January 1, 2011.

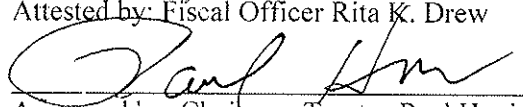
Motion: Trustee Urchek
Second: Trustee Parke
Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - Yes

068-11 To adjourn the meeting at 9:30am.

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


Attested by: Fiscal Officer Rita K. Drew

Dated: 2-23-10


Approved by: Chairman Trustee Paul Hovis

Dated: 2-24-11

BAZETTA TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

Date: March 8, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5 NE
Cortland, Ohio 44410

Meeting called to order at 7:00pm.

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:

February 8, 2011 Regular Meeting
February 22, 2011 Regular Meeting
February 22, 2011 Special Meeting

- Trustee Urchek said he had a couple questions about the minutes for February 8
 - Would like to see a hire date added to Board Resolution #045-11
 - Chief Lewis said the employee has been hired because he passed his drug test and background check
 - Fiscal Officer Drew noted that we never put a hire date in these types of motions before
 - Trustee Hovis said we could not assign a specific hire date on February 8 because he had not passed his drug test or background check yet
 - Trustee Urchek asked again that a date be put in the resolution
 - Would like to see a an effective date and rate of pay in the motion that promoted Michael Smith
 - Trustee Hovis stated that the pay rate is per contract because employees can only be promoted at the contract rate
 - Trustee Hovis further stated that the resolution said effective immediately, which meant on February 8
 - Trustee Urchek said he would like to rescind the motion because it does not specifically state a pay rate
- Trustee Urchek questioned Parks & Recreation Board Chairman Belcher's term, specifically is he serving in Rich Musick's unexpired term
 - Fiscal Officer Drew said all Parks & Recreation Board Members are now serving 2-year terms per the resolution that created the current Board
 - Fiscal Officer Drew further stated that it did not matter whose unexpired term he was serving because both Chairman Belcher's term and former Chairman Musick's terms both end in 2012
- Fiscal Officer Drew noted that Trustees will have to pass a resolution to amend resolutions that have already been passed or rescind the resolutions and pass new ones
 - Trustee Urchek said he will not approve the minutes until these changes are made
 - Trustee Hovis said the motion about Parks & Recreation Board Chairman Belcher does not need amended in any way
 - Trustee Hovis said a starting date of "effective immediately" is self explanatory
 - Trustee Urchek said he was told at the OTA Conference that we had to put the specific dates in

- Fiscal Officer Drew asked who had told him this
- Trustee Hovis said “effective immediately” is sufficient

068-11 To accept the minutes from the February 8 Regular, February 22 Regular, and February 22 Special Meetings.

Motion: Trustee Hovis
Second: Trustee Urchek
Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - No

069-11 To authorize the Fiscal Officer to pay all outstanding invoices incurred and approve all warrants issued.

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

070-11 To require that all elected and appointed officials pay 5% of the premium cost for each type of insurance that they accept from the township, effective for terms beginning in 2012.

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

071-11 To adopt the attached 2011 Permanent Appropriations and submit to the Trumbull County Auditor.

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

- Trustee Urchek asked for an explanation of this transfer
 - Fiscal Officer Drew replied as follows
 - Money accumulate in the Chase account and are periodically transferred into the Huntington checking account
 - No money has been transferred since sometime in 2008 or early 2009
 - Money gets better interest at Huntington
 - Money is all EMS payments that are electronically deposited
- Trustee Urchek asked if this money would go into the General Fund
 - Fiscal Officer Drew said it would not because all money in the account was Fire Department funds and would remain Fire Department funds

072-11 To authorize the Fiscal Officer to transfer \$200,000 from the Chase Bank account to the Huntington National Bank account.

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

073-11 To approve April 16, 2011 at 11:00am at the Bazetta Township Park/Imagination Station as the date, time, and location for the Lakeview Community Easter Egg Hunt.

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

- Trustee Urchek asked who had requested this donation
 - Fiscal Officer Drew stated the township pays \$300 each year for the Easter Egg Hunt
 - Fiscal Officer Drew further stated that the Trustees and Parks & Recreation Board Chairman Belcher had all received the letter listed in the Correspondence

074-11 To approve the expenditure of \$300 as a donation for the Lakeview Community Easter Egg Hunt, to be paid for from the Park portion of the General Fund.

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

075-11 To require that all political signage posted in the township must comply with Ohio Revised Code §3517.20 and must not be displayed more than 30 days prior to the relevant election.

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

- Trustee Hovis said the cost for the Special Election will be \$3500-\$4000

076-11 To conduct a Special Election on August 2, 2011 and authorize the payment of any expenses incurred by the Trumbull County Board of Elections for the election.

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

077-11 To approve the attached Bazetta Township Public Records Policy.

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

078-11 To not object to the issuance of a liquor permit to My Naranda LLC dba Bazetta Mall.

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

079-11 To not request a hearing with the Ohio Division of Liquor Control regarding the transfer of the liquor permit to My Naranda LLC dba Bazetta Mall.

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

Correspondence (Copies available upon request):

- Notice from Trumbull County Board of Health that they will be convening their Annual Meeting on March 9, 2011
- Invitation from Trumbull County Emergency Management Agency to attend the Trumbull County Hazard Mitigation Planning Committee Meeting on February 15
- Letter from Rita Benoit resigning as Secretary of the Parks & Recreation Board
- Letter from Steven Belcher regarding assertions made in Rita Benoit's resignation letter
- Letter from Dennis James commending Chief Lewis for taking the time to help his son enter the fire/medic profession

- Invitation from Trumbull County Engineer's Office to attend a "mixer" with David DeChristofaro on March 25, 2011
- Letter from Howland Fire Chief George Brown extending appreciation and thanks to Chief Lewis
- Letter from Beth Barnes requesting to be considered for appointment to the Parks & Recreation Board
- Letter from an anonymous resident questioning whether Trustee Parke is in violation of zoning rules
- Letter from City of Cortland Parks and Recreation announcing that the Lakeview Community Easter Egg Hunt will be held April 16 at 11am pending Bazetta's approval
- Thank you note from Nancy Ewing to Trustee Parke for his quick attention to her concerns
- Commendation from Trumbull County Prosecuting Attorney to Chief Miller wherein Officer Bryan Galida and Detective Joe Sofchek were recognized and thanked for their efforts
- Thank you note from Nancy Ewing to Road Superintendent Parke for his quick attention to her concerns

Administration:

- Nothing to Report

Zoning Inspector:

- Nothing to Report

Zoning Commission:

- Zoning Commission Chairman Webb reported the following
 - April 6 at 7:00pm is their next Quarterly Meeting
 - Delphi announced demolition of some of the buildings in the Howland Township portion of the complex, buildings in Bazetta Township will remain standing
 - Chief Lewis is going to be attending a meeting about this tomorrow
 - Delphi requested a demolition permit, but it was not granted
 - Did not submit it properly
 - Have not heard back from them yet
- Zoning Commission Chairman Webb expressed concerns about Board Resolution 075-11
 - About the language "all political signage"
 - Knew the signage situation got out of hand last year with 9 people running for trustee
 - About what to do about national or state candidate signage
 - About what to do if someone drives through the township with signs on their vehicles
 - That Trustees are passing motions the Zoning Inspector may not know how to enforce
 - About hotly contested issues
 - About signs that are up year round
 - That this may be limiting people's right to free speech

Road Department:

080-11 To approve the purchase of a new Bobcat mower from Cortland Tractor Sales, at a cost not to exceed \$7350, with \$3500 being paid via trade-in of an old mower and the balance to be paid from the Cemetery Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

081-11 To approve the purchase of 200 tons of 57 slag from Arrowhead Transport, at a cost of \$3230, to be paid from the General Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

082-11 To approve the return of John Governor to work predominantly as Park Laborer, effective March 21, 2011, at a rate of \$10.67 per hour.

Motion: Trustee Parke

Second: Trustee Urchek

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

083-11 To begin the bid process for Issue 1 Project, T.H. 199A Durst Clagg Road Improvement.

Motion: Trustee Urchek

Second: Trustee Parke

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

084-11 To approve the expenditure of \$981 to A. C. Charnas & Associates for boring holes on Sterling Drive, to be paid from the Gas Tax Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

- Trustee Urchek asked if this truck would be paid from the Road Department even if the levy fails
 - Fiscal Officer Drew explained the following
 - If the Trustees pass the motion to pay it from the Road Department Fund, then she is required to pay it from the Road Department Fund
 - To pay it from any other fund could result in a finding on a State of Ohio Audit
 - Road Superintendent Parke said the following
 - Would like to take out a loan rather than pay cash as hedge against levy failure
 - Would prefer not to take out a loan but is concerned about meeting other financial obligations that he cannot get a loan for
 - If the levy fails, the department will have to continue seeking loans to purchase needed equipment because all available cash will have to be used to pay for things he cannot get loans for, e.g. salaries, road salt, and patching materials
 - If the levy fails, the department will
 - The reason for the loan is to free up current cash
 - In case the levy fails and the department loses the \$35,000 it currently generates
 - Because the township has used 2 years worth of salt this winter, meaning that we have already spent the entire 2010 and 2011 appropriations for road salt
 - Because the township is going to have to buy more patching material this year because the winter has caused more pot holes than usual

085-11 To approve the purchase of a 2011 Chevrolet Silverado 2500 HD 4WD Crew Cab from Lou Wollam Chevrolet, at a cost of \$24,932.90, to be paid from the Road & Bridge Fund pending loan approval.

Motion: Trustee Parke

Second: Trustee Hovis

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

086-11 To approve a 5 year loan from Huntington National Bank in the amount of \$24,932.90 for the purchase of a 2011 Chevrolet Silverado 2500 HD 4WD Crew Cab from Lou Wollam Chevrolet.

Motion: Trustee Parke

Second: Trustee Hovis

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

087-11 To authorize Road Superintendent Parke and Fiscal Officer Drew to auction a 1997 Chevy 2500 Series with snow plow on eBay at a reserve of \$6000.

Motion: Trustee Parke

Second: Trustee Urchek

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

088-11 To certify to the Department of Transportation that the total mileage for Bazetta Township was 20,490 miles at the end of 2010.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Trustee Urchek asked if this is the levy that was originally passed in 1981
 - Road Superintendent Parke said yes, this is the levy that is currently producing roughly the same amount as it did in 1981

089-11 To declare it necessary to levy a tax in excess of the ten mill limitation, specifically to put a replacement of the five-year, 0.6 mill Road & Bridge Department Levy on the August 2, 2011 ballot.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Road Superintendent Parke said he received several quotes for Spring Clean-Up
 - Trustee Hovis noted that Sunburst had the lowest quote

090-11 To award the bid for Spring Clean-Up to Sunburst Environmental Services, the low bidder at \$648 per load.

Motion: Trustee Parke

Second: Trustee Urchek

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

Fire Department:

- See Attached Report

091-11 To approve the expenditure of \$2000 to start a CPR Training Program, to be paid from the Fire Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

092-11 To approve the expenditure of up to \$40,000 to begin purchasing water rescue equipment, to be paid from the Fire Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

093-11 To approve the expenditure of \$20,270 to start the Wellness Program specified in the Firefighter Assistance Grant, with \$19,256.50 to be reimbursed via the grant, and \$1,013.50 to be paid from the Fire Fund.

Motion: Trustee Urchek

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

094-11 To authorize Chief Lewis to create the position of Junior Firefighter with the attached Rules & Regulations, effective immediately.

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

095-11 To approve the expenditure of \$2800 for RIT Rescue and Escape Systems to upgrade SCBA FFRED to new cartridge and sleeve and add retention flap to belts, to be paid from the Fire Fund.

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

Police Department:

096-11 To authorize Chief Miller to post a supervisor vacancy for a sergeant's position in Bargaining Unit #2, following the procedures set forth in Article 11 of the *Agreement between the Bazetta Township Trustees and Fraternal Order of Police*.

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

- Chief Miller asked if the Trustees could table the next resolution until he gets more information

097-11 To table the resolution to authorize Chief Miller use part-time patrolmen for the OVI Task Force.

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

098-11 To declare it necessary to levy a tax in excess of the ten mill limitation, specifically to put a renewal of the five-year, 1.8 mill Police Department Levy on the August 2, 2011 ballot.

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

Parks & Recreation Board:

- See Attached Minutes
- Parks & Recreation Board Member Belcher reported the following
 - Board and other community members are in the middle of helping organize a fund raiser
 - Donations are coming in
 - Need to sell more tickets
 - Location and date will be Saturday, March 26 at 6:30pm at Candlelight Knolls
 - Tickets can be purchased from Park Board members, some township employees, LAC members
- Trustee Urchek questioned Parks & Recreation Board Member Belcher's term
 - Trustee Parke said all terms are now 2 years per the resolution that created the Park Board

099-11 To appoint Steven Belcher as the Chairman and Evelyn Coe as the Secretary of the Parks & Recreation Board, as voted upon by the Parks & Recreation Board on February 8, 2011.

Motion: Trustee Parke

Second: Trustee Urchek

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

- Trustee Urchek stated that he did not understand why Parks & Recreation Board Member Benoit is being removed from the Park Board because people are needed on it and because she was its most active person last year
 - Trustee Hovis replied that this was a decision made by the Parks & Recreation Board

100-11 To remove Rita Benoit from the Parks & Recreation Board, as voted upon by the Parks & Recreation Board on February 15, 2011.

Motion: Trustee Parke

Second: Trustee Hovis

Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - No

- Trustee Urchek asked if anyone advertised for this appointment
 - Trustee Parke replied that she sent us a letter
 - Fiscal Officer Drew replied that no advertisement had been placed
 - Fiscal Officer Drew noted that Mrs. Barnes' request is noted in the Correspondence
- Trustee Urchek asked if we normally advertised for this
 - Trustee Hovis said the township advertises when it is requested and approved by the Trustees

101-11 To appoint Beth Barnes as a Member of the Parks & Recreation Board, effective immediately.

Motion: Trustee Parke

Second: Trustee Urchek

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

Safety Committee:

- Chief Lewis reported the following
 - Meeting was scheduled for February 8
 - Due to bad weather that day, there was not much attendance or discussion
 - Next meeting will be March 25 at 8:00am at the Fire Department

Health Insurance Committee:

- Chief Lewis reported the following
 - Still working on this
 - One problem to resolve
 - Should be another week or so before we get final numbers

Asked to be placed on the Agenda:

- Cheryl Tennant of Perkins Jones Road discussed the Parks & Recreation Board Fundraiser
 - Noted that the flyer said checks are made to LEIMUN
 - Trustee Hovis said Parks & Recreation Board cannot directly raise funds because there has to be an outside group with 501(c)3 status to do this
 - Asked if LEIMUN is being paid
 - Fiscal Drew said they were receiving a portion of the proceeds, not a payment
 - Asked if anyone affiliated with them
 - Fiscal Officer Drew stated that she is involved with them

- Questioned the fact that that Fiscal Officer Drew is involved with both organizations
 - Fiscal Officer Drew replied that the township discussed the several possible conflicts of interest with Atty. Mark Finamore who said this would not be a problem
- Asked what portion that township is getting
 - Parks & Recreation Board Chairman Belcher replied as follows
 - 75% to Parks & Recreation Board
 - 12.5% to Cortland Area Cares, the local food bank,
 - 12.5% to LEIMUN
 - In most situations like this, those percentages are flipped with the sponsor getting 75% or more and the group getting 25% or less
- Asked why not use a local group
 - Parks & Recreation Board Chairman Belcher stated the following
 - There was not a local organization available when this project started
 - Other LEIMUN personnel live in the township
 - LEIMUN offered their sponsorship when they became aware of the need
- Said she is not the only one who thinks Fiscal Officer Drew is a conflict of interest
 - Chief Miller said they are a non-profit and the Optimist Club is donating the hall
- Said it still does not look good
 - Parks & Recreation Board Chairman Belcher said Mrs. Tennant should not be condemning Fiscal Officer Drew for her involvement, but should be thanking LEIMUN for helping out
 - Parks & Recreation Board Member Barnes said this was the first time the township has done anything like this and there will be bugs to be worked out going forward
- Parks & Recreation Board Secretary Coe noted that people have a tendency to go with who they know in these instances and asked if this was at all illegal
 - Fiscal Officer Drew said nothing was being done illegally and noted that she and Trustee Hovis had met with Atty. Finamore about this issue and have two separate legal opinions about how fund raising events must be done
- Parks & Recreation Board Secretary Coe asked for an explanation of what LEIMUN does
 - Fiscal Officer Drew explained that it is an educational non-profit based in Ashtabula County that was originally a program started by a Kent State University professor
- An unknown resident asked if LEIMUN operated locally
 - Fiscal Officer said they do
 - Their Chief Financial Officer is a Bazetta resident
 - Other Bazetta residents have been student participants and staff volunteers
 - Kent State Trumbull and Youngstown State have both attended
 - State Senator Capri Cafaro has spoken at their events
- Parks & Recreation Board Member Urchek discussed health care issues and pending warrants
 - Noted that township mileage used to be 20.512
 - Questioned why it has changed
 - Trustee Hovis said Trumbull County had mistakenly gave us a piece of road in 2009 that was actually in Howland Township
 - Asked if there was any liability with Junior Firefighters
 - Chief Lewis replied as follows
 - There are only limited things that they can do
 - They are covered under Workers' Compensation
 - They are not put under into hazardous conditions
 - They have to follow the same guidelines as regular firefighters do
 - Has a legal opinion on this from Atty. Finamore
 - Has waiver forms for drug testing
 - Will do the same things that volunteers do

- Idea came about because he has some part time employees who are students in a firefighter program
- Noted a variety of minutes from 2004, 2006, 2009 regarding health care for trustees
- Noted a legal opinion from Atty. Finamore
- Asked what is the problem with paying Trustee Urchek his health insurance opt-out
- Asked why Trustee Hovis has been able to receive this payment and not Trustee Urchek
- Stated Trustee Urchek is saving the township \$12,000 by not taking the insurance
 - Trustee Hovis said the following
 - Township has several conflicting legal opinions on this from Atty. Finamore, the state auditor, and prosecuting attorney
 - Township does not have a resolution in place that says you can pass a resolution allowing us to take a portion of offered insurance
 - In a previous year, an elected official took insurance and the opt out and the state auditor said this was illegal
 - Township was not cited at the time
 - Will not sign off on something that he has been told is illegal
- Wanted to know where all this is written
 - Trustee Hovis said it is in the legal opinions and the Ohio Revised Code
- Asked if there is a resolution regarding the \$30 deduction for benefits
 - Trustee Hovis said he will look into this
- Said this was done in the past because a previous Trustee wrote her a letter when she was Fiscal Officer requesting the deduction
- Said Trustee Urchek should not be paying this if there is no resolution
 - Trustee Hovis reiterated said he will look into this
 - Trustee Urchek said he should just go on the insurance
 - Trustee Hovis said he could not make that type of change mid-term
 - Trustee Urchek said he should be able to do one or the other
 - Trustee Hovis said he opted out and then took partial coverage
 - Trustee Hovis stated that the following
 - The township has spent months researching this question
 - The Trustees and Fiscal Officer are meeting with Atty. Finamore to answer the question once and for all on Thursday
 - All we are discussing now is Trustee Urchek's personal business and not the township's business
- Questioned if employees are getting medical reimbursements
 - Trustee Hovis said they were reinstated last year after a grievance was filed
- Questioned the following pending warrants
 - Cleane Aire (new exhaust system at Fire Department per Chief Lewis)
 - Trumbull Radiologists (Workers' Compensation Claim per Fiscal Officer Drew)
 - Teamsters (Insurance per Fiscal Officer Drew)
 - Pat Baker (Fire Department vehicle repairs per Chief Lewis)
 - Paul Hovis (Reimbursement for OTA conference per Fiscal Officer Drew)
 - Lisa Robertson (Striping for police cars per Chief Miller)
 - Michael Gallo (Payroll deduction for an employee per Fiscal Officer Drew)
 - \$30 for manual (Replacing a 15-year old Resource Book per Fiscal Officer Drew)
- Asked if all trustees have the Trustee source book
 - Trustee Hovis said they do now that Fiscal Officer Drew won one
- Questioned whether or not Administrative Secretary Metheny paid union dues in 2010
 - John Barkan said she did not pay until the memorandum of understanding was signed on February 16
- Asked if Administrative Secretary Metheny has to wear a uniform to be eligible for uniform allowance and can a uniform be worn elsewhere

- Trustee Hovis said this is something that everyone in the Teamsters union gets and she is a part of the Teamsters union
 - Asked if Administrative Secretary Metheny has to wear the same uniform as everyone else
 - Trustee Hovis said she does not
 - Asked if a non-union person can fill the position when Administrative Secretary Metheny is out
 - Trustee Hovis said yes
 - Asked if Administrative Secretary Metheny still handle a confidential documents
 - Trustee Hovis there is no reason she could not
 - Asked if membership in the union was offered to part-time secretaries
 - Trustee Hovis said no for the following reasons
 - Part-time employees can not be in the union
 - Administrative Secretary Metheny is also the Road Department Secretary
 - Change to contract including one position only and excluded everyone else
 - Asked if Administrative Secretary Metheny was offered union membership years ago
 - Trustee Parke said she would not sign the card at that time
 - Trustee Urchek further stated that she has since changed her mind
 - Asked about the \$600 and \$1200 being given to the Teamsters union employees
 - Fiscal Officer Drew stated the following
 - This was their healthcare payment
 - The previous contract called for a \$1200 payment, then it was changed to \$600, and is now being changed back to the original \$1200
 - Said she had tickets for the park fund raiser if anyone is interested

Public Comment:

- Art Kreller of Andrews Drive asked why Rita Benoit was fired
 - Trustee Parke said he did not know because he was not at the Park Board meeting when they made that decision
 - Trustee Hovis said the following
 - He was not there either
 - All they did was act on the Park Board's recommendation
 - He should ask the Park Board
 - Parks & Recreation Board Chairman Belcher said the following
 - She was bringing a negative energy to the Park Board
 - The Park Board needed no more drama and needed to get work done
 - She wrote a nasty letter to the Trustees the day after she was removed as secretary
- Road Superintendent Parke noted the following about Teamsters medical insurance
 - Medical insurance through Teamsters for Teamsters employees is \$8,920 less than the insurance for other employees
 - Teamsters employees save the township \$35,000 per year by electing to take Teamsters insurance rather than township insurance
 - Teamster employees receive healthcare reimbursement because they are saving the township money by taking a lower quality insurance
- Parks & Recreation Board Member Urchek asked about the Teamsters coverage
 - Road Superintendent Parke said eye and dental are not nearly as good
- An unknown resident asked if the township has an active zoning inspector during the day
 - Trustee Hovis stated we do not, but that situation is being discussed later in this meeting
 - Trustee Hovis further stated that if action is to be taken, it will be done then
- Parks & Recreation Board Member Barnes asked about the CPR training

- Chief Lewis said the following
 - It will be to recertify Fire Department employees
 - It will be open to the public
 - It will cost \$5 for the card and \$30 to purchase the book
 - It will cost \$55 for non-residents
 - It will start in 4-6 weeks
- Alice Eckley of Wilson-Sharpville Road asked about someone putting in an open drain on Route 305
 - Road Superintendent Parke said this was the State of Ohio
 - Trustee Hovis said Trustee Parke will look into it and get back to her
 - Trustee Parke said there are problems with this area and will look into it
- Mrs. Gregory of Wilson-Sharpville Road has made many phone calls about drainage on Route 305
 - Obvious when the work was done that it was not done correctly
 - She still has issues
 - The state came and tried to help solve some of the initial problem
 - Drain and grating and gravel has been washed away and may be clogging the drains
 - Irritated that they paid money for a job that was improperly done
 - Her elected officials did not properly represent her on this issue
 - Her money was not spent well
 - She is still missing survey pins
 - Problems with the contractors having to come back and do another job that should have been done right the first time
 - Embarrassed by the situation
 - Somebody needs to do something and she does not know who or what
 - Asked if someone would please do something
 - Trustee Hovis said the following
 - Went to a meeting and raised enough of a stink about these things that he was thrown out of the meeting
 - Was told that it is a county project and to stay out of it
 - Said that they had made exceptions and taken actions before and they need to do so now
 - Does not know what else we can do at this point
 - Said we just got a very bad contractor on this side of town
 - Possibility of a class action lawsuit against the county
 - Had County Commissioner Fuda out here multiple times
 - Trustee Urchek suggested that people get a petition together
 - Mrs. Gregory said no because it was a petition that got this whole thing started and she never signed it to begin with
 - Trustee Urchek said the following
 - Trustees are limited in what the township can do
 - All Trustees can do is draft a petition to get them to fix the mistakes
 - Feels bad about the situation
 - Would like to see the Trustees put forth some effort on this
 - Trustee Parke said they have been informed of the problems and he will contact the engineers office to fix her pin problem
 - Trustee Urchek said the performance bond has already run out
 - Trustee Hovis said we will get more information and get back to her on it
- Parks & Recreation Board Chairman Belcher commented on Mrs. Tennant's assertions about the park fund raiser

- Fiscal Officer Drew went to the LEIMUN Board of Trustees to ask them for assistance when the original proposed sponsor declined
- Commented on Fiscal Officer Drew certifications from President Bush and her volunteer efforts at numerous organizations
- Stated that she does what she can to help wherever she is needed
- Chuck Metheny of North Parke Avenue commented on the great effort and support from 2 of 3 Trustees and would like to see that support from everyone
 - Trustee Urchek says he was elected by all the people to do his job
 - Parks & Recreation Board Member Urchek said teamwork is needed
- Trustee Hovis noted that the following about future meetings
 - Next Regular Meeting will be at 8:30am on March 22 just to pay bills
 - Next meeting after that will be at 7:00pm on April 12 at Fire Station #11

102-11 To recess into Executive Session at 8:22pm to discuss the employment of public employees, per ORC 121.22(G).

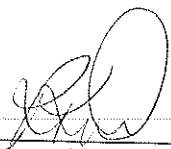
Motion: Trustee Urchek
Second: Trustee Parke
Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - Yes

103-11 To reconvene from Executive Session at 8:53pm with no action taken, per ORC 121.22(G).

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

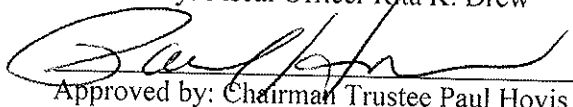
104-11 To adjourn the meeting at 8:54pm.

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



 Attested by: Fiscal Officer Rita K. Drew

Dated: 4-11-11



 Approved by: Chairman Trustee Paul Hovis

Dated: 4-12-11

PENDING WARRANT REPORT
Bazetta Township (2011)

Date: 03/08/11

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
6	53.00	VW 6	MERCHANT EBAY INC.	EBAY - Listing Fees Chevy S10
14607	123.09	VW14607	AT&T Mobility	Service - Fire
14608	91.52	VW14608	CenturyLink	Service - Admin.
14609	479.55	VW14609	Dominion East Ohio	Service - Fire/Road
14610	439.99	VW14610	Graybar Financial Services, LLC	Service - Admin/Fire/Police/Road
14611	244.88	VW14611	Ohio Edison	Service - Fire/Park
14612	154.70	VW14612	Broadvox Go! LLC	Service - Admin/Fire/Police/Road
14614	154.70	VW14614	Sunburst Environmental Service, Inc.	Service - Fire/Police/Road
14615	765.28	VW14615	Time Warner Cable-Northeast	Service - Admin/Fire/Police/Road
14616	97.53	VW14616	Trumbull County Water & Sewer Acct. Dept	Service - Admin/Fire/Road/Park
14617	77.77	VW14617	City of Warren, Utility Services	Service - Fire/Police
14618	8.85	VW14618	Michael P. Arnal	Reimburs/Pesticide Safety Program Lunch
14619	35.37	VW14619	Automotive Distributors	Supplies - Police
14620	222.02	VW14620	Anthem Blue Cross Blue Shield	EMS Refund Check
14621	3504.10	VW14621	BE Solutions	Claims Run
14622	399.00	VW14622	BE Solutions	Admin Fee
14623	1227.67	VW14623	Delta Dental	Ins.
14624	800.00	VW14624	Attorney Mark S. Finamore	Legal Service
14625	3500.00	VW14625	Grant Source Professionals, LLC	FireFighter Assistance Grant
14626	8.92	VW14626	Howland Springs Water Company, Inc.	Service - Admin
14627	95.45	VW14627	Handyman Supply Inc.	Supplies - Road/Cemetery
14628	65.00	VW14628	Howland Alarm Company	Service Call - Admin
14629	300.00	VW14629	Howland Alarm Company	Supplies - Admin.
14630	58.14	VW14630	Lowes Business Account	Supplies - Admin
14631	254.64	VW14631	Mark Thomas Ford	Supplies - Police
14632	18909.36	VW14632	Medical Mutual of Ohio	Medical Ins
14633	268.90	VW14633	Municipal Signs & Sales	Supplies - Road
14634	11.42	VW14634	NAPA Auto Parts	Supplies - Road
14635	125.00	VW14635	Ohio Peace Officer Training Academy	Training - Police
14636	1260.00	VW14636	Ohio Billing, Inc.	EMS Trip Submission
14637	150.00	VW14637	Ohio State University	Pesticide Recertification Conference
14638	219.60	VW14638	Penn Care Medical Products	Supplies - Fire
14639	38.45	VW14639	Professional ID Cards, Inc.	Supplies - Police
14640	35.00	VW14640	Proforma	Supplies - Police
14641	173.60	VW14641	Penn Care Public Safety Technology	Supplies - Fire
14642	2102.32	VW14642	Red Diamond Uniform & Police Supply	Equip/Supplies - Police
14643	203.60	VW14643	Regional Collection Services, Inc.	Service
14644	16.00	VW14644	Rita K. Drew	Reimbursement - Chevy Lumina Title Work
14645	418.99	VW14645	Staples Business Advantage	Supplies - Admin/Police
14646	3761.05	VW14646	Strobes N' More	Supplies - Fire
14647	183.75	VW14647	Standard Insurance Company RE	Insurance
14648	15.53	VW14648	Marcus J. Tempesta	Reim-Pesticide Safety Program Lunch/Park
14649	2184.00	VW14649	Teamsters Local 377	Insurance
14650	54.45	VW14650	Taylor Rental Center	Road
14651	100.00	VW14651	UPMC Horizon	Instructor Course & Book
14652	104.05	VW14652	US SafetyGear, Inc.	Supplies - Police
14653	354.84	VW14653	Vision Service Plan - (OH)	Insurance
14654	101.54	VW14654	Walmart Business/GEMB	Supplies - Admin/Road
14655	4131.47	VW14655	Ainsley Oil Company	Gasoline/Diesel

48084.09

Total Amount of Pending Warrants

**BAZETTA TOWNSHIP
APPROPRIATIONS**

**2011
APPROPRIATIONS**

FUND 01 - GENERAL	\$	475,454.19
01-A-01 Salary - Trustees	\$	37,038.00
01-A-02 Salary - Clerk	\$	21,221.00
01-A-03 Travel & Other Expenses	\$	4,600.00
01-A-04 Supplies (Administration)	\$	3,500.00
01-A-05 Equipment (Administration)	\$	1,700.00
01-A-06 Insurance	\$	70,500.00
01-A-10 Legal Counsel	\$	20,000.00
01-A-12 Employer's Retirement Contribution	\$	25,600.00
01-A-15 Workmen's Compensation	\$	6,675.46
01-A-15A Unemployment Compensation	\$	-
01-A-16 General Health District	\$	22,640.56
01-A-17 Auditor & Treasurer Fees	\$	11,000.00
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	\$	5,000.00
01-A-25 Contingency Account	\$	-
01-A-26 Other Expenses	\$	20,000.00
01-A-27 Transfers	\$	75,688.53
01-A-28 Administrator/Secretary Salary	\$	43,000.00
01-A-29 Contracts	\$	28,000.00
01-A-90 FICA/Medicare	\$	1,600.00
01-B-01 Salary - Administration	\$	8,500.00
01-B-01A Salary - IT Specialist	\$	30,000.00
01-B-02 Improvement of Sites	\$	-
01-B-03 New Buildings & Additions	\$	-
01-B-04 Utilities (Administration)	\$	6,000.00
01-B-05 Maintenance, Supplies & Materials	\$	300.00
01-B-06 Equipment Purchase & Replacement	\$	-
01-B-07 Repairs	\$	600.00
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	\$	6,400.00
01-E-02 Other Expenses	\$	-
01-F-01 Salary - Mechanic (Park)	\$	-
01-F-01A Salary - Groundskeeper (Park)	\$	11,500.00
01-F-02 Improvement of Sites (Park)	\$	8,000.00
01-F-04 New Buildings & Additions (Park)	\$	-
01-F-05 Tools & Equipment (Park)	\$	700.00
01-F-06 Supplies (Park)	\$	2,100.00
01-F-07 Repairs/Maintenance (Park)	\$	500.00
01-F-08 Other Expenses (Park)	\$	900.00
01-F-09 Special Events (Park)	\$	1,000.00
01-F-10 OTARMA Insurance (Park)	\$	1,190.64
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	\$	9,100.00
02-A-10 Transfers	\$	-
02-B-02 Materialc	\$	9,100.00
02-B-03 Contracts	\$	-
02-B-04 Other Expenses	\$	-

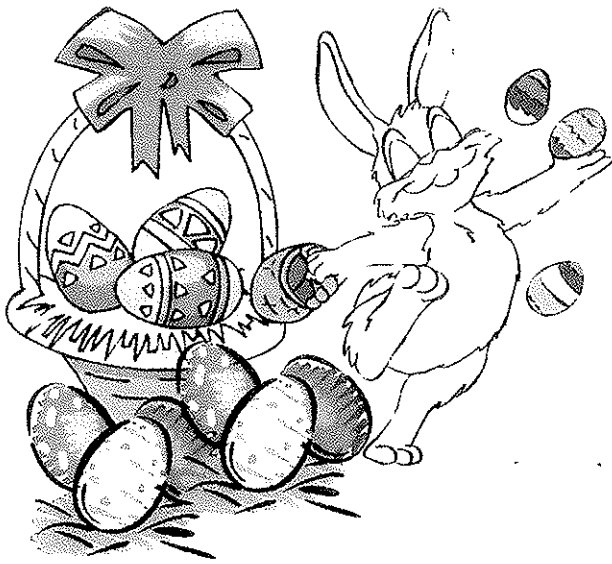
FUND 03 - GASOLINE TAX	\$	100,300.00
03-A-01 Salary - Road	\$	-
03-A-02 Employer's Retirement Contribution	\$	-
03-A-03 Workmen's Compensation	\$	-
03-A-04 Tools & Equipment	\$	40,000.00
03-A-05 Supplies	\$	13,300.00
03-A-06 Repairs	\$	3,000.00
03-A-07 Maintenance of Equipment	\$	4,000.00
03-A-11 Transfers	\$	-
03-A-90 FICA/Medicare	\$	-
03-B-02 Materials	\$	14,000.00
03-B-04 Other Expenses	\$	9,500.00
03-C-03 Contracts	\$	16,500.00

FUND 04 - ROAD AND BRIDGE	\$	260,786.68
04-A-02 Employer's Retirement Contribution	\$	27,000.00
04-A-03 Workmen's Compensation	\$	5,786.68
04-A-04 Tools & Equipment	\$	35,000.00
04-A-05 Supplies	\$	-
04-A-06 Repairs	\$	-
04-A-07 Maintenance of Equipment	\$	-
04-A-08 Buildings & Additions	\$	-
04-A-10 Insurance	\$	46,000.00
04-A-10A Insurance/Medicare	\$	-
04-A-13 Other Expenses	\$	-
04-A-14 Transfers	\$	-
04-A-15 Auditor & Treasurer Fees	\$	3,500.00
04-A-90 FICA/Medicare	\$	1,500.00
04-B-01 Salary	\$	115,000.00
04-B-01A Salary - IT Specialist	\$	1,000.00
04-B-02 Materials	\$	26,000.00
04-B-03 Contracts	\$	-
04-B-04 Other Expenses	\$	-
04-C-03 Contracts	\$	-
04-C-04 Other Expenses	\$	-

FUND 05 - CEMETERY	\$	67,167.81
05-A-01 Salary - Mowing	\$	38,500.00
05-A-02 Salary - Burials/Sexton	\$	11,100.00
05-A-02A Salary - Clerical	\$	-
05-A-03 Employer's Retirement Contribution	\$	6,500.00
05-A-04 Workmen's Compensation	\$	1,904.08
05-A-05 Improvement of Sites	\$	-
05-A-06 Land Purchases	\$	-
05-A-07 Repairs & Maintenance	\$	-
05-A-08 Tools & Equipment	\$	1,500.00
05-A-09 Supplies	\$	2,600.00
05-A-12 Other Expenses	\$	4,000.00
05-A-12A Insurance	\$	363.73
05-A-13 Unemployment Compensation	\$	-

05-A-90 FICA/Medicare	\$	700.00
FUND 06 - CEMETERY BEQUEST	\$	350.00
06-A-01 Cemetery Bequest	\$	350.00
FUND 07 - IVY HILL LIGHTING DISTRICT	\$	967.71
07-A-01 Contracts	\$	960.00
07-A-02 Other Expenses	\$	7.71
FUND 07A - MORROW/WILLIAMS LIGHTING	\$	1,631.63
07-A-01A Contracts	\$	1,620.00
07-A-02A Other Expenses	\$	11.63
FUND 07B - TIMBER CREEK HEIGHTS LIGHTING	\$	432.62
07-A-01B Contracts	\$	420.00
07-A-02B Other Expenses	\$	12.62
FUND 07C - TIMBER CREEK ESTATES LIGHTING	\$	1,918.02
07-A-01C Contracts	\$	1,860.00
07-A-02C Other Expenses	\$	58.02
FUND 09 - POLICE DISTRICT	\$	809,950.15
09-A-01 Salary - FT	\$	370,000.00
09-A-01A Salary - OT	\$	28,000.00
09-A-01B Salary - PT	\$	65,000.00
09-A-01D Salary - Mechanic	\$	-
09-A-01E Salary - IT Specialist	\$	7,000.00
09-A-02 Employer's Retirement Contribution	\$	103,000.00
09-A-03 Workmen's Compensation	\$	17,400.15
09-A-04 Auditor & Treasurer Fees	\$	10,600.00
09-A-07 Tools & Equipment	\$	2,500.00
09-A-08 Supplies	\$	1,750.00
09-A-08A DARE Expenses	\$	-
09-A-09 Building Upgrade	\$	-
09-A-10 Contracts	\$	41,000.00
09-A-12 Insurance	\$	130,000.00
09-A-12A Transfers	\$	-
09-A-13 Training	\$	1,000.00
09-A-14 Other Expenses	\$	27,000.00
09-A-15A Unemployment Compensation	\$	-
09-A-90 FICA/Medicare	\$	5,700.00
FUND 09C - POLICE DISTRICT EQUIPMENT	\$	82,750.00
09-A-04C Tools & Equipment	\$	44,500.00
09-A-05C Supplies	\$	29,250.00
09-A-06C Repairs	\$	8,000.00
09-A-08C Auditor & Treasurer Fees	\$	1,000.00
09-A-10C Contracts	\$	-
FUND 09J - OMVI	\$	2,800.00
09-A-01J OMVI Salaries	\$	2,800.00
09-A-14J OMVI Expenses	\$	-
FUND 10 - FIRE DISTRICT	\$	1,467,400.00
10-A-01 Salary - FT Fire	\$	500,000.00
10-A-01A Salary - PT Fire	\$	60,000.00
10-A-01B Salary - Mechanic	\$	-

10-A-01D Salary - FT Fire	\$	-
10-A-01E Salary - IT Specialist	\$	4,000.00
10-A-02 Employer's Retirement Contribution	\$	150,000.00
10-A-03 Workmen's Compensation	\$	28,000.00
10-A-04 Auditor & Treasurer Fees	\$	14,000.00
10-A-06 New Buildings & Equipment	\$	400,000.00
10-A-07 Utilities	\$	20,000.00
10-A-08 Tools & Equipment	\$	5,000.00
10-A-09 Supplies	\$	11,000.00
10-A-09A Supplies FIU	\$	-
10-A-10 Repairs	\$	10,000.00
10-A-11 Training	\$	17,200.00
10-A-14 Insurance	\$	177,000.00
10-A-14A Contracts	\$	7,200.00
10-A-15 Other Expenses	\$	2,000.00
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	\$	11,000.00
10-C-05 EMS - Supplies	\$	7,000.00
10-C-06 EMS - Repairs	\$	6,000.00
10-C-07 EMS - Contracts	\$	36,000.00
10-C-08 EMS - Other Expenses	\$	2,000.00
FUND 13 - ZONING		\$ 17,000.00
13-A-01 Salaries & Fees	\$	11,500.00
13-A-02 Expenses	\$	4,000.00
13-A-03 Supplies	\$	1,500.00
FUND 14 - FIRE FIGHTERS ASSIST GRANT		\$ 83,508.00
14-A-07 Tools & Equipment	\$	83,508.00
FUND 15 - GENERAL BOND NOTE RETIREMENT		\$ 6,142.06
15-A-01 Fire Equipment Principal	\$	-
15-A-01B Durst Clagg Road	\$	6,142.06
15-A-04 Fire Equipment Interest	\$	-
FUND 15A - GENERAL BOND NOTE RETIREMENT		\$ -
15-A-01A Principal	\$	-
15-A-04A Interest	\$	-
FUND 22 - DRUG ENFORCEMENT		\$ -
22-A-01 Drug Enforcement	\$	-
FUND 30 - CAPITAL EXPENDITURES		\$ 176,153.00
30-A-05 Township Match	\$	55,228.00
30-A-06 OPWC Grant	\$	120,925.00
		\$ 3,563,811.87



Annual **LAKEVIEW** Community Easter Egg Hunt

When: Saturday, April 16th, 2011 at 11:00AM
(Rain or Shine) (Staggered starts by age)

Where: Bazetta Park / Imagination Station

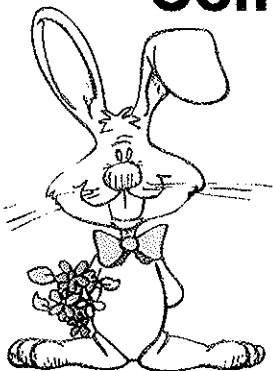
For: Kids from ages 1 thru 10

COME EARLY WEAR BOOTS

Come see the Easter Bunny in person !!!

Candy and Prizes for All !!!

Sponsored by: Cortland Rotery
Bazetta Township
City of Cortland



077-11

03-08-11

BAZETTA TOWNSHIP PUBLIC RECORDS POLICY

Access to information concerning the conduct of the people's business is a right of every resident of this township. Records of Bazetta Township, which are not exempt from disclosure under the law are available for inspection and copying in accordance with the Ohio Public Records Act. Requests for records can be made by mail, fax, e-mail, or in person and may be made during regular business hours to the individuals listed below. Specific names, addresses, telephone numbers, and e-mail addresses can be found on the township website, www.bazettatwp.org.

Fiscal Officer
Administration Building

Zoning Secretary
Administration Building

Police Chief
Police Department

Administrative Secretary
Administration Building

Road Superintendent
Road Department

Fire Chief
Fire Station #11

It is within your rights NOT to disclose your identity to township officials when you request records; provide township officials with a written request; and provide a reason for your request.

You may view the records you have requested at all reasonable times during the regular business hours of the township. If you wish to view public records of our township, we will promptly make them available to you. If you wish to receive copies of records, we will provide them within a reasonable period of time. "Promptly" and "reasonable" take into account the volume of records requested; the proximity of the location where the records are stored; and the necessity for any legal review of the records requested.

Once we have received your request, we will provide our response or acknowledge your request and provide you with an estimate of when you should expect our response, an estimated cost if copies have been requested, and the items (if any) that we expect may be exempt from disclosure. If, at any time prior to completing your request, we believe our response will take longer than initially estimated (because of the volume of records requested; the proximity of location where the records are stored; or the complexity of the legal review); we will inform you of this change.

If any portion of your request for records must be denied because the records are exempt from disclosure under the law, township officials will either inform you which records you have requested are not public by clearly marking the portion "redacted" or explain which portions of the record(s) have been redacted. In addition, township officials will provide you with the legal authority upon which was relied.

Please note that, if township officials have denied your request because it is overbroad, ambiguous, or doesn't reasonably identify township records, then you will be provided with information regarding how township records are maintained. If you wish, you may revise your request for the records.

Copies will be provided in the format in which the township has retained them, i.e. paper records will be copies on paper and electronic records will be copied electronically. A fee may be charged to cover the direct costs of duplication incurred by the township. This fee is \$.10 per paper copy and \$1.00 per CD-ROM copy. In addition, actual cost of postage or other delivery may be charged. Township officials may require payment of these fees prior to processing your request. It is the policy of Bazetta Township to waive charges by resolution of the Bazetta Township Trustees.

BAZETTA TWP. FIRE/EMS

Chief Dennis Lewis

Trustees Meeting March 8, 2011 1900hrs

Date: 3/08/2010

To: Trustees

From: Chief Dennis Lewis

Re: Meeting on March 8, 2011

Cc: File, Fiscal Officer

Trustee Hovis – Trustee Parke – Trustee Urchek

1. Requesting an expenditure of \$2000.00 from the fire department new building and equipment fund to start a CPR training program. The program will benefit employees of the township and also will provide CPR for the residents of Bazetta Township. Please see attachment for entire proposal.
2. Requesting an expenditure of \$40,000.00 from the fire department new building and equipment fund to start purchasing the equipment for water rescue equipment. This equipment initially will be only for surface and ice rescue. Swift water rescue equipment will be looked at in the 2011 budget. This does not include training for the ice and surface water rescue. Please see attachment for proposal.
3. Requesting the expenditure of \$20,270.00 to start the wellness program from the firefighter assistance grant. \$19,256.50 will be reimbursed by the grant only costing Tax payers 5% which is \$1013.50.
4. Requesting the formation of a Junior Firefighter. I have received a legal opinion from Attorney Finamore which is attached. The rule and regulations are also attached. As you can see in the rules and regulations these young men a very limited in their duties or functions they are allowed to perform.

Dennis Lewis

Chief of Fire & EMS



BAZETTA TWP FIRE DEPT. JUNIOR FIREFIGHTER GUIDELINES & REGULATIONS

Revised 2.14.2011

Junior Firefighter

Requirements

- 16 years old and have completed the 10th grade
- Recruited through High school career interest survey or by word of mouth

A valid Work Permit

Status

- Must attend at least 10 hours monthly.
- Shall maintain a minimum of 2.5 GPA to participate in junior firefighter activities
- No facial hair.

SEE BELOW FOR DRUG FREE WORKPLACE

Junior firefighter ID cards and Accountability tags will be issued

- Regular Junior Firefighters uniforms will consist of red tee-shirt (provided), dark navy
Pants, belt with silver buckle, and black shoes (self provided)

Uniforms are ONLY to be worn while attending Junior Firefighter meetings or Junior Firefighter approved event.

ALL junior fighters are to wear proper clothing while on Township Property

Junior firefighter Activities include but are not limited to:

- Attend Bazetta Twp Fire Department training.
- Attend off campus actives including tours of various facilities, meetings, etc.

Junior Firefighter Testing may include but are not limited to:

Air bottle, smoke detector, and Bazetta Twp fire department's policies, procedures, and guidelines

Apparatus knowledge

Knowledge of equipment names & purposes

Practical Tests may include, but are not limited to:

- Changing an air bottle
- Loading fire hose
- Taking a blood pressure
- Loading and unloading the cot

Scheduling

- Eligible Junior Firefighters will fill out an availability sheet and turn them into the lead advisor.
- There will be a Junior Firefighter schedule attached to the Bazetta duty schedule .
- Junior Firefighters will be able to be on station from 1500 to 2100 on school days. 2100 on Friday nights.
- Junior Firefighters will be able to be on station from 0800 to 2100 on non school days.

Station Duty

All Junior Firefighters shall call the night before their shift to remind the crew.
Should a Junior Firefighters sign up for shift and not show up, unless sick, will be written up as a no call no show.

Three write ups, in a 1 year period, and the Junior Firefighter in question will lose ALL Junior Firefighters privileges. It will also be part of their permanent record.

Any Junior Firefighter participating in an approved event and a non eligible call is dispatched; he or she will remain in the vehicle they are riding in. Unless directed by the chief to move to another piece of apparatus.

Junior Firefighters are NOT permitted to respond with any visual or audio warning devices!

Emergency Incidents

On scene activities shall be at the sole discretion of the fire chief.

Permitted Activities may include but are not limited to:

- Air Bottle Changing
- Taking Photos (as directed)
- Dressing and undressing of the hydrant
- Carrying of ladders
- Reloading of hose lines
- Assisting with equipment off the fire apparatus
- Assist with IC operations
- Assist with rehab
- Watering of hot spots

When you, the Junior Firefighters are on-scene, you are allowed to participate in the preceding activities
In a safe & orderly fashion as ordered fire chief unless, the participation would or could endanger your life or the life of others.

Prohibited Activities include but are not limited to:

- Close proximity to exposed electrical hazards
- Participation in extrication activities
- Operation of any public safety vehicle
- Interior firefighting or rescue operations
- Direct traffic
 - Operation in the hazard zone (area in which SCBA must be worn, structure collapse is eminent, hose lines and ladders are being placed and operated)
- ANY/ALL VIOLENT CRIMES / SUICIDE SCENES
- HazMat / Radiation scenes
- Psychological / Mental scenes
- Do not talk to any media (refer them to the IC)
- Do not arrive before any Bazetta Twp fire department units

If asked to perform any task that would endanger your life or the life of others refuse and report to command

Meetings

Rules

- We have a ZERO tolerance policy on ANY physical violence and / or bullying.
- Respect all advisors, and fire personnel
- Respect fire equipment and others personal property
- Represent the program and department and Bazetta Twp. in a respectable and professional manner
- Meetings will be held on regular Saturday Fire training as set by the chief.
- If a member is going to be absent from a meeting he or she must notify the Junior Firefighter advisor.
- Meeting subjects should be discussed and decided at the previous meeting

Medical/ Trauma Emergencies

Any Junior Firefighter suffering from a medical or traumatic ailment, while at any **Bazetta Fire Junior fighter** activity, shall be transported to the most appropriate hospital, with the direct discretion of the Post Advisor and or the Bazetta Twp. Fire Department.

If the Junior Fighter is under the age of 18, a parent or guardian will be contacted in ASAP to inform them of the incident.

The post advisor (if available) will accompany the Junior Firefighter to the hospital. If unavailable an associate advisor will present

Discipline

Should any Junior Firefighter engage in any unsafe activity at any time (on-scene, or at the station, and meetings) they should be corrected immediately by FD personnel

Should a Junior Firefighter and any exhibit discipline problems, FD personnel shall report their action to the OIC who will dismiss & send the Junior Firefighters home immediately.

The OIC should email the Fire Chief and CC a copy to FF Walter (post advisor)

All discipline will be determined by the post executive committee with the direction from the Fire Chief and head advisor.

BAZETTA TWP IS A DRUG FREE WORK PLACE; ALL EMPLOYESS ARE DRUG TESTED

A COPY OF THE POLICY IS AVAILABLE UPON REQUEST.

PLEASE BE ADVISED, A PARENT AND/OR LEGAL GUARDIAN MUST SIGN A PERMISSION FORM FOR PATICIPATION IN THIS PROGRAM AND FOR DRUG TESTING ACCORDING TO BAZETTA TOWNSHIP'S POLICIES AND PROCEDURES.

DENNIS LEWIS, FIRE CHIEF

TOM RINK, CAPTAIN

BRIAN TAYLOR, CAPTAIN

MIKE SMITH, CAPTAIN

DAVE WALTER, JUNIOR FIRE FIGHTER ADVISOR



Mark S. Finamore

258 Seneca Avenue N.E. • Warren, Ohio 44481

Township Legal Counsel

Phone (330) 394-6148 • Fax (330) 373-1029

February 15, 2011

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Of Counsel

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Administrative Assistant

Joyce M. Weyant
jmweyant@yahoo.com

Bazetta Township
3372 State Route 5
Cortland, Ohio 44410

Re: Legal Opinion No. 11-06/ Junior Fire Fighter Program Drug testing

Dear Trustees:

You have asked for my legal advice and opinion regarding whether the township may require a participant in the Junior Fire Fighter Program who is under the age of eighteen (18) to undergo a pre-employment drug screen as a condition of appointment to the Junior Fire Fighter Program. I will address this issue as follows:

ISSUE: IF THE TOWNSHIP HAS A PRE-EMPLOYMENT DRUG SCREENING PROGRAM, MAY THE TOWNSHIP REQUIRE AN UNDER AGE PARTICIPANT IN ITS JUNIOR FIRE FIGHTER PROGRAM TO UNDERGO A PRE-EMPLOYMENT DRUG SCREEN AS A CONDITION OF APPOINTMENT TO THE PROGRAM?

Statutory Authority:

Ohio Revised Code Section 3313.12, which governs the minimum work age for minors.

Ohio Revised Code Chapter 4112, which governs employment related drug testing.

Ohio Administrative Code Section 4123-17-58, which governs drug free work place policies and discounts for workers compensation premiums for employers who perform drug screens.

Discussion:

The National Volunteer Fire Council sponsors junior fire fighter programs nationwide, and offers a handbook and other guides for establishing local Junior Fire Fighter Programs. They offer resources, tools and other information to assist local fire departments in supporting youth involvement in local fire and emergency services. More information can be accessed via the National Volunteer Fire Council website, dedicated to junior fire fighter programs at: juniors.nvfc.org. However, they do not address drug screening in any of their materials.

As members of the Junior Fire Fighter Program, participants are part of the volunteer fire department, and considered employees. The National Junior Firefighter Program does not have an established age requirement. The ages of participation for your local program is up to your department and should take into consideration local and state guidelines and other factors. In Ohio, there are minimum age requirements for employment. R.C., 3331.12 requires that minors be a minimum of age fourteen (14) for the purposes of employment. Therefore, it is recommended that the minimum age of participation be fourteen (14) years of age.

Extensive case law and statutory research showed that Ohio does not have an overall law regarding drug or alcohol testing, including the testing of minors. However, in 2002, the United States Supreme Court ruled that students participating in extracurricular activities may be tested for drugs without violating their Fourth Amendment Rights. In addition, employers may require drug screens as a condition of employment under a written drug testing policy.

Generally, drug testing is allowed as a condition of employment for employers participating in drug free workplaces, including pre-screening for minors. However, to perform a drug screen on a minor, parental consent is required, as a minor cannot legally consent to the test.

Accordingly, it is my legal advice and opinion that:

1. If the township has a pre-employment drug screening program, the township may require an under age participant in its junior fire fighter program to undergo a pre-employment drug screen as a condition of appointment to the program.
2. When requiring a minor who is participating in the junior fire fighter program to undergo pre-employment drug testing, the parental consent of the minor is required, as a minor cannot legally consent to the test.

I have enclosed model drug testing consent forms and a participant application for the township's use in conjunction with its junior Fire Fighter Program.

I hope this sufficiently answers your question.

Respectfully submitted,


MARK S. FINAMORE
Township Legal Counsel

cc: Chief Dennis Lewis

BAZETTA TOWNSHIP JUNIOR FIRE FIGHTER PROGRAM
DRUG TESTING POLICY

It is the policy of the Bazetta Township Fire Department not to allow participation in the Junior Fire Fighter Program by persons who use illegal drugs or abuse alcohol. Accordingly, the Township shall have the right to require a drug screen as a condition of appointment to the Bazetta Township Junior Fire Fighter Program. This testing is necessary to help the township ensure the safe and efficient operation of the program and the safety of all fire fighters and junior fire fighters.

Any participant who refuses to submit to any drug or alcohol testing, or who tests positive cannot participate in the program.

I understand the above conditions and authorize the Bazetta Township Fire Department to conduct a pre-participation drug/alcohol test.

Participant Signature

Participant Printed Name

FOR APPLICANTS UNDER AGE 18:

Parents/legal guardians please complete the following:

I understand the above conditions and authorize the Bazetta Township Fire Department to conduct a pre-participation drug/alcohol test on my minor child or dependent.

Signature of Parent/Guardian and Date

Signature of Witness and Date

Printed Name of Parent/Guardian

Printed Name of Witness

Telephone Number

Address

BAZETTA TOWNSHIP
JUNIOR FIRE FIGHTER PROGRAM APPLICATION

Please Print using Blue Ink.

I. Participant Information

Name: _____

Phone Number: _____

Address: _____

Birth date: _____

Email Address: _____

II. Parent Information

Do you have your parent's permission to apply to be a Junior Firefighter? ____ Yes ____ No

Parent/Guardian Name: _____

Phone Number: _____

Address: _____

III. Emergency Contacts

Name: _____

Phone Number: _____

Relationship to participant: _____

Name: _____

Phone Number: _____

Relationship to participant: _____

IV. Medical Information

Doctor _____

Phone Number _____

Medical Conditions

Allergies

Do you take any medication? _____ Yes _____ No

If Yes, list the medication and what condition it is for:

V. Background Information (use another sheet of paper if more space is needed)

(A background check will be done as well; a felony will prevent anyone from becoming a member)

Have you ever been arrested, ticketed, fined, etc.? (felonies, traffic tickets, misdemeanors, etc.)

_____ Yes _____ No

Yes, please list the date(s) and what the charge(s) was/were:

VI. Additional Information (use another sheet of paper if more space is needed)

What interests you the most about becoming involved with the Bazetta Fire Department?

Please list other activities, in detail, that you are involved in (sports, volunteer work, church, etc):

VII. Signatures:

Applicant Signature and Date

Parent/Legal Guardian Signature and Date

VIII. Parental Consent

My son/daughter, _____, has my permission to be a Junior Firefighter with the Bazetta Township Fire Department.

I give my consent to allow _____ to be a Junior Firefighter and do not hold the Bazetta Township Fire Department responsible for any actions caused by my son/daughter that are not performed under the direction of an Officer.

Junior Firefighter Signature and Date

Parent/Guardian Signature and Date

IX. Contract of Understanding

I and my son/daughter have read ALL of the Junior Firefighter Guidelines and understand the guidelines set up to outline the purpose of the Junior Firefighters.

I and my son/daughter understand that Junior Firefighters serve as supporters of the Bazetta Township Fire Department to learn the basics of firefighting and to prepare to become a full member at the age of 18.

I and my son/daughter understand that Junior Firefighters are to follow all instructions from members of the Bazetta Township Fire Department and that the general standard of conduct is to act in the manner of a professional.

I and my son/daughter understand that he/she is expected to be courteous and respectful of other members (Junior and Regular) and to all citizens as they are representing the Bazetta Township Fire Department.

I and my son/daughter understand there is a "zero tolerance" policy regarding drug and alcohol use.

I and my son/daughter understand that by signing this Contract of Understanding we are declaring that any violation of the guidelines is grounds for immediate dismissal.

Junior Firefighter Signature and Date

Parent/Guardian Signature and Date

X. Acknowledge Receipt of Guidelines

I acknowledge that I and my son/daughter have received a copy of the Bazetta Township Fire Department Junior Firefighter Program Guidelines and have reviewed them prior to signing these documents.

Junior Firefighter Signature and Date

Parent/Guardian Signature and Date

I acknowledge that the above received a copy of the Rewey Fire Department Junior Firefighter Program Guidelines.

Bazetta Township Fire Department Representative/Title/Date

Bazetta Fire Department Use Only:

Fire Chief Approval :

Fire Chief Signature and Date

BAZETTA TWP. FIRE/EMS

Chief Dennis Lewis

Trustees Meeting March 8, 2011 1900hrs

Date: 3/08/2010
To: Trustees
From: Chief Dennis Lewis
Re: Meeting on March 8, 2011
Cc: File, Fiscal Officer

Trustee Hovis – Trustee Parke – Trustee Urchek

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Dennis Lewis

Chief of Fire & EMS



Background

CPR has been identified as one of the most important and vital life saving techniques for persons who have suffered sudden cardiac arrest. With this in mind it is advantageous for the Bazetta Fire Department to offer a progressive and aggressive CPR training program to the community as part of its everyday prevention activities.

Recently two personnel, Captain Brian Taylor and FF/Medic Scott Gubanyar attended CPR instructor training class through Greenville Hospital. The idea is to begin to offer CPR training not only to our personnel in the form of recertification, but also to offer CPR classes to the public in general. We will also make the training facility sustainable by offering lower cost CPR training to area doctors' office staff and other people who are required to maintain a CPR certification.

Proposal

The idea is to start a CPR training center at the Bazetta Fire Department offering CPR classes to not only community members but to other healthcare providers and professionals in the medical field, sports coaches, Boy and Girl Scout Leaders, day care employees, and other persons involved in professions or positions that require CPR and or First Aid certification.

We are proposing a potentially sustainable training center that will at minimum earn the dollars that it expends. Fee structure will be set up that will maintain the center materials without cost to the department budget. Potentially, the cost of instructors will eventually be covered as well, but initially instructor cost will be absorbed essentially by the Fire Department budget. Costs and revenue are outlined later in the document. We would like to hold one to two CPR classes per month. Initially, the idea is to hold one per month until the center is established then increase or decrease from that point.

Initially materials, such as cards, tests and rosters will be procured through our parent site, Greenville Hospital. After a period of two years we will be established as an autonomous site and be able to hold our own tests, rosters and cards. The nurse in charge of the site at Greenville will add myself or another tenured instructor as faculty instructors and we will essentially have all the freedoms of a full fledged training site.

Materials such as books, instructor materials, mannequins, and other training materials can be purchased and held at the department, thus eliminating a need to acquire the materials from Greenville each time we conduct a class.

Costs

Start up costs for the training center involves purchasing equipment to conduct classes at all levels. I have received recommendations from Greenville about where to purchase materials such as books and instructor materials. Hard items such as mannequins and an AED trainer have been quoted from our two local suppliers and the best price used to come up with the cost.

Hard Materials

AED Trainer - LP 500 Trainer	\$280.00	Southeastern Medical
Mannequin set 5 Adult/2 Ped	\$395.00	Penn Care Medical

Hard Materials Sub-total \$675.00

Instructor/Teaching Materials

All Materials through Laerdal Medical

BLS Healthcare Instructor Kit	1 Kit	\$80.00*	\$80.00*
BLS Healthcare Student Books	15 Books	\$25.00	\$375.00
Heartsaver/AED Instructor Kit	1 Kit	\$75.00*	\$75.00*
Heartsaver/AED Student Book	15 Books	\$15.00*	\$225.00*
First Aid Instructor Kit	1 Kit	\$90.00	\$90.00
First Aid Pediatric Books	10 Books	\$15.00	\$150.00
First Aid Adult Books	10 Books	\$15.00	\$150.00
CPR Cards (Greenville)	50 Cards	\$2.50	\$125.00

Instructor/Teaching Materials Sub-total \$1270.00

Total Start-Up Purchasing \$1945.00

Revenue

The Goal of the CPR training center is to be self-sustaining moving forward. After the initial investment of approximately \$2000.00 by the department we hope that we will be able to cover costs of procuring additional materials for future and also eventually make enough money to put back into the training center and possibly expand it to include ACLS, PALS and potentially other training such as EMS refresher type training. That said here is an outline of the cost structure I would like to apply to each class.

Resident Civilian Training

The goal of the department in the past is to provide free training to residents of Bazetta. I feel that this is an excellent opportunity to reach out to our resident civilians that would normally not be afforded the opportunity to learn CPR. I would like to offer resident civilians a free heart saver/AED course. The plan is to

offer the book as a loaner that will be turned in. If the resident would like to keep the book they will be charged the cost of the book so that the center can purchase a new book. The cost of the card will be eaten by the center as well as the cost of the instructor for the class. While this type of practice will not make us sustainable, it will afford us the opportunity to train our residents for only their investment of their time and energy.

Non-Resident Certification \$25.00 without book \$50.00 with book (covers cost of book)

Healthcare Provider Training

Healthcare provider training is a longer more involved process and with that said I do not think it would be advantageous for the center to offer this class for free to anyone including residents. The healthcare provider class is required for the student to maintain employment and as such, I feel that the center must be able to recoup some dollars from this to keep the center running. Fee structure for healthcare provider course is as follows;

New Certification \$30.00 without book \$55.00 with book (covers cost to replace)
Renewal \$20.00 without book \$45.00 with book (covers cost to replace)

First Aid/CPR Training

Student attending this training will not only receive the Heart-saver/AED card, but First Aid training as well. The cost structure for this class is as follows:

Certification (No Renewal) \$40.00 without book \$65.00 with book (covers cost to replace)

Instructor Cost

At this time there are only two certified instructors within the department. Consequently the easiest way to handle paying the instructor is per normal means. Full time members will be paid their wages at the normal overtime rate or comp-time at the overtime rate. Part time members will be paid their hourly rate of pay per hour teaching. Average class time would be approximately 4 hours depending on level of competency and level of comfort of the instructor. Class time could be 2 hours for recertification of nurses that exhibit competency and knowledge. New material is covered, testing takes place, then practicals for each member. Conversely initial certification of civilians could take up to 6 hours depending on class size and structure. Additionally, classes with more than 6 will require both instructors for practical purposes.

As the center grows and new instructors come on board potentially becoming an autonomous organization and setting up a salary structure would be a better way to handle things, however at this point I believe that the above way is the easiest way to handle things at this point.

Training Center Make-up

Moving forward the training center will require maintenance, and an individual to be in charge of it. It is my belief that a career member of the department should be ultimately responsible for the training center, due to the fact that part time personnel may leave at any time without much notice to the department. That said, under this proposal Captain Brian Taylor will maintain responsibility for the overall training center as its administrator, however FF/Medic Scott Gubanyar will be essentially delegated much of the responsibility to maintain the center paperwork, class scheduling and so forth. Both individuals will work to bring in students, advertising in different mediums to attract them to our training center versus other centers in the area. We feel our prices are competitive and we will be able to eventually attract the numbers of students to expand the center.

At this time we are looking at the following schedule:

Healthcare provider courses	Every other month 1 time in that month.
Heart-saver Course	Opposite months 1 time in that month
First Aid Classes	Will schedule as needed (offer 4 times per year)

Should these classes fill with maximums a "waiting list" will be established and if the minimum number is reached another class will be added at the discretion of the Administrator and the Fire Chief

Scheduled classes will have a minimum of five student per class to move forward. Non-scheduled or arranged classes will need to have a minimum of 8 students that are "paying" students. No additional arranged classes will be held that are "free of charge" classes. This would cost the department additional monies that quite honestly are not necessary. If a group of residents has a special need for a class that is out of the normal schedule, the fire chief will have to grant special approval or that group will be expected to pay the pre-determined prices for the class to be held outside the scheduled time frame.

Class size for any class will not be allowed to exceed the amount of available books for the particular type of class. According to AHA guidelines students must have a book made available to them before, during and after the class. This will be accomplished with a library type of system where the students will be loaned a book before the class start and be expected to return that book the day of class. The after portion of the requirement will be maintained by the department making available to students graduated from our program the ability view the materials at any time with some prior notification to the center.

Conclusion

Moving forward we hope to add the ability to conduct ACLS and PALS classes here in addition to the CPR, thus making the center even more sustainable. Instructor to student ratio is the key problem at this point, however when Greenville conducts an ACLS/PALS instructor course information will be disseminated to personnel to garner additional instructors for those disciplines. At that point we will likely be able to add these classes to the fold in addition to the CPR classes. We are hoping to attain this goal within this calendar year. Additionally future plans are to add FF/Medic Gubanyar as a full certified instructor for EMS and seek to regain

our training center certification through the state so that we will be able to conduct EMS continuing education and possibly refresher classes thus expanding our training center and the sustainability of the center as well.

As with many endeavors the department takes on, the CPR training center is an endeavor that may cost the department some dollars, but will make the community a better place to live, work and visit. The mere fact that many residents will be trained with life saving knowledge is simply reason enough to take on this project. The fact that we hope to make it self-sustaining is a goal that we believe is attainable moving forward. Saving lives is the most important thing the department can do and putting this powerful knowledge in the hands of as many people as possible is the way to affect positive change within the community.

WATER RESCUE TECH 1

ITEM	\$ EACH	QUANTITY	TOTAL
Ice Rescue Sled	\$4000.00	1	\$4,000.00
Stabilicer Anti Skid Soles	\$49.95	6	\$299.70
Sub-Total			\$4,299.70

RESCUE SOURCE

ITEM	\$ EACH	QUANTITY	TOTAL
First Responder Package KT-4001	\$315.00	9	\$2,835.00
Ice Commander (Mustang) Dry Suit	\$685.00	6	\$4,110.00
ResQMax Swift Water Rescue Kit	\$2330.00	1	\$2330.00
Mustang Rescue Stick	\$129.00	2	\$258.00
Junkin Plastic Rescue Litter	\$610.00	1	\$610.00
Cascade Litter Flotation System	\$299.95	1	\$299.95
Cinch Rescue Collar	\$315.00	1	\$315.00
Mark V Hose Inflation System	\$362.00	2	\$724.00
RQ3 Radio Harness & Waterproof Bag	\$64.00	6	\$384.00
Sub-Total			\$17,692.45

DEFENDER

ITEM	\$ EACH	QUANTITY	TOTAL
Achilles FRB-124	\$5,096.00	1	\$5,096.00
Yamaha 20HP Motor	\$3,036.00	1	\$3,036.00*
Sub-total			\$8,132.00*

LEONARDS TRUCK AND TRAILER

ITEM	\$ EACH	QUANTITY	TOTAL
2010 Trail One Trailer SN 16496	\$4,495.00	1	\$4,495.00
Additions/Customization	\$5,505.00		\$5,505.00*
Sub-Total			\$10,000.00

GRAND TOTAL FOR ALL EQUIPMENT \$40,124.15

*= Unknown Total Cost At This Time

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: February 8, 2011 immediately following Trustee Regular Meeting
Bazetta Township Administration Building
3372 State Route 5 NE
Cortland, Ohio 44410

Meeting called to order at 8:15pm.

Present:

Evelyn Coe	Rita Benoit
Eleanor Governor	Steve Belcher
Carol Braden	Brian Adgate

- Steve Belcher talked about the fundraiser at Candlelight Knolls
 - Candlelight Knolls is donating use of facility at no charge
 - Will be 1st Annual Bazetta Park Fundraiser
 - To be catered – Chicken, Macaroni & cheese, potatoes, vegetables, etc.
 - T-shirts will be sold – are being printed at cost
 - Rita Drew is printing tickets - will be doublesided with sponsor and ticket number on back
 - Will sell at least 300 tickets, could seat 600 in Candlelight Knolls
 - Sponsor is LEIMUN, a non-profit for education and youth leadership
 - Proceeds will go 75% to the park, 25% to be split between LEIMUN and Cortland Area Cares
 - Will need baskets for auction
 - Will need to start solicit for donated items for auction
- Carol Braden discussed her displeasure with the job Rita Benoit has been doing as secretary
 - Further discussion by other board members about whether or not to remove her
 - Further discussion by other about displeasure about removing other officers

Motion: To remove Rita Benoit from her appointed position as secretary
Made By: Carol Braden
Second: Brian Adgate
Vote: Passed by majority

- Discussion about grants
 - Townships are encouraged to participate with other townships
- Discussion about whether money raised for the park would remain in the park and not be used for other things in the township as has happened in the past
 - Steve asked trustees and fiscal officer to join the meeting briefly
 - Don Urchek said money can't be directly raised by the township
 - Steve said it wasn't going to be because a non-profit is sponsoring the event and all funds will go through them
 - Rita Drew said she would make sure that all money donated "For Park Purposes" stays in the park budget and is not appropriated for other General Fund uses
 - Money specifically raised for the park will stay in the park as long as she is the fiscal

officer

- Will be sure all monies donated specifically say "For Park Purposes"

- Discussion about new park board officers
 - Will the trustees go with who the board chooses
 - Paul Hovis they probably would
 - Rita Drew said they should appoint all three officers properly now since it was not done properly last year

Motion: To nominate Steve Belcher as Chairman.

Made By: Evelyn Coe

Second: Carol Braden

Vote: Passed by majority

Motion: To nominate Evelyn Coe as Secretary.

Made By: Brian Adgate

Second: Steve Belcher

Vote: Passed by majority

- Discussion about whether to leave Martha Urchek as Vice Chairman
- Discussion about possibility of advertising in the Cortland News for park board alternates
- Discussion about Joel Davis placing items on the township website
- Discussion regarding the next meeting date
 - February 15th to discuss the 1st Annual Bazetta Park Fundraiser

Motion: To adjourn the meeting at 9:43pm.

Made By: Eleanor Governor

Second: Evelyn Coe

Vote: Passed by majority

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: February 15, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5 NE
Cortland, Ohio 44410

Meeting called to order at 7:00pm.

Present:

Evelyn Coe	Rita Benoit	Martha Urchek
Eleanor Governor	Steve Belcher	Trustee Paul Hovis
Carol Braden	Brian Adgate	

- Evelyn Coe read the minutes from the last meeting
- Steve Belcher addressed the letter sent to the trustees by Rita Benoit to resign as Secretary
 - Discussion by various members of the board about this letter and teamwork
 - Most wanted to see her removed from this board
 - Martha Urchek wanted to keep her on

Motion: To remove Rita Benoit from the Parks & Recreation Board

Made By: Steve Belcher

Second: Brian Adgate

Vote: Passed by majority

- Rita Benoit left the meeting at 7:20pm.
- Steve Belcher passed out a packet of 10 fund raiser tickets for each board member to sell
 - If anyone wants to write a check for tickets, the check should be made out to LEIMUN since they are handling all financial aspects of the fund raiser
- General discussion between all members about the history of Bazetta, the park, and the park board
- Discussion about the fund raiser
 - DJ, dinner, 50/50 raffle, silent auction, Chinese auction, live auction
 - Identification of park board members
 - Flyers on tables for all of the sponsors
 - Steve will approach the firemen
 - Made lists of who can be approached for donations
 - Names and contact information could be added to the website
- Steve discussed Cortland Area Cares
 - Our local food bank
 - Distribution day is the last Tuesday of each month
 - Open from 9am to 3pm
 - Workers needed from 7am to 4pm

- Discussion about a park board wish list
 - Made a priority list
 - Estimated costs
 - 1, 2, and 5 year goals
- Discussion about some type of outing for nursing home residents
- Discussion about finding contact information for Cortland Park Board
- Board will continue to meet every Tuesday at 7pm until further notice
- Will bring a list of places they have sought donations at the next meeting on February 22 at 7:00pm
- Will need to create a list of new positions for this board and pass along to the trustees to make them official

Motion: To adjourn the meeting at 8:45pm.

Made By: Carol Braden

Second: Martha Urchek

Vote: Passed unanimously

**BAZETTA TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES**

Date: March 22, 2011 at 8:30am
Bazetta Township Administration Building
3372 State Route 5 NE
Cortland, Ohio 44410

Meeting called to order at 8:32am.

Present:

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

105-11 To authorize the Fiscal Officer to pay all outstanding invoices incurred and approve all warrants issued.

Motion: Trustee Urchek

Second: Trustee Parke

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

106-11 To adjourn the meeting at 8:33am.

Motion: Trustee Urchek


Second: Trustee Parke

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



Attested by: Fiscal Officer Rita K. Drew

Dated: 3-22-11



Approved by: Chairman Trustee Paul Hovis

Dated: 3-22-11

PENDING WARRANT REPORT
Bazetta Township (2011)

Date: 03/21/11

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
13137	-206.42	V13137	Trumbull County Water & Sewer Acct. Dept	Service
14700	122.09	VW14700	AT&T Mobility	Service - Fire
14701	713.11	VW14701	Ohio Edison	Service - Fire/Police
14702	504.22	VW14702	Orwell Natural Gas	Service - Fire
14703	80.18	VW14703	Trumbull County Water/Sewer Billing Dept	Service - Fire
14704	19.02	VW14704	Advance Auto Parts	Parts - Police
14705	111.37	VW14705	BE Solutions	Clain Runs
14706	141.00	VW14706	Buckeye Welder Sales	Parts - Road
14707	300.00	VW14707	City of Cortland	Lakeview Easter Egg Hunt
14708	700.00	VW14708	D&B Cleaners	Janitorial Service - Admin/Road/Police
14709	126.68	VW14709	GreatAmerica Leasing Corp.	Copier Rental - Fire
14710	20.00	VW14710	Dennis K. Lewis	EMT Recertification
14711	292.58	VW14711	Dennis K. Lewis	OH Fire Chiefs' Conference Reimbursement
14712	143.00	VW14712	Bob Luscher	Service - Police
14713	960.81	VW14713	Ohio Edison	Service
14714	47.00	VW14714	Pitney Bowes	Postage Rental
14715	207.99	VW14715	Purchase Power	Postage
14716	2800.00	VW14716	RIT Rescue And Escape Systems Inc.	Upgrade SCBA FFRED
14717	412.00	VW14717	Shepp Electric Company, Inc.	Service - Police
14718	60.00	VW14718	Trumbull Township Association	3 Attendees @ April Mtg.
14719	2888.07	VW14719	Donald P. Urchek	Opt-Out Health Care Reimbursement - 2010
14720	20.00	VW14720	David A. Walter	EMT Recertification
14721	20.00	VW14721	Robert A. Wasser	EMT Recertification
14722	3850.00	VW14722	Cortland Tractor Sales Co.	2011 Bobcat Procat 52"
14723	183.75	VW14723	Standard Insurance Company RD	Life Ins.
14724	1227.67	VW14724	Delta Dental	Ins.
14725	21130.70	VW14725	Medical Mutual of Ohio	Ins.
14726	4.25	VW14726	John G. Governor	Reimbursement for Park Purchase
14727	200.00	VW14727	Ken Flack	Asphalt Grinding & Rip Rap Stone
14728	90.00	VW14728	FM Digitizing	Service
14729	1771.00	VW14729	Trumbull SWCD	2011 Conservation Appropriation
14730	346.30	VW14730	Ohio Edison	Service - Admin/Road

	39286.37		Total Amount of Pending Warrants	

**BAZETTA TOWNSHIP TRUSTEES
SPECIAL MEETING MINUTES (A)**

Date: March 28, 2011 at 9:00am
Bazetta Township Administration Building
3372 State Route 5 NE
Cortland, Ohio 44410

Meeting called to order at 9:00am.

Present:

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

- Trustees, Fiscal Officer, and Road Superintendent opened bids for the Durst Clagg Road Improvements Project
 - Butch & McCree Paving (\$115,533.77)
 - Karvo Paving (\$115,679.00)
 - Kirila Contractors (\$115,385.55)
 - Shelly & Sands (\$130,031.30)
 - Diorio Paving (\$137,564.78)


- Trustees discussed the bids
 - Trustee Urchek said the Kirila is the low bid, has done work in our area before, and has always done a good job
 - Trustee Parke pointed out there are two other bids that are very close to the low bid
 - All three trustees recommended that the township goes with Kirila, pending Road Superintendent Parke taking the steps necessary to verify the bids with the Trumbull County Engineer

107-11 To adjourn the meeting at 9:10am.

Motion: Trustee Urchek

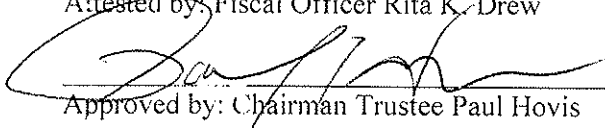
Second: Trustee Parke

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



Attested by: Fiscal Officer Rita K. Drew

Dated: 3-28-11



Approved by: Chairman Trustee Paul Hovis

Dated: 4-12-11

BAZETTA TOWNSHIP TRUSTEES SPECIAL MEETING MINUTES (B)

Date: March 28, 2011 immediately following the other Special Meeting
Bazetta Township Administration Building
3372 State Route 5 NE
Cortland, Ohio 44410

Meeting called to order at 9:11am.

Present:

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

- Trustee Urchek wanted to make sure that Mr. Mills was aware that this was a temporary position
 - The Trustees will advertise the position
 - The Trustees will conduct interviews if other residents apply for the position

108-11 To hire Michael Mills as a temporary Zoning Inspector for a period of 60 days, at a rate of \$13.00 per hour, effective immediately.

Motion: Trustee Parke

Second: Trustee Urchek

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

- Trustee Parke asked Road Superintendent Parke if the county will black top
 - Road Superintendent Parke said they would not, but that he would seek estimates for this

109-11 To approve expenditures not to exceed \$10,000 for the emergency purchase and installation of a cross culvert on Beaver Trail, with the work to be completed by the Trumbull County Engineer, to be paid from the Gas Tax (labor) and Road & Bridge (material) Funds.

Motion: Trustee Parke

Second: Trustee Urchek

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

110-11 To table the motion to rescind motions 56-90 and 223-08.

Motion: Trustee Urchek

Second: Trustee Parke

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

111-11 To table the motion to approve the attached Road Cut Bond Resolution.

Motion: Trustee Parke

Second: Trustee Urchek


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

112-11 To adjourn the meeting at 9:14am.

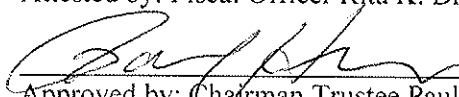
Motion: Trustee Hovis

Second: Trustee Parke

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


Attested by: Fiscal Officer Rita K. Drew

Dated: 3-28-11


Approved by: Chairman Trustee Paul Hovis

Dated: 4-11-11

RESOLUTION: _____

BAZETTA TOWNSHIP ROAD CUT BOND RESOLUTION

_____ moved, and _____ seconded the following resolution:

Pursuant to Section 5571.16 Ohio Revised Code, the Bazetta Township Board of Trustees hereby place the following into effect.

1. That it shall be the sole responsibility of any person, firm, corporation, municipal water or sewer organization or any other organization to obtain a permit before making an excavation or cut in a road, street or within the right-of-way in the Bazetta Township System of Roads and prior to any work being started on such excavation or cut the person or persons involved shall deposit such monies or bond with the Township Clerk as required in this resolution.

2. These deposits shall be in the form approved by the Bazetta Township Board of Trustees and shall be as follows:

For each excavation or cut across the right-of-way of any township road, \$3,000.00 per cut.

For each drilling or tunneling across the right-of-way of any township road, no cost.

For installation of water, gas or sewer lines, etc. installed within the right-of-way and Parallel to the carriageway, \$5.00 per lineal foot.

A separate deposit shall be required for each excavation or cut unless a yearly bond satisfactory to the Bazetta Township Board of Trustees, has been approved.

All deposits, other than approved bonds, shall be in the form of a bank check, cashiers check, certified check or money in escrow and made payable to the Bazetta Township Trustees.

The above requirements will not be applicable with the Trumbull County Engineer, County Sanitary Engineer or Highway Department provided all work in connection with the excavation or cut or tunneling is done by the County's own crew. However, if the work is done for the county by an Independent contractor, this contractor must deposit bond or monies as outlined above.

CONDITIONS FOR OBTAINING A PERMIT ARE AS FOLLOWS:

1. Applicant shall submit information as to the type, size and duration of each excavation, cut, drilling or tunnel.
2. Applicant shall furnish such warning devices as may be required or necessary to protect travelers on the highway.
3. Applicant shall indemnify Bazetta Township Trustees of any liability or damage as the results of any excavation, cut, drilling or tunneling.
4. If it is deemed necessary that the road be closed during excavation, it will be the responsibility of the contractor to notify the Bazetta Township Police and Fire Departments of the road closing, and the length of time necessary to complete the job and reopen the road.
5. Posting of deposit as previously outlined.

The Bazetta Township Road Superintendent shall be notified before any excavated or cut area of road, street or right-of-way is back filled. The backfilling shall be executed in the following manner:

1. All backfilling shall be made according to the Typical Cut Repair Sketch to be furnished by the township.
2. The proper maintenance of the excavation, cut, drilling or tunneling shall be the responsibility of the contractor for a period of 2 years or 730 calendar days, or until released by the Bazetta Township Road Department, in addition to requirements a maintenance bond for each item listed in #2 will be required.
3. No curbing shall be disturbed or disrupted in any manner.
4. If at the expiration of 2 years or 730 calendar days from the date of deposit or start of excavation, cut, drilling or tunneling, the excavation, cut, drilling or tunneling has not been placed in its original condition acceptable to the Road Department Superintendent or Road Inspector, the total cash deposit shall be forfeited to the Township. In the case of a bond, the bonding company shall be billed for the expenses incurred in the necessary work.
5. All service lines such as gas, water, etc. which are two (2) inches or less in diameter, shall be drilled or tunneled and pushed or driven under the road bed, street or road right-of-way wherever possible.

PENALTY FOR FAILURE TO OBSERVE ORDINANCE

Whoever violates this ordinance shall be fined not more than two hundred (200.00) dollars per day or imprisoned not more than thirty (30) days, or both.

EMERGENCY CLAUSE

In the case of emergency requiring immediate action to protect the public health, safety and welfare an excavation, cut, drilling or tunneling may be made without first making a deposit, if such deposit is made at the earliest possible opportunity.

VOTE:

Paul W. Hovis, Trustee Chairman

Frank W. Parke, Trustee V. Chairman

Donald P. Urchek, Trustee

ATTEST: _____
Rita K. Drew, Fiscal Officer

DATE: _____

BAZETTA TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

Date: April 12, 2011 at 7:00pm
Bazetta Township Fire Station #11
773 Everett Hull Road
Cortland, Ohio 44410

Meeting called to order at 7:00pm.

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:

March 8, 2011 Regular Meeting
March 22, 2011 Regular Meeting
March 28, 2011 Special Meeting (A)
March 28, 2011 Special Meeting (B)

113-11 To accept the minutes from the March 8 Regular, March 22 Regular, and March 28 Special Meetings.

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

114-11 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

115-11 To rescind Board Resolution 070-11, which required elected and appointed officials to pay 5% of their insurance premiums.

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

116-11 To allow the Township Trustees to begin circulating a petition to get water on Route 5.

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

- Trustee Parke said he would like to have discussion with the other Trustees and Mr. Barkan before making this decision

117-11 To table the resolution to retain the services of J. N. Barkan & Associates to conduct contract reopeners for all collective bargaining agreements, update the Administrative Policy Manual, and any other issues deemed necessary by the Trustees, at a cost not to exceed \$16,500 over the course of the next year, to be paid by the relevant department.

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

- Parks & Recreation Board Chairman Belcher request that \$1000 be moved from Park Improvement of Sites to Park Special Events
 - Was told this money was donated for the purpose of bringing back a community celebration
 - In 2006, it was moved and used for another purpose
 - Parks and Recreation Board would like the money put back to its rightful place
- Trustee Hovis said someone will have to find the original resolution before making any decision
- Trustee Urchek said he will make sure it is on next agenda

118-11 To authorize the Fiscal Officer to make the following transfers.

\$5,000 from 04-A-04 (Road & Bridge: Tools & Equipment) to 04-A-06 (Road & Bridge: Repairs)

\$5,000 from 01-A-26 (General: Other Expenses) to 01-A-17 (General: Treasurer & Auditor Fees)

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

- Trustee Parke asked if John Barkan of J. N. Barkan & Associates could speak now and explain the impact of Senate Bill 5 on Bazetta Township
 - Mr. Barkan explained the following
 - The law known as SB5 has passed
 - Groups are now moving for a referendum
 - They need 221,000 signatures spread over 44 counties within 90 days of the bill being signed to move the referendum forward
 - If goes to referendum gets enough valid signatures, enforcement of the law goes on hold and the referendum will appear on the November ballot
 - If signatures are not obtained, the law goes into effect
 - If referendum passes, the law dies
 - If referendum fails, the law moves forward
 - Changes will mandate communities to do things that will save them money, but will also force some communities to seek revenue from other means
 - Impact to employees will be increased contributions to health care and pensions
 - On one hand, the township will save money, on the other hand, it may lose money
 - Will not know for sure until the referendum passes or fails
 - Changes will have to be addressed whenever contract reopeners occur or whenever new contracts after the law goes into effect
 - No changes if reopeners or new contracts are done before the law goes into effect
 - There are other bills being considered that will affect that township, specifically SB3 that discusses changes to pension contributions
 - Recommendation is to maintain the status quo until the issue is resolved
 - Based on his contacts, there will be enough signatures to get the referendum on the November ballot
- Trustee Urchek thanked Mr. Barkan and said this was helpful to him in voting on this resolution

119-11 To openly and publicly oppose Senate Bill 5 because it will be detrimental to the working relationship we have with Bazetta Township's bargaining unit employees.

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

120-11 To approve the attached Bazetta Township Investment Policy.

Motion: Trustee Urchek

Second: Trustee Parke

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

Correspondence (Copies available upon request):

- Letter from Jardine Builders & Septic Services asking the Trustees not to vote for an installer to become a member of the Trumbull County Board of Health
- Letter from Berry Meadows asking the Trustees to elect him as a member of the Trumbull County Board of Health
- Invitation from Trumbull County Engineer to attend their Annual Township Dinner Meeting
- Invitation from Northeast Ohio Township Association to attend their meeting
- Invitation from Ohio Department of Transportation District 4 to attend their Government Day event for Trumbull County
- Invitation from Trumbull County MetroParks to attend their 50th Anniversary Banquet
- Reminder from Trumbull County Board of Elections that registration for the May 3, 2011 Primary Election will close on April 4, 2011
- Information from the Ohio Cemetery Association regarding the services they provide
- Invitation from Trumbull County Planning Commission to attend their Technology Infrastructure Summit
- Letter of resignation from Zoning Inspector David Nuss
- Invitation from Northeast Ohio Snow & Ice Committee to attend their workshop
- 2010 Abbreviated Annual Report of Trumbull County Engineer
- Request from the Bazetta Township bargaining unit members that the Trustees “openly and publicly” oppose Senate Bill 5

Administration:

- Nothing to report

Zoning Inspector:

- Trustee Hovis noted that Zoning Inspector Mills will be late and that his report will come at the end of the meeting

121-11 To accept the resignation of Zoning Inspector David Nuss, retroactive to April 11, 2011.

Motion: Trustee Parke

Second: Trustee Urchek

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

- Trustee Urchek recommended that the township write a letter of commendation to Mr. Nuss
 - Zoning Commission Chairman Webb agreed to handle this

122-11 To authorize the Zoning Inspector to request notification from the Ohio Department of Natural Resources, Division of Mineral Resource Management whenever a drilling permit application is filed for a tract or drilling unit located in Bazetta Township and that such notice, as well as pertinent contact information, be sent to the Fiscal Officer.

Motion: Trustee Parke

Second: Trustee Urchek

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

Zoning Commission:

- Zoning Commission Chairman Webb reported the following

- Held their Quarterly Meeting on April 6
- Beginning to work on a resolution for signs
- Work session on May 2 at 6:00pm in the Administration Building to continue this process
- Members are driving through the township looking at what signs are currently in compliance with what they are going to recommend
- Said Mr. Nuss was a pleasure to work with and was sorry to see him go
- Thought Zoning Inspector Mills will be a nice asset

Road Department:

123-11 To proceed with the submission to the electors of the question of levying a tax in excess of the ten mill limitation, specifically regarding a five-year, 0.6 mill Road & Bridge Department Replacement Levy on the August 2, 2011 ballot.

Motion: Trustee Parke

Second: Trustee Urchek

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

124-11 To award the bid for Issue 1 Project, T.H. 199A Durst Clagg Road Improvement to Butch & McCree, the low bidder at \$115,533.77.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Trustee Hovis noted that these are old road cut resolutions that are being replaced

125-11 To rescind Board Resolutions 56-90 and 223-08.

Motion: Trustee Parke

Second: Trustee Urchek

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

126-11 To approve the attached Road Cut Bond Resolution.

Motion: Trustee Parke

Second: Trustee Urchek

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

- Trustee Urchek asked if this purchase was being done via state pricing
 - Trustee Hovis said yes

127-11 To approve the purchase of 4 tires from North Central Tire Group, at a cost of \$475.40, to be paid from the Cemetery Fund.

Motion: Trustee Urchek

Second: Trustee Parke

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

128-11 To approve the purchase of a light bar and rack from A. W. Direct, at a cost of \$1289.97, to be paid from the Road & Bridge Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

129-11 To approve the purchase of a spray-in bed liner from TNT, at a cost of \$450.00, to be paid from the Road & Bridge Fund.

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

Fire Department:

- See Attached Agenda

130-11 To conditionally hire Zachery Walter as Junior Volunteer Firefighter, pending negative background check and pre-employment drug screen results.

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

- Chief Lewis introduced Zachery Walter

131-11 To approve the purchase of aerobic equipment for the wellness program from Muscle Connection, at a cost of \$24,849.93, with \$23,607.45 to be paid from the Firefighter Assistance Grant and \$1,242.48 to be paid from the Fire Department Fund.

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

Police Department:

- See Attached Activity Report

132-11 To promote Officer Christopher Herlinger to the position of Sergeant, with the contract rate increase, effective immediately.

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

- Trustee Urchek said would like to see a hiring date and his pay rate be inserted
- Chief Miller asked that for a moment to present Sgt. Herlinger with his badge and chevrons
 - Sgt. Herlinger's badge was pinned by his mother, Mary Herlinger
 - Sgt. Herlinger's received his chevrons from his wife, Melissa Herlinger
- Chief Miller asked for the motion regarding part-time patrolmen for the OVI Task Force be withdrawn

133-11 To proceed with the submission to the electors of the question of levying a tax in excess of the ten mill limitation, specifically regarding a five-year, 1.8 mill Police Department Renewal Levy on the August 2, 2011 ballot.

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

134-11 To approve the *Mahoning/Trumbull County Local Government Mutual Aid Agreement for Law Enforcement.*

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

Parks & Recreation Board:

- See Attached Meeting Minutes
- Brittiani McNeil, Chief Financial Officer of LEIMUN, presented the township with a check for the proceeds from the 1st Annual Bazetta Park Fundraiser
 - Reported the following amounts were raised
 - \$6,305.25 to Bazetta Township Park,
 - \$1,050.87 each to Cortland Area Cares and LEIMUN
- Parks & Recreation Board Chairman Belcher reported the following
 - 6 rose bushes have been purchased for the park
 - Easter Egg Hunt will be this Saturday at 11:00am
 - Bucket truck will be there to take aerial photos
 - IT Specialist Davis will take photos
 - No cost to the township
 - Would like to spend \$1000 to purchase another water fountain for Imagination Station
 - Expected to be less than \$1000, but want to be sure there is enough just in case
 - All labor and equipment for installation of the drinking fountain will be donated
 - Plans to have a car show and motorcycle run – family events with no alcohol
 - Big event is Bazetta Community Day
 - Asked by many in the community to dig up the 1976 time capsule before 50 years
 - Discussed it and thought 35 years was enough
 - Want to dig up the old capsule and replace it with a new one
 - Want a big community event where people can bring a picnic basket and spend the day
 - Want to have free hot dogs, hamburgers, soda, and water
 - Looking into having the antique tractor group there
 - Looking into having music – Lakeview Jazz Band and Cortland Community Band
 - Working on having games and tournaments, e.g. tug-of-war and corn hole
 - Date will be August 21 at 2:00pm with main event at 3:30pm
- An unnamed resident asked about dates for the car show and motorcycle run
 - Parks & Recreation Board Chairman Belcher said they don't know yet since they are trying to plan the dates around events that are already scheduled
- Trustee Urchek asked who will police the gazebo after a rental
 - Trustee Hovis said this is Park Laborer Governor's job and suggested that Parks & Recreation Board members could assist

135-11 To amend the *Bazetta Township Shelter Reservation Rules and Regulations* to include the following gazebo rental prices.

\$100 for Bazetta Residents \$200 for Non-Residents

Plus \$100 deposit for clean-up, to be returned if the gazebo is left clean and undamaged

Motion: Trustee Parke

Second: Trustee Urchek

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

136-11 To authorize an expenditure, not to exceed \$1000, to purchase an additional drinking fountain at Imagination Station, to be paid for from the Park portion of the General Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

Safety Committee:

- Chief Lewis said they are working on a driving policy and will start the CPR program for residents in May

Health Insurance Committee:

- Chief Lewis reported the following
 - Last year, the committee shopped insurance policies and saved the township about \$60,000
 - Did the same thing this year
 - Did some negotiating and got a rate of \$11,000 per month, a 50% savings over what the rates were about to go up to, and a savings of \$96,000 over last year
 - Brings the township back to the rates it was paying back in 2001
 - This is what happens when the employees work together to get things done
 - Thanked a particular family for their help in getting this done, cannot say the name for privacy reasons, but wanted to thank them nonetheless

137-11 To change the township’s medical insurance provider to Anthem Blue Cross Blue Shield, with a current premium of \$11,416.23 per month, effective May 1, 2011.

Motion: Trustee Parke

Second: Trustee Urchek

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

- Trustee Parke asked if the township will get a rebate from Medical Mutual
 - Fiscal Officer Drew said that we would be receiving a rebate of roughly \$7,000

Asked to be placed on the Agenda:

- Paul Olbrych discussed gas aggregation and passed out the attached literature
 - Trustee Parke asked if there were any hidden costs
 - Mr. Olbrych said they were only changing the gas supplier, not the distributor
 - An unnamed resident asked if this company would be providing electric aggregation
 - Mr. Olbrych said they were working towards this
 - An unnamed resident asked if this was only for Bazetta
 - Mr. Olbrych said the service is available to anyone in the state

Zoning Inspector:

- Trustee Hovis introduced Zoning Inspector Mills
- Zoning Inspector Mills had questions regarding demolishing properties
 - Some of the properties he is working on have no physical address other than 0
 - Would like Trustees to look into the demolition process

138-11 To request and direct the Fire Chief, County Building Inspector and/or the Trumbull County Health Department to conduct an inspection of the following listed property in the township to determine if the property is insecure, unsafe, structurally defective and unfit for human habitation.

0 Johnson Plank, Parcel #31-031280

4686 State Route 5, Parcel #31-051700

0 Hoagland Blackstub Road, Parcel #31-008076

3739 Hoagland Blackstub Road, Parcel #31-054350

Motion: Trustee Urchek

Second: Trustee Parke

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

- Zoning Inspector Mills said the following

- He will be out actively enforcing zoning regulations
 - He will be in the office 8:00am to 4:00pm on Tuesdays
 - Any other time, leave a message and he will return it within 48 hours
 - If residents have a complaint, please let him know
 - Wants to be very proactive in the position
 - Encouraged residents to do it right the first time or pay double by being fined
- Trustee Urchek asked if anyone had replied to the advertisement for a new Zoning Inspector
 - Fiscal Officer Drew said no ad was ever run because the Trustees never approved one
 - Fiscal Officer Drew said that someone dropped off an application earlier in the day

Public Comment:


- William Glancy of Bazetta Road commented on the hovercraft purchases for Mosquito Lake
 - No matter what the newspaper reported, Chief Lewis is really the one who got this done
 - Chief Lewis has worked on this project for more than two years
 - Said Bazetta has the finest safety forces in Trumbull County
 - Residents should be aware of that
- Trustee Hovis noted that there will be cake and coffee for Sgt. Herlinger and a brief levy presentation following the meeting

139-11 To adjourn the meeting at 7:51pm.

Motion: Trustee Parke

Second: Trustee Urchek

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



 Attested by: Fiscal Officer Rita K. Drew

Dated: 5-3-11



 Approved by: Chairman Trustee Paul Hovis

Dated: 5-10-11

PENDING WARRANT REPORT
Sazetta Township [2011]

Date: 04/12/11

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
1	892.27	PR 1	Huntington Bank	PAYMENT - WITHHOLDING WARRANT
8	242.75	VW 8	eBay	Deposit Refund - Buying Chevy Lumina
9	31.00	VW 9	eBay	eBay Fees
14829	154.35	VW14829	Broadvox Go! LLC	Service - Admin/Fire/Police/Road
14830	329.73	VW14830	Dominion East Ohio	Service - Fire/Road
14831	439.99	VW14831	Graybar Financial Services, LLC	Service - Admin/Fire/Police/Road
14832	611.52	VW14832	Ohio Edison	Service - Fire/Park
14833	207.70	VW14833	Sunburst Environmental Service, Inc.	Service - Fire/Police/Road/Cemetery
14834	372.42	VW14834	Time Warner Cable-Northeast	Service - Admin/Fire/Road
14835	177.24	VW14835	Trumbull County Water & Sewer Acct. Dept	Service - Admin/Fire/Police/Road/Park
14836	277.77	VW14836	City of Warren, Utility Services	Service - Fire/Police
14837	434.09	VW14837	Advance Auto Parts	Supplies - Road/Police/Zoning
14838	11416.23	VW14838	Anthem BCBS OH Group	Initial Payment - New Medical Ins
14839	981.00	VW14839	A.C. Charnas & Assoc., INC.	Boring Holes on Sterling Dr.
14840	6146.99	VW14840	Ainsley Oil Company	Gasoline/Diesel
14841	1735.01	VW14841	Arrowhead Services, Inc.	Slag - Road
14842	726.60	VW14842	BE Solutions	Claims Run
14843	25.00	VW14843	Rita Benoit	Quarterly Mtg. - April 06, 2011
14844	4600.00	VW14844	Attorney Mark S. Finamore	April 2001 & 1st Quarter
14845	399.00	VW14845	BE Solutions	Admin Fees
14846	285.00	VW14846	Collin's Heating & Cooling	Service - Pol/Fire
14847	151.57	VW14847	Cortland Tractor Sales Co.	Supplies - Fire
14848	112.70	VW14848	Cerni Motor Sales, Inc	Supplies - Road
14849	229.51	VW14849	Donald P. Urchek	OTA Conference Reimbursement
14850	1325.63	VW14850	D&T P.M. Truck Repairs LLC	Repair - Fire
14851	666.26	VW14851	D&B Cleaners	Janitorial Service - Admin/Road/Police
14852	54.00	VW14852	Flo Hutton	Rose Bushes
14853	8.92	VW14853	Howland Springs Water Company, Inc.	Service - Admin
14854	5.00	VW14854	Howland Alarm Company	Add User Code
14855	490.00	VW14855	HeartWood Designs	Software Update
14856	40.50	VW14856	Health Index	Service
14857	19.33	VW14857	L & D Medical Billing	Service
14858	151.21	VW14858	Lowes Business Account	Supplies - Road
14859	875.00	VW14859	Dennis K. Lewis	Clothing Allowance
14860	93.54	VW14860	LTC Supply Corp.	Supplies - Fire
14861	93.54	VW14861	Dennis K. Lewis	Reimbursement - FD Coffee Pot Purchase
14862	168.00	VW14862	Lazy B Trailer Sales, Inc.	Supplies - Fire
14863	25.00	VW14863	Dennis Mintus	Quarterly Mtg. - April 06, 2011
14864	875.00	VW14864	Michael Mannella	Clothing Allowance
14865	871.99	VW14865	Mark Thomas Ford	Supplies - Police/Fire
14866	50.00	VW14866	Ohio Association Of Public Treasures	Seminar
14867	97.99	VW14867	NAPA Auto Parts	Supplies - Road
14868	1029.00	VW14868	Ohio Billing Inc.	EMS Trip Submission
14869	20270.00	VW14869	On-Site Health Service Inc.	Wellness Package - Fire
14870	50.35	VW14870	Professional ID Cards, Inc.	Supplies - Admin/Road
14871	166.00	VW14871	PennWell Corporation	Supplies - Fire
14872	134.98	VW14872	Rentwear Inc	Supplies
14873	875.00	VW14873	Thomas S. Rink	Clothing Allowance
14874	875.00	VW14874	Hike J. Smitn	Clothing Allowance
14875	379.00	VW14875	Shepp Electric Company, Inc.	Service - Fire
14876	101.96	VW14876	Staples Business Advantage	Supplies - Admin
14877	3522.00	VW14877	Teamsters Local 377	Insurance
14879	9075.69	VW14879	Trumbull County Treasurer	9-1-1 Service
14880	875.00	VW14880	Brian Taylor	Clothing Allowance
14881	899.44	VW14881	Tri-County Asphalt Materials, Inc.	Cold Mix Asphalt - Road
14882	898.86	VW14882	The Tribune Chronicle	Legal Notices - Road/Zoning
14883	194.00	VW14883	Thomas L. Miller	OTA Conference Reimbursement
14884	354.84	VW14884	Vision Service Plan- (OH)	Vision Ins.
14885	24932.80	VW14885	Lou Wollam Chevrolet, Inc.	Chevy Silverado - Road
14886	1406.86	VW14886	Witmer Public Safety Group, Inc.	Supplies - Fire
14887	349.12	VW14887	Walmart Business/GEMB	Supplies - Road/Fire
14888	25.00	VW14888	Howard Wetzel	Quarterly Mtg. April 06, 2011
14889	25.00	VW14889	Theodore Webb	Quarterly Mtg. April 06, 2011
14890	875.00	VW14890	Robert A. Wasser	Clothing Allowance
14891	875.00	VW14891	Gary W. Walters	Clothing Allowance
14892	875.00	VW14892	David A. Walter	Clothing Allowance
14893	38.84	VW14893	Ward's Auto Parts, Inc.	Supplies - Cemetery
14894	82.34	VW14894	WPS/Tricare	EMS Refund
14895	403.30	VW14895	Warren Fire Equipment, Inc.	Repair/Annual Test
14896	90.00	VW14896	Trumbull Township Association	Replacement Check for 5-17-10 Dinner

106569.73

Total Amount of Pending Warrants

BAZETTA TOWNSHIP INVESTMENT POLICY

The purpose of investments is to maximize the returns on Bazetta Township's excess cash balances consistent with safety of those monies and with the desired liquidity of the investments.

In making investments authorized by ORC §135.14, the Fiscal Officer may retain the services of an investment advisor, provided the advisor is licensed by the Division of Securities under ORC §1707.141, is registered with the Securities and Exchange Commission, or is an eligible institution.

Unless the Township's annual portfolio of investments is less than \$100,000, the Fiscal Officer must place on file with the Auditor of State a written investment policy that has been approved by the Township Trustees. Earnings on an investment may become a part of the fund from which the investment was made, unless otherwise specified by law.

The Fiscal Officer, acting in accord with the law, may withdraw funds from approved public depositories or sell negotiable instruments prior to maturity.

The Bazetta Township Trustees authorize the Fiscal Officer to make investments of available monies from the funds of the Township in securities authorized by State law. These shall include:

- A. Bonds, notes, or other obligations of or guaranteed by the United States, or those for which the faith of the United States is pledged for payment of principal and interest thereon but does not include stripped principal or interest of such obligations;
- B. Bonds, notes, debentures, or any other obligations or securities directly issued by a Federal government agency or instrumentality;
- C. Interim deposits in Trustee-approved depositories;
- D. Bonds and other obligations of the State;
- E. No-load money market mutual funds consisting exclusively of obligations described in A and B above or repurchase agreements secured by such obligations, provided such

investments are made only through banks and savings and loan institutions authorized by ORC §135.03;

F. The Ohio Subdivision Fund (STAR Ohio).

The Fiscal Officer is authorized to invest to a maximum of twenty-five percent (25%) of the Township's interim funds in either or a combined total of:

- A. Commercial paper notes issued by a for-profit corporation, business trust or association, real estate investment trust, common-law trust, unincorporated business, or general or limited partnership which has assets exceeding \$500,000,000. Such notes must:
 - 1. Be rated at the time of purchase in the highest classification established by at least two (2) rating services;
 - 2. Have an aggregate value that does not exceed ten percent (10%) of the outstanding commercial paper of the issuing entity;
 - 3. Mature within 180 days after purchase.
- B. Bankers acceptances of banks that are members of the FDIC and whose obligations:
 - 1. Are eligible for purchase by the Federal Reserve System;
 - 2. Mature no later than 180 after purchase.

Investments made by the Fiscal Officer must mature within five (5) years, unless they are matched to a specific obligation or debt of the Township.

The Fiscal Officer is also authorized to enter into repurchase agreements in accordance with ORC §135.14(E) of the revised code. Such agreements may be either overnight or within a time not to exceed thirty (30) days and may only involve securities listed in A-D above.

Under no circumstances may the Fiscal Officer invest in a derivative as defined by the Revised Code, reverse repurchase agreements, or other funds prohibited by law. The Fiscal Officer shall also not make investments which s/he does not reasonably believe can be held until the maturity date or leverage any investment.

RESOLUTION 126-11

Trustee Parke moved and Trustee Urchek seconded the following resolution:

BAZETTA TOWNSHIP ROAD CUT BOND RESOLUTION

Pursuant to Section 5571.16 Ohio Revised Code, the Bazetta Township Board of Trustees hereby place the following into effect.

1. That it shall be the sole responsibility of any person, firm, corporation, municipal water or sewer organization or any other organization to obtain a permit before making an excavation or cut in a road, street or within the right-of-way in the Bazetta Township System of Roads and prior to any work being started on such excavation or cut the person or persons involved shall deposit such monies or bond with the Township Clerk as required in this resolution.
2. These deposits shall be in the form approved by the Bazetta Township Board of Trustees and shall be as follows:

For each excavation or cut across the right-of-way of any township road, \$3,000.00 per cut.

For each drilling or tunneling across the right-of-way of any township road, no cost.

For installation of water, gas or sewer lines, etc. installed within the right-of-way and Parallel to the carriageway, \$5.00 per lineal foot.

A separate deposit shall be required for each excavation or cut unless a yearly bond satisfactory to the Bazetta Township Board of Trustees, has been approved.

All deposits, other than approved bonds, shall be in the form of a bank check, cashier's check, certified check or money in escrow and made payable to the Bazetta Township Trustees.

The bond/deposit shall not apply to the Trumbull County Engineer's Office or the Trumbull County Sanitary Engineer's Office, if county employees perform the excavation, tunneling, drilling or culvert installation. If any of the above county offices use private independent contractors to perform the excavation, tunneling, drilling or culvert installation, said private independent contractor shall comply with all; bond/deposit and permit requirements.

REQUIREMENTS FOR OBTAINING A PERMIT ARE AS FOLLOWS:

1. Applicant shall submit information as to the type, size and duration of each excavation, cut, drilling or tunnel.

2. Applicant shall furnish such warning devices as may be required or necessary to protect travelers on the highway.
3. Applicant shall indemnify Bazetta Township Trustees of any liability or damage as the results of any excavation, cut, drilling or tunneling.
4. If it is deemed necessary that the road be closed during excavation, it will be the responsibility of the of the contractor to notify the Bazetta Township Police and Fire Departments of the road closing, and the length of time necessary to complete the job and reopen the road.
5. Posting of deposit as previously outlined.

The Bazetta Township Road Superintendent shall be notified before any excavated or cut area of road, street or right-of-way is back filled. The backfilling shall be executed in the following manner:

1. All backfilling shall be made according to the Typical Cut Repair Sketch to be furnished by the township.
2. The proper maintenance of the excavation, cut, drilling or tunneling shall be the responsibility of the contractor for a period of 2 years or 730 calendar days, or until released by the Bazetta Township Road Department, in addition to requirements a maintenance bond for each item listed in #2 will be required.
3. No curbing shall be disturbed or disrupted in any manner.
4. If at the expiration of 2 years or 730 calendar days from the date of deposit or start of excavation, cut, drilling or tunneling, the excavation, cut, drilling or tunneling has not been placed in its original condition acceptable to the Road Department Superintendent or Road Inspector, the total cash deposit shall be forfeited to the Township. In the case of a bond, the bonding company shall be billed for the expenses incurred in the necessary work.
5. All service lines such as gas, water, etc. which are two (2) inches or less in diameter, shall be drilled or tunneled and pushed or driven under the road bed, street or road right-of-way wherever possible.

PENALTY FOR FAILURE TO OBSERVE RESOLUTION

Whoever violates this ordinance shall be fined not more than two hundred (200.00) dollars per day or imprisoned not more than thirty (30) days, or both.

INDEMNIFICATION CLAUSE

The applicant shall indemnify and hold harmless the township, its agents and employees against liability, damage, or claims arising and/or resulting from the installation of the culvert, or the excavation of, or drilling/tunneling beneath, township roads or the negligent acts or omissions of the permit holder and/or its agents and employees in the performance of any installation, excavation, drilling or tunneling.

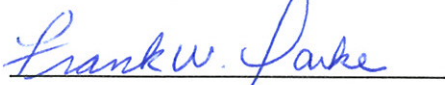
EMERGENCY CLAUSE

In the case of emergency requiring immediate action to protect the public health, safety and welfare, a driveway culvert, excavation, cut, tunnel or drilling project may be started without first applying for a permit and posting the required bond, as long as the permit application and bond are submitted at the earliest possible date following the start of the emergency project.


VOTE:



Paul W. Hovis, Trustee Chairman



Frank W. Parke, Trustee V. Chairman



Donald P. Urchek, Trustee

ATTEST:



Rita K. Drew, Fiscal Officer

DATE: _____

4-12-11

BAZETTA TWP. FIRE/EMS

Chief Dennis Lewis

Trustees Meeting April 12, 2011 1900hrs

Date: 4/12/2011
To: Trustees
From: Chief Dennis Lewis
Re: Meeting on March 8, 2011
Cc: File, Fiscal Officer

Trustee Hovis – Trustee Parke – Trustee Urchek

1. Would like to conditionally hire one junior volunteer firefighter listed below if background check and pre-employment drug screen results come back negative. The application will be available to the Trustees if they wish to review.

Junior Volunteer Firefighter

Zachery Walter

2. Requesting the expenditure of \$24,849.93 to purchase aerobic equipment for the wellness program from the firefighter assistance grant. Three Quotes were obtained and the best equipment to be purchased is from Muscle Connection. \$23607.45 will be reimbursed by the grant only costing tax payers 5% which is \$1242.48.
3. Health Care Committee – Please review email.

Dennis Lewis

Chief of Fire & EMS





March 2011 Bazetta Police Department Activity

Activity	Total
Calls for Service	391
Incident Reports Filed	139
Traffic Crash Investigations	16
Number of Persons Arrested	35
Traffic Offenses	49
Vehicle Miles Traveled	8945
Office Contacts	321

**MAHONING/TRUMBULL COUNTY LOCAL GOVERNMENT
MUTUAL AID AGREEMENT FOR LAW ENFORCEMENT**

THE UNDERSIGNED local governments and law enforcement agencies (hereinafter the Agency or Agencies) in Mahoning and Trumbull Counties, Ohio, have entered this mutual aid agreement pursuant to Sections 505.431, 737.041, and 3345.041 of the Revised Code and pursuant to any other applicable local government authority including home-rule. This agreement has been executed for the purpose of providing reciprocal police services across jurisdictional lines to enhance the capabilities of law enforcement to protect citizens and property throughout Mahoning and Trumbull Counties. Each undersigned local government Agency acknowledges the adoption of and shall provide a certified copy of a resolution by the appropriate legislative authority authorizing the terms of this agreement, authorizing the provision of police services to any other Agency pursuant to the terms of Section 505.431, 737.041 and 3345.041 of the Ohio Revised Code and authorizing those police department members acting outside of their jurisdiction to exercise full police authority within the jurisdiction of any other Agency who is participating in this Agreement.

The undersigned Agencies shall provide and exchange the full array of police services to and from any of the other Agencies without limitation but generally in accord with the following guidelines.

I. COOPERATIVE ENFORCEMENT WITHOUT REQUEST

The Agencies recognize related criminal activities routinely occur across jurisdictional lines and that cooperation between Agencies can increase the effectiveness of law enforcement throughout Mahoning and Trumbull County. Any Agency may proceed without request from a cooperating Agency generally according to the following guidelines:

A. In-Progress Crime Assistance Without Request

Whenever an on-duty law enforcement officer from one jurisdiction views or otherwise has probable cause to believe a criminal offense has occurred outside the

officer's home jurisdiction but within the jurisdiction of a cooperating Agency, the officer may make arrests according to law and take any measures necessary to preserve the crime scene. Control of any arrested person, evidence and the crime scene shall be relinquished to the first available officer from the jurisdiction within which the crime took place. The arresting officer may immediately transport or relocate any arrested persons or evidence if the officer determines that remaining at the crime scene could endanger himself or others or threaten the preservation of any evidence.

II. INVESTIGATION OUTSIDE ORIGINAL JURISDICTION

On-duty officers from one Agency may, without request or prior notice, continue to conduct investigations that originate within their home jurisdiction into the jurisdiction of any cooperating Agency. If enforcement action is anticipated, the location and nature of the investigation will be reported to the appropriate cooperating Agency. Subsequent arrests, search warrant service or similar police actions will be coordinated with the affected Agency.

III. INDEPENDENT POLICE ACTION

The police department of any cooperating Agency may provide police protection service to any other cooperating Agency. Each cooperating Agency that is a party to this contract shall provide a certified copy of a resolution adopted by the appropriate legislative authority that authorized both the provision and receipt of such services by each cooperating Agency. Such certified copies shall be kept on file with the original of this contract in a location to be agreed upon by the Agencies.

IV. OPERATION ASSISTANCE UPON REQUEST

The Agencies recognize that special public safety incidents occasionally occur that require the services of additional law enforcement personnel. Such additional services may be provided by or to any cooperating Agency, generally according to the following guidelines:

A. Dangerous Criminal Activity

Whenever one Agency reports criminal activity and that Agency is unable to provide the immediate response necessary to prevent death, serious physical harm or substantial property loss as a result of said criminal activity, that Agency may request police assistance services of any nature from any other Agency.

B. Searches for Fugitive or Wanted Persons

When one Agency is conducting a search for a fugitive person whose presence is reasonably believed to be within the Agency jurisdiction and immediate police assistance is reasonably necessary to apprehend or prevent the escape of the fugitive or to protect the safety of persons and property from imminent danger related to said fugitive, that Agency may request police assistance services from any other Agency.

C. Traffic Control Assistance

Where an incident occurs on or near a roadway creating the imminent danger of a traffic accident, assistance from a cooperating Agency may be provided upon request of the affected jurisdiction.

V. GENERAL POLICE SERVICE

A. Any incident may form the basis for the request of police protection services from one or more cooperating Agencies to another when police assistance is reasonably necessary to protect the safety of persons and property.

B. Police services assistance including routine patrol services may be requested and supplied by cooperating Agencies for special events or other circumstances over extended periods.

VI. GENERAL TERMS AND PROCEDURES

A. A request for police services assistance will be made by the commander of the law enforcement Agency, or his designee. The designee must be of a supervisory rank, or the senior shift officer, when no supervisor is present.

B. A cooperating Agency will provide police services assistance only to the extent that the personnel and equipment are not required for the adequate protection of that Agency's jurisdiction. The commander of the law enforcement Agency, or his designee, will have the sole authority to determine the amount of personnel and

equipment, if any, available for assistance. There shall be no liability, responsibility or cause of action between or among the parties if assistance is denied, delayed, inadequate, or subsequently recalled, or if furnished assistance is not needed upon arrival.

C. Whenever the law enforcement employees of one cooperating Agency are providing police services in or to another cooperating agency pursuant to the authority contained in this agreement, other legislative authority or state law, such employees will have the same power, duties, rights and immunities as if taking action within the territory of their employing Agency, subject to the terms of this agreement.

D. Whenever the law enforcement employees of one cooperating Agency are providing police services upon request to another cooperating Agency, they will be under the lawful direction and authority of the commanding law enforcement officer of the Agency to which they are rendering assistance. Officers shall be subject to the code of ethics, policies and rules and regulations of their employing Agency at all times.

E. Police services assistance can be initiated by any on-duty officer who has probable cause to believe a crime is in progress. Such police services assistance can also be initiated by any on-duty officer who becomes aware of a traffic accident, the need for traffic control, a suspected DUI, a serious traffic violation or other circumstance requiring law enforcement intervention in another cooperating Agency jurisdiction. The officer must contact his immediate supervisor to enable that supervisor to authorize and direct actions taken by the officer.

F. An on-duty officer initiating police services assistance will notify a law enforcement officer from the affected cooperating Agency as soon as possible. The assisted cooperating Agency will relieve the officer as soon as possible when appropriate.

G. All wage and disability payments, pension, worker's compensation claims, medical expenses or other employment benefits will be the responsibility of the employing Agency, unless the requesting Agency is reimbursed for such costs from any other source. Each Agency shall be responsible for the negligence of its employees to the extent specified by law. The local law enforcement Agencies which are parties to this Agreement will not indemnify and hold harmless any Agency participating in this Agreement for any damages awarded by the Court of Claims in any civil action arising

from any action or omission of any officer of any Agency participating in this Agreement pursuant to this Agreement.

H. Each cooperating Agency shall be responsible for any costs arising from the loss of or damage to the Agency's equipment or property while providing police assistance services within any other cooperating Agency.

I. The terms of this agreement shall be in effect for four (4) years from and after the date of execution for each cooperating Agency. Any Agency may revoke its future obligations hereunder only upon sixty (60) days written notice to each of the other cooperating Agencies by registered mail.

J. Personnel of the Agency acting under this agreement outside of the Agency's jurisdiction may participate in any pension or indemnity fund established by their Agency to the same extent as if they were acting within their jurisdiction, and are entitled to all rights and benefits under ORC4123.01 to O RC4123.94 the same as if they were performing police services within their jurisdiction.

VII. LIST OF COOPERATING AGENCIES

AGENCY: Bazetta Township

AUTHORIZED OFFICIAL: 
signature/date

PRINT NAME AND TITLE: Paul A. Horis

Chairman Trustee

AUTHORIZATION FOR A MUTUAL AID AGREEMENT FOR
MAHONING/TRUMBULL COUNTY LAW ENFORCEMENT AGENCIES FOR
POLICE PROTECTION

WHEREAS, the Counties and the various cities, villages and townships have a desire to enter into a mutual assistance agreement for police protection; and

WHEREAS, the Bazetta Township deems it in its best interest to join with the other municipalities, townships and the Counties in such agreement;

NOW, THEREFORE, BE IT ORDAINED by Paul A. Huis
Chairman Trustee of Bazetta Township, State of Ohio:

SECTION I: That the Bazetta Township Trustees are hereby authorized and directed to execute the Agreement for Mahoning / Trumbull County Local Government Mutual Aid Agreement for Law Enforcement, a copy of which is attached hereto and made part hereof.

SECTION II: That this ruling is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and general welfare and shall be effective immediately. The reason for said declaration of emergency is the immediate necessity of entering into the agreement referred to in Section I in order to provide mutual assistance by the various police agencies within Mahoning and Trumbull Counties.

Passed this 12th day of April, 2011.

Frank W. Parker [Signature]
Donald [Signature] [Signature]

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: March 8, 2011 at 5:00pm
Bazetta Township Police Department
2671 McCleary Jacoby Road
Cortland, Ohio 44410

Meeting called to order at 5:25pm.

Present:

Evelyn Coe
Eleanor Governor
Carol Braden

Martha Urchek
Steve Belcher

Trustee Frank Parke
Beth Barnes

- Discussion regarding the fund raiser
 - Possibly 150-178 tickets sold at this point
 - Mark Thomas Ford donated \$250
 - Reviewed donated auctions items
 - Shared ideas for other donations
 - Evelyn will make a hard list of all donations
- Discussion about the need to sell more tickets
 - Carol asked if we want Lakeview High Schools students to help
 - Tickets can be purchased at the door
- Steve said we, the members of the park board, ought to volunteer for the Easter Egg Hunt on April 16
- Discussion about purchasing 6 rose bushes for the park
 - Can be purchased from Flo Hutton (637-1079)
 - Will need to get an invoice for Fiscal Officer Drew
- Question about whether the park board is allowed to sell concession during activities in the park
 - Someone will have to ask the trustees about this
- Discussion about a possible Bike Run between different township parks

Motion: To adjourn the meeting at 6:32pm.

Made By: Eleanor Governor

Second: Martha Urchek

Vote: Passed unanimously

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: March 29, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 7:20pm.

Present:

Evelyn Coe
Eleanor Governor
Carol Braden

Martha Urchek
Steve Belcher

Trustee Frank Parke
Brian Adgate

- Davis Christner, Chairman of the Cortland Parks & Recreation Board, was introduced as a guest speaker discussing the Easter Egg Hunt on April 16th
 - Event will begin at 11am and should be done by noon
 - Event will occur rain or shine
 - High school students stuff the eggs and will arrive with them around 9:45am to set up
 - Cortland Rotary will arrive at 10:15am to park cars
 - Will rotate bunny arrival between Cortland and Bazetta now that there is a newer, smaller truck
 - Do not advertise in the newspaper
 - Advertising will be done by flyers to Lakeview students
 - On the day after Easter, they go out and buy supplies
 - Invited Bazetta Board to interact more with the Cortland Board
 - Suggested cleaning out the back woods
- Discussion about meeting on the 2nd Tuesday of every month at 5:00pm
- Steve informed the Board what the fund raiser had brought in thus far
- Discussion about passing out hot chocolate and water at the Easter Egg Hunt as Bazetta's contribution to the event
 - We work for Bazetta not Cortland

Motion: To give Steve a BIG STAR.

Made By: Carol Braden

Second: All members present

Vote: Passed unanimously

- Discussion about multiple topics
 - Comment that we succeeded as a team
 - Next events will Bike Ride and Car Show
 - Possibility of charging \$10-20 to enter
 - Do Car Show first, then do a Bike Ride
 - Need more alternate members involved
 - Steve was invited to speak at the Cortland Rotary

Motion: To do a car show
Made By: Evelyn Coe
Second: Martha Urchek
Vote: Passed unanimously

- Discussion about a separate event to dig up the time capsule
 - Where is it?
 - Carol Harrison will address the Board about this at the next meeting
- Discussion about a motorcycle poker run
 - Steve discussed this with township legal counsel, Mark Finamore
 - Possibly in August on a Sunday

Motion: To do a motorcycle poker run
Made By: Carol Braden
Second: Eleanor Governor
Vote: Passed unanimously

- Discussion about multiple topics
 - Renting ball fields to Valley Extreme girls
 - Frank will look into this
 - Possibility of having a Bazetta Street Fair
 - Other possibilities
 - Corn hole
 - Tractor show
 - Crafters
 - Weavers
 - Farmers market
 - Gardeners
 - Flea market
 - Bee Keepers
 - Popcorn
 - Quilting
 - Need to promote the township
 - Need to save coffee cans for next year's fund raiser
 - Chief Lewis will bring over all the empty Fire Department coffee cans
 - What to do with the money raised at the fund raiser
 - Possibility of installing a water fountain

Motion: To look into getting a water fountain
Made By: Carol Braden
Second: Brian Adgate
Vote: Passed unanimously

- Need to contact the Health Department to see if we can sell hot dogs at the park as a non-profit
- Next meeting will be Tuesday, April 5th at 7pm

- Need to ask Joel to put an announcement on the township website seeking new Board members
 - Must be township residents

Motion: To adjourn at 9:10am
Made By: Steve Belcher
Second: Brian Adgate
Vote: Passed unanimously

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: April 5, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 7:20pm.

Present:

Evelyn Coe	Steve Belcher	Trustee Frank Parke
Eleanor Governor	Brian Adgate	Fiscal Officer Rita Drew
Carol Braden	Beth Barnes	

- Carol Harrison, former head of Bazetta July 4th celebration and 1976 Time Capsule, was introduced as a guest speaker discussing unburying the time capsule and bringing back a community celebration
 - Some items in capsule include a change from Jim Shaffer, note from Randy Parke, can of beer
 - Produced a photo of the exact capsule location
 - Brought photos of the burying of the capsule and previous celebrations
- Discussion regarding both of these ideas
 - Dig up the capsule
 - Replace with a new capsule
 - Hayride
 - Escape artist
 - Magician
 - Bring back or create new official flag
 - Lakeview High School Band
 - Bees
 - Carol Braden will get a calendar of events so a date can be set
 - Everyone should submit possible names for the day

Motion: To dig up the capsule after 35 years, rather than 50 years
Made By: Steve Belcher
Second: Beth Barnes
Vote: Passed unanimously

- Discussion about whether to put one or two water fountain in the park
 - Consensus is to put only one for now
- Discussion about a variety of topics
 - Update on car show prospects
 - Need to keep a continuous list of suggestions for 2012
 - Need to recruit alternates for this board
 - Request received from Robyn Metheny for clarification on gazebo rental
 - Signs should be posted in the gazebo and pavilion about use
 - Should have spare signs for replacement

Motion: To rent the gazebo at \$150 for Bazetta Residents, \$175 for Cortland Residents, and \$250 for Non-Residents, with a \$100 deposit required that will be returned if the area is left clean and undamaged
Made By: Evelyn Coe
Second: Beth Barnes
Vote: Passed unanimously

- Discussion about picnic tables
 - Steve and Frank will check on these and get a count

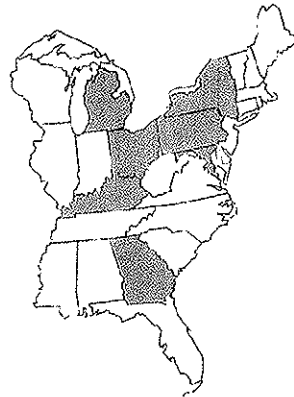
Motion: To adjourn at 9:00pm
Made By: Steve Belcher
Second: Brian Adgate
Vote: Passed unanimously



Paul Olbrych
Cortland/Bazetta Resident
330-506-1459
Utility Choice International

The UCI Energy Services philosophy is to give our customers the best rates possible over a 12-month period. UCI Energy Services accomplishes this by working with preferred energy vendors and keeping low overhead. Each market we operate in is unique and the correct choice of suppliers is our top priority. The following are some of the characteristics of a good supplier.

1. Consistent competitive pricing
2. Long-term customer retention
3. Excellent customer service



OH, MI, PA, KY, MD, NY, NJ, GA

Residential
Commercial

Fixed vs. Variable

While a fixed price is beneficial in a rising market, and provides the customer short-term protection, it is not beneficial in a descending market. The variable allows the customer the ability to take advantage of all market conditions.

Preferred Energy Vendor in Bazetta/Cortland area: **Volunteer Energy**

- UCI's natural Gas Rates for 2010 ranged from \$6.59/MCF to a low of \$5.49/MCF
- Current April 2011 rate is \$6.44/MCF
- \$6.49/MCF rate cap for new customer enrollment by May 31, 2011.

Enrollment Process

- The customer's bill, the signed copy of the "Energy Supply Terms and Conditions" (LOA), and The Tax Exemption Document must be faxed or Emailed to UCI.
- The provisioning of your customer to flowing will take approximately 30-45 days.

Frequently Asked Questions

- Will I receive the same quality gas/electric? Yes. Your utility Company will continue to deliver to you clean, quality Natural Gas & Electricity.
- Will there be an interruption of service? No. You will not have any interruption of service.
- Is there a cost to switch to UCI Energy Vendor? No. There is no cost to become a customer.
- Is there a cost to switch to another supplier? In most cases, no. However, some product offerings that have fixed pricing may have early term cancellation fees.
- Am I locked into a contract with a penalty? In most cases, no. However, some product offerings that have fixed pricing may have early term cancellation fees.
- Will I receive a different bill? In most cases, no. However, some markets may require our Energy Vendor to perform billing in lieu of your Local Utility.
- Who do I call if there is a problem/emergency? If there is an emergency or any problems with the delivery of your Natural Gas/Electricity, call your local Utility Company.



Paul Olbrych
Cortland/Bazetta Resident
330-506-1459
Utility Choice International

Additional Products and Services

Daily Referral

- A new “group buying” trend is emerging on the web, in which consumers effectively band together to get better deals or discounts when purchasing products and services.
- Completely FREE TO SIGN UP and create an account. Use ID#14477
- <http://prelaunch.dailyreferral.com/>

CLEAR COMMUNICATIONS

- CLEAR is a new take-it-with-you Internet service that works as fast on the go as it does at home. a brand new 4G+ network that covers entire cities with high-speed mobile Internet.
- CLEAR allows you to take the Internet anywhere nationwide within our coverage area. With CLEAR you can plug in your modem and start surfing instantly! CLEAR will save you time and gives you total control of your Internet experience at home or on-the-go. Let me check your address and see what great clear services will work for you.
- Less expensive than Cable or DSL and easier to extend to new areas



LIFE PAD powered by SOZO (coming soon)

- Hardware: 7” or 10” Pad / Tablet
- Software: SOZO is a lifestyle and Media management portal. Built for Android Operating Systems



Volunteer Energy

790 Windmill Drive
Pickerington, Ohio 43147
(800) 977-8374

ENERGY SUPPLY TERMS AND CONDITIONS

These ENERGY SUPPLY TERMS AND CONDITIONS have important information you need to know before you commit to natural gas service from Volunteer Energy Services, Inc. ("VE"). VE is an Ohio corporation whose customers include a variety of Ohio natural gas end users. VE's purpose is to provide to its members the lowest cost alternative for reliable supplies of natural gas. This is accomplished by purchasing wholesale energy supplies and services and then dispersing those supplies to VE's customers. As a supply customer of VE, you agree to the Terms and Conditions of VE's natural gas supply contract.

Pricing and Service Arrangements: Volunteer Energy's energy supplies will be delivered to your residence or facilities via the utility's distribution lines. Natural gas supply will be provided for your facilities by VE on a cost per Ccf basis. The price will be a **monthly market price** that will vary from month to month. It will be based upon the lowest market price Volunteer Energy can obtain for natural gas for the month. The price will be based upon an approved Index or the NYMEX market plus an adder for basis, transportation, fuel shrinkage, storage, pooling and balancing fees plus any associated costs for redelivery to the customers burner tip.

Term: The term of this Agreement shall commence when accepted by VE and shall continue on a month-to-month basis until terminated pursuant to the terms of this Agreement. Natural gas service will begin within 60 days of approval. Customers supply Agreement with VE and natural gas service can be terminated on 30-day notice in writing to VE. The local natural gas utility will provide transportation of that natural gas at rates approved by the Public Utilities Commission of Ohio. VE will send a confirmation notice of the transfer of service.

Office Locations and Hours: VE's offices are located at 790 Windmill Dr., Pickerington, Ohio 43147 and are open from 8:30 AM to 4:00 PM E.S.T. Monday through Thursday. VE can be reached by telephone at 614-856-3128 or toll free at 800-977-8374. Telephone service hours are from 8:30 AM to 4:00 PM E.S.T. Monday through Thursday.

Bill Payment Process: The utility will continue to bill you for their delivery services and also for VE's natural gas supplies. Your monthly invoice will contain the utilities transportation charges and VE's gas supply charges and is due by the date published on the invoice. VE may terminate your membership and natural gas supply agreement upon fourteen (14) days notice for failure to pay the bill or to meet any agreed upon payment arrangement.

Complaint Dispute Resolution: If you have any complaints regarding your natural gas service or your monthly bill, please contact us at **800-977-8374**. Upon request, VE will provide to you up to twenty-four months of your payment history without charge. If VE's staff cannot remedy your dispute, or for general utility information, residential and business customers may contact the Public Utilities Commission of Ohio (PUCO) (website www.puco.ohio.gov) at 1-800-686-7826 or, for the hearing impaired, 1-800-686-1570 weekdays from 8:00 a.m. to 5:30 p.m. Additionally, the Ohio Consumers' Council (OCC) represents residential customers in matters before the PUCO. The OCC may be contact toll free at 1-877-742-5622 from 8:00 a.m. to 5:00 p.m. weekdays or visit www.pickocc.org.

Amendment to Agreement: VE and Customer may amend VE's Supply Agreement from time to time upon approval. Any amendments made would not take effect for a minimum of thirty (30) days and you will receive thirty (30) days written notice.

Calls for Service Problems: If you become aware of a gas emergency condition, or experience an unanticipated loss of gas service, you should contact the utility at the number listed on your gas bill.

Credit: We may verify your credit history with a credit reporting company upon your application for membership in VE. Determination of credit worthiness will be by generally accepted business practices.

Termination/Rescission of Agreement: You may rescind your natural gas supply agreement with VE within seven (7) days of signing a supply agreement by notifying us in writing at the address identified above. After the initial seven

(7) day period, either you or we may terminate the contract at any time by providing the non-terminating party thirty (30) days written notice of such termination. You will remain responsible for all natural gas consumed by you prior to the actual cessation of services but there is no termination fee charged by VE. If your supply contract with VE is terminated, your natural gas supply will automatically be provided by the utility under its standard tariff unless or until you choose another supplier. If you voluntarily terminate your membership in VE, it is possible that your utility may charge you more than their gas cost recovery rate. VE does not charge a switching fee. Check with your local utility for any fees that they may impose.

This Agreement will automatically terminate upon the occurrence of any of the following: (1) the requested service location is not served by the incumbent natural gas company; (2) the customer moves outside the area served by the incumbent natural gas company or VE; and (3) VE's determines to terminate your supply agreement and returns you to the incumbent natural gas company.

Natural gas may only be shut off by the utility under procedures approved by the Public Utilities Commission.

Program Compliance: The utility's deregulation program is subject to the ongoing jurisdiction of the PUCO. If the PUCO cancels the program, this contract is rendered void with no penalty to either party. The laws of the State of Ohio will govern this agreement. notification to Volunteer Energy Services, Inc.

NATURAL GAS AGREEMENT

Execution of the Natural Gas Supply Agreement signifies my desire to be a customer of Volunteer Energy Services, Inc. (VE). I agree to the ENERGY SUPPLY TERMS AND CONDITIONS that are incorporated herein by reference. I appoint VE as my agent and authorize VE to obtain usage history from my utility company.

Customer Name as it appears on utility bill _____

Date _____

Account Holder/Authorized Person Signature _____

Print Name _____

Title _____

Service Address _____

City _____

State _____

Zip _____

Phone _____

Fax _____

E-Mail _____

GAS UTILITY:

Columbia Gas of Ohio (15 digits)

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Dominion East Ohio Gas Company (13 digits)

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Duke Energy (10 digits)

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Vectren (16 digits)

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For Office Use Only

Price Code: _____

Agent: _____

VE Rep: _____

Broker ID: _____

Rev. #VE010710

**BAZETTA TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES**

Date: April 26, 2011 at 8:30am
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 8:31pm.

Present:

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

140-11 To authorize the Fiscal Officer to pay all outstanding invoices incurred and approve all warrants issued.

Motion: Trustee Urchek

Second: Trustee Parke

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

141-11 To authorize the Fiscal Officer to make the following transfer.

\$1,720.74 from 04-A-10 (Road & Bridge: Insurance) to 04-A-15 (Road & Bridge: Treasurer & Auditor Fees)

Motion: Trustee Parke

Second: Trustee Urchek

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

142-11 To authorize the Fiscal Officer to make the following Supplemental Appropriations.

\$10,000 for 09-A-01A (Police: Salaries Overtime)

\$7,000 for 09-A-01B (Police: Salaries Part Time)

Motion: Trustee Urchek

Second: Trustee Parke

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

- Road Superintendent Parke noted the cutoff day for cemetery foundation cutoff orders will be April 29
 - Trustee Hovis said to get his information to IT Specialist Davis for the website
- Trustee Urchek informed everyone that there is a procedure in place for contacting Attorney Finamore, i.e. the agreement is that everyone is supposed to go through Trustee Hovis before doing so
- Chief Miller said the Police Department finished interviews on Thursday
 - Have 2 good candidates that they are going to do checks on
 - Would like to hire them at the May 10th meeting and get them on the road
 - Trustee Hovis said the Trustees would like to discuss this first

143-11 To adjourn the meeting at 8:36am.

Motion: Trustee Urchek

Second: Trustee Parke

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

Attested by: Fiscal Officer Rita K. Drew

Dated: 5-3-11

Approved by: Chairman Trustee Paul Hovis

Dated: 5-6-11

BAZETTA TOWNSHIP TRUSTEES SPECIAL MEETING MINUTES

Date: April 26, 2011 at immediately following Regular Meeting
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 8:37pm.

Present:

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

- Discussion with John Barkan regarding contract for reopeners for all collective bargaining agreements, update the Administrative Policy Manual, and any other issues deemed necessary by the Trustees
 - Trustee Urchek said he thought the previous agreement for Mr. Barkan's services remained in place until the end of the year
 - Mr. Barkan corrected and said it ended when all of the agreements were signed and filed
 - Mr. Barkan said the proposed agreement would cover a specified period of time, reopeners, policy manual, and anything else that the Trustees see fit
 - Trustee Urchek asked what this would cost
 - Mr. Barkan said it would be \$16,500 for a calendar year
 - Trustee Hovis asked how Senate Bill 5 would affect our current agreements
 - Mr. Barkan said the following
 - Any agreement that is in place would not be affected by the law until the agreement is reopened or a new agreement is written
 - No agreement would be affected until the agreement ends or until it is reopened for something that is included in the new law
 - Bazetta's current contracts do not require reopeners, but they can be done by mutual agreement
 - If the contract is reopened for something like medical benefits, then the law would take effect on the reopener because Senate Bill 5 addresses medical benefits
 - A question that many townships are asking now is whether contracts are in line - some are considering redoing contracts for a longer period to keep what is currently in place for a longer period and leaving the ability to only reopen for wages
 - Commended Chief Lewis on the job he did bringing our insurance costs down and expressed concerns that other communities are using insurance committee by employees
 - Believe insurance committees are not and will not be used because employees have to pay a percentage of their premiums and there is no incentive for them to work the insurance for lower rates
 - Could put automatic extensions into current contracts, but cannot write a contract that is longer than 3 years
 - In September, Bazetta could be reopening the police and fire contracts

- Trustee Hovis asked how elected officials are affected by the provisions of the bill
 - Mr. Barkan said the following
 - Local officials are getting hammered because they going to be on their own to figure out how to come up with the money to cover the losses from the state
 - The law has not yet defined this how coverage for elected officials will change
 - Not yet clear if elected officials will also have to contribute for their medical coverage as employees will

144-11 To recess into Executive Session at 8:55am to discuss contract negotiations, per ORC 121.22(G).

Motion: Trustee Parke

Second: Trustee Urchek

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

145-11 To reconvene from Executive Session at 9:07am with no action taken.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Trustee Hovis said the Trustees are going to look at township finances based on the proposed cuts from the governor's budget and other legislation to be sure sufficient funds are present
 - Mr. Barkan said that he could work the cost over the 2 fiscal years so the township is not paying the whole amount in one year
 - Mr. Barkan asked what happens in the interim if reopeners are discussed
 - Trustee Urchek said the Trustees will cross that bridge when they come to it
- Discussion regarding purchasing property for a new fire station
 - Chief Lewis said the following
 - The township has been discussing the fire station project for 2 years now
 - He and the department are ready to move forward
 - Has assurances that the department can afford this with no need to seek addition money
 - Wants to know if Trustees are on board with this or not
 - If not, the department will have to begin taking the steps necessary to follow the rules and regulations that it is not currently abiding by, e.g. the 4 man requirement
 - There is still the problem with both stations being old and needing to be brought up to proper building codes, e.g. Americans with Disabilities Act
 - Noted that it could cost more to bring the 2 current stations up to code than it will cost to build a new one
 - Reminded of the cost savings of having one building rather than two
 - Reminded that he has someone interested in taking over Station #11
 - Trustee Hovis said the following
 - In favor of moving forward and buying the property for the station
 - Would like to see about putting everyone into one building because we are going to need to find ways to save money down the road as state funding continues to be cut
 - Wants to be able to get this done without having to go to the tax payers for more money
 - Chief Lewis said water and sewer are not a problem
 - Has spoken to all of our state legislators in Columbus
 - They have assured him that they will get him the road that is needed, though it may take some time to get it done
 - Would like to be able to build a large training room so that we could begin doing training for other departments sometime in the future
 - Doing training for other departments can be a money makers for the fire department, as is the case in Howland Township

- Trustee Urchek said another advantage is that the Trustees could use this room as the township meeting room, although the meeting room cannot be moved without a vote of the residents
- Fiscal Officer Drew noted that the township has a legal opinion on this
 - Administrative offices can be moved without a vote
 - The meeting hall can be moved without a vote so long as the cost is less than \$10,000
 - Could move all administrative offices out of the Administration Building, but would have to continue using the meeting room for Trustee Meetings
- All Trustees verbally agreed that we should move forward on this project
- Trustee Hovis said he would like to have Atty. Finamore here for every step of the process so the Trustees can be sure every action is being done properly

146-11 To move forward with the purchase of property for a new fire station.

Motion: Trustee Urchek

Second: Trustee Parke

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


- Chief Lewis said the department now has a knox box program
 - A citizen donated one to the department and donated money to buy a new one
 - Would like to set a rental fee of \$50 for the boxes
 - Would like to start this program on May 12 assuming the Trustees pass a resolution allowing him to do so

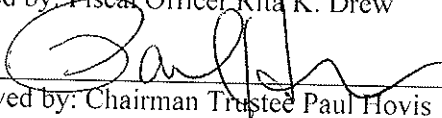
147-11 To adjourn the meeting at 9:21.

Motion: Trustee Urchek

Second: Trustee Parke

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


 _____ Dated: 5-3-11
 Attested by: Fiscal Officer Rita K. Drew


 _____ Dated: 5-10-11
 Approved by: Chairman Trustee Paul Hovis

BAZETTA TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

Date: May 10, 2011 at 7:00pm
Bazetta Township Fire Station #11
773 Everett Hull Road
Cortland, Ohio 44410

Meeting called to order at 7:00pm.

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:

April 12, 2011 Regular Meeting
April 26, 2011 Regular Meeting
April 26, 2011 Special Meeting

148-11 To accept the minutes from the April 12 Regular, April 26 Regular, and April 26 Special Meetings.

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

149-11 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 Parke said he thought we could conduct any upcoming negotiations ourselves
- Trustee Hovis noted the financial restrictions on the General Fund this year because of the cuts in the state budget
- Trustee Urchek suggested that we look into using one of the YSU students as an intern

150-11 To enter into a contract with J. N. Barkan & Associates for reopeners for all collective bargaining agreements, update the Administrative Policy Manual, and any other issues deemed necessary by the Trustees, at a rate for \$16,500 for a calendar year.

Motion: Trustee Parke
Second: None
Vote: None

- Trustee Urchek asked why we needed these funds
- Fiscal Officer Drew explained that no fund codes existed for paying loans directly from the Road Department
 - Normally loans are paid from the General Bond Note Retirement Fund
 - Because this loan was taken out midyear, we could not instruct the county to assign our distributions to this fund

- Funds cannot be legally transferred from the Road Department Fund to the General Bond Note Retirement Fund
- So, the loan payments must come from the Road Department Fund for now

151-11 To create the following funds.

04-A-18 (Road Department: Loan Principal) 04-A-19 (Road Department: Loan Interest)

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

152-11 To transfer the following funds.

\$3,535 from 04-A-04 (Road: Tools & Equipment) to 04-A-18 (Road: Loan Principal)
\$615 from 04-A-04 (Road: Tools & Equipment) to 04-A-19 (Road: Loan Interest)
\$4,815.24 from 01-A-26 (General: Other Expenses) to 01-A-17 (General: Auditor's & Treasurer's Fees)
\$16,000 from 10-A-06 (Fire: New Buildings & Equipment) to 10-A-10 (Fire: Repairs)

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

153-11 To approve the attached Resolution of Jurisdictional Support for the Lower Mosquito Creek Watershed Balanced Growth Plan.

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

154-11 To authorize an expenditure of \$500 plus expenses for Fiscal Officer Drew to attend the Ohio Association of Public Treasurers Conference, to be paid from the General Fund.

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

Correspondence (Copies available upon request):

- Invitation from Laurel Technical Institute to attend their Spring Career Fair
- Thank you letter from State Rep. Sean O'Brien regarding his meeting with the Trustees
- Notification from the Trumbull Township Association that their April 20th Meeting has been cancelled
- Bulletin from Dave Yost, Auditor of State, announcing the Leverage for Efficiency, Accountability and Performance (LEAP) Fund
- Invitation from Ohio Department of Transportation to attend ODOT District 4's Trumbull County Government Day
- Request from the Girl Scouts of North East Ohio for a Certificate of Recognition honoring a Gold Award recipient
- Letter from resident, Jan Sallaz, asking who was responsible for tree replacement in the median on Burnett Drive
- Letter from IUE-CWA Local 717 expression their appreciation for Bazetta's passage of resolutions demotions resolutions
- Letter from Youngstown State University with information regarding their MBA program
- Invitation from YNGAir Partners to attend their initial public meeting on May 11
- E-mail from Youngstown State University announcing that Summer Internship Positions are wanted
- Report issued by Advance Northeast Ohio regarding local government collaboration

Administration:

- Nothing to report

Fire Department:

- See Attached Report

155-11 To authorize an expenditure of \$11,343.45 for coupling, reducers, adapters, and elbows from Finley Fire Equipment, with \$10,776.18 to be paid from the Firefighter Assistance Grant and \$567.18 to be paid from the Fire Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

- Trustee Urchek asked for explanation why this was so expensive
 - Trustee Parke said the truck needed some knuckles replaced due to water weight leakage
 - Capt. Smith explained that the whole ladder has to be taken apart to replace these

156-11 To authorize an expenditure of \$16,000 for repairs to Ladder Truck #11 from Finley Fire Equipment, to be paid from the Fire Fund.

Motion: Trustee __

Second: Trustee __

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

157-11 To authorize an expenditure of \$22,750 for 10 sets of turnout gear from Finley Fire Equipment, with \$21,612.50 to be paid from the Firefighter Assistance Grant and \$1,137.50 to be paid from the Fire Fund.

Motion: Trustee Urchek

Second: Trustee Parke

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

158-11 To authorize an expenditure of \$7,099.99 for a nautilus machine from Muscle Connection, with \$6,744.99 to be paid from the Firefighter Assistance Grant and \$355 to be paid from the Fire Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

159-11 To authorize an expenditure of \$13,101 for headsets from Service 1, to be paid from the Fire Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

160-11 To authorize an expenditure of \$655 plus expenses for Chief Lewis to attend the Ohio Fire Chief's Conference, to be paid from the Fire Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

161-11 To authorize an expenditure of \$480 to repair the tornado siren in Bazetta Township Park, to be paid from the General Fund.

Motion: Trustee Urchek

Second: Trustee Parke

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

Police Department:

- See Attached Report

162-11 To conditionally hire Spencer Gale and David Rankin as part-time police officers in the Reserve Officer Program, pending negative background check and pre-employment drug screen results.

Motion: Trustee Urchek

Second: Trustee Parke

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

Road Department:

163-11 To authorize an expenditure not to exceed \$2,090 for road repairs from Cortland Excavating, to be paid from the Road & Bridge Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

164-11 To sell a 1988 International Dump Truck with plow on eBay at a reserve of \$3,500.

Motion: Trustee Parke

Second: Trustee Urchek

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

Parks & Recreation Board:

- See Attached Minutes

165-11 To adopt the attached *Bazetta Township Shelter/Gazebo Reservation Rules and Regulations*.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Parks & Recreation Board Chairman Belcher gave the following information
 - Plans for Bazetta Community Day are coming along
 - An updated flyer about this event is on the website and at the Administration Building
 - Will be talking to Trustees about building a concession stand in the park
 - Working on getting things donated for Community Day and the concession stand
 - Moving forward on a couple of other fund raisers

Zoning Commission:

- Zoning Commission Chairman Webb reported the following
 - They have had work sessions on verbiage for a sign resolution
 - Will have another session on the May 17 at 6pm to keep working on this
 - He and Zoning Inspector Mills will be at the zoning workshop

Zoning Inspector:

- Zoning Inspector Mills reported the following
 - Started demolition procedures for 7 properties
 - Issued 8 warning letter for various violations
 - 3 have complied so far
 - Issued 3 permits
 - Sent 1 apology letter
 - Will start informing Trustees immediately when a permit is issued

- Has inspected about 50% of the roads
- Thanked Road, Police, and Fire Departments who are now actively watching for zoning issues and letting him know what is going on
- Thanked IT Specialist Davis for getting him set up with the computer and software that is saving him a lot of time and work
- Met with Zoning Commission Chairman Webb about Delphi situation so they can stay on top of it and make sure nothing happens without being aware
- Trustee Hovis told Zoning Inspector Mills that he was doing a good job

166-11 To hire Michael Mills as the Zoning Inspector, at a rate of \$13 per hour, at 20 hours per week, immediately.

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

167-11 To sell a 1996 Chevy Lumina, formerly used by the Zoning Inspector, to Paul Lamphear for \$500.

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

168-11 To approve the attached Resolution Declaring Property to be Insecure/Structurally Defective – Ordering Abatement.

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

169-11 To approve the attached Requests for Inspection of §505.86 Property.

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

170-11 To approve the attached Resolution to Adopt Policy for Regulation and Nuisance Abatement for Junk Motor Vehicles.

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

- Trustee Hovis congratulated the Police Department on the previous Friday’s incident
 - Trustee Urchek asked what had happened
 - Trustee Hovis explained that an ongoing criminal problem that was taken care of
 - Resident who had just been released from jail was breaking into homes and businesses in the township
 - Our Police Department worked with a police dog from another township to follow the thief’s from a local business to his home, where he was arrested
 - Criminal is now in custody

Safety Committee:

- Nothing to report

Health Insurance Committee:

- Nothing to report

Asked to be placed on the Agenda:


- None


Public Comment:

- Charles Bradley of Howland Wilson Road discussed and abandoned house across the street from him and problems with a drain in front of that property
 - Recent heavy rain caused the drain to be clogged and the leaves and water
 - Other problems in the same area, i.e. basin is breaking and overflowing into his yard
 - Road Superintendent Parke thought there may be some crushed pipe
 - Zoning Inspector Mills said will look into the abandoned house situation
 - Trustee Parke said he and Road Superintendent Parke would come look at it in the morning
- Art Kreller of Andrews Drive questioned a recent Tribune Chronicle article about a new fire station
 - Trustee Hovis said the township is looking into the possibility, but cannot say which property yet
 - Trustee Parke said the township has not purchased any property yet
 - Trustee Urchek said it would be one centrally located fire station
- Paul Carlson of Lakeshore Drive asked how we were going to pay for it
 - Trustee Hovis and Trustee Parke said they should have an answer for this by the next meeting
 - Trustee Parke and Fiscal Officer Drew said it can be built without having to raise taxes
 - Trustee Urchek said the township is looking into including other departments
- Trustee Hovis said that a levy committee has been meeting every 2 weeks at the Police Department
 - They have done a slide show explaining where tax money is going
 - Next meeting will be May 18 at 6pm at the Police Department
 - Encouraged more residents to attend and tell their neighbors to do the same
 - Want everyone to understand how their money will be spent
- Trustee Parke said a letter needs to be sent to D&B Cleaners about continuing their services
 - Trustee Hovis said we need a quote for reduced services
 - Need to set a meeting to discuss what services will be needed going forward
 - Fire Department does not use them
 - Road Department does not need them any longer in order to save money
 - Administration wants to save some money and use them less
 - Trustee Hovis said he would have Administrative Secretary Metheny could draft this letter
- Sgt. Hovis said they need cold patch at the Police Department
 - Road Superintendent Parke said he would get some competitive bids on this before

171-11 To adjourn the meeting at 7:31pm.

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

Attested by:  Fiscal Officer Rita K. Drew Dated: 5-25-10

Approved by:  Chairman Trustee Paul Hovis Dated: 5-25-11

PENDING WARRANT REPORT
 Bazette Township (2011)

Date: 05/10/11

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
15033	205.38	VW15033	Dominion East Ohio	Service - Admin/Fire
15034	439.99	VW15034	Graybar Financial Services, LLC	Service - Admin/Fire/Police/Road
15035	286.25	VW15035	Ohio Edison	Service - Fire
15036	154.05	VW15036	Sunburst Environmental Service, Inc.	Service - Fire/Police/Road//Cemetery
15037	514.86	VW15037	Time Warner Cable-Northeast	Service - Admin/Fire/Police/Road/
15038	124.89	VW15038	Trumbull County Water & Sewer Acct. Dept	Service - Admin/Fire/Road/Park
15039	75.91	VW15039	City of Warren, Utility Services	Service - Fire/Police
15040	7048.47	VW15040	Ainsley Oil Company	Gasoline/Diesel
15041	500.00	VW15041	Burrows Consulting Services	Annual Maint. - Admin.
15042	69.00	VW15042	Buckeye Bulk, Inc.	Topsoil - Road
15043	399.00	VW15043	BE Solutions	Admin. Fee
15044	285.00	VW15044	Cross Radio Service	Supplies - Police
15045	121.00	VW15045	Coca-Cola Refreshments	Service - Admin.
15046	488.81	VW15046	Cortland Tractor Sales Co.	Supplies - Road
15047	700.00	VW15047	D&B Cleaners	Janitorial Service
15048	150.00	VW15048	Finley Fire Equipment	Service/Supplies - Fire
15049	269.00	VW15049	Korodyski Bros. & Company	Supplies - Admin.
15050	202.90	VW15050	Handyman Supply Inc.	Supplies - Park/Road/Cem/Police/Fire
15051	20.42	VW15051	Howland Springs Water Company, Inc.	Service - Admin
15052	40.50	VW15052	Health Index	Service - Fire
15053	139.57	VW15053	Joshen Paper of Pa	Supplies - Admin/Road/Police
15054	125.00	VW15054	Jane Helmick	Reimbursement - EMS
15055	90.75	VW15055	Ikon Office Solutions	Supplies - Admin
15056	145.92	VW15056	Ike Jewett & Son Road Improvement, Inc.	Mat'l - Road
15057	375.00	VW15057	Lisa N. Robertson	Service - Police
15058	264.13	VW15058	Michael Mannella	April 2011 Insurance Opt-Out
15059	125.95	VW15059	Mark Thomas Ford	Supplies - Road/Cemetery
15060	4.00	VW15060	Ohio State Highway Patrol	Crash Rept
15061	45.00	VW15061	OTA	Summer One Day Session
15062	11.73	VW15062	NAPA Auto Parts	Supplies - Road
15063	777.00	VW15063	Ohio Billing, Inc.	EMS Trip Submission
15064	232.50	VW15064	Omega Garage Door Co.	Service - Fire
15065	175.00	VW15065	Ohio Peace Officer Training Academy	Class - Police
15066	500.00	VW15066	Ohio Association of Public Treasurers	Training Program - Admin
15067	1308.00	VW15067	Penn Care Medical Products	Service - Fire
15068	12.90	VW15068	Professional ID Cards, Inc.	Supplies - Police
15069	35.00	VW15069	Proforma	Supplies - Police
15070	17.50	VW15070	Regional Collection Services, Inc.	Service - Fire
15071	3720.00	VW15071	Teamsters Local 377	Insurance
15072	104.50	VW15072	United Safety Authority	Supplies - Road/Zoning
15073	469.46	VW15073	Walmart Business/GEMB	Supplies - Admin/Police/Fire/Zoning
15074	154.73	VW15074	Ward's Auto Parts, Inc.	Supplies - Road/Fire
15075	20.00	VW15075	Youngstown/Warren Regional Center	Training
15076	153.31	VW15076	Broadvox	Service - Admin/Fire/Police/Road
15077	195.00	VW15077	Warren Fire Equipment, Inc.	Service - Fire
15078	38.00	VW15078	Trumbull Radiologists, Inc.	Service - Police
15079	65.00	VW15079	Ohio Township Association	Registration - Zoning Session
15080	100.00	VW15080	AEA Ohio - Cleveland Section	Registration - Zoning
=====				
	21500.38		Total Amount of Pending Warrants	



Bazetta Township Trustees

3372 State Route 5, N.E. – Cortland, Ohio 44410-1699
Office Phone: 330-637-8816 / Fax: 330-637-4588
www.bazettatwp.org



RESOLUTION OF JURISDICTIONAL SUPPORT FOR THE LOWER MOSQUITO CREEK WATERSHED BALANCED GROWTH PLAN

A Motion was made by Trustee Urchek to adopt the following Resolution:

WHEREAS, BAZETTA TOWNSHIP understands there was initial one-hundred percent (100%) local support in 2009 to proceed with the Lower Mosquito Creek Balanced Growth Planning Initiative; and

WHEREAS: BAZETTA TOWNSHIP understands that the plan includes Priority Censervation Areas (PCAs) and Priority Development Areas (PDAs); and

WHEREAS: BAZETTA TOWNSHIP understands that the implementation of the Balanced Growth Initiative is voluntary in our jurisdiction and is provided with the intent that the future comprehensive planning process should take this information into consideration; and

WHEREAS: BAZETTA TOWNSHIP understands that upon resolution by 75% of the jurisdictions, 75% of the population represented and 75% of the land area in the watershed, the Balanced Growth criteria will be forwarded to the Ohio Lake Erie Commission and the Ohio Water Resources Council for their review and endorsement by the State of Ohio; and

WHEREAS: BAZETTA TOWNSHIP understands that upon endorsement by the State of Ohio our jurisdiction would become eligible for state incentive programs in the future within our PDAs and PCAs; and

WHEREAS: BAZETTA TOWNSHIP understands that the state incentive programs are still in the development stages and will continue to evolve; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF BAZETTA TOWNSHIP, OHIO.

SECTION 1: That as duly elected public officials and current office holders, we hereby support the Balanced Growth Initiative for the Lower Mosquito Creek Watershed as prepared by the Trumbull County Planning Commission with the Watershed Planning Partnership communities and technical partners.

SECTION 2: That the Watershed Balanced Growth Plan for the Lower Mosquito Creek Watershed identifies Priority Development Areas and Priority Conservation Areas, and is hereby adopted.

SECTION 3: That the Lower Mosquito Creek Watershed is directed to seek endorsement of the Balanced Growth Watershed Plan by the State of Ohio in order to permit the local government in the watershed to seek the benefits and incentives provided by this endorsement.

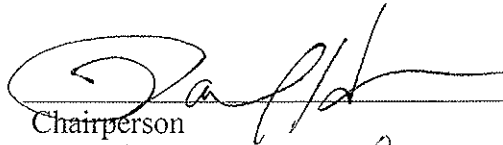
SECTION 4: That Priority Development Areas and Priority Conservation Areas identified in the Balanced Growth Watershed Plan are to be used by State of Ohio Agencies to guide state activities and programs and they will serve as the basis for special incentive programs to be directed to the Lower Mosquito Creek Watershed.

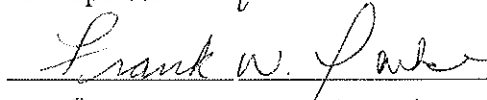
SECTION 5: That the Watershed Balanced Growth Plan will be supported by directing local resources, planning actions and considering best local land use practices to encourage protection of Priority Conservation Areas and development of Priority Development Areas.

IN WITNESS THEREOF, we, the Board of Trustees of Bazetta Township, Trumbull County, Ohio, hereunto set our hand the 10th Day of April 2011.

The Motion was seconded by Trustee Parke with roll call as follows:

Trustee Horis, aye; Trustee Parke, aye; Trustee Urchek, aye.


Chairperson





BAZETTA TWP. FIRE/EMS

Chief Dennis Lewis

Trustees Meeting May 10, 2011 1900hrs

Date: 5/10/2011

To: Trustees

From: Chief Dennis Lewis

Re: Meeting on May 10, 2011

Cc: File, Fiscal Officer

Trustee Hovis – Trustee Parke – Trustee Urchek

1. Requesting the expenditure of \$11,343.35 to purchase different size couplings, different size reducers, hydrant adapters, and 45 degree elbows. This equipment is for the equipment portion of the firefighter assistance grant. Two Quotes were obtained and the best equipment to be purchased is from Finley Fire Equipment. \$10,776.18 will be reimbursed by the grant only costing tax payers 5% which is \$567.18.
2. Requesting approval for an expenditure not to exceed \$16,000.00 for repair work on Ladder 11 that will be repaired at Finley Fire Equipment.
3. Requesting the expenditure of \$22,750.00 to purchase 10 complete sets of firefighter turn out gear from the firefighter assistance grant. Three Quotes were obtained and the best turn out gear to be purchased is from Finley Fire Equipment. \$21,612.50 will be reimbursed by the grant only costing tax payers 5% which is \$1,137.50. The cost to the tax payers is only half of 1 complete set of turn out gear.
4. Requesting the expenditure of \$7,099.99 to purchase 4 sided nautilus machine for the wellness program from the firefighter assistance grant. Three Quotes were obtained and the best equipment to be purchased is from Muscle Connection. \$6,744.99 will be reimbursed by the grant only costing tax payers 5% which is \$355.00.
5. Requesting the expenditure of \$13,101.00 to purchase headsets for Ladder 11, Engine 13, and Rescue 11. These headsets are required by NFPA, the headsets meet the protective hearing standard, and also all seated position is intercom. The driver and OIC seat have two radio communications. Two quotes were obtained and the best equipment to be purchased is from Service 1.
6. Chief Lewis is requesting to go to the Ohio Fire Chiefs Conference in Columbus, Ohio from July 13 to July 16, 2011. The cost of the conference is \$665.00, plus expenses.

7. Announcement that CPR classes are scheduled dates, times, location, and cost is on the website. The first CPR class is June 1, 2011 from 6pm to 10pm at the Everett-Hull Fire Station.
8. Bazetta Fire Department now loans residential Knox boxes. A deposit is required, please check web site for details. We only have a limited supply of these; it will be done a first come first serve basis.
9. Announcements please check the web site out as a lot of items have been added. Go the fire pull down then to fire prevention and safety tips.

Note: Reminder that I will not be at the Trustees meeting on May 10, 2011 as I will be in Columbus for a week at the Ohio Fire Executive class. Captain Smith will be at the meeting in my place. I will be attending the meeting electronically. If you have any questions please call me before May 8, 2011.

Professionally,

Dennis Lewis

Chief of Fire & EMS



FISCAL OFFICER / RITA DREW



April 2011

Bazetta Police Department Activity

Activity	Total
Calls for Service	404
Incident Reports Filed	147
Traffic Crash Investigations	10
Number of Persons Arrested	30
Traffic Offenses	95
Vehicle Miles Traveled	10739.4
Office Contacts	311

RESOLUTION TO DISPOSE OF TOWNSHIP PROPERTY
BY INTERNET AUCTION
Section §505.10 (D) ORC

Moved by Trustee Parke, seconded by Trustee Urchek, that

WHEREAS, the Township has personal property no longer needed by the Township, obsolete, and/or unfit for the use it was acquired or other appropriate public use, and the Township desires to dispose of said property pursuant the Sections §505.10 et seq, ORC; and

WHEREAS, the township desires to sell said personal property by internet auction on E-Bay; now therefore,

BE IT RESOLVED, that the following property being no longer needed by the township, and/or unfit for public use, be sold by public auction on the internet E-Bay website or other comparable internet auction websites, pursuant to Section §505.10 (D) with the Board establishing a minimum price for the specific item(s), and other terms and conditions of sale as deemed appropriate by the Board of Trutees, including requirements for pick-up, delivery, method of payment, and sales tax if appropriate, with such information being provided in the advertisement for sale on the internet by interne first offered for sell to other agencies or political subdivisions of the State of Ohio upon terms agreeable to the township; and

BE IT FUTHER RESOLVED, that such property is being sold "AS IS" without any expressed or implied warranties as to condition, fitness or use.

List of Property (itemized below or attached by schedule)

BE IT FURTHER RESOLVED, that the Fiscal Officer be and hereby is directed to place said property for sale on the internet auction, as provided above, with a stated minimim price, "AS IS" without warranty, conditions of sale, and reservation of right to reject and any all offers.

ROLL CALL:

Mr. Hovis	<u>✓</u>	yes	<u> </u>	no
Mr. Parke	<u>✓</u>	yes	<u> </u>	no
Mr. Urchek	<u>✓</u>	yes	<u> </u>	no

1988 International Dump Truck with Plow
Reserve = \$3500.00

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: April 11, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 7:07pm.

Present:

Evelyn Coe	Martha Urchek	Brian Adgate
Eleanor Governor	Steve Belcher	Trustee Frank Parke
Carol Braden	Beth Barnes	

- Discussion about next year's fund raiser
 - Need to secure the date
 - May 12, 2012
- Discussion of ideas for spending the money that was raised
 - Drinking Fountain (\$300-350)
 - Frank could get the equipment to install it
 - Possibility of getting Carter Lumber to donate plumbing supplies
 - Estimate of \$1000 for the whole project
 - Picnic Tables
 - Amish (\$75 if we pick up)
 - Synthetic (\$180)
 - Steve and Frank will go to park and get a count on current tables
 - Grills
 - Use money from current budget before using money that has been fund raiser money
 - Save the rest for a large project like walking path or parking lot
 - Eleanor is working on grant proposals for larger projects
- Discussion about Bazetta Community Day
 - Awaiting information about car and bike events
 - Need to contact Don Murphy about antique tractors
 - Event will be Sunday, August 21 at 2pm
 - Residents to bring picnic baskets
 - Township will provide hot dogs, hamburgers, pop, and water
 - Time capsule will be opened at 3:30pm
 - Some possibilities for the day
 - Antique tractors
 - Lakeview High School Jazz Band
 - Cortland Community Band
 - Corn Roast
 - Need to inquire about the \$1000 that was donated to the Park Board if this event was brought back
- Ask Joel if he can take picture at the east Egg Hunt

- List of suggestions for improvement for next fund raiser
 - 50/50 at the end
 - Mix \$100 and un items throughout the 2nd half
 - Get a better schedule
 - Deadline for donations
 - No sealed envelopes
 - Access each donation individually

Motion: To adjourn at 8:30pm

Made By: Eleanor Governor

Second: Brian Adgate

Vote: Passed unanimously

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: May 3, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 7:02pm.

Present:

Brian Arigate	Beth Barnes	Fiscal Officer Rita K. Drew
Eleanor Governor	Steve Belcher	Resident Drake Vernon
Carol Braden	Trustee Frank Parke	

- Discussion about article in the *Cortland News* about needing money for fireworks
- Discussion about Bazetta Community Day
 - Eleanor talked to Donna Zuga about music
 - Carol Harrison will let us use her old photographs to make a collage
 - Carol talked to tractor people
 - Can not come on August 21 because they are doing another event that day
 - Are willing to attend the car show on September 10
 - Will let them know we are interested in that
- Frank encouraged everyone to attend the Levy Committee meeting on Wednesday, May 4 at 6pm
- List of suggestions for other events at Community Day
 - Corn Hole Tournament
 - Other games
 - Car Show
 - Fireworks
 - Celebrities
 - Elvis impersonator
 - Cortland v. Bazetta softball game
 - Truck Show
 - Work Truck Show
 - Plants/Flowers
 - Air Force Base
 - National Guard Base
 - Township Equipment
 - Life Flight
 - Hovercraft
 - Army National Guard
 - Hot Air Balloon

- Discussion about grants
 - Eleanor completed a grant application for Wal-Mart
 - Eleanor is working on a grant proposal at Eat'n Park
- Discussion about getting state land donated to the park
 - Someone should get a letter from the trustees about this and send it to the Army Corps
- Discussion about what happened at the meeting with the Army Corps and baseball leagues
 - Belief that local kids should get priority
 - Belief that park access should be restricted to local groups
 - Belief that it is ok for outside groups to use the park when local groups aren't
 - Concern that outside teams do not pay to use the park, as they do to use Optimist Club
 - Concern that outside group never got permission through proper channels
 - Statement that the decision has already been made for this year and we will have to live with it
 - Can re-evaluate for next year
- Discussion about having concessions in the park on game days
 - Soda machine runs out too quickly during events
 - Rita will contact Coca-Cola and see if they will fill more often
 - Steve said they built a temporary structure in Mecca a few years ago and it was 12x12 and cost about \$1200
 - Possibility of just selling soda out of coolers, chips, candy bars, etc.
 - Need to talk to trustees and see if we can do this ASAP
 - Possibility of asking Carter Lumber to donate the wood for construction
- Question about whether or not anyone had sent a thank you letter to the Optimist Club for donating their hall for the fundraiser
 - Beth will write the letter
 - Still need to secure the date for next year
- Discussion about establishing a press officer to take care of press release and communication, especially about Bazetta Community Day
- Next meeting will be Monday, May 9 at 7pm

Motion: To adjourn at 8:08pm
Made By: Brian Adgate
Second: Carol Braden
Vote: Passed unanimously

BAZETTA TOWNSHIP

SHELTER/GAZEBO RESERVATION RULES AND REGULATIONS

1. Bazetta Township and Lakeview Schools sponsored programs and activities will have priority use of the facilities.
2. To ensure use of shelters/gazebo, reservations are required.
3. One member of the requesting group shall assume responsibility for the proper use of the facility.
4. User groups will be financially liable for Township facilities.
5. Parks and Recreation facilities will be available for use seven (7) days a week.
6. All activities will conclude by dusk or as posted.
7. Individuals and groups using township park areas **SHALL NOT**
 - a. Serve or sell alcoholic beverages unless a special designated permit has been issued.
 - b. Gamble
 - c. Charge admission to sponsored activities except when an activity is for the benefit of charity or nonprofit organization, and when said admission charge is approved by the Township.
 - d. Allow music, dancing other activities to interfere or offend other park users. Inappropriate behavior or noise will not be permitted.
8. Shelter/Gazebo fees:

	LARGE SHELTER	IMAGINATION STATION SHELTER	*GAZEBO
Bazetta Resident	\$25.00	\$10.00	\$100.00
Non-Resident	\$75.00	\$25.00	\$200.00

***Plus \$100.00 deposit for clean-up, to be returned if gazebo is left clean and undamaged**

9. All garbage must be disposed of after use.

10. When a shelter/gazebo is not being used, it is available to the public on a first come first serve basis for no charge. All rules and regulations apply.
11. Any person or group who does not abide by these rules shall be asked to leave the premises.
12. No rain checks or refunds will be given due to bad weather or late cancellations.
13. Individuals or groups using the shelter/gazebo without a reservation must surrender the shelter/gazebo to individuals or groups having a shelter/gazebo permit for that facility.
14. You must pay for your shelter/gazebo reservation and submit a signed rental agreement within 10 calendar days after the date you make the reservation or you automatically forfeit your date and the Township will re-open the date for rental. Your permit and rental agreement must be taken to the rental facility for proof of your reservation. Bazetta Township Police will be available for assistance during your rental, and will have a copy of your reservation application.
15. You must be 18 years of age to rent any park facility.
16. The park is open from _____
17. You will comply with all laws of the United States and the State of Ohio, and with all Township Park rules and regulations and will not permit anything to be done on said premises in violation thereof.
18. Glass containers of any kind are strictly prohibited.
19. Ground fires are strictly prohibited. Please be sure charcoal from your grill is cooled and deposited in proper receptacles.
20. Leave the premises clean, placing all paper and other debris in receptacles furnished throughout the park. Do not pour any solution on grass, trees, or vegetation.
21. Outlets are only for use of small radios, coffee pots, food warmers and like equipment that does not exceed a maximum of 15 amps.

22. Parking allowed only on designated parking lot areas.
23. Decorating is permitted. However, no staples or nails are allowed. If tape is used it must be a lightweight tape that can be easily removed.
24. Any special requests must be submitted in writing to Bazetta Township for approval no later than thirty (30) calendar days prior to your rental date. Special requests may include a disk jockey, live band, etc. or anything not specifically covered in this rental agreement.
25. Employees of Bazetta Township or the Lakeview Local Schools and Non-Profit groups shall be entitled to a 10% discount on facility rentals. Proof of employment or membership is required.

I have read the shelter/gazebo reservation rules and regulations for use and permit and understand that the event may be terminated upon violation of any of the aforementioned rules and regulations. I also agree that while using the Bazetta Township Park facilities that we will not discriminate on the basis of disability, age, race, sex and national origin.

Signature of Person Responsible
(Must be 18 years of Age)

Anyone using the park shelter/gazebo without a permit will be asked to relinquish the use of the shelter/gazebo upon request of the permit holder.

If you have any questions, please contact Bazetta Township at 330-637-8816. If you have problems at the park, please call the Police Department at 330-638-5503

REGULATION FOR SCHOOL OUTINGS

School Outings: Bazetta Township may approve the use of Imagination Station of any part of the Township Park for school outings. All school groups exceeding one full-sized bus load shall give prior notice to Bazetta Township of their planned use of the park at least two weeks prior to the planned use. The township may deny such requested uses if other activities have been planned for the park on the requested date or if more than one bus load of school children have already notified the Township of their planned use for the same day. Priority will be given to Lakeview Local Schools. There are no fees for school outings unless they reserve either of both shelters and/or the gazebo.

**BAZETTA TOWNSHIP PARK SHELTER/GAZEBO
RENTAL APPLICATION AND AGREEMENT**

NAME: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

HOME PHONE: _____ CELL PHONE: _____

E-MAIL ADDRESS: _____

D.O.B. _____

PLACE OF EMPLOYMENT: _____

EMPLOYER'S PHONE: _____

IN WHAT POLITICAL SUBDIVISION DO YOU RESIDE:

(eg. Township, Village, City) _____

FACILITY YOU DESIRE TO RENT:

LARGE SHELTER IMAGINATION STATION SHELTER GAZEBO

DATE OF USE: _____ HOURS OF USE: _____

TODAYS DATE: _____

AMOUNT OF DEPOSIT: _____

CASH CHECK OR MONEY ORDER CHECK NO. _____

PLEASE MAKE CHECKS OR MONEY ORDERS PAYABLE TO BAZETTA TOWNSHIP.

Copies to: 1st Copy – Customer 2nd Copy – Police Department 3rd Copy – Township

PERMIT

Permit No. _____

To Use Bazetta Township Shelter/Gazebo

Name: _____

Address: _____

City, State, Zip: _____

Home Telephone: _____

Date of Use: _____

Large Shelter

SHELTER LOCATION: Imagination Station Shelter

Gazebo

This permit is issued to the above named individual for exclusive all day use at the shelter/gazebo.

APPROVED _____

Please bring your confirmed permit with you on the day of your reservation in case someone else is using your reserved shelter/gazebo.

Copy: File

Bazetta Township Police

§ 505.86 - Resolution # 2

**RESOLUTION DECLARING PROPERTY TO BE
INSECURE/STRUCTURALLY DEFECTIVE - ORDERING ABATEMENT**

RESOLUTION No. 168-11

BE IT RESOLVED, that the structure(s) located on the following premise(s), being previously inspected and declared **insecure, unsafe, and structurally defective** by the Fire Chief and/or Building Inspector and **unfit for human habitation** by the Health Department; be and are hereby are declared **insecure, unsafe, structurally defective and unfit for human habitation** and is (are) ordered removed;

BE IT FURTHER RESOLVED, that notice of this Board's intention to remove said structure(s) be given in accordance with **Section 505.86 (B) O.R.C.**

[List property, address, auditor's parcel no.]

434 JOHNSON PLANK RD.

WARREN, OHIO, 44481

Parcel # 31-031280

§505.86 - Resolution # 1

- [REQUEST FOR INSPECTION OF §505.86 PROPERTY]

RESOLUTION No. 169-11

BE IT RESOLVED, that the Board of Trustees requests and directs the Township Fire Chief, County Building Inspector and/or the Trumbull County Health Department conduct an inspection of the following listed property in the township to determine if the property is insecure, unsafe, structurally defective and unfit for human habitation.

[List property, address, auditor parcel no.]

1291 Wilson Sharpville
Cortland, Oh. 44410

Parcel # 31-060700

§505.86 - Resolution # 1

- [REQUEST FOR INSPECTION OF §505.86 PROPERTY]

RESOLUTION No. 169-11

BE IT RESOLVED, that the Board of Trustees requests and directs the Township Fire Chief, County Building Inspector and/or the Trumbull County Health Department conduct an inspection of the following listed property in the township to determine if the property is insecure, unsafe, structurally defective and unfit for human habitation.

[List property, address, auditor parcel no.]

2664 Niles Cortland Rd.

Cortland, Oh. 44410

Parcel # 33-075260 + 33-075270

§505.86 - Resolution # 1

- [REQUEST FOR INSPECTION OF §505.86 PROPERTY]

RESOLUTION No. 169-11

BE IT RESOLVED, that the Board of Trustees requests and directs the Township Fire Chief, County Building Inspector and/or the Trumbull County Health Department conduct an inspection of the following listed property in the township to determine if the property is insecure, unsafe, structurally defective and unfit for human habitation.

[List property, address, auditor parcel no.]

4384 Durst Clegg
Cortland, Oh. 44410

Parcel # 31-024150

Bazetta Township
**Resolution to Adopt Policy for Regulation and Nuisance
Abatement of Junk Motor Vehicles**

WHEREAS, the township recognizes the need to regulate and abate the storage of junk motor vehicles existing in the township as a nuisance; and

WHEREAS, The Ohio Revised Code provides several legal processes available to the township to regulate and abate the storage of junk motor vehicles existing in the township as a nuisance; now therefore,

It was moved by Trustee Urchele, that

BE IT RESOLVED, that the following policy be and hereby is adopted to regulate and abate the storage of junk motor vehicles existing in the township as a nuisance:

Upon complaint or knowledge of the storage of junk motor vehicles existing in the township as a nuisance, the township zoning inspector will conduct an investigation and provide a report and recommendation to the Board of Trustees for enforcement action if a violation of zoning regulations or a nuisance exists. A copy of the report and recommendation will be served upon the property owner, with a notice that the property owner has a right to appear before the township board of trustees when the recommendation of the zoning inspector is considered, to give testimony and show cause as to why enforcement action should not be taken.

If the Board determines that a violation of zoning regulations or a nuisance exists by reason of the storage of a junk motor vehicle(s), the matter will be referred to the zoning inspector for appropriate enforcement and abatement action by either;

Misdemeanor Criminal Zoning Complaint

- 1) Filing a misdemeanor criminal complaint in the County Court as a zoning violation punishable by up to a fine of \$500.00 per day, each and every day a violation continues; or

State Motor Vehicle Code for covering of exposed motor vehicle

- 2) Pursuant to Section §4513.65 (State Motor Vehicle Regulations), send a certified letter to the property owner requiring the vehicle to be covered by being housed in a garage or other suitable enclosure or removing the vehicle from the property; or

Junk Motor Vehicle Nuisance Abatement - Removal of Vehicle

- 3) Declaring the motor vehicle(s) to be a “junk motor vehicle(s)” and providing for their abatement and removal from the property pursuant to Section §505.871 ORC.; or

Violation of Township Junk Motor Vehicle Resolution- Criminal Misdemeanor

- 4) If the township has adopted a resolution to regulate the storage of junk motor vehicles within the township in accordance with Section §505.173 ORC, for which a violation exists, the filing of a minor misdemeanor in the County Court.

Injunction / Mandamus

- 5) Filing an action for injunction, mandamus or abatement in the Mahoning County Court of Common Pleas.

Exemptions

Junk Motor Vehicles stored or maintained in connection with the operation of a scrap metal processing facility licensed under sections §4737.05 to §4737.12, of the Revised Code; the operation of a motor vehicle salvage dealer, salvage motor vehicle auction, or salvage motor vehicle pool of a person licensed under Chapter 4783, of the Revised Code; or the provision of towing and recovery services conducted under sections §4513.60 to §4513.63 of the Revised Code, including the storage and disposal of junk motor vehicles removed from public or private property in accordance with those sections; and the storage of a collector’s motor vehicle meeting the qualifications under section §505.173; shall be exempt from the provision of this enforcement policy in accordance with §505.173(A) of the Ohio Revised Code.

It was seconded by Trustee Parke

ROLL CALL

<u>Paul Hous</u>	trustee	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no
<u>Frank Parke</u>	trustee	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no
<u>Don Urchek</u>	trustee	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no

BAZETTA TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

Date: May 24, 2011 at 8:30am
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 8:29 am.

Present:

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

172-11 To authorize the Fiscal Officer to pay all outstanding invoices incurred and approve all warrants issued.

Motion: Trustee Urchek

Second: Trustee Parke

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

173-11 To approve the purchase a Bullard T4Max Camera at a cost of \$9,665.00 from Finley Fire Equipment, to be paid from the Fire Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

174-11 To approve the attached Requests for Inspection of \$505.86 Property.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Trustee Hovis asked to discuss the quote received from D&B Cleaning for office cleaning
 - Road Superintendent Parke said he no longer needs cleaning after June 1
 - Road Department employees can clean up after themselves
 - Road Department employees would rather save the money
 - Fiscal Officer Drew said that service is no longer needed at the Administration Building
 - She and Administrative Secretary Metheny can clean their own offices
 - IT Specialist Davis volunteered to clean the rest of the building as needed
 - General Fund is facing major cuts in biennial state budget and we need to save money wherever we can
 - Trustee Hovis said only the Police Department that wants to maintain its regular service
 - Trustee Urchek said he would like to see more quotes
 - Trustee Hovis noted that the Trustees were going to discuss this with D&B Cleaning immediately following this meeting
 - Trustee Hovis asked that Administrative Secretary Metheny draft a letter to D&B Cleaning informing them that their services would cease for the Road and Administration Building effective June 1, 2011


- Trustee Hovis announced that the Trustees Regular Meeting scheduled for June 14 has been rescheduled to June 7

175-11 To adjourn the meeting at 8:35am.

Motion: Trustee Urchek

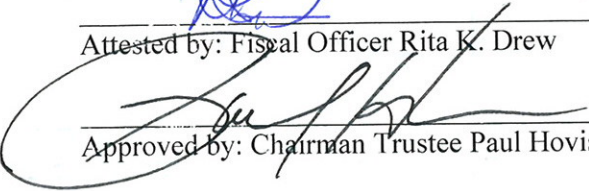
Second: Trustee Parke

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



Attested by: Fiscal Officer Rita K. Drew

Dated: 5-25-11



Approved by: Chairman Trustee Paul Hovis

Dated: 6-6-11

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
15132	121.73	VW15132	AT&T Mobility	Service - Fire
15133	1375.26	VW15133	Ohio Edison	Service - Admin/Fire/Police/Road/Cem
15134	284.14	VW15134	Orwell Natural Gas	Service - Fire
15135	31.93	VW15135	Time Warner Cable-Northeast	Service - Fire
15136	6414.93	VW15136	Auditor of State Dave Yost	Financial Audit
15137	9710.97	VW15137	Anthem Blue Cross Blue Shield	Medical Ins
15138	249.94	VW15138	Advanced Custom Sound	Service/Supplies - Rd.
15139	144.00	VW15139	American Uniform & Arms LLC	Supplies - Police
15140	120.93	VW15140	Advance Auto Parts	Supplies - Road/Police
15141	22.00	VW15141	Buckeye Welder Sales	Supplies - Fire
15142	95.00	VW15142	Collin's Heating & Cooling	Service - Admin
15143	285.50	VW15143	Cross Radio Service	Repairs/Supplies - Park
15144	1463.38	VW15144	Channing Bete Company	CPR Training Program
15145	87.00	VW15145	D&T P.M. & Truck Repairs LLC	Service - Fire
15146	702.25	VW15146	East Jordan Iron Works	Replace Stolen Catch Basins
15147	126.68	VW15147	GreatAmerican Leasing Corp.	Copier Rental - Fire
15148	943.61	VW15148	Huntington National Bank	Rd Dept Truck
15149	150.00	VW15149	Howland Twp Fire & EMS Training Center	Seminar - Fire
15150	40.50	VW15150	Health Index	Quarterly Screening
15151	147.73	VW15151	Hanley Print & Promotions	Supplies - Admin
15152	910.00	VW15152	Lowry Mobile Communications, Inc.	Service
15153	480.00	VW15153	Mahan Trucking Of Ohio, Inc.	Service/Supplies
15154	206.95	VW15154	National Business Institute	Supplies
15155	962.22	VW15155	Ohio Edison	Service
15156	47.00	VW15156	Pitney Bowes	Postage Meter Rental
15157	18.69	VW15157	Pitney Bowes Inc.	Postage Supplies
15158	300.00	VW15158	Roscoe Bros., Inc. of Gustavus	Supplies - Park/Cemetery
15159	57.65	VW15159	Rita K. Drew	Expense Reimbursement - OAPT Seminar
15160	58.77	VW15160	Staples Advantage	Supplies - Admin
15161	6550.50	VW15161	Service 1	Supplies - Fire
15162	183.75	VW15162	Standard Insurance Company RD	Insurance
15163	385.00	VW15163	Service 1	Service - Fire
15164	648.00	VW15164	Sunburst Environmental Service, Inc.	Spring Clean Up
15165	238.62	VW15165	Staples Advantage	Supplies - Admin/Police
15166	160.00	VW15166	Tarzan Tree Service L.L.C.	Service
15167	3071.03	VW15167	Ohio Treasurer, Josh Mandel	OPWC Loan
15168	60.00	VW15168	Trumbull Township Association	Trum Twp Assoc May Dinner
15169	3025.23	VW15169	Trumbull County Treasurer	9-1-1 Service
15170	354.84	VW15170	Vision Service Plan - (OH)	Vision Ins
15171	20.00	VW15171	Youngstown Warren Regional Chamber	Registration
15172	1425.26	VW15172	BE Solutions	Admin Fees
15173	3440.26	VW15173	Strobes Unlimited	Supplies for Strobe Lights - Fire
	45121.25		Total Amount of Pending Warrants	

§505.86 - Resolution # 1

- [**REQUEST FOR INSPECTION OF §505.86 PROPERTY**]

RESOLUTION No. 174-11

BE IT RESOLVED, that the Board of Trustees requests and directs the Township Fire Chief, County Building Inspector and/or the Trumbull County Health Department conduct an inspection of the following listed property in the township to determine if the property is insecure, unsafe, structurally defective and unfit for human habitation.

[List property, address, auditor parcel no.]

2060 Howland Wilson Rd.
Coetland, Oh. 44410
Parcel # 33-020800

§505.86 - Resolution # 1

- [REQUEST FOR INSPECTION OF §505.86 PROPERTY]

RESOLUTION No. 174-11

BE IT RESOLVED, that the Board of Trustees requests and directs the Township Fire Chief, County Building Inspector and/or the Trumbull County Health Department conduct an inspection of the following listed property in the township to determine if the property is insecure, unsafe, structurally defective and unfit for human habitation.

[List property, address, auditor parcel no.]

3206 McCleary Jacoby Rd.

Cortland, Oh. 44418

Parcel # 33-041100

§505.86 - Resolution # 1

- [REQUEST FOR INSPECTION OF §505.86 PROPERTY]

RESOLUTION No. 174-11

BE IT RESOLVED, that the Board of Trustees requests and directs the Township Fire Chief, County Building Inspector and/or the Trumbull County Health Department conduct an inspection of the following listed property in the township to determine if the property is insecure, unsafe, structurally defective and unfit for human habitation.

[List property, address, auditor parcel no.]

3007 BEAVER TRl.

Cortland, Oh. 44410

Parcel # 33-074780

**BAZETTA TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES**

Date: May 24, 2011 at 8:30am
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 8:29 am.

Present:

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

172-11 To authorize the Fiscal Officer to pay all outstanding invoices incurred and approve all warrants issued.

Motion: Trustee Urchek

Second: Trustee Parke

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

173-11 To approve the purchase a Bullard T4Max Camera at a cost of \$9,665.00 from Finley Fire Equipment, to be paid from the Fire Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

174-11 To approve the attached Requests for Inspection of \$505.86 Property.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Trustee Hovis asked to discuss the quote received from D&B Cleaning for office cleaning
 - Road Superintendent Parke said he no longer needs cleaning after June 1
 - Road Department employees can clean up after themselves
 - Road Department employees would rather save the money
 - Fiscal Officer Drew said that service is no longer needed at the Administration Building
 - She and Administrative Secretary Metheny can clean their own offices
 - IT Specialist Davis volunteered to clean the rest of the building as needed
 - General Fund is facing major cuts in biennial state budget and we need to save money wherever we can
 - Trustee Hovis said only the Police Department that wants to maintain its regular service
 - Trustee Urchek said he would like to see more quotes
 - Trustee Hovis noted that the Trustees were going to discuss this with D&B Cleaning immediately following this meeting
 - Trustee Hovis asked that Administrative Secretary Metheny draft a letter to D&B Cleaning informing them that their services would cease for the Road and Administration Building effective June 1, 2011

BAZETTA TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

Date: June 7, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 7:02am.

Present:

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

- Trustee Hovis awarded Certificates of Appreciation to Chief Miller, Sgt. Hovis, Sgt. Herlinger, Det. Sofchek, Officer Rentz, and Officer Greathouse for arresting a gentleman who was breaking into local homes and businesses
 - Caught the guy within a week
 - There have been no break-ins since
 - Amongst the 400 calls per month they receive each month, they managed to get this done
- Chief Miller said residents do not realize what a great team Bazetta has – they continue to do more with less each year
- Zoning Commission Chairman Webb said he wants residents to know that the Police Department really needs their support for passage of the police levy on August 2
 - Encouraged people to come out and vote
 - Encouraged people to attend Levy Committee meetings
- Chief Miller thanked Zoning Commission Chairman Webb
 - Said the levy is nothing new, just renew
 - Levy is a renewal not a replacement

176-11 To accept the minutes from the May 10 and May 24 Regular Meetings.

Motion: Trustee Urchek

Second: Trustee Parke

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

177-11 To authorize the Fiscal Officer to pay all outstanding invoices incurred and approve all warrants issued.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Trustee Urchek asked for explanation of 178-11 and 179-11
- Fiscal Officer Drew explained
 - The amount of the books in the Cemetery Bequest Fund has been below the actual amount of the bequest since 2008
 - The only way to rectify this situation is to transfer money from the General Fund into the Cemetery Bequest Fund
 - Money cannot be transferred in without a receipt sub-fund for transfers
 - Such a sub-fund does not currently exist

- Trustee Urchek asked to respond to the letters about him running a business on Lakeshore Drive and selling a business with an improper sewer system
 - According to the Zoning Book, he is legal to have a business at his home because he is “grandfathered in”
 - He sold a business on Elm Road “as is where is” and he knows the new owner has been paying for a septic permit
 - Issues regarding the sewer system is between the new owner and Trumbull County
- Trustee Urchek commented on the newspaper article about Administrative Secretary Metheny
 - Claimed he did not give an interview to the paper
 - Said all comments taken from something he said in a meeting months ago
 - Does not know where the reporter came up with words like “play”
 - Apologized to Road Department employees if he offended them
 - Repeated that he did not have any interview with the reporter

Administration:

- Nothing to report

Fire Department:

181-11 To approve the expenditure of \$1,066.24 to replace four batteries in Rescue #11 and Engine #13, from Ward’s Auto Parts, to be paid from the Fire Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

- Chief Lewis asked that another resolution be added
 - Bazetta Fire Department was recently approved to become a training center
 - Wants to keep the funding for the training center and the Fire Department separate

182-11 To authorize the Fiscal Officer to create Fund 14A (Bazetta Fire/EMS Training Center).

Motion: Trustee Urchek

Second: Trustee Parke

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

Police Department:

- See Attached Activity Report
- Trustee Urchek asked for an explanation of 183-11
 - Chief Miller explained
 - Police Department received a donation of rifles from the federal government last year
 - These high-powered rifles need to be upgraded before they can go on road

183-11 To approve an expenditure not to exceed \$3,000 to purchase rifle equipment, to be paid from the Police Equipment Fund.

Motion: Trustee Urchek

Second: Trustee Parke

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

184-11 To approve an expenditure not to exceed \$500 to purchase cold patch to repair the parking lot, to be paid from the Police Fund.

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

185-11 To declare it necessary to levy a tax in excess of the ten mill limitation, specifically to put a renewal of the five-year, 1.8 mill Police Department Levy on the November 8, 2011 ballot.

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

- Chief Miller said the following about 185-11
 - This is the same levy that will be on the August 2 ballot
 - This resolution is to place it on the November ballot
 - This resolution is being done now just in case that the levy does not pass in August
- Fiscal Officer Drew further explained
 - It takes 4-6 weeks to complete the proper procedures for placing a levy on the ballot
 - These procedures involve a first resolution by the Trustees, document preparation by the Trumbull County Prosecutor, certification by the Trumbull County Auditor, a second resolution by the Trustees, more document preparation by the Trumbull County Prosecutor, and finally certification to the Trumbull County Board of Elections
 - Change was made in 2010 to the deadline for certification the Board of Elections
 - All levy documentation now had to be certified to their office 90 days prior to a given election, rather than 75 days
 - In some cases, this means that levy documents for one election have to be certified before the prior election has even taken place
 - In this case, certification is due 8 days following the August 2 Special Election
 - It would be virtually impossible to accomplish all of the steps in the procedure in just 8 days
 - Document preparation by the Prosecutor and Auditor certification alone takes longer than 8 days
 - This is why the Township is going through the procedure for the 1.8mill Police Renewal Levy and 0.6mill Road & Bridge Replacement Levy before they are actually voted on in August

186-11 To declare it necessary to levy a tax in excess of the ten mill limitation, specifically to put a renewal of the five-year, 0.6 mill Police Equipment Fund Levy on the November 8, 2011 ballot.

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

- Chief Miller said he would like 3 more resolutions

187-11 To approve an expenditure not to exceed \$2500 for two Whelan Justice Sirens, to be paid from the Police Equipment Fund.

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

188-11 To approve the expenditure of \$860 with Astro-Clean for stripping floors and cleaning carpets at the Police Department, to be paid from the Police Fund.

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

189-11 To authorize the Police Chief to enter into an annual contract with D&B Cleaners for daily cleaning of the Police Department at a rate of \$250 per month, to be paid from the Police Fund.

Motion: Trustee Urchek

Second: Trustee Parke

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

Road Department:

190-11 To declare it necessary to levy a tax in excess of the ten mill limitation, specifically to put a replacement of the five-year, 0.6 mill Road & Bridge Department Levy on the November 8, 2011 ballot.

Motion: Trustee Parke

Second: Trustee Urchek

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

- Assistant Road Superintendent Tempesta reported the following
 - The department picked up the new dump truck today
 - It is having some final preparations done and should be ready for Safety Day this weekend
- Trustee Urchek asked when they would be digging the ground for the sign at the Administration Building
 - Assistant Road Superintendent Tempesta said he is exactly unsure just yet, but they should be starting within the next two weeks
 - Zoning Inspector Mills noted that the township has not taken out a sign permit yet

Parks & Recreation Board:

- See Attached Minutes
- Parks & Recreation Board Chairman Belcher reported the following
 - Fundraising done by LEIMUN on behalf of the park
 - Temporary concession stand was set up during softball tournament last weekend
 - Staffed by LEIMUN and Parks & Recreation Board personnel
 - Brought in about \$700 with profit of about \$70 after all expenses were paid
 - About \$1000 worth of merchandise remaining to sell at concession stand for the future
 - Many people who were in the park for the tournament commented to him about how nice our park is and how well maintained it is
 - Thanked Trustees Hovis and Parke for assisting at the concession stand
 - Spoke with Trustees Hovis and Parke about buying a pre-made concession stand or building one
 - Cost would be \$1200 for materials to build or \$1500 to purchase a premade one
 - Continued to discuss on getting more electricity in the park
 - Discussed putting an amphitheatre in the park behind the restroom at the bottom of the hill
 - Should be reasonably small and inexpensive
 - If the township wants to have entertainment in the park, bands will need a platform
 - Will be voted on at a future date
 - August 21 will be Bazetta Community Day
 - Will be digging up the 1976 time capsule
 - Would like input on what to put in a new time capsule
- Trustee Urchek asked how big the platform would be
 - Parks & Recreation Board Chairman Belcher said it would have the same footprint as the restroom plus an extra 20 feet

- Trustee Urchek asked if the old stuff will go back into the capsule
 - Parks & Recreation Board Chairman Belcher said they had discussed buying a case to display everything that comes out of the capsule
- Trustee Hovis asked if Parks & Recreation Board Chairman Belcher wanted a resolution to purchase the pre-made building
 - Parks & Recreation Board Chairman Belcher said he would
 - Fiscal Officer Drew said payment would come from the Improvement of Sites sub-fund
- Parks & Recreation Board Member Urchek asked if a permit was needed
 - Zoning Inspector Mills said there would be, but there would be no charge for it
- Parks & Recreation Board Chairman Belcher said he would like to talk to the road department to see what it would cost to patch the potholes at the park before Community Day
 - Trustee Parke said he would contact the state and getting pricing
 - Trustee Hovis said the township has some engineering on this, but have not received any quotes for it
- Trustee Parke said there is still some work that needs to be done to get the electric, notably there can not be an open ditch
 - Trustee Hovis said he would make sure to get moving on that

191-11 To approve the expenditure of \$1500 for an 8x12 pre-made building to be used as a concession stand in the park, to be paid from the General Fund.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Parks & Recreation Board Member Urchek noted that Fiscal Officer Drew just said payment would come from Improvement of Sites
 - Fiscal Officer Drew explained that Improvement of Sites was a sub-fund within the Park portion of the General Fund

Zoning Commission:

- Zoning Commission Chairman Webb reported the following
 - Received a book and video about comprehensive plans
 - Gave copies of relevant sections to Trustees and Fiscal Officer
 - Will be attending a zoning conference on June 24
 - Next Quarterly Meeting will be July 6 at 7:00pm
 - Would like the trustees to adopt the *Bazetta Township Comprehensive Plan*
- Trustee Hovis said he thought it was approved right after the Trustees received the materials from the Trumbull County Planning Commission
 - Zoning Commission Chairman Webb said the map was approved, but not the plan
 - Trustee Parke said he thought we only passed the first portion
 - Trustee Hovis said the previous Trustees passed the first portion of the plan
 - Trustee Hovis said he would contact the Planning Commission to see what needs to be done

Zoning Inspector:

- Zoning Inspector Mills reported the following
 - 3 building permits were issued last month and 5 have already been issued this month

- Some are people who have been caught building without permits, were cited, and are now paying the appropriate fines
 - Received 45 nuisance calls about high grass, some of which will be addressed tonight
 - He contacts owners of the offending property as soon as he receives a call
 - Many nuisances have been taken care of
 - Has been working on demolition of an abandoned building
 - Encouraged resident to call him about zoning issues and he will look into them
- Zoning Commission Chairman Webb asked about signs at the entrance to the Mosquito Lake State Park
 - Zoning Inspector Mills said the following
 - As of yesterday, all those signs are gone and many more are being removed
 - Not trying to be unfriendly to businesses, just trying to get everyone to conform
 - Illegal is illegal, no matter whose signs they were or how long they had been there
- Zoning Commission Chairman Webb said he and Zoning Inspector Mills are trying to enforce the sign portion of the Zoning Resolution
 - In this particular case, the signs were posted on private property owned by the Lakeside School District without permission
 - Zoning Inspector Mills contacted the school district about it
 - The district was unaware of this and said they would take care of it
 - Unfortunately, this may have upset a few businessmen
 - Wants to be friendly to township businesses and residents
 - Zoning officials are not trying to be unfriendly, just trying to enforce the rules
- Zoning Inspector Mills added the following
 - No township money was spent to remove the signs
 - The township did not remove the signs
 - They were removed by the school district

192-11 To approve the attached §505.87 Resolution #1.

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

193-11 To authorize the Zoning Inspector to seek quotes from mowing companies for the removal of vegetation.

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

- Trustee Hovis noted that they skipped over a Parks & Recreation Board recommendation

194-11 To appoint Jessie Canavan and Drake Vernon to the Parks & Recreation Board, as Alternate Members, effective immediately.

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

Safety Committee:

- Chief Lewis reported the following
 - CPR course has been offered to all township employees

- Will be offered to township residents at a minimal fee
- Next course will be at the beginning of August
- Tomorrow is fire extinguisher training for all township employees

Health Insurance Committee:

- Nothing to report

Asked to be placed on the Agenda:

- Sam Prosser of Teamsters International to discuss union issues
 - Unable to attend due to family emergency

Public Comment:

- Zoning Commission Chairman Webb asked if the township is throwing good money after bad by cold patching the parking lot at the Police Department
 - Trustee Urchek said this is probably true, but not much else can be done
 - Trustee Hovis said there are some big holes over there
 - Zoning Commission Chairman Webb said the township should consider spending a bit more money to do it right
 - Trustee Hovis said the last quote to get it done right was \$15,000 and the department does not have enough money for that
 - Trustee Parke said he would check with Trumbull County to see what else can be done and will get some estimates
 - Chief Miller said the parking lot is tearing up the cars, i.e. having to frequently repair alignments
 - Parks & recreation Member Coe said her yard is getting pelted with rocks from the parking lot
 - Trustee Parke stated that cold patch is good for smaller holes, but that they have bigger spaces
 - Trustee Parke further stated that a snow plow will lift the cold patch right up
- Chuck Metheny of North Park Avenue Extension addressed Trustee Urchek's comments in a recent Tribune Chronicle article about Administrative Secretary Metheny's clothing allowance
 - He has lived in this community for 46 years
 - His wife has been the township's secretary for 32 years
 - She joined union after having that job 31 years
 - She was the only full-time township employee not in a union
 - Had no one found it odd that she suddenly decided to join the union last year
 - For the past week, their family was approached about this article
 - He had a problem with their family name being smeared in the paper
 - Administrative Secretary Metheny joined the union because she felt she needed union protection
 - Trustee Urchek has apologized to the Road Department employees, but not to Administrative Secretary Metheny
 - Believed this to be discrimination
 - The township is already facing one lawsuit because of Trustee Urchek's action – a lawsuit that has already cost the township \$2,500 based on public documents that he requested
 - Does the township really want another lawsuit on their hands
 - Administrative Secretary Metheny never requested this allowance, it was given to her and to all other Teamsters employees because it is part of their union contract
 - What one union member receives, all union members must receive
- Trustee Urchek said the following
 - Asked Mr. Metheny if he wanted an apology
 - Said that, as a Trustee, he should be respected
 - Claimed he did not say what the paper quoted him as saying
 - Repeated that he had no such interview with the paper

- Chuck Metheny of North Park Avenue Extension asked Trustee Urchek the following
 - Why had he never apologized to Administrative Secretary Metheny right after this supposedly made-up story was published
 - Why was he not pursuing action against the Tribune Chronicle if they quoted him as saying things he never said in an interview that never took place
- Trustee Parke asked how the story and the quotes got in the Tribune Chronicle if Trustee Urchek never spoke to the reporter who wrote the story
- Trustee Urchek said the following
 - Took this job to protect the money in the township
 - Tried to get along with the other Trustees
 - Felt pressured to make decisions he did not agree with
 - Said he had apologized to Administrative Secretary Metheny
 - Repeated that he did not talk to the paper and that this issue was done and over with months ago
 - Said that he did have a conversation with Bob Coupland, a reporter at the Tribune Chronicle although he is not the one who wrote the article
 - Said the article was as much a shock to him as everyone else
- Fiscal Officer Drew noted the following
 - Josh Flesher wrote the article
 - In her dealings with him, he has always been professional and never misquoted her
- Trustee Parke said the following
 - It sure looked like the Tribune Chronicle used direct quotes from Trustee Urchek
 - Why would Trustee Urchek apologize to the Road Department employees if he never made the comment about them playing in the tar and dirt
- An unnamed resident stated the following
 - Was there to support Administrative Secretary Metheny
 - If the allowance is in the contract the Trustees and the union signed, then she gets paid the allowance and that should be the end of the story
- Trustee Hovis asked the Mr. Metheny if his family would accept an apology from Trustee Urchek
 - Mr. Metheny said they will be talking to the union leadership about how to proceed
- Parks & Recreation Board Chairman Belcher said the following
 - Tribune Chronicle should run a story on why Administrative Secretary Metheny joined the union
 - Thought everyone involved knew why Administrative Secretary Metheny joined the union
 - She was being harassed and discriminated against
 - All employees were asked to do a job study
 - She was the only who properly completed it
 - Other secretaries turned in what was essentially a one page phone and visitor log
 - She turned in multiple pages detailing each and every day for weeks
 - When something is in a union contract, employees have to take it whether they want it or not
 - Everyone subject to that contract must be treated equally whether Trustees like it or not
 - Trustee Urchek should consider the \$9,000 she is saving the township and not worry so much about the \$900 allowance
 - Anyone who knows anything about township operations knows that Administrative Secretary Metheny is the glue that holds everything together



May 2011

Bazetta Police Department Activity

Activity	Total
Calls for Service	492
Incident Reports Filed	172
Traffic Crash Investigations	11
Number of Persons Arrested	29
Traffic Offenses	41
Vehicle Miles Traveled	11,027.20
Office Contacts	351

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: May 31, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 7:00pm.

Present:

Brian Adgate	Steve Belcher	Fiscal Officer Rita Drew
Eleanor Governor	Trustee Frank Parke	
Carol Braden	Trustee Paul Hovis	

- Discussion about buying a concession stand for the park
 - Steve and Frank got pricing for building one ourselves
 - Best price was roughly \$1200
 - Steve and Paul looked at some pre-built buildings
 - Best price was \$1500
 - Paul said we should check the permits needed for a building - township, county, fire, etc.

Motion: To purchase the \$1550 barn immediately with payment to come from Improvement of Sites
Made By: Carol Braden
Second: Brian Adgate
Vote: Passed unanimously

- Question about who would be willing to the stand this weekend until we can get some volunteers
 - Steve and Rita will be there the entire time, with the exception of a few hours late on Sunday
 - Carol and Brian said they could come for a little while on Saturday to see how everything would work, then come back on Sunday
 - Frank and Paul both said they would help when they could
- Discussion about future staffing
 - Possibility of getting high school kids to work
 - They would have to be hired as township employees
 - Possibility of having local charities or the baseball leagues run the stand and share the profits
 - Possibility of getting boy scouts to work
 - Would need to have an adult open and close and oversee the money
 - Would need to have someone from the township oversee the money
 - Possibility of having Lakeview students work at the stand as part of their volunteer service requirement
 - Will need to come up with a check in/out sheet for cash and inventory
 - Possibility of setting out a bucket for donations for the park
 - Paul suggested checking with Atty. Finamore before we move forward and asked Rita if she would contact his ASAP

- Discussion about charging people for usage of the park, notably baseball teams charging a gate fee for participants to attend events in our park
 - Eleanor said there is a resolution passed by previous trustees that prevents this
 - Rita said she remembers hearing or reading something about this before
 - Frank said the resolution could be rescinded
 - Paul said he thought that was the rule for state parks only
 - Rita said she would try to find the motion
 - Eleanor said the resolution was passed sometime before Paul became a trustee
- Trustees will hold a special meeting on Thursday at 8am
 - To approve purchase of the building
 - To discuss rescinding the motion
 - To allow baseball leagues to charge a gate fee with prior approval of the trustees
- Discussion about recycling bins in the park
 - Could make money from recycling the cans
- Discussion about the need to have someone clean Imagination Station

Motion: To adjourn at 7:55pm
Made By: Carol Braden
Second: Brian Adgate
Vote: Passed unanimously

RESOLUTION No. 192-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, garbage, refuse and or other debris upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

[list property addresses]

*0 MILLERS LANDING, CORTLAND, OHIO 44410
Parcel # 31-060701*

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of ~~said vegetation, garbage, refuse or other debris constituting said~~ nuisance in accordance with **Section 505.87 (B) O.R.C.**;

BE IT FURTHER RESOLVED, that the cost expended by the Township for abatement of said nuisance be certified by the Fiscal Officer to the County Auditor, for placement as a lien on the property to be collected as other taxes and returned to the Township General Fund pursuant to **Section 505.87(D) O.R.C.**;

ROLL CALL:

BAZETTA TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

Date: June 28, 2011 at 8:30am
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 8:30am.

Present:

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

195-11 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

196-11 To authorize the Fiscal Officer to procure fraud protection services on all township accounts.

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

197-11 To authorize the Fiscal Officer to request an advance on the 2nd Half Settlement from the Trumbull County Auditor's Office, including a request to redirect \$3,054.90 into the General Bond Note Retirement Fund.

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

- Trustee Urchek asked what Fund 30 was
 - Trustee Hovis said this is the fund that is paying for the paving on Durst Clagg Road
 - Fiscal Officer Drew said Fund 30 is the fund used to pay for all OPWC projects, both for the OPWC grant portion and the local match

198-11 To authorize the Fiscal Officer make the following transfers.

\$1,245.86 from 01-A-27 (General: Other Transfers) to 01-A-17 (General: Auditor Fees)
\$18,898.44 from 01-A-27 (General: Transfers) to 30-A-05 (OPWC Projects: Township Portion)

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

199-11 To authorize the expenditure of \$31,437.91 to Butch & McCree Paving for the township portion of T.H. 199A Durst Clagg Road Improvement Project, to be paid from the OPWC Projects Fund.

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

200-11 To authorize the expenditure of \$667.31 for mower repairs by R. L. Parsons & Sons ECI, to be paid from the Road & Bridge Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

201-11 To authorize the expenditure of \$334 for a shredder from Sam's Club, to be paid from the Police Fund.

Motion: Trustee Urchek

Second: Trustee Parke

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

202-11 To authorize an expenditure not to exceed \$400 for the purchase and installation of a back-up camera system for the Police Department SUV, from Advanced Electronics, to be paid from the Police Equipment Fund.

Motion: Trustee Urchek

Second: Trustee Parke

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

203-11 To adopt the Bazetta Township Comprehensive Plan as presented to the Trustees by the Trumbull County Planning Commission on December 7, 2010.

Motion: Trustee Parke

Second: Trustee Urchek

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

- Trustee Hovis asked that a notice be sent to the Trumbull County Planning Commission for their records
 - Fiscal Officer Drew said she would take care of it

204-11 To approve the attached Resolution Declaring Property to be Insecure/Structurally Defective – Ordering Abatement per ORC §505.86.

Motion: Trustee Urchek

Second: Trustee Parke

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

205-11 To approve the attached Resolution for Removal of Junk Vehicle(s) per ORC §505.871.

Motion: Trustee Parke

Second: Trustee Urchek

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

206-11 To approve the attached Resolutions for Abatement of Weeds and Grass Only per ORC §505.87.

Motion: Trustee Urchek

Second: Trustee Parke

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

207-11 To approve the attached Resolutions for Abatement of Garbage, Refuse, and Other Debris per ORC §505.87.

Motion: Trustee Parke


Second: Trustee Urchek

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

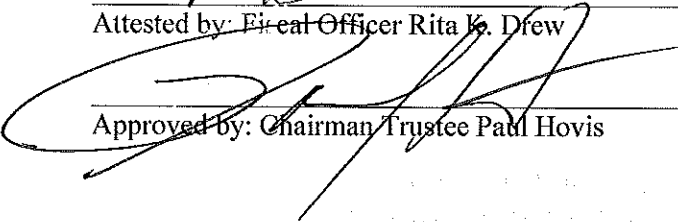
- Trustee Hovis said to make sure that we let the Tribune Chronicle know whenever there is a morning meeting with this many motions on it
 - Fiscal Officer Drew said the following
 - Trustees should be covered by the original resolution which stated these meeting were for “approving pending warrants and discussing any pressing issues”
 - All of the items on this agenda were pressing and could not wait for another two weeks to be acted upon
 - Zoning Inspector Mills concurred saying that he had informed all of the people involved in his zoning actions that they would be done at today’s meeting
- Trustee Parke told Zoning Inspector Mills to keep up the good work staying on top of zoning issues
- Trustee Urchek informed Zoning Inspector Mills of a possible zoning violation in his neighborhood

208-11 To adjourn the meeting at 8:38pm.

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


 Attested by: Fiscal Officer Rita K. Drew

Dated: 06-29-11


 Approved by: Chairman Trustee Paul Hovis

Dated: 06-29-11

8505.86 - Resolution # 2

**RESOLUTION DECLARING PROPERTY TO BE
INSECURE/STRUCTURALLY DEFECTIVE - ORDERING ABATEMENT**

RESOLUTION No. 204-11

BE IT RESOLVED, that the structure(s) located on the following premise(s), being previously inspected and declared **insecure, unsafe, and structurally defective** by the Fire Chief and/or Building Inspector and **unfit for human habitation** by the Health Department; be and are hereby are declared **insecure, unsafe, structurally defective and unfit for human habitation** and is (are) ordered removed;

BE IT FURTHER RESOLVED, that notice of this Board's intention to remove said structure(s) be given in accordance with **Section 505.86 (B) O.R.C.**

[List property, address, auditor's parcel no.]

2664 Niles Cortland Rd., Cortland, Oh. 44410

Parcel # 33-075260 + 33-075270

§505.871 - Resolution for REMOVAL OF JUNK MOTOR VEHICLE(S)

RESOLUTION No. 205-11

BE IT RESOLVED, that Board of Trustees hereby determines that the following motor vehicle(s) located on private property within the unincorporated areas of the township are "junk motor vehicles" as defined in Section 505.173 Ohio Revised Code meeting all of the following criteria; being (1) three model years old or older, (2) apparently inoperable, (3) extensively damaged, including but not limited to, any of the following: missing wheels, tires, engine or transmission; and the Township shall provide for the removal of said junk motor vehicle(s) from the property on which the vehicle is located, not sooner than fourteen days after the Board serves written notice of its intention to remove or cause the removal of the vehicle on the owners of the land and any holders of liens of record on the land as provided in Section 505.871(C) (3);

Junk Motor Vehicle Description

Property Address Location

Year Make Model Color

3478 St. Rt. 5, Cortland, Oh. 44410

multiple vehicles

[list motor vehicles and property addresses]

Or See Attached List

white olds 88
ORANGE Ford MUSTANG
BLACK Pontiac TRANS AM
multiple others in yard.

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the removal of said junk motor vehicles be given to all owners of the land and holders of liens of record upon said land on which said motor vehicle(s) are located, in accordance with **Section 505.871(C) (3) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner(s) to remove said junk motor vehicle(s) within fourteen (14) days of service of notice, the Board of Trustees shall provide for removal of said junk vehicle(s) and the expense thereof shall be certified by the fiscal officer to the county auditor who shall place the expense on the tax duplicate as a lien upon the property to be collected as other taxes and returned to the township general fund in accordance with **Section 505.871(E) O.R.C.**;

ROLL CALL:

Trustee Houis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

RESOLUTION No. 206-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, noxious weeds and overgrown grass upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

SEE ATTACHED LIST

*2921 Hoagland Blackstub Rd., Cortland, Oh. 44410
Parcel # 31-070180*

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, noxious weeds, and overgrown grass constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with **Section 505.87 (B) O.R.C.**;

ROLL CALL:

Trustee Houis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

RESOLUTION No. 206-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, noxious weeds and overgrown grass upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

SEE ATTACHED LIST
3458 Hoagland Blackstub Rd. Cortland, Oh. 44410
Parcel # 31-074670

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, noxious weeds, and overgrown grass constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with **Section 505.87 (B) O.R.C.**;

ROLL CALL:

Trustee Houis - Yes
Trustee Parke - Yes
Trustee Urchek - Yes

RESOLUTION No. 206-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, noxious weeds and overgrown grass upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

SEE ATTACHED LIST
2654 Wilson Sharpsville Rd., Cortland, Oh. 44410
Parcel # 33-010750

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, noxious weeds, and overgrown grass constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with Section 505.87 (B) O.R.C.; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with Section 505.87 (B) O.R.C.;

ROLL CALL:

Trustee Hovis - Yes
Trustee Parke - Yes
Trustee Urchek - Yes

RESOLUTION No. 207-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, garbage, refuse and or other debris upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

[list property addresses]

3478 St. Rt. 5 N.E., Cortland, Oh. 44410
Parcel # 33-007200

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with **Section 505.87 (B) O.R.C.**;

BE IT FURTHER RESOLVED, that the cost expended by the Township for abatement of said nuisance be certified by the Fiscal Officer to the County Auditor, for placement as a lien on the property to be collected as other taxes and returned to the Township General Fund pursuant to **Section 505.87(D) O.R.C.**;

ROLL CALL:

Trustee Hovis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

RESOLUTION No. 207-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, garbage, refuse and or other debris upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

[list property addresses]

2370 Hoagland Blackstub Rd. WARREN, Oh. 444.81
Parcel # 31-021800

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with **Section 505.87 (B) O.R.C.**;

BE IT FURTHER RESOLVED, that the cost expended by the Township for abatement of said nuisance be certified by the Fiscal Officer to the County Auditor, for placement as a lien on the property to be collected as other taxes and returned to the Township General Fund pursuant to **Section 505.87(D) O.R.C.**;

ROLL CALL:

Trustee Hovis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

RESOLUTION No. 207-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, garbage, refuse and or other debris upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

[list property addresses]

2613 Wilson Sharpsville Rd, Cortland, Pa. 44410
Parcel # 33-058950

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with **Section 505.87 (B) O.R.C.**;

BE IT FURTHER RESOLVED, that the cost expended by the Township for abatement of said nuisance be certified by the Fiscal Officer to the County Auditor, for placement as a lien on the property to be collected as other taxes and returned to the Township General Fund pursuant to **Section 505.87(D) O.R.C.**;

ROLL CALL:

Trustee Horis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

RESOLUTION No. 207-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, garbage, refuse and or other debris upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

[list property addresses]

3206 McCleary-Jacoby Rd., Coethus, Oh. 44410
Parcel # 33-041100

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with **Section 505.87 (B) O.R.C.**;

BE IT FURTHER RESOLVED, that the cost expended by the Township for abatement of said nuisance be certified by the Fiscal Officer to the County Auditor, for placement as a lien on the property to be collected as other taxes and returned to the Township General Fund pursuant to **Section 505.87(D) O.R.C.**;

ROLL CALL:

Trustee Hous - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

RESOLUTION No. 207-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, garbage, refuse and or other debris upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

[list property addresses]

4384 Durst Clay Rd.

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with **Section 505.87 (B) O.R.C.**;

BE IT FURTHER RESOLVED, that the cost expended by the Township for abatement of said nuisance be certified by the Fiscal Officer to the County Auditor, for placement as a lien on the property to be collected as other taxes and returned to the Township General Fund pursuant to **Section 505.87(D) O.R.C.**;

ROLL CALL:

Trustee Hovis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

RESOLUTION No. 207-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, garbage, refuse and or other debris upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

[list property addresses]

2060 Howland Wilson Rd. Coetland, Oh. 44410
Parcel # 33-020800

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with **Section 505.87 (B) O.R.C.**;

BE IT FURTHER RESOLVED, that the cost expended by the Township for abatement of said nuisance be certified by the Fiscal Officer to the County Auditor, for placement as a lien on the property to be collected as other taxes and returned to the Township General Fund pursuant to **Section 505.87(D) O.R.C.**;

ROLL CALL:

Trustee Hovis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

**BAZETTA TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES**

Date: July 12, 2011 at 7:00pm
Bazetta Township Fire Station #11
773 Everett Hull Road
Cortland, Ohio 44410

Meeting called to order at 7:00pm.

Present:

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

210-11 To accept the minutes from the June 7 and June 28 Regular Meetings.

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

211-11 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

212-11 To authorize the Fiscal Officer to transfer \$204.08 from 01-A-27 (General: Transfers) to 01-A-17 (General: Auditor & Treasurer Fees).

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

213-11 To enter into the attached Investment Management Agreement with Huntington Bank.

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

214-11 To approve the attached 2012 Alternative Tax Budget.

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

- Trustee Urchek asked what 215-11 was for
 - Trustee Parke said it was for the sign at the Administration Building

215-11 To authorize the Fiscal Officer to do a Supplemental Appropriation of \$4,000 for Fund 01-B-02 (General: Improvement of Sites).

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

216-11 To approve an expenditure not to exceed \$2,500 with Trumbull Cement for Administrative Building sign supplies, to be paid from the General Fund.

Motion: Trustee Urchek

Second: Trustee Parke

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

Correspondence (Copies available upon request):

- Letter from Tammy L. regarding Trustee Urchek's comments to the Tribune Chronicle regarding Teamsters' Union secretaries receiving clothing allowances
- Notification from Ohio Auditor of State that a certified copy of the township's 2009-2010 Audit Report is available on their website
- Certificate of Appreciation and donation from The United States Coast Guard Auxiliary, Flotilla 5-6
- Letter from Trumbull County Commissioners noting that their June 29th meeting will take place at the County Fairgrounds
- Letter from State Rep. Sean O'Brien requesting a meeting to discuss the impact of Ohio's biennial budget on the township
- Invitation from Northeast Ohio Township Association to attend their June 30 picnic/social
- Notice from the Trumbull County Planning Commission requesting the public's attendance at the Second Public Hearing for the FY2011 CDBG Community Development Block Grant on June 27th
- Invitation from State Treasurer's Office to all Ohioans to attend a free financial planning conference, Smart Money Choices, being offered in various locations throughout the state
- Information from Youngstown State University regarding their MBA programs
- Notification from Trumbull County Board of Elections that ballot proofs for the August 2, 2011 Special Election are ready
- Copy of letter from Trumbull County Engineer to U.S. Army Corps of Engineers regarding roadway flooding issue on Lakeshore Drive
- Letter from Auditor of State stating that the requested Fire/EMS Training Center Fund is authorized by ORC §5705.09
- Copy of letter from Parks & Recreation Board to Martha Urchek regarding her membership
- Letter from the Youngstown/Warren Regional Chamber regarding its current status
- Summons from the Trumbull County Court of Common Pleas in re Sam Lamancusa, Trumbull County Treasurer v. Laverne Pfouts
- Bid/quote from Red Dawn Recycling for clean-up of nuisance properties
- Invitation from Ohio Utilities Protection Service (OUPS) to attend their Annual Trustee Reception and Annual Meeting
- Notification from Public Entity Risk Services of Ohio (PERSO) that the claim made by Kristin Boyd has been closed

Administration:

- Fiscal Officer Drew would like to encourage all residents to take advantage of Smart Money Choices (a free, day-long financial planning seminar offered by the State Treasurer's Office)
 - information is available on our website (www.bazettatwp.org) and in the Fiscal Office
- Fiscal Officer Drew would like to encourage all residents to attend the township's Levy Education Meeting on Wednesday, July 27 at 6pm at the Administration Building

Fire Department:

217-11 To authorize an expenditure, not to exceed \$750, for Captain Taylor and Fiscal Officer Drew to retrieve Artifact H-0067c from the Port Authority of New York & New Jersey, to be paid from the Fire Fund.

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

- Chief Lewis reported the following
 - 43 patients transferred during the fair
 - 78 people from other departments helped
 - Letters went out to those people today
 - Pretty much a smooth fair
- Trustee Urchek said the department did an excellent job

Police Department:

218-11 To proceed with the submission to the electors of the question of levying a tax in excess of the ten mill limitation, specifically to put a renewal of the five-year, 1.8 mill Police Department Levy on the November 8, 2011 ballot.

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

219-11 To proceed with the submission to the electors of the question of levying a tax in excess of the ten mill limitation, specifically to put a renewal of the five-year, 0.6 mill Police Equipment Fund Levy on the November 8, 2011 ballot.

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

- Chief Miller encouraged residents to approve the police and the road levies

Road Department:

- The Trustee presented Superintendent Parke, Assistant Superintendent Tempesta, and Equipment Operator Arnal with Certificates of Appreciation for the following
 - Keeping the roads clear this past winter
 - Using less salt and spending less money than other townships
 - Being recognized by the Tribune Chronicle for doing so
 - Providing top quality service with 2 fewer employees
- Trustee Urchek said the township received a lot of compliments from residents and non-resident who traveled on township roads
- Trustee Hovis said he got many calls asking why state roads, county roads, and Cortland City street could not be as clear as Bazetta roads
- Superintendent Parke said the following
 - There are more people than just the three of them who should be thanked
 - The department has been getting help from individual trustees and IT Specialist Davis

220-11 To proceed with the submission to the electors of the question of levying a tax in excess of the ten mill limitation, specifically to put a renewal of the five-year, 0.6 mill Road & Bridge Department Levy on the November 8, 2011 ballot.

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

- Superintendent Parke asked for the support of the residents on their upcoming levy

Parks & Recreation Board:

- See Attached Minutes

221-11 To remove Martha Urchek as a Member of the Parks & Recreation Board and appoint her as an Alternate Member.

Motion: Trustee Parke

Second: Trustee Hovis

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

222-11 To appoint Jessica Canavan as a Member of the Parks & Recreation Board.

Motion: Trustee Parke

Second: Trustee Urchek

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

- Chairman Belcher said the following
 - Wanted it to be known that he was not the driving force for the removal of Martha Urchek
 - She was a big help and contributor to the fund raiser
 - Members thought it was inappropriate that she was not attending meetings
 - Board Member Governor wrote and received a \$1,000 grant from Wal-Mart
 - Money will be used in part to buy new picnic tables
 - Sunday, August 21 will be Community Day at 2pm
 - Work Truck Show will be sponsored by Mark Thomas Ford
 - Sign up and set up begins at noon for this
 - Free frisbees being donated by Huntington National Bank
 - Looking at getting military to come in
 - Painting new barrels for recycling cans
 - Digging up the 1976 time capsule
 - Capsule comes up at 3pm
 - Free food will be offered until it runs out
 - Spoke before Cortland City Council
 - Will probably be donating \$400 and participating
 - Going in front of the Optimist and Rotary Clubs to see if they will donate and/or participate
 - If anyone has ideas for items to in be placed in the new time capsule, please submit them to the Park Board
 - Items from old capsule will be on display in the gazebo
 - World Trade Center artifact will also be on display in the gazebo

Zoning Commission:

- Chairman Webb reported the following
 - Attended a planning and zoning workshop with Zoning Inspector Mills
 - Quarterly Zoning Meeting was held on July 6
 - No one from the public attended
 - Just did some general housekeeping and continued working on sign issues
 - Special Zone Change Meeting will be held on July 20 for a request to change a property from Residential R-1 to Commercial C-3

Zoning Inspector:

- Inspector Mills reported the following

- Went to seminar with Zoning Commission Chairman Webb
 - Learned a lot from the seminar and from speaking with other zoning inspectors present
 - Will be attending another seminar later this month
- 12 new warning letters went out this month
 - 10 have been resolved
- 2 vacant unfit properties are in the process of being demolished, with notices going out
- 8 abandoned nuisance properties that are in between foreclosures and bank ownership
 - Requesting a resolution to start mowing and cleaning up these properties
 - The township will receive money back for the costs of mowing and cleaning properties, but the process takes a long time since it involves placing a lien on the property
 - Received 2 comparable quotes for property clean-up
 - There is enough work to award bids to both companies
- Trustee Hovis said these companies need to provide copies of workers' compensation insurance and other required information
- Trustee Urchek asked if Inspector got permission to attend these seminars
 - Fiscal Officer Drew said trustees passed a motion at the beginning of the year allowing employees and to attend these types of events

223-11 To approve the attached Resolutions #2 For Use When Hiring Contract Hauler, per ORC §505.87.

Motion: Trustee Parke

Second: Trustee Urchek

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

- The Trustees presented Fiscal Officer Drew with a Certificate of Appreciation an excellent performance on the 2009-2010 audit report
- The Trustees presented Administrative Secretary Metheny with a Certificate of Appreciation for her outstanding performance juggling the responsibilities of township departments, except Police
- Zoning Inspector Mills thanked Fiscal Officer Drew and Administrative Secretary Metheny for going above and beyond in helping him

Safety Committee:

- Chief Lewis stated that the committee was working on a driving policy that should be done in August
- Trustee Parke asked if the AED in the Administration Building could be fixed
 - Chief Lewis said his concern was that he does not have money in his BCs to pay for it
- Trustee Parke said it would be paid for out of the Administration budget

Health Insurance Committee:

- Nothing to report

Asked to be placed on the Agenda:

- None

Public Comment:

- Art Kreller of Andrews Drive
 - Asked about Bazetta Road
 - Road Superintendent Parke said it was supposed to be done by the fair
 - Trustee Urchek said they are closing it north of Elm Road for 7 days to remove a culvert
 - Trustee Urchek added that when they do the paving, there will be one lane open
 - Asked about coyotes running through Miller Yount
 - Chief Miller said they are running all over the township and the county


- Tony Peterson of Wilson Sharpsville Road
 - Had a problem with the dumpsters by the Road Department
 - Trash piles up on the outside of the dumpster
 - Garbage is getting into his ditch and clogging it up
 - People are dumping a lot of non-recyclables in the dumpsters
 - People are dumping construction debris in the dumpsters
 - Asked whose responsibility it is to clean up the stuff the trash haulers won't take away
 - Road Superintendent Parke said the following
 - He filed a complaint with Trumbull County about the items not being removed by the trash haulers
 - The township could put up a fence to keep debris from blowing onto Mr. Peterson's property
 - Assistant Road Superintendent Tempesta suggested putting a camera in
 - Trustee Parke said he would talk to Bob Villars to resolve the issue
- Tracy Lewis, Treasurer of Citizens for Bazetta Township
 - Encouraged people to support the levies
 - She has yard sign with her tonight
 - Contact members of the committee if you would like signs after tonight

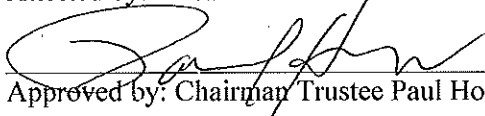
225-11 To adjourn the meeting at 7:32pm.

Motion: Trustee Parke

Second: Trustee Urchek

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


 _____ Dated: 8-4-11
 Attested by: Fiscal Officer Rita K. Drew


 _____ Dated: 8-9-11
 Approved by: Chairman Trustee Paul Hovis

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: June 7, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 6:04pm.

Present:

Brian Adgate
Eleanor Governor
Evelyn Coe

Steve Belcher
Beth Barnes
Martha Urchek

Jessica Canavan
Trustee Frank Parke

- Welcomed Jessica
 - Submitting a letter requesting to become a member of this board
 - Brought her up to speed on current park events
- Steve gave an update on the concession stand fund raiser
 - Total sales were \$692
 - Most of this went to pay all the food and supplies, but there was a small profit
 - Future events will be much more profitable since only a few items will need to be purchased
 - Will need help at concession stand on June 18, 19, 24, 25, and 26
- Steve gave information about LEIMUN
 - Educational non-profit based in Ashtabula
 - Fiscal Officer Drew has worked with them for many years
 - Their treasurer lives in the township
 - Was out fund raising organization for the March fundraiser
 - Offered to serve as the fund raising organization at concession stand last weekend, until a more permanent solution can be reached

Motion: To keep LEIMUN as our non-profit sponsor

Made By: Evelyn Coe

Second: Eleanor Governor

Vote: Passed unanimously

- Discussion regarding the physical concession stand
 - 8x12 pre-made building
 - Cost \$1550 including delivery
 - Approved by this board at their last meeting
 - Will need to cut a hole for concession window
- Steve proposed the idea of adding an ampitheater to the park
 - To be located at the bottom of the hill near the restrooms

- Concerns about safety
- Concerns about parking
- Discussion about the need to have someone clean and refurbish Imagination Station
 - Someone will contact David Bradley about this
- Discussion about getting moving on fixing the parking lot
- Motorcycle run is on hold

Motion: To adjourn at :55pm

Made By: Evelyn Coe

Second: Brian Adgate

Vote: Passed unanimously

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: June 14, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 7:03pm.

Present:

Steve Belcher	Jessica Canavan	Trustee Frank Parke
Eleanor Governor	Beth Barnes	
Evelyn Coe	Drake Vernon	

- Concession stand will be delivered tomorrow between 9am and 10am
- Discussion regarding the possibility of having an amphitheater in the park
- Discussion about electricity in the park
- Discussion about whether we would be willing to pay for bands
- Discussion about whether we could pay someone to work the concession stand
 - Rita had talked to the township attorney, who said we could hire someone, but that person would have to be bonded
- Discussion about a resolution regarding meeting attendance
 - Members would need to attend a certain number of meetings or be dismissed
- Discussion about recruiting new members
- Drake suggested creating a survey to find out what residents want in the park
- Frank suggested getting the volleyball area set up
- Discussion about putting the walking trail on the back burner temporarily

Motion: To adjourn at 7:50pm
Made By: Evelyn Coe
Second: Brian Adgate
Vote: Passed unanimously

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: June 23, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 7:05pm.

Present:

Steve Belcher
Eleanor Governor
Evelyn Coe

Brian Adgate
Beth Barnes
Carol Braden

Jessica Canavan
Fiscal Officer Rita Drew
Trustee Frank Parke

- Discussion about collection of a "gate" by Valley Extreme for entrance to this weekend's tournament
 - Some portion is supposed to be donated to Bazetta Township
- Sharon & Colleen Jones discussed Sheltered Reality as a possible musical act for Community Day
 - They are a drum corps
 - Presented flyers and a cd of their performances
 - Can be found on YouTube
- Extensive discussion about Community Day
 - Carol suggested a karate demonstration
 - Steve suggested a helicopter
 - Need someone to emcee
 - Free food will include burgers, hotdogs, pop, water, buns, chips, and condiments
 - Need trophies for Truck Show
 - Who should be present for unearthing of the time capsule
 - Emcee, Trustees & Fiscal Officer, Park Board, local politicians
 - Residents who buried the time capsule (Carol, Chuck, Marge)
 - Will need our own coolers and a grills
 - What we have been using are on loan from LEIMUN and Steve
 - Need to try to get food donated
 - Steve is trying to get someone from the Vienna Air Base and other local military bases to come

Motion: To have a karate demonstration at Community Day
Made By: Evelyn Coe
Second: Eleanor Governor
Vote: Passed unanimously

Motion: To have Sheltered Reality perform at Community Day
Made By: Beth Barnes
Second: Carol Braden
Vote: Passed unanimously

Motion: To pay Sheltered Reality \$200
Made By: Evelyn Coe
Second: Beth Barnes
Vote: Passed unanimously

Motion: To purchase a grill and coolers at no more than \$250
Made By: Brian Adgate
Second: Beth Barnes
Vote: Passed unanimously

- Discussion regarding keeping keys to the gate at the concession stand in case of emergencies
- Discussion regarding the need to draft a letter in regards to attendance
 - Consensus is that this needs to be done
- Discussion about park improvements
 - Ken Flack has agreed to do the digging for the walking track in exchange for keeping the dirt
 - Frank is working on the volleyball court
 - Sand, spray, and post replacement
 - Imaginations Station needs new play sand and rubber decking
- Discussion about selling pickets

Motion: To adjourn at 9:20pm
Made By: Evelyn Coe
Second: Brian Adgate
Vote: Passed unanimously

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: June 28, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 7:05pm.

Present:

Steve Belcher
Eleanor Governor
Evelyn Coe

Brian Adgate
Carol Braden
Jessica Canavan

Trustee Frank Parke
Fiscal Officer Rita Drew

- Extensive discussion about Community Day
 - Mark Thomas is going to sponsor the Work Truck Show
 - Will donate trophies and prizes
 - Will be 2 categories - Rough & Ready and Show & Shine
 - Talking to Vienna Airbase to bring fire apparatus
 - Talking to Vienna Airbase about doing a flyover
 - Talking to National Guard also, but they are giving Steve some problems
 - Talking to Army National Guard about having a tank or other equipment at the park
 - This would involved having army personnel camp at the park overnight to secure the equipment
 - Talking to Johnny K's about showing merchandise
 - ATV and motorcycle dealership
 - Owner is a Bazetta resident
 - Possibility of having local businesses who donated to the fund raiser come and set up displays for their businesses
 - Question about who will oversee games
 - No volunteers
 - Plan to have corn hole and Frisbee tournaments
 - Possibility of a Bazetta v. Cortland softball game
 - None of the Bazetta employees seemed very receptive to this idea
 - Carol will work on getting a container for the new time capsule
 - Steve will talk to Harry Wolfe about being the emcee
- Date for next year's dinner and auction will be May 12, 2012
- Eleanor got a \$1000 grant from Walmart
 - Money is to be used for picnic tables, grills, and bricks

- Discussion about park improvements
 - Need to fix the pot holes
 - Need to fix the walk-in area
 - Need to get Ken Flack working on the walking path
 - Comment that drinking fountains are the least used thing in parks
- Discussion about attendance issues
 - General consensus to create a letter addressing this problem and mail it to all involved

Motion: To adjourn at 8:27pm
Made By: Evelyn Coe
Second: Carol Braden
Vote: Passed unanimously

BAZETTA TOWNSHIP TRUSTEES SPECIAL MEETING MINUTES

Date: July 12, 2011 at 5:30pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 5:37pm.

Present:

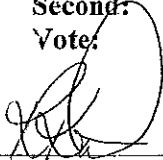
Chairman Trustee Paul Hovis
Vice Chairman Trustee Frank Parke
Trustee Don Urchek
Fiscal Officer Rita K. Drew

- Trustee Hovis said this meeting was called to discussion recent zoning issues, i.e. dumpster permits
 - Need to revise the dumpster portion of the Zoning Amendment
 - Need some rewording because a number of questions have arisen
- Zoning Commission Chairman Webb said the following
 - Explained what front loaded dumpsters are
 - Explained what roll-off dumpsters are
 - In the past, residents had large roll-off dumpsters in their yards and used them for business
 - The current language was written to correct this problem
 - Explained a current situation wherein a rear loading dumpster is on residential property
 - Question is whether township needs to redefine type and/or size of trash receptacle in the Zoning Resolution to accommodate these types of situations
- Trustee Hovis said the problem that is occurring has to do with the rear loaded dumpsters, which are more cost effective for local business than the type of receptacles our current Zoning Resolution allows
- Ken Stafford of Sunburst Environmental Services commented on some of the dumpsters that his business has placed in the township
- Zoning Appeals Board Chairman Swiatkwich questioned trash receptacles at apartment buildings
- Trustee Parke questioned whether smaller front loaded dumpsters would violate the Zoning Resolution
- Zoning Inspector Mills said his interpretation was that the Zoning Resolution said dumpster and he considers a dumpster to be anything larger than a garbage can whether it be front loaded, back loaded or otherwise
- Zoning Appeals Board Chairman Swiatkwich said the township could simply fine tune the resolution to state a specific size
 - Zoning Commission Chairman Webb said he tried to discuss this in his previous quarterly meeting, but no residents attended
- Tony Peterson of Wilson Sharpsville Road said the township should explain the difference between roll-offs and dumpsters

- Zoning Commission Chairman Webb said he is trying to find specific definition of the different types of trash receptacles
- Zoning Inspector Mills asked what would happen when someone had questions about a larger receptacle in a neighbor's yard
 - Trustee Hovis said we need to take out the front loaded language and allow a 1-2 yard dumpster
- Zoning Inspector Mills suggested that the new verbiage include weekly maintenance
- Zoning Appeals Board Chairman Swiatkwich asked if Zoning Inspector Mills had a proposed draft of new language
 - Zoning Inspector Mills said he did not
- Zoning Inspector Mills said people are learning quickly that they have to have a permit
- Zoning Appeals Board Chairman Swiatkwich and Zoning Inspector Mills proposed possible revisions
- Tony Peterson of Wilson Sharpsville Road asked if there is something the township can do to help clean up all the cardboard and junk from the township dumpsters behind his property
 - Trustee Hovis said problem is that the cardboard is stacking up on top of and outside the dumpsters and the haulers will not take away anything that is not inside the dumpster
 - Zoning Appeals Board Chairman Swiatkwich asked if there was video surveillance
 - Trustee Parke said it is not there anymore
 - Trustee Urchek suggested getting it back
 - Trustee Parke said he will contact Bob Villars about it
- Zoning Commission Chairman Webb said the following
 - Zoning Resolution prohibits storage and manufacturing of fireworks
 - Company moving into the old Delphi plant will be conducting business that is prohibited
 - Need to get Atty. Finamore involved in order to give them the proper variance or non-conforming use through the Zoning Appeals Board to allow them to conduct business without violating the zoning resolution
 - Trustee Hovis asked who was going to meet with Finamore
 - Zoning Commission Chairman Webb said Atty. Finamore needs to write the specifics for what the Zoning Appeals Board wants to do
 - Zoning Appeals Board Chairman Swiatkwich said the company has very specific guidelines that they have to operate under and those regulations should be incorporated into whatever the township does

209-11 To adjourn the meeting at 6:15pm.

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



 Attested by: Fiscal Officer Rita K. Drew

Dated: 8-4-11

 Approved by: Chairman Trustee Paul Hovis

Dated: _____

THIS AGREEMENT is between **BAZETTA TOWNSHIP**, as Principal whose address is 3372 State Route 5; Cortland, Ohio and **THE HUNTINGTON NATIONAL BANK**, hereafter called the Manager.

The Principal has deposited with Manager certain property. The Parties agree that the property in this account, including property which may be added later shall be administered as follows:

i. AUTHORITY OF THE MANAGER

1. The Manager is authorized to open and maintain an Investment Management Account (the "Account") in the name of Principal. The Manager will hold in the Account all stocks, bonds, securities and other property which it receives for deposit into the Account.
2. The Manager is authorized to hold stocks, bonds, certificates of deposit and other securities or property in Principal's name, in Manager's name, or in the name of its nominee. The Manager, if it believes necessary, may use other Agents and Depositories to hold any of the property in the Account.
3. The Manager is authorized to collect and credit as income all dividends, interest and other income on stocks, bonds, securities and other property held in the Account.
4. The Manager is authorized to credit as principal proceeds from the sale or redemption of stocks, bonds, securities or other property held in the Account.
5. The Manager is authorized to place orders for the purchase and sale of stocks, bonds, securities, repurchase options, conversion privileges, rights, warrants or stock subscriptions and other property for the Account at such prices and at such commission rates as Manager believes to be in the best interest of the Account. The Manager may charge the costs and expenses of such transactions to this Account, or any other account Principal may have with Manager.
6. The Manager may elect to credit the Account with interest or dividend payments in anticipation of receiving such payments from another agent. The Manager is hereby authorized to reverse any such credit if it does not receive the funds it anticipated within a reasonable period of time.
7. The Manager shall have no responsibility to maintain separate records for individual accounts of which Principal is fiduciary and for which securities or property have been deposited with or collected by Manager. It is understood that such records shall be maintained by Principal.

II. INVESTMENT SERVICE

1. The Manager is hereby authorized to manage, buy, sell, invest and reinvest any and all assets held by it in accordance with the general investment policy of the Manager and individual investment objectives established by the Principal:
 - a. in Manager's sole discretion, with subsequent notice to Principal.
 - b. subject to Principal's prior approval.
2. The Manager will make decisions or recommendations in connection with calls for redemption or retirement, subscription or conversion rights, exchange offers, tenders, interest rate changes or similar matters relating to any securities only if it has received timely notice by mail as holder of record, or if notice appears in services which list such matters and which are widely utilized in national financial markets.
3. The Huntington National Bank, in its capacity as Manager hereunder may not direct any distribution of securities or cash from the Account except at the Principal's direction.

4. It will be Principal's responsibility to notify Manager in writing of investment policies and restrictions it may establish for the Account and changes thereto. The Principal shall give Manager prompt written notice if Principal deems any investment decisions to be in violation of such policies or restrictions.
5. The Principal hereby directs Manager to invest on a daily basis available collected income cash that has been credited to the Account. Such investments may include registered mutual funds for which Manager or its affiliates provide investment advisory and other services. The Principal agrees that Manager may receive additional reasonable compensation for providing these services.
6. The manager is expressly authorized to purchase and sell covered put and call options in accordance with its current investment policy.

III. RELATIONS TO THIRD PARTIES

1. Every party dealing with Manager shall be protected in relying solely upon the representations of Manager and shall not be required to ascertain whether the approval or direction of Principal has been obtained.
2. Unless Principal otherwise directs, Manager shall have no duty to disclose Principal's name, address and securities positions to issuers of securities held in the Account, pursuant to SEC rules implementing the Shareholder Communications Act.
3. All information and advice furnished by either Party to the other under this Agreement, including their respective agents and employees, shall be treated as confidential and shall not be disclosed to third parties except as required by law.

IV. DUTIES OF THE MANAGER

1. a. The Manager shall vote all proxies in accordance with its proxy policy currently in effect.
- b. The Principal shall retain all voting rights pertaining to securities in the Account. The Manager shall forward to Principal, promptly upon receipt, all proxies, proxy statements, notices of meetings or similar proceedings affecting any securities or other property at any time held in this Account. Any such proxy issued in the name of Manager or its nominee and so forwarded, shall be duly signed, but otherwise unmarked, by Manager or its nominee. The Manager shall be under no duty or obligation to make any recommendation regarding the manner of voting of any such proxy, or to determine whether and how such proxy is voted.
2. The Manager shall have no duty to notify Principal of any rights, duties, limitations, conditions or other information set forth in any security (including mandatory or optional put, call and similar provisions).
3. The Manager shall forward to Principal information or mailings as it deems appropriate or as directed in writing by the Principal.
4. Unless instructed to the contrary by Principal, Manager shall process security transactions through its trading facility or any other trading facility it so chooses.
5. The Manager shall at all times hold all funds and property in the Account subject to the written instructions of Principal.
6. The Manager shall provide at least quarterly to Principal periodic statements of account to include receipts, disbursements and assets held.

V. RELATIONS BETWEEN PRINCIPAL AND MANAGER

1. All written communications from Manager to Principal shall be sent by ordinary mail addressed to Principal at the last address appearing on Manager's records. Any written notice shall be

VI. BACKUP WITHHOLDING

Under the penalties of perjury, Principal certifies (by initialing the following) that:

NOTE: If Principal is subject to backup withholding, paragraph VI.b., below should be lined out

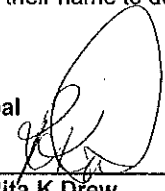
- 1. a. The number shown at the end of this document is Principal's correct Taxpayer Identification Number and
- b. The Principal is not subject to backup withholding because (i) Principal is exempt from backup withholding, or (ii) Principal has not been notified by the Internal Revenue Service (IRS) that Principal is subject to backup withholding as a result of a failure to report all interest or dividends, or (iii) the IRS has notified Principal that Principal is no longer subject to backup withholding and
- c. The Principal is a U.S. person (including a U.S. resident alien)

Taxpayer Identification Number: 34-0939309

RM IN WITNESS WHEREOF, the Parties hereto have subscribed their name to duplicate originals this day of July, 2011

The Huntington National Bank

By: _____
Carol Chamberlain
Title: Vice President & Trust Officer

Principal
By: 
Rita K. Drew
Title: Fiscal Officer

By: _____
Paul Hovis
Title: Trustee

By: _____
Frank Parke
Title: Trustee

By: _____
Don Urchek
Title: Trustee

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ALTERNATIVE TAX BUDGET INFORMATION

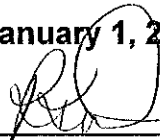
TRUMBULL COUNTY

Name of Township

Bazetta Township

For the Fiscal Year Commencing January 1, 2012

Fiscal Officer Signature



Date

07-12-11

Bazetta

Township

Schedule 1

STATEMENT OF FUND ACTIVITY

(Complete only for General Fund, Bond Retirement Fund
and any other funds requesting general property tax revenue)

FUND: GENERAL

DESCRIPTION	Actual Jan 1-Dec. 31 2010	Budgeted FY Jan 1-Dec. 31 2011 Estimate	Budgeted FY Jan 1-Dec. 31 2012 Estimate
Beginning Unencumbered Fund Balance	152,840.71	121,848.99	849,502.16
Revenues:			
Health Department	21,964.10	22,640.56	22,302.33
Property Taxes	228,744.94	229,624.83	196,287.00
Local Government	107,934.46	104,152.23	72,073.34
All Other Receipts	143,630.27	821,534.90	125,743.60
Total Resources	655,114.48	1,299,801.51	1,265,908.43
Total Expenditures & Encumbrances	533,265.49	450,299.35	440,156.97
Ending Unencumbered Fund Balance	121,848.99	849,502.16	825,751.46

FUND: Road & Bridge

DESCRIPTION	Actual Jan. 1-Dec. 31 2010	Budgeted FY Jan 1-Dec. 31 2011 Estimate	Budgeted FY Jan. 1-Dec. 31 2012 Estimate
Beginning Unencumbered Fund Balance	2,600.58	49,824.08	102,088.67
Revenues:			
Property Taxes	242,381.31	220,714.92	214,272.82
All Other Receipts	31,988.31	61,543.23	23,001.14
Total Resources	276,965.20	332,082.23	339,362.63
Total Expenditures & Encumbrances	227,141.12	229,993.56	227,374.46
Ending Unencumbered Fund Balance	49,824.08	102,088.67	111,988.17

Bazetta

TOWNSHIP

Schedule 1

STATEMENT OF FUND ACTIVITY

(Complete only for General Fund, Bond Retirement Fund and any other funds requesting general property tax revenue)

FUND: Police

DESCRIPTION	Actual Jan 1-Dec. 31 2010	Budgeted FY Jan 1-Dec 31 2011 Estimate	Budgeted FY Jan 1-Dec. 31 2012 Estimate
Beginning Unencumbered Fund Balance	212,210.66	213,584.44	239,443.77
Revenues:			
Property Taxes	723,291.15	661,737.64	637,886.53
All Other Receipts	40,941.29	104,958.04	100,934.62
Total Resources	976,443.10	980,280.12	978,264.92
Total Expenditures & Encumbrances	762,858.66	740,836.35	733,594.30
Ending Unencumbered Fund Balance	213,584.44	239,443.77	244,670.62

FUND: Police Equipment

DESCRIPTION	Actual Jan. 1-Dec. 31 2010	Budgeted FY Jan. 1-Dec. 31 2011 Estimate	Budgeted FY Jan. 1-Dec. 31 2012 Estimate
Beginning Unencumbered Fund Balance	34,694.53	35,363.60	8,890.29
Revenues:			
Property Taxes	63,586.36	56,276.69	54,179.88
All Other Receipts	0.00	0.00	6.00
Total Resources	98,280.89	91,640.29	63,070.17
Total Expenditures & Encumbrances	62,917.29	82,750.00	63,070.17
Ending Unencumbered Fund Balance	35,363.60	8,890.29	0.00

Reproduce this schedule as often as necessary

Bazetta

TOWNSHIP

Schedule 1

STATEMENT OF FUND ACTIVITY

(Complete only for General Fund, Bond Retirement Fund and any other funds requesting general property tax revenue)

FUND: Fire

DESCRIPTION	Actual Jan 1-Dec. 31 2010	Budgeted FY Jan 1-Dec 31 2011 Estimate	Budgeted FY Jan 1-Dec. 31 2012 Estimate
Beginning Unencumbered Fund Balance	181,247.84	213,623.82	393,135.38
Revenues:			
Property Taxes	1,047,794.32	1,027,460.71	1,004,268.25
All Other Receipts	313,396.23	345,462.88	352,769.01
Total Resources	1,542,438.39	1,586,547.41	1,750,172.70
Total Expenditures & Encumbrances	1,328,814.57	1,193,412.03	1,138,078.59
Ending Unencumbered Fund Balance	213,623.82	393,135.38	612,094.11

FUND: _____

DESCRIPTION	Actual Jan. 1-Dec. 31 2010	Budgeted FY Jan. 1-Dec. 31 2011 Estimate	Budgeted FY Jan. 1-Dec. 31 2012 Estimate
Beginning Unencumbered Fund Balance			
Revenues:			
Property Taxes			
All Other Receipts			
Total Resources			
Total Expenditures & Encumbrances			
Ending Unencumbered Fund Balance			

Reproduce this schedule as often as necessary

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: June 7, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 6:04pm.

Present:

Brian Adgate
Eleanor Governor
Evelyn Coe

Steve Belcher
Beth Barnes
Martha Urchek

Jessica Canavan
Trustee Frank Parke

- Welcomed Jessica
 - Submitting a letter requesting to become a member of this board
 - Brought her up to speed on current park events
- Steve gave an update on the concession stand fund raiser
 - Total sales were \$692
 - Most of this went to pay all the food and supplies, but there was a small profit
 - Future events will be much more profitable since only a few items will need to be purchased
 - Will need help at concession stand on June 18, 19, 24, 25, and 26
- Steve gave information about LEIMUN
 - Educational non-profit based in Ashtabula
 - Fiscal Officer Drew has worked with them for many years
 - Their treasurer lives in the township
 - Was out fund raising organization for the March fundraiser
 - Offered to serve as the fund raising organization at concession stand last weekend, until a more permanent solution can be reached

Motion: To keep LEIMUN as our non-profit sponsor

Made By: Evelyn Coe

Second: Eleanor Governor

Vote: Passed unanimously

- Discussion regarding the physical concession stand
 - 8x12 pre-made building
 - Cost \$1550 including delivery
 - Approved by this board at their last meeting
 - Will need to cut a hole for concession window
- Steve proposed the idea of adding an ampitheater to the park
 - To be located at the bottom of the hill near the restrooms

- Concerns about safety
- Concerns about parking
- Discussion about the need to have someone clean and refurbish Imagination Station
 - Someone will contact David Bradley about this
- Discussion about getting moving on fixing the parking lot
- Motorcycle run is on hold

Motion: To adjourn at :55pm
Made By: Evelyn Coe
Second: Brian Adgate
Vote: Passed unanimously

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: June 14, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 7:03pm.

Present:

Steve Belcher
Eleanor Governor
Evelyn Coe

Jessica Canavan
Beth Barnes
Drake Vernon

Trustee Frank Parke

- Concession stand will be delivered tomorrow between 9am and 10am
- Discussion regarding the possibility of having an amphitheater in the park
- Discussion about electricity in the park
- Discussion about whether we would be willing to pay for bands
- Discussion about whether we could pay someone to work the concession stand
 - Rita had talked to the township attorney, who said we could hire someone, but that person would have to be bonded
- Discussion about a resolution regarding meeting attendance
 - Members would need to attend a certain number of meetings or be dismissed
- Discussion about recruiting new members
- Drake suggested creating a survey to find out what residents want in the park
- Frank suggested getting the volleyball area set up
- Discussion about putting the walking trail on the back burner temporarily

Motion: To adjourn at 7:50pm
Made By: Evelyn Coe
Second: Brian Adgate
Vote: Passed unanimously

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: June 23, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 7:05pm.

Present:

Steve Belcher
Eleanor Governor
Evelyn Coe

Brian Adgate
Beth Barnes
Carol Braden

Jessica Canavan
Fiscal Officer Rita Drew
Trustee Frank Parke

- Discussion about collection of a "gate" by Valley Extreme for entrance to this weekend's tournament
 - Some portion is supposed to be donated to Bazetta Township
- Sharon & Colleen Jones discussed Sheltered Reality as a possible musical act for Community Day
 - They are a drum corps
 - Presented flyers and a cd of their performances
 - Can be found on YouTube
- Extensive discussion about Community Day
 - Carol suggested a karate demonstration
 - Steve suggested a helicopter
 - Need someone to emcee
 - Free food will include burgers, hotdogs, pop, water, buns, chips, and condiments
 - Need trophies for Truck Show
 - Who should be present for unearthing of the time capsule
 - Emcee, Trustees & Fiscal Officer, Park Board, local politicians
 - Residents who buried the time capsule (Carol, Chuck, Marge)
 - Will need our own coolers and a grills
 - What we have been using are on loan from LEIMUN and Steve
 - Need to try to get food donated
 - Steve is trying to get someone from the Vienna Air Base and other local military bases to come

Motion: To have a karate demonstration at Community Day
Made By: Evelyn Coe
Second: Eleanor Governor
Vote: Passed unanimously

Motion: To have Sheltered Reality perform at Community Day
Made By: Beth Barnes
Second: Carol Braden
Vote: Passed unanimously

Motion: To pay Sheltered Reality \$200
Made By: Evelyn Coe
Second: Beth Barnes
Vote: Passed unanimously

Motion: To purchase a grill and coolers at no more than \$250
Made By: Brian Adgate
Second: Beth Barnes
Vote: Passed unanimously

- Discussion regarding keeping keys to the gate at the concession stand in case of emergencies
- Discussion regarding the need to draft a letter in regards to attendance
 - Consensus is that this needs to be done
- Discussion about park improvements
 - Ken Flack has agreed to do the digging for the walking track in exchange for keeping the dirt
 - Frank is working on the volleyball court
 - Sand, spray, and post replacement
 - Imaginations Station needs new play sand and rubber decking
- Discussion about selling pickets

Motion: To adjourn at 9:20pm
Made By: Evelyn Coe
Second: Brian Adgate
Vote: Passed unanimously

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: June 28, 2011 at 7:00pm
Bazetta Township Administration Building
5372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 7:05pm.

Present:

Steve Belcher
Eleanor Governor
Evelyn Coe

Brian Adgate
Carol Braden
Jessica Canavan

Trustee Frank Parke
Fiscal Officer Rita Drew

- Extensive discussion about Community Day
 - Mark Thomas is going to sponsor the Work Truck Show
 - Will donate trophies and prizes
 - Will be 2 categories - Rough & Ready and Show & Shine
 - Talking to Vienna Airbase to bring fire apparatus
 - Talking to Vienna Airbase about doing a flyover
 - Talking to National Guard also, but they are giving Steve some problems
 - Talking to Army National Guard about having a tank or other equipment at the park
 - This would involved having army personnel camp at the park overnight to secure the equipment
 - Talking to Johnny K's about showing merchandise
 - ATV and motorcycle dealership
 - Owner is a Bazetta resident
 - Possibility of having local businesses who donated to the fund raiser come and set up displays for their businesses
 - Question about who will oversee games
 - No volunteers
 - Plan to have corn hole and Frisbee tournaments
 - Possibility of a Bazetta v. Cortland softball game
 - None of the Bazetta employees seemed very receptive to this idea
 - Carol will work on getting a container for the new time capsule
 - Steve will talk to Harry Wolfe about being the emcee
- Date for next year's dinner and auction will be May 12, 2012
- Eleanor got a \$1000 grant from Walmart
 - Money is to be used for picnic tables, grills, and bricks

- Discussion about park improvements
 - Need to fix the pot holes
 - Need to fix the walk-in area
 - Need to get Ken Flack working on the walking path
 - Comment that drinking fountains are the least used thing in parks
- Discussion about attendance issues
 - General consensus to create a letter addressing this problem and mail it to all involved

Motion: To adjourn at 8:27pm

Made By: Evelyn Coe

Second: Carol Braden

Vote: Passed unanimously

PENDING WARRANT REPORT
 Bazetta Township [2011]

Date: 07/12/11

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
15409	100.45	VW15409	AT&T Mobility	Service - Fire
15410	217.39	VW15410	Broadvox GO! LLC	Service - Admin/Fire/Police/Road
15411	160.66	VW15411	Dominion East Ohio	Service - Admin/Fire
15412	615.97	VW15412	Graybar Dinancial Services, LLC	Service - Admin/Fire/Police/Road
15413	772.09	VW15413	Ohio Edison	Service - Admin/Fire
15414	64.89	VW15414	Orwell Natural Gas	Service - Fire
15415	231.95	VW15415	Sunburst Environmental Service, Inc.	Service - Fire/Police/Road/Park/Cemetery
15416	508.94	VW15416	Time Warner Cable-Northeast	Service - Admin/Fire/Police
15417	305.53	VW15417	Trumbull County Water & Sewer Acct. Dept	Service - Admin/Fire/Police/Road
15418	45.53	VW15418	City of Warren, Utility Services	Service - Fire
15419	4737.21	VW15419	Ainsley Oil Company	Gasoline/Diesel
15420	10.00	VW15420	AW Direct	Supplies - Rd.
15421	812.28	VW15421	Advance Auto Parts	Supplies - Rd/Pol/Fire
15422	198.82	VW15422	Automotive Distributos Whse.	Supplies - Pol
15423	4464.10	VW15423	BE Solutions	Claims Runs
15424	36.96	VW15424	Carter Lumber	Supplies - Road
15425	301.32	VW15425	ComDoc	Supplies - Pol
15426	2090.00	VW15426	Cortland Excavating, Inc.	Road Repairs
15427	35.15	VW15427	Joel Davis	Reimbursement - Supplies - Fire
15428	180.00	VW15428	D&B Cleaners	Janitorial - Pol
15429	691.05	VW15429	Rita K. Drew	Reimbursement for OAPT Conference
15430	8.92	VW15430	Howland Springs Water Company, Inc.	Service - Admin
15431	1185.00	VW15431	Horodyski Bros. & Co.	Scrap Tire Pick Up
15432	111.90	VW15432	Joshen Paper of PA	Supplies - Park
15433	202.50	VW15433	Law Enforcement Systems, Inc.	Supplies - Pol
15434	25.00	VW15434	Curtis Lonsbrough	Zoning Commission July 6, 2011 Qtrly Mtg.
15435	25.00	VW15435	Walter Maycher	Zoning Commission July 6, 2011 Qtrly Mtg
15436	147.98	VW15436	Michael Mannella	June Healthcare Opt-Out
15437	48.00	VW15437	Michael Mills	Reimbursement for NEO Zoning Workshop
15438	1537.05	VW15438	Mark Thomas Ford	Service - Pol
15439	100.00	VW15439	Barb McVicker	Deposit Refund for Gazebo Rental
15440	150.00	VW15440	Ohio Association of Public Treasurers	OAPT Annual Conference
15441	480.00	VW15441	North Coast Two-Way Radio, Inc.	Service - Fire
15442	1050.00	VW15442	Ohio Billing Inc.	EMS Trip Submission
15443	100.00	VW15443	County Treasurer's Educational Fund	2011 CPIM Certification Fee
15444	2000.00	VW15444	Bazetta Fire Department	2003 Crown Victoria
15445	19.98	VW15445	Frank W. Parke	Reimbursement for Supply Purchase - Pk
15446	685.00	VW15446	Proforma	Supplies - Pol
15447	202.00	VW15447	PennCare Public Safety Technology	Supplies - Fire
15448	179.60	VW15448	Respiratory Care Partners	Supplies - Fire
15449	64.47	VW15449	Staples Advantage	Supplies - Admin/Pk
15450	216.12	VW15450	S&W Healthcare Corporation	Supplies - Fire
15451	3025.23	VW15451	Trumbull County Treasurer	9-1-1 Service
15452	73.96	VW15452	The Tribune Chronicle	Ad - Zoning
15453	500.00	VW15453	The Tribune Chronicle	Ad - Zoning
15454	1245.86	VW15454	Treasurer of State of Ohio	Financial Audit
15455	2976.00	VW15455	Teamsters Local 377	Insurance Coverage
15456	95.00	VW15456	Terminix Processing Center	Service - Pol
15457	27.26	VW15457	Valley Office Solutions	Copier Maint. Prgm. - Fire
15458	1076.05	VW15458	Wal-Mart Business	Supplies - Admin/Pol/Fire
15459	25.00	VW15459	Theodore Webb	Zoning Commission July 6, 2011 Qtrly Mtg
15460	175.00	VW15460	Warren Marble & Granite Co.	Dillon Memorial
15461	1066.24	VW15461	Ward's Auto Parts, Inc.	Supplies - Fire
15462	140.70	VW15462	Zep Sales & Service	Supplies - Park

=====
 35545.11

Total Amount of Pending Warrants

§505.87 - Resolution # 2

RESOLUTION No. 223-11

BE IT RESOLVED, that legal notice of this Board's intention to **remove** the refuse, garbage and debris on the following premises, being given in accordance with **Section 505.87 (B) O.R.C.**, and seven (7) days having passing, the Board of Trustees hereby orders commencement of the abatement, control and removal of the vegetation, garbage, refuse or debris as provided in **Section 505.87 (C) O.R.C;**

[List property]

4384 Durst + Clagg Rd, Cortland, Ohio, 44410
Parcel # 31-024150

AND BE IT FURTHER RESOLVED, that the Board of Trustees enter into a contract with Red Dawn Recycling, at a total cost of \$ 25.00 per hour + receipts to provide for the abatement, control and removal of the vegetation, garbage, refuse or debris.

ROLL CALL:

Trustee Howis - Yes
Trustee Parke - Yes
Trustee Urchek - Yes

§505.87 - Resolution # 2

RESOLUTION No. 223-11

BE IT RESOLVED, that legal notice of this Board's intention to **remove** the refuse, garbage and debris on the following premises, being given in accordance with **Section 505.87 (B) O.R.C.**, and seven (7) days having passing, the Board of Trustees hereby orders commencement of the abatement, control and removal of the vegetation, garbage, refuse or debris as provided in **Section 505.87 (C) O.R.C.**;

[List property]

*2370 Hoagland Blackstub Rd, WARREN, Oh. 44481
PARCEL # 31-021800*

AND BE IT FURTHER RESOLVED, that the Board of Trustees enter into a contract with Red Dawn Recycling, at a total cost of \$ 25 per hour + receipts, to provide for the abatement, control and removal of the vegetation, garbage, refuse or debris.

ROLL CALL:

Trustee Havis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

§505.87 - Resolution # 2

RESOLUTION No. 223-11

BE IT RESOLVED, that legal notice of this Board's intention to **remove** the refuse, garbage and debris on the following premises, being given in accordance with **Section 505.87 (B) O.R.C.**, and seven (7) days having passing, the Board of Trustees hereby orders commencement of the abatement, control and removal of the vegetation, garbage, refuse or debris as provided in **Section 505.87 (C) O.R.C;**

[List property]

*2060 Howland Wilson Rd, Coethood, Oh. 44410
Parcel # 33-020800*

AND BE IT FURTHER RESOLVED, that the Board of Trustees enter into a contract with Cody's Lawn Service, at a total cost of \$25 per hour, 45 per hour, dumpster provide for the abatement, control and removal of the vegetation, garbage, refuse or debris.

ROLL CALL:

Trustee Houis - Yes

Trustee Parke - Yes

Trustee Urohek - Yes

§505.87 - Resolution # 2

RESOLUTION No. 223-11

BE IT RESOLVED, that legal notice of this Board's intention to **remove** the refuse, garbage and debris on the following premises, being given in accordance with **Section 505.87 (B) O.R.C.**, and seven (7) days having passing, the Board of Trustees hereby orders commencement of the abatement, control and removal of the vegetation, garbage, refuse or debris as provided in **Section 505.87 (C) O.R.C.**;

[List property] 2921 Hoagland Blackstub Rd., Cortland, Ohio, 44410
Parcel # 31-070180

AND BE IT FURTHER RESOLVED, that the Board of Trustees enter into a contract with Cody's Lawn Service, at a total cost of \$25/hour + 45/hour + dumpster to provide for the abatement, control and removal of the vegetation, garbage, refuse or debris.

ROLL CALL:

Trustee Hovis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

§505.87 - Resolution # 2

RESOLUTION No. 223-11

BE IT RESOLVED, that legal notice of this Board's intention to **remove** the refuse, garbage and debris on the following premises, being given in accordance with **Section 505.87 (B) O.R.C.**, and seven (7) days having passing, the Board of Trustees hereby orders commencement of the abatement, control and removal of the vegetation, garbage, refuse or debris as provided in **Section 505.87 (C) O.R.C.**;

[List property] 2613 Wilson Sharpville Rd. Coethard, Ohio 44410
PARCEL# 33-058950

AND BE IT FURTHER RESOLVED, that the Board of Trustees enter into a contract with Red Dawn Recycling, at a total cost of \$25 per hour + receipts, to provide for the abatement, control and removal of the vegetation, garbage, refuse or debris.

ROLL CALL:

Trustee Houis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

§505.87 - Resolution # 2

RESOLUTION No. 223-11

BE IT RESOLVED, that legal notice of this Board's intention to **remove** the refuse, garbage and debris on the following premises, being given in accordance with **Section 505.87 (B) O.R.C.**, and seven (7) days having passing, the Board of Trustees hereby orders commencement of the abatement, control and removal of the vegetation, garbage, refuse or debris as provided in **Section 505.87 (C) O.R.C.**;

3458 Highland Blackst⁴.6 Rd. Cortland, Oh. 44410

[List property]

Parcel # 31-074670

AND BE IT FURTHER RESOLVED, that the Board of Trustees enter into a contract with Cody's Lawn Service, at a total cost of \$25/hour, \$45/hour & dumpster, to provide for the abatement, control and removal of the vegetation, garbage, refuse or debris.

ROLL CALL:

Trustee Hovis - Yes

Trustee Parke - Yes

Trustee Urechek - Yes

§505.87 - Resolution # 2

RESOLUTION No. 223-11

BE IT RESOLVED, that legal notice of this Board's intention to **remove** the refuse, garbage and debris on the following premises, being given in accordance with **Section 505.87 (B) O.R.C.**, and seven (7) days having passing, the Board of Trustees hereby orders commencement of the abatement, control and removal of the vegetation, garbage, refuse or debris as provided in **Section 505.87 (C) O.R.C;**

[List property] 3206 McCLARY JACOBY Rd. CORTLAND, OH. 44410
Parcel # 33-041100

AND BE IT FURTHER RESOLVED, that the Board of Trustees enter into a contract with Red Dawn Recycling, at a total cost of \$25 per hour + receipts, to provide for the abatement, control and removal of the vegetation, garbage, refuse or debris.

ROLL CALL:

Trustee Houis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

§505.87 - Resolution # 2

RESOLUTION No. 223-11

BE IT RESOLVED, that legal notice of this Board's intention to **remove** the refuse, garbage and debris on the following premises, being given in accordance with **Section 505.87 (B) O.R.C.**, and seven (7) days having passing, the Board of Trustees hereby orders commencement of the abatement, control and removal of the vegetation, garbage, refuse or debris as provided in **Section 505.87 (C) O.R.C.**;

[List property]

2654 Wilson Sharpsville Rd, Cortland, Oh. 44410
PARCEL # 33-010750

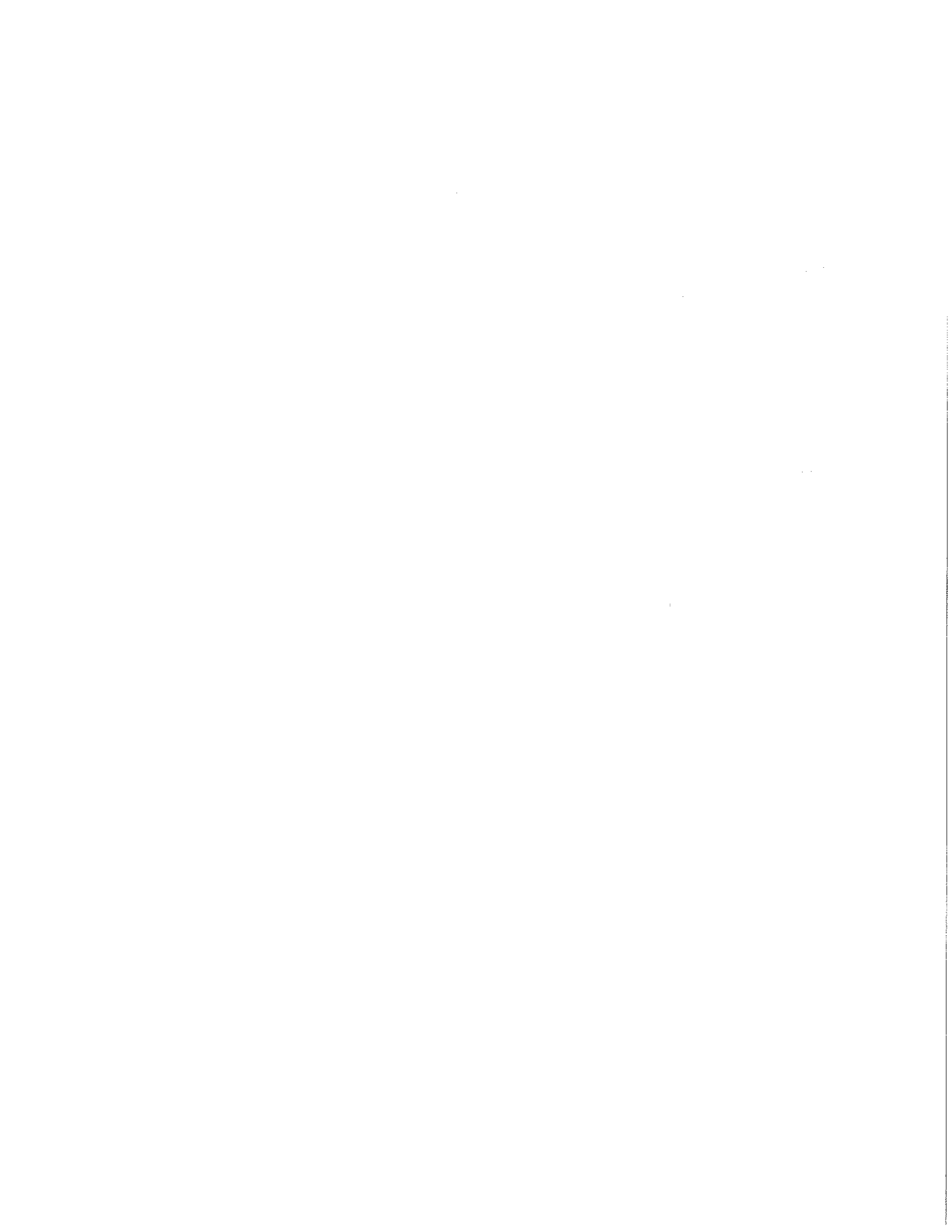
AND BE IT FURTHER RESOLVED, that the Board of Trustees enter into a contract with Cody's Lawn Service, at a total cost of \$25/hr, \$15/hr & dumpster to provide for the abatement, control and removal of the vegetation, garbage, refuse or debris.

ROLL CALL:

Trustee Houis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes



BAZETTA TOWNSHIP TRUSTEES SPECIAL MEETING MINUTES

Date: July 12, 2011 at 5:30pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 5:37pm.

Present:

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

- Trustee Hovis said this meeting was called to discuss recent zoning issues, i.e. dumpster permits
 - Need to revise the dumpster portion of the Zoning Amendment
 - Need some rewording because a number of questions have arisen
- Zoning Commission Chairman Webb said the following
 - Explained what front loaded dumpsters are
 - Explained what roll-off dumpsters are
 - In the past, residents had large roll-off dumpsters in their yards and used them for business
 - The current language was written to correct this problem
 - Explained a current situation wherein a rear loading dumpster is on residential property
 - Question is whether township needs to redefine type and/or size of trash receptacle in the Zoning Resolution to accommodate these types of situations
- Trustee Hovis said the problem that is occurring has to do with the rear loaded dumpsters, which are more cost effective for local business than the type of receptacles our current Zoning Resolution allows
- Ken Stafford of Sunburst Environmental Services commented on some of the dumpsters that his business has placed in the township
- Zoning Appeals Board Chairman Swiatkwich questioned trash receptacles at apartment buildings
- Trustee Parke questioned whether smaller front loaded dumpsters would violate the Zoning Resolution
- Zoning Inspector Mills said his interpretation was that the Zoning Resolution said dumpster and he considers a dumpster to be anything larger than a garbage can whether it be front loaded, back loaded or otherwise
- Zoning Appeals Board Chairman Swiatkwich said the township could simply fine tune the resolution to state a specific size
 - Zoning Commission Chairman Webb said he tried to discuss this in his previous quarterly meeting, but no residents attended
- Tony Peterson of Wilson Sharpville Road said the township should explain the difference between roll-offs and dumpsters

- Zoning Commission Chairman Webb said he is trying to find specific definition of the different types of trash receptacles
- Zoning Inspector Mills asked what would happen when someone had questions about a larger receptacle in a neighbor's yard
 - Trustee Hovis said we need to take out the front loaded language and allow a 1-2 yard dumpster
- Zoning Inspector Mills suggested that the new verbiage include weekly maintenance
- Zoning Appeals Board Chairman Swiatkwich asked if Zoning Inspector Mills had a proposed draft of new language
 - Zoning Inspector Mills said he did not
- Zoning Inspector Mills said people are learning quickly that they have to have a permit
- Zoning Appeals Board Chairman Swiatkwich and Zoning Inspector Mills proposed possible revisions
- Tony Peterson of Wilson Sharpsville Road asked if there is something the township can do to help clean up all the cardboard and junk from the township dumpsters behind his property
 - Trustee Hovis said problem is that the cardboard is stacking up on top of and outside the dumpsters and the haulers will not take away anything that is not inside the dumpster
 - Zoning Appeals Board Chairman Swiatkwich asked if there was video surveillance
 - Trustee Parke said it is not there anymore
 - Trustee Urchek suggested getting it back
 - Trustee Parke said he will contact Bob Villars about it
- Zoning Commission Chairman Webb said the following
 - Zoning Resolution prohibits storage and manufacturing of fireworks
 - Company moving into the old Delphi plant will be conducting business that is prohibited
 - Need to get Atty. Finamore involved in order to give them the proper variance or non-conforming use through the Zoning Appeals Board to allow them to conduct business without violating the zoning resolution
 - Trustee Hovis asked who was going to meet with Finamore
 - Zoning Commission Chairman Webb said Atty. Finamore needs to write the specifics for what the Zoning Appeals Board wants to do
 - Zoning Appeals Board Chairman Swiatkwich said the company has very specific guidelines that they have to operate under and those regulations should be incorporated into whatever the township does

209-11 To adjourn the meeting at 6:15pm.

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

Attested by: Fiscal Officer Rita K. Drew

Dated: 8-4-11

Approved by: Chairman Trustee Paul Hovis

Dated: 8-9-11

BAZETTA TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

Date: July 26, 2011 at 8:30am
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 8:30am.

Present:

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

- o Trustee Hovis said he would like to remove all zoning resolutions since morning meetings are supposed to be just for pending warrants and pressing issues
- Trustee Urchek asked if money was being transferred because the Zoning Fund had run out of money
 - o Fiscal Officer Drew said the following
 - The Zoning Fund is not out of money, though it would be soon
 - This is the amount that was budgeted for transfer to the Zoning Fund this year
 - Transfer is occurring now so there will be enough money in the fund to pay for the clean-up of nuisance properties
 - Cleaning up these properties was not included in the budget and further transfers and supplemental appropriations may be needed in the future

226-11 To authorize the Fiscal Officer to transfer \$6,000 from 01-A-27 (General: Transfers) to 13-A-02 (Zoning: Expenses).

Motion: Trustee Urchek

Second: Trustee Parke

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

227-11 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

228-11 To authorize the Fiscal Officer to transfer \$850,000 from the township's Huntington Bank Checking Account to Huntington Bank Investment Account.

Motion: Trustee Urchek

Second: Trustee Parke

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

229-11 To not request a hearing with the Ohio Division of Liquor Control regarding the issuance of a liquor permit to Performance Foods Corp dba Long John Silvers.

Motion: Trustee Parke

Second: Trustee Urchek

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

- Trustee Hovis said that he would like a motion placed on the agenda for the first meeting in August to hire Lerin Hopkins at a rate of \$10 per hour to help rebuild the West Bazetta Cemetery map
 - o Fiscal Officer Drew said she would do this

230-11 To adjourn the meeting at 8:32am.

Motion: Trustee Urchek

Second: Trustee Parke

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



Attested by: Fiscal Officer Rita K. Drew

Dated: 7-27-11



Approved by: Chairman Trustee Paul Hovis

Dated: 7-28-11

PENDING WARRANT REPORT
Bazetta Township [2011]

Date: 07/25/11

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
15505	100.36	VW15505	AT&T Mobility	Service - Fire
15506	2071.38	VW15506	Ohio Edison	Service - Admin/Fire/Police/Road/Park
15507	60.08	VW15507	Trumbull County Water & Sewer Acct. Dept	Service - Fire
15508	10358.35	VW15508	Anthem Blue Cross Blus Shield	Employee Ins.
15509	548.93	VW15509	Advance Auto Parts	Supplies - Police/Fire
15510	33.50	VW15510	Cross Radio Service	Repairs - Police
15511	20.00	VW15511	C R Trophies & Engraving	Supplies - Park/Zoning
15512	2430.00	VW15512	Cross Radio Service	Sirens - Pol
15513	600.00	VW15513	Cross Radio Service	Rep - Pol
15514	584.19	VW15514	Rita K. Drew	Retrieval of WTC Artifact
15515	145.44	VW15515	The Family Plan LLC	Zone Change Request Cancellation
15516	800.00	VW15516	Attorney Mark S. Finamore	Legal Service
15517	650.00	VW15517	Grant Source Professionals, LLC	Service - Fire
15518	460.30	VW15518	The Hunting National Bank	Rd. Dept. Truck
15519	160.77	VW15519	Handyman Supply Inc.	Supplies - Admin/Park/Road/Fire
15520	50.00	VW15520	Ohio Peace Officer Training Academy	Training
15521	1031.90	VW15521	Ohio Edison	Service
15522	667.31	VW15522	R.L. Parsons & Son ECI	Nower Rep
15523	207.99	VW15523	Purchase Power	PAYMENT
15524	47.00	VW15524	Pitney Bowes	Rental - Admin
15525	131.74	VW15525	R&S Productions	Supplies - Pol
15526	45.00	VW15526	Respiratory Care Partners	Supplies - Fire
15527	183.75	VW15527	Standard Insurance Company RD	Ins
15528	204.08	VW15528	Treasurer of State of Ohio	Financial Audit
15529	100.00	VW15529	Treasurer, State of Ohio	Cooperative Pur Program - Admin Fee
15530	40.00	VW15530	US SafetyGear, Inc.	Supplies - Fire
15531	63.86	VW15531	Time Warner Cable-Northeast	Service - Fire/Road
15532	75.91	VW15532	City of Warren, Utility Services	Service - Fire/Police
15533	200.00	VW15533	James W. Goodhart Jr.	Service - Road
15534	600.00	VW15534	Mullets Footwear	Picnic Tables
15535	100.26	VW15535	Staples Advantage	Supplies - Police
15536	1227.67	VW15536	Delta Dental	Ins.
15537	287.82	VW15537	Vision Service Plan-(OH)	Ins.
15538	130.00	VW15538	Southeastern Emergency Equipment	Supplies - Admin
15539	2048.92	VW15539	BE Solutions	Claims Run
15540	126.68	VW15540	GreatAmerican Leasing Corp.	Copier Rental - Fire
15541	366.00	VW15541	Finley Fire Equipment	Supplies - Fire
15542	150.00	VW15542	Treasurer, State of Ohio	Vol Fire Fighters' Dep Fund Assessment
15543	11.65	VW15543	Scott W. Gubanyar	Reimbursement of Postage Expenses
15544	923.96	VW15544	Dennis K. Lewis	Reimb - OH Fire Chiefs' Conf Expenses
15545	260.25	VW15545	JOhn D. Preuer & Associates, Inc.	Supplies - Fire
15546	30.00	VW15546	Bazetta FD Fire and EMS Training Center	Service
15547	41.29	VW15547	Brian Taylor	Reimb of World Trade Center Artifact
15548	150.00	VW15548	CLIA Laboratory Program	2012-2014 Certification Fee
=====				
	28526.34		Total Amount of Pending Warrants	

PENDING WARRANT REPORT
Bazetta Township [2011]

Date: 07/25/11

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
15605	2057.10	VW15605	Red Dawn Recycling	Clean-Up of Nuisance Properties
=====				
	2057.10		Total Amount of Pending Warrants	

BAZETTA TOWNSHIP TRUSTEES SPECIAL MEETING MINUTES

Date: July 28, 2011 at 6:30pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 6:30pm.

Present:

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

231-11 To approve the attached §505.86 Resolution #2 (Declaring to be Insecure-Structurally Defective/Ordering Abatement).

Motion: Trustee Urchek

Second: Trustee Parke

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

232-11 To approve the attached §505.86 Resolution #3 (Ordering Securance or Demolition of Property to Proceed/Hiring of Demolition Contract).

Motion: Trustee Urchek

Second: Trustee Parke

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

233-11 To approve the attached §505.87 Resolutions #1.

Motion: Trustee Parke

Second: Trustee Urchek

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

- Trustee Urchek what property 234-11 referred to
 - Zoning Inspector Mills said the following
 - This is the property next to the Trumbull County Fairgrounds where the building burned down
 - This is the first step in the process to get this property cleaned up

234-11 To approve the attached §505.87 Resolution #2 (For Use When Hiring Contract Hauler).

Motion: Trustee Parke

Second: Trustee Urchek

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

235-11 To approve the attached §505.871 Resolution for Removal of Junk Motor Vehicle(s).

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

236-11 To recess into Executive Session at 6:33pm to discuss the employment of public employees, per ORC 121.22(G).

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

237-11 To reconvene from Executive Session at 8:22pm with no action taken, per ORC 121.22(G).

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

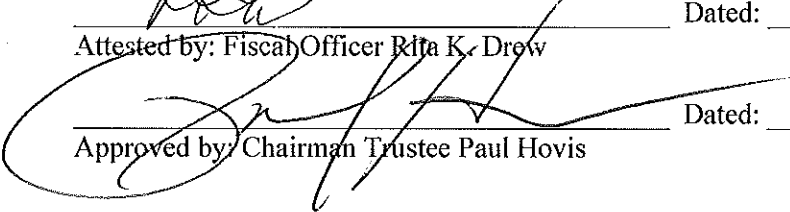
238-11 To adjourn the meeting at 8:23pm.

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



Attested by: Fiscal Officer Rita K. Drow

Dated: 7-29-11



Approved by: Chairman Trustee Paul Hovis

Dated: _____

§505.86 - Resolution # 2

**RESOLUTION DECLARING PROPERTY TO BE
INSECURE/STRUCTURALLY DEFECTIVE - ORDERING ABATEMENT]**

RESOLUTION No. 231-11

BE IT RESOLVED, that the structure(s) located on the following premise(s), being previously inspected and declared **insecure, unsafe, and structurally defective** by the Fire Chief and/or Building Inspector and **unfit for human habitation** by the Health Department; be and are hereby are declared **insecure, unsafe, structurally defective and unfit for human habitation** and is (are) ordered removed;

BE IT FURTHER RESOLVED, that notice of this Board's intention to remove said structure(s) be given in accordance with **Section 505.86 (B) O.R.C.**

[List property, address, auditor's parcel no.]

4686 WARREN MEADVILLE RD.
CORTLAND, OHIO, 44410

PARCEL # 33-051700

8505.86 - Resolution # 3

[RESOLUTION ORDERING SECURANCE OR DEMOLITION OF PROPERTY TO PROCEED / HIRING OF DEMOLITION CONTRACT]

RESOLUTION No. 232-11

BE IT RESOLVED, that legal notice of this Board's intention to **remove** the structure(s) on the following premises, being given in accordance with **Section 505.86 (B) O.R.C.**, and thirty (30) days having passing, without complainece of the property owners, the Board of Trustees hereby orders commencement of the removal of said structures.

[List property, address, auditor's parcel ID#]

o Johnson Plank Rd
WARREN, OH, 44481
PARCEL # 31-031280

BE IT FURTHER RESOLVED, that _____,
[Contactor] be hired to provide for the securance and or demolition of said property to be paid in the amount of \$ _____ for said services.

ROLL CALL:

Trustee Hobis - Yes
Trustee Parke - Yes
Trustee Orcheck - Yes

RESOLUTION No. 233-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, garbage, refuse and or other debris upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

[list property addresses]

922 EVERETT HULL RD. Cortland, Oh. 44410
Parcel # 31-055900

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with **Section 505.87 (B) O.R.C.**;

BE IT FURTHER RESOLVED, that the cost expended by the Township for abatement of said nuisance be certified by the Fiscal Officer to the County Auditor, for placement as a lien on the property to be collected as other taxes and returned to the Township General Fund pursuant to **Section 505.87(D) O.R.C.**;

ROLL CALL:

Trustee Hovis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

RESOLUTION No. 233-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, garbage, refuse and or other debris upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

[list property addresses]

3100 North Park Ave. N.W., Warren, Oh. 44481
Parcel # 31-082150

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with **Section 505.87 (B) O.R.C.**;

BE IT FURTHER RESOLVED, that the cost expended by the Township for abatement of said nuisance be certified by the Fiscal Officer to the County Auditor, for placement as a lien on the property to be collected as other taxes and returned to the Township General Fund pursuant to **Section 505.87(D) O.R.C.**;

ROLL CALL:

Trustee Hovis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

[For Use When Hiring Contract Hauler]

\$505.87 - Resolution # 2

RESOLUTION No. 234-11

BE IT RESOLVED, that legal notice of this Board's intention to **remove** the refuse, garbage and debris on the following premises, being given in accordance with **Section 505.87 (B) O.R.C.**, and seven (7) days having passing, the Board of Trustees hereby orders commencement of the abatement, control and removal of the vegetation, garbage, refuse or debris as provided in **Section 505.87 (C) O.R.C.**;

[List property]

922 Everett Hull Rd., Cortland, Oh. 44410
Parcel # 31-055900

AND BE IT FURTHER RESOLVED, that the Board of Trustees enter into a contract with Cody's Lawn Service, at a total cost of \$25/hour, \$45/hour & dumpster, to provide for the abatement, control and removal of the vegetation, garbage, refuse or debris.

ROLL CALL:

Trustee Hovis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

RESOLUTION No. 235-11

BE IT RESOLVED, that Board of Trustees hereby determines that the following motor vehicle(s) located on private property within the unincorporated areas of the township are "junk motor vehicles" as defined in Section 505.173 Ohio Revised Code meeting all of the following criteria; being (1) three model years old or older, (2) apparently inoperable, (3) extensively damaged, including but not limited to, any of the following: missing wheels, tires, engine or transmission; and the Township shall provide for the removal of said junk motor vehicle(s) from the property on which the vehicle is located, not sooner than fourteen days after the Board serves written notice of its intention to remove or cause the removal of the vehicle on the owners of the land and any holders of liens of record on the land as provided in Section 505.871(C) (3);

Junk Motor Vehicle Description Property Address Location

Year Make Model Color
multiple vehicles (will attach list)

[list motor vehicles and property addresses]

Or See Attached List *Parcel # - 31-074830 + 31-036300*

0 + 3209 Duest Clagg Rd., Warren, Oh. 44481

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the removal of said junk motor vehicles be given to all owners of the land and holders of liens of record upon said land on which said motor vehicle(s) are located, in accordance with **Section 505.871(C) (3) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner(s) to remove said junk motor vehicle(s) within fourteen (14) days of service of notice, the Board of Trustees shall provide for removal of said junk vehicle(s) and the expense thereof shall be certified by the fiscal officer to the county auditor who shall place the expense on the tax duplicate as a lien upon the property to be collected as other taxes and returned to the township general fund in accordance with **Section 505.871(E) O.R.C.**;

ROLL CALL:

Trustee Hovis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

BAZETTA TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

Date: August 9, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 6:58pm,

Present:

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

- Trustee Hovis thanked residents who went out and voted whether they voted for or against the levies

239-11 To accept the minutes from the July 12 Special, July 12 Regular, July 26 Regular, and July 28 Special Meetings.

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

240-11 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

241-11 To authorize the Fiscal Officer to do the following Supplemental Appropriations

\$1,150 for Fund 05-A-07 (Cemetery: Repairs)
\$2,000 for Fund 05-A-09 (Cemetery: Supplies)
\$2,175 for Fund 05-A-12 (Cemetery: Other Expenses)
\$4000 for Fund 01-F-02 (General: Park Improvement of Sites)

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

242-11 To authorize the Fiscal Officer to do the following transfers

\$10,000 from 10-A-06 (Fire: New Buildings & Equipment) to 10-A-09 (Fire: Supplies)
\$15,000 from 09-A-04C (Police Equipment: Tools & Equipment) to 09-A-05C (Police Equipment: Supplies)
\$5,000 from 09-A-04C (Police Equipment: Tools & Equipment) to 09-A-06C (Police Equipment: Repairs)
\$5,000 from 03-C-03 (Gas Tax: Contracts) to 03-A-04 (Gas Tax: Tools & Equipment)
\$1,000 from 03-C-03 (Gas Tax: Contracts) to 03-B-04 (Gas Tax: Other Expenses)
\$5,000 from 01-A-27 (General: Transfers) to 01-B-04 (General: Utilities)
\$250 from 01-F-01A (General: Park Groundskeeper) to 01-F-08 (General: Park Supplies)
\$275 from 01-F-01A (General: Park Groundskeeper) to 01-F-09 (General: Park Special Events)

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

243-11 To table the resolution to authorize the Fiscal Officer to request that the Trumbull County Auditor increase Lighting District Special Assessment as follows.

\$_ per parcel in the Ivy Hills Lighting District

\$_ per parcel in the Morrow/Williams Lighting District

\$_ per parcel in the Timber Creek Heights Lighting District

\$_ per parcel in the Timber Creek Estates Lighting District

Motion: Trustee Parke

Second: Trustee Urchek

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

244-11 To hire Lorin Hopkins, at a rate of \$10 per hour, to help rebuild the West Bazetta Cemetery map, effective immediately.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Trustee Urchek asked for an explanation of #245-11
 - Trustee Hovis said the following
 - This company provides Workers' Compensation coverage
 - Chief Lewis and Road Superintendent Parke have done such a good job lowering our costs that the township now qualifies for a group rating
 - This will lower our costs by about 50% per year
 - Chief Lewis concurred

245-11 To approve the enrollment of Bazetta Township into the OTA/Frank Gates Group Rating Program for Ohio Bureau of Workers' Compensation for 2012, at a cost of \$2,426, to be paid proportionally from the departments receiving Ohio Bureau of Workers' Compensation coverage.

Motion: Trustee Parke

Second: Trustee Urchek

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

Correspondence (Copies available upon request):

- Copy of Answer to Plaintiff's Complaint from Roth Blair Roberts Strasfeld & Lodge in re Sam Lamancusa v. Laverne Pfouts, et al.
- Notification from Ohio Department of Commerce stating that all permits to sell alcoholic beverages in the township will expire on October 1, 2011
- Reminder from U. S. Department of Commerce that the township will be receiving its 2011 Governments Units Survey as part of the 2012 Census of Governments
- Notification from Trumbull County Health Department that they are in receipt of our nuisance complaint (2741 Wilson Sharpsville) and have assigned it an identification number
- Request from the Ohio Division of Liquor Control regarding a hearing for the permit requested by Performance Foods Corp. dba Long John Silvers
- Notification from Trumbull County Engineer regarding Pre-Applications for the Ohio Public Works Commission (Issue I) Program Year 2012
- Notification from Public Entity Risk Services of Ohio, Inc. (PERSO) that the claim made by Audrey Margrave has been closed
- Invitation from Youngstown State University to attend a special presentation on Business Internships
- Notification that the Ohio Department of Administrative Services now has repair, alteration, and minor new construction contracts on their State Term Schedules

- 2010 Ohio Police & Fire Pension Fund Annual Report
- Announcement and Invitation from Frank Gates/Avizent stating that Bazetta Township is now qualified to join the OTA/Frank Gates Group Rating Program
- Notice of Public Hearing from the Auditor of State regarding their intent to adopt and amend ORC §117-4-03: Audit Rates for Local Public Offices (new) and ORC §117-11-01: Uniform Accounting Network Participation Costs (amended)
- Follow-up correspondence from Trumbull County Engineer noting Bazetta Township's request for Pre-Application assistance for Ohio Public Works Commission (Issue 1) Program Year 2012

Administration:

- Nothing to report

Fire Department:

- See Attached Agenda
- Trustee Urchek requested that a date be placed in the hiring resolutions
 - Trustee Hovis said a specific date cannot be put in because we do not know when or if these individuals will pass the screenings

246-11 To conditionally hire Anthony Morris as a part-time firefighter/medic, at a rate of \$11.00 per hour, pending negative background check and pre-employment drug screen results.

Motion: Trustee Parke

Second: Trustee Urchek

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

- Trustee Urchek reiterated his request for a date on these resolutions

247-11 To conditionally hire Branden Clark as a Junior Volunteer Firefighter, pending negative background check and pre-employment drug screen results.

Motion: Trustee Urchek

Second: Trustee Parke

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

248-11 To promote Aaron Hanson to part-time firefighter/medic, at a rate of \$11.00 per hour, effective immediately.

Motion: Trustee Parke

Second: Trustee Urchek

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

249-11 To accept the \$3,000 EMS Equipment/Training Grant awarded by the Ohio Department of Public Safety.

Motion: Trustee Parke

Second: Trustee Urchek

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

250-11 To renew Bazetta Township contract with Pro Air for NFPA compliant air testing and maintenance at a cost of \$1,090, to be paid from the Fire Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

251-11 To authorize the expenditure of \$686 to Warren Fire Equipment for annual bench testing of breathing apparatus, to be paid from the Fire Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

252-11 To authorize the expenditure of \$440 to Warren Fire Equipment for replacement of breathing air mask straps, to be paid from the Fire Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

253-11 To authorize the expenditure of \$2,547 to Finley Fire Equipment to repair a thermal imaging camera, to be paid from the Fire Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

254-11 To authorize an expenditure not to exceed \$800 to SafeLite to inspect and repair windshield chips, to be paid from the Fire Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

255-11 To adopt the attached *Bazetta Fire Department Photo and Electronic Imaging Policy*.

Motion: Trustee Parke

Second: Trustee Urchek

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

- Chief Lewis asked to add one more thing to the agenda
 - Would like Trustees to allow him to put out for sealed bids to sell Engine #13
 - Reason for this is that department has had the truck since 2005
 - It has been used only once in the last 18 months and only to transport personnel
 - Other communities have expressed interest in purchasing the truck
 - If the truck continues to sit, it will cost more to maintain the truck and it will rot away
 - Would like to get 65-70% of the purchase price for it

256-11 To authorize Chief Lewis to put out for sealed bids to sell Bazetta Township Engine #13.

Motion: Trustee Parke

Second: Trustee Urchek

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

Police Department:

257-11 To authorize an expenditure not to exceed \$3,000 to Cross Radio Service for purchase and installation of 2 new light bars, to be paid from the Police Equipment Fund.

Motion: Trustee Urchek

Second: Trustee Parke

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

Road Department:

- Road Superintendent Parke said the following
 - Thanked everyone for voting whether they voted for or against the road levy
 - New money will be used to start a paving program that the township never had before
 - The increase to his budget will only be used for paving projects, not payroll
 - Said the new money will make a big difference in improving the township

258-11 To authorize the expenditure of \$300 to Warren Granite to repair a broken headstone, to be paid from the Cemetery Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

259-11 To authorize an expenditure not to exceed \$300 to Amerigas for propane used in the Hillside Cemetery Chapel, to be paid from the Cemetery Fund.

Motion: Trustee Urchek

Second: Trustee Parke

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

260-11 To authorize the expenditure of \$850 to Dean's Fence to repair the fence at Hillside Cemetery, to be paid from the Cemetery Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

261-11 To authorize sale of two 1,000g fuel tanks with dykes to Ainsley Oil for \$3,000, to be divided equally between all departments who used the tanks.

Motion: Trustee Urchek

Second: Trustee Parke

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

262-11 To authorize the expenditure of \$5,729.42 via state purchase to Concord Road Equipment for a Western Wide-out snow plow, to be paid from the Gas Tax Fund.

Motion: Trustee Urchek

Second: Trustee Parke

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

263-11 To authorize the expenditure of \$8,016.25 via state purchase to Gledhill Road Machinery Company for a 12' snow plow, to be paid from the Gas Tax Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

- Trustee Parke asked the other Trustees if they wanted to wait on #264-11
 - Trustee Hovis said no because it is pretty bad down there

264-11 To authorize an expenditure not to exceed \$1,800 to Cortland Paving for repairs to Beaver Trail, to be paid from the Gas Tax Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

Parks & Recreation Board:

- See Attached Minutes

265-11 To authorize an expenditure not to exceed \$3,000 to Miller Yount Paving to purchase road grindings to be used for a walking trail in the park, to be paid from the Park portion of the General Fund.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Chairman Belcher reported the following
 - Electricity is now in the park, though not completely operational yet
 - Thanked Road Department for doing the work
 - Got the work done in about 14 hours when a contractor wanted to charge for 22 hours
 - Good to work together to get things done
 - Thanked Chiefs Lewis and Miller for coming to meet with the Board about safety concerns for Community Day
 - Reminded everyone about Community Day on August 21 at 2pm in the Bazetta Township Park
 - Need volunteers who can help all day or for just a few hours
 - Time capsule is coming up at 3pm
 - Will have a large military presence
 - Free hot dogs, hamburgers, soda, and water (one per person)
 - Limited number of free frisbees from Huntington Bank and drink cups from Hovis Tire
 - T-shirts will be for sale at \$10 each
 - Shuttle vans donated by Ace Equipment North will be running between parking areas
 - Will have golf carts for transportation inside the park grounds
 - No guns, drugs, alcohol, or fireworks will be permitted
 - Construction on walking trail is going to begin soon
 - It will be roughly 3650 feet around the park and into the woods
 - There will be no cost for labor
 - Kenny Flack is donating the labor in exchange for dirt removal
 - Thanked Chief Lewis for donating the materials for the big signs at the park
- Trustee Urchek asked if there are copies of the Board's minutes
 - Fiscal Officer Drew the following
 - 3 sets of minutes were given to Trustees with the documents for this meeting
 - All previous sets of minutes were given to the Trustees at previous meetings and can be found as attachment to Trustee Meeting minutes on the website

Zoning Commission:

- Chairman Webb said there will be a Public Hearing on August 24 at 6pm in the Administration Building

Zoning Inspector:

- Inspector Mills said the following
 - There are several buildings up for demolition
 - Is going to check to see if there is another round of neighborhood stabilization grant money available
- Trustee Hovis asked what was charged in the previous years
 - Fiscal Officer Drew said they paid \$250 in each of the last 2 years
- Zoning Inspector Mills said the church sent a letter requesting that the fee be completely waived
- Trustee Parke said this is a good cause that brings a lot of people into the township

266-11 To waive the three-day zoning fee of \$750 and instead charge \$0 for the Glenn Christian Ox Roast on September 2-6, 2011.

Motion: Trustee Parke

Second: Trustee Urchek

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

267-11 To approve the attached §505.86 Resolution #3 (Ordering Securance or Demolition of Property to Proceed/Hiring of Demolition Contract).

Motion: Trustee Urchek

Second: Trustee Parke

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

268-11 To approve the attached §505.87 Resolutions #1.

Motion: Trustee Parke

Second: Trustee Urchek

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

269-11 To approve the attached §505.87 Resolution #2 (For Use When Hiring Contract Hauler).

Motion: Trustee Parke

Second: Trustee Urchek

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

Safety Committee:

- Chief Lewis asked that a date of September 1, 2011 be added to #270-11

270-11 To approve the attached *General Driving Rules and Regulations*, effective September 1, 2011.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Chief Lewis introduced Brandon Clark, a new junior firefighter, who will be working on his professional firefighters certification at TCTC
- Parks & Recreation Board Chairman Belcher asked to add a few more things
 - Thanked the Optimist Club and City of Cortland for their donations to Community Day
 - Thanked Trustee Parke for helping him on an almost daily basis
 - Said Trustee Parke donates a lot of time working in the park, most recently preparing the horse shoe pits and volleyball court both of which he has seen in use

Health Insurance Committee:

- Nothing to report

Asked to be placed on the Agenda:

- None

Public Comment:

- Zoning Commission Chairman Webb asked about motions to remove levies from the November ballot
 - Fiscal Officer Drew said she spoke with the Board of Elections about this
 - Recommended taking no action until after the results are certified on August 22
 - Trustees will approve a resolution for removal at a Special Meeting on August 23

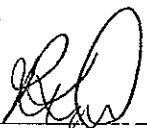
- Trustee Parke thanked the levy committee for the money and time they spent working to get levies passed
- Parks & Recreation Board Member Adgate asked about snow removal on Saddlebrook
 - Wondered how much each property is taxed lower because residents pay a management fee to the builder to have the road plowed
 - Complained that whoever is doing the plowing is not getting the job done
 - Trustee Parke said the following
 - The road would have to be widened to be able to be plowed by the township
 - It was made a private road by the builder
 - Would have to ask the Trumbull County Auditor or Treasurer questions about taxes
 - Trustee Urchek said he should bring this up to the builder
- Tony Peters of Wilson-Sharpville Road discussed the dumpsters that were at the Road Department
 - Thanked everyone for moving the dumpsters
 - Has taken pictures of the ditch behind his property
 - Will take a picture again in a year to see if the litter on his property is reduced
 - Wanted to know if it is his responsibility to clean the trash in the ditch
 - Trustee Hovis said it is Bob Villars from Geauga Trumbull Waste Management District
- Parks & Recreation Board Member Coe asked if they are the ones who are responsible for the dumping
 - Trustee Hovis said they are, but that the Road Department employees clean it up all the time
 - Road Superintendent Parke said he asked them for signs specifying what can be recycled, no dumping, video surveillance, and fines signage to stop the mess
 - Zoning Inspector Mills said there is a litter control officer for the Trumbull County Sheriff
 - Zoning Inspector Mills said he is working on going after the people who are dumping
 - Road Superintendent Parke said the township will have to get the signage up first

271-11 To adjourn the meeting at 7:38pm.

Motion: Trustee Urchek

Second: Trustee Parke

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


 Attested by: Fiscal Officer Rita K. Drew

Dated: 9-12-11


 Approved by: Chairman Trustee Paul Hovis

Dated: 9-13-11

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: August 6, 2011 at 6:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 6:00pm.

Present:

Carol Braden	Brian Adgate	Chief Dennis Lewis
Evelyn Coe	Eleanor Governor	Tracy Lewis
Steve Belcher	Trustee Frank Parke	Chief Thom Miller
Jessica Canavan	Fiscal Officer Rita Drew	Sgt. Chris Herlinger

- Discussion about safety and other issues for Community Day
 - Location of police and fire
 - Concerns about enough safety
 - Zero tolerance for alcohol, drugs, guns
 - Rita or Joel will make signs about this that can be posted throughout the park
 - Bathrooms
 - Need to get 2 more unisex, handicapped accessible port-o-potties
 - 20 or so walkie-talkies will be available for police, fire, and park volunteers
 - Shuttle vans will be running between parking areas
 - Rita or Joel will make signs about this
 - All wheels should be done moving by 1pm
 - Everyone should be set up by then
 - Work trucks for show will should be in place
 - Placement of time capsule and World Trade Center artifact
 - Need to have someone watching these items
 - May get extra patrols on horseback if needed
 - 10 or so vendors have signed up for spots
 - Will give out tickets for 1 free burger and drink
 - Possibility of selling drinks if people want more
 - Rita can make the cash box available if needed
 - Possibility of getting more than the original 1000 burgers and hot dogs
 - If anything is left, it can be used for the baseball tournament in September
 - Need to contact other organizations for assistance
 - Evie will contact Dave Christnor of Cortland Parks & Recreation

Motion: To adjourn at 7:45pm
Made By: Evelyn Coe
Second: Brian Adgate
Vote: Passed unanimously

- Big thank you to Steve for all the work he is doing

Motion: To adjourn at 8:00pm
Made By: Brian Adgate
Second: Evelyn Coe
Vote: Passed unanimously

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: August 2, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 7:10pm.

Present:

Carol Braden	Brian Adgate
Evelyn Coe	Trustee Frank Parke
Steve Belcher	Carol Harrison

- Carol Harrison suggested items for the time capsule
- Discussion about donated items
 - \$400 coming form Cortland City
 - \$1000 coming from Optimist Club
 - 200 Frisbees from Huntington Bank
 - 240 cups from Hovis Tire & Automotive
 - 2000+ cans of soda from Pepsi
 - Discounted buns from Schwebel
- Discussion about walking trail
 - Dave Grayson from Miller Yount is getting road grindings
 - Cost will be \$80-100 per truck load
 - Would like to set aside \$3000 of the money raised at fund raisers for this
 - This is cheap

Motion: To set aside \$3000 of the fund raised to purchase road grindings

Made By: Brian Adgate

Second: Steve Belcher

Vote: Passed unanimously

- Discussion about electricity at the park
 - Power is in
 - Ditch has been dug and is starting to be filled back in
- 10 new picnic tables are now in the park
- Discussion about Community Day
 - August 28 as a possible rain date
 - Will use Steve's vans as shuttles between parking lots and entrance
 - Further discussion about time capsule items
 - Would like to schedule a meeting on Saturday at 6pm

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: July 19, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 7:10pm.

Present:

Carol Braden
Evelyn Coe
Steve Belcher

Trustee Frank Parke
Fiscal Officer Rita Drew
Alex Coe

Joe Batcho

- Joe Batcho from TC Young Bucks asked to address the board
 - Thanked us for use of the park
 - Thanked us for the beauty of the park
 - Specially thanked John Governor for his help
 - Donated \$200 for the park
 - Volunteered to help at Community Day on August 21
 - Said he will continue working with LAC on scheduling of games
 - Hoped that we will allow him to use the park next year

- Discussion about Community Day
 - Possible donations for the time capsule
 - Steve's flag
 - Pictures and articles about today's piece of the World Trade Center
 - Newspaper for the August 21
 - Pepsi
 - Lakeview yearbook
 - Schwebel's will not donate to the event, but will provide buns at a discounted rate
 - Pepsi-Cola agreed to donate a pallet of their products - 2160 assorted cans
 - A 1976 can of Pepsi is in the time capsule
 - Article in Tribune Chronicle today - will be more in the next few weeks
 - Possibility of asking Chief Lewis to print some 20' signs as advertisement

- Discussion regarding flea market in park
 - Name will be Autumn Market

Motion: To adjourn at 7:58pm
Made By: Evelyn Coe
Second: Carol Braden
Vote: Passed unanimously

Bazetta Fire Department Photo and Electronic Imaging Policy

Effective 8-17-2011

Purpose

To manage photographs and electronic images by Bazetta Fire Department employees. To guarantee professionalism and the privacy rights of department personnel, patients, fire victims, and the public that we serve.

Procedure

- A. Under no circumstance will employees be allowed to use personal camera, video recorder, or the camera/video function of a personal cellular phone, PDA, or any other digital imaging device while at any incident.
- B. All scene photography/video shall be clinical documentation, or training purposes only, and conducted by or at the direction of Bazetta Fire Department personnel in charge of the scene, using approved department equipment.
- C. All photographs containing individually identifiable patient information are covered by HIPAA privacy laws and must be protected in the same manner as patient care reports and documentation.
- D. Any on-scene images and or any other images taken by an employee in the course and scope of their employment are the sole property of the Bazetta Fire Department, and are under the control of the Bazetta Fire Department (Fire Chief). This includes any images taken inadvertently with a member's personally owned camera, cell phone camera, or any other digital imaging device.
- E. No images taken by an employee in the course and scope of their employment may be used, printed, copied, scanned, e-mailed, posted, shared, reproduced or distributed in any manner. This prohibition includes the posting of any Bazetta Fire Department photographs on personal Websites such as, but not restricted to: Face Book, MySpace, YouTube, other public safety agency Websites, or emailing to friends, relatives or colleagues.
- F. All Bazetta Fire Department digital images will be downloaded as soon as possible, and will be cataloged and stored in a secure database with controlled access. After being downloaded, images on memory cards will be erased.
- ~~G. The use of unauthorized helmet cameras is strictly prohibited.~~
- H. Personal use of department cameras is strictly prohibited.
- I. Violation of this policy or failure to permit inspection of any device covered in this policy may result in corrective action.

6. Requesting the expenditure of \$49.00 a breathing apparatus for annual bench test. We have 15 Breathing apparatus. Bazetta Fire Department did receive on free annual bench test for free. The total cost to of annual Bench Testing is \$686.00 to Warren Fire Equipment.
7. Requesting to replace 10 sets of breathing air mask straps at cost of \$44.00 a mask. Total amount would be \$440.00 to Warren Fire Equipment.
8. Requesting to repair Thermal Imaging Camera at a cost of \$2,547.00 to Finley Fire Equipment. This piece of equipment is over 15 years old. The cost to replace is just under \$10,000.00. This is the first major repair on this piece of equipment.
9. Requesting expenditure not to exceed \$800.00 to have SafeLite Window inspect and repair chips in the windshields of Ladder 11, Rescue 11, Medic 11 and Medic 13.
10. Requesting that the Trustees adopt the Bazetta Fire Department Photo and Electronic Imaging Policy with an effective date of August 17, 2011. A copy of the policy is attached with this email.

Safety Committee

The safety committee is recommending the Trustees adopt the General Driving Rules and Regulations for Bazetta Township with an effective date of September 1, 2011. A copy has been submitted with this email.

Health Care Committee

No Report.

Dennis Lewis

Chief of Fire & EMS



BAZETTA TWP. FIRE/EMS

Chief Dennis Lewis

Trustees Meeting August 9, 2011 1900hrs

Date: 8/04/2011
To: Trustees
From: Chief Dennis Lewis
Re: Meeting on August 9, 2011
Cc: File, Fiscal Officer

Trustee Hovis – Trustee Parke – Trustee Urchek

1. Would like to conditionally hire one part-time firefighter/medic listed below if background check and pre-employment drug screen results come back negative. The application will be available to the Trustees if they wish to review. The rate of pay is \$11.00 an hour.

Part-Time Firefighter/Medic Anthony Morris

2. Would like to conditionally hire one junior volunteer firefighter listed below if background check and pre-employment drug screen results come back negative. The application will be available to the Trustees if they wish to review.

Junior Volunteer Firefighter Branden Clark

3. Would like to move Aaron Hanson from volunteer firefighter/EMT status to part-time firefighter/medic. The rate of pay is \$11.00 an hour. The employee will not need to be drug screened as he was drug screened on initial employment and is currently in the random pool for drug screening.
4. The Bazetta Fire Department has been awarded an Ohio Department of Public Safety Grant for EMS Equipment/Training – The grant was for \$3000.00 - 0% match. Requesting the Trustees accept this grant.
5. Requesting the Trustees to renew NFPA compliant contract air testing and maintenance contract on our breathing air compressor renewal with Pro Air at \$1090.00.

PENDING WARRANT REPORT
Bazetta Township [2011]

Date: 08/09/11

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
15606	127.46	VW15606	Broadvox Go! LLC	Service - Admin/Fire/Police/Road
15607	52.56	VW15607	Dominion East Ohio	Service - Fire/Admin
15608	189.95	VW15608	Sunburst Environmental Service, Inc.	Service - Fire/Pol/Road/Park
15609	476.04	VW15609	Time Warner Cable-Northeast	Service - Admin/Fire/Pol
15610	683.39	VW15610	Advance Auto Parts	Supplies - Police
15611	242.95	VW15611	American Uniform & Arms LLC	Supplies - Park/Fire
15612	21.88	VW15612	Automotive Distributors Whse.	Supplies - Road
15613	136.00	VW15613	Arrowhead Service, Inc.	Supplies - Admin
15614	860.00	VW15614	Astro-Clean, Inc.	Service - Pol Dept
15615	503.37	VW15615	BE Solutions	Claims Run
15616	18530.25	VW15616	Black Water Scuba & Water Rescue	Equipment - Fire
15617	25.00	VW15617	Rita Benoit	Zoning Comm Public Hearing July 20, 2011
15618	41.52	VW15618	Deanna Boggess	Replacement Notary Seal
15619	399.00	VW15619	BE Solutions	Admin Fees
15620	1162.50	VW15620	Cody's Lawn Service LLC	Clean-Up Nuisance Properties
15621	44.53	VW15621	Carine & Company	Supplies - Park
15622	725.62	VW15622	COMDOC	Annual Maint & Other Services
15623	69.77	VW15623	Cortland Tractor Sales Co.	Supplies - Park/Cem
15624	121.00	VW15624	Coca-Cola Refreshments	Supplies - Admin
15625	489.96	VW15625	D&T P.M. Truck Repairs LLC	Service - Fire
15626	228.00	VW15626	D&B Cleaners	Service - Pol
15627	8.92	VW15627	Howland Springs Water Company, Inc.	Service - Admin
15628	222.72	VW15628	Ika Jewett & Sons Rd. Improvement Co.	Supplies - Road
15629	500.00	VW15629	Login/IACP Net	Annual Fee to IACP Net
15630	242.95	VW15630	Lowe's Business Account	Supplies - Park/Fire
15631	25.00	VW15631	Curtis Lonsbrough	Zoning Comm Public Hearing July 20, 2011
15632	740.00	VW15632	Michael Mannella	Health Care Opt-Out
15633	249.30	VW15633	Municipal Signs & Sales	Supplies - Road
15634	65.50	VW15634	Michael Mills	PAYMENT
15635	25.00	VW15635	Walter Maycher	Zoning Comm Public Hearing July 20, 2011
15636	35.00	VW15636	Ohio Department of Agriculture	Applicator License
15637	47.11	VW15637	NAPA Auto Parts	Supplies - Road/Pol
15638	1155.00	VW15638	Ohio Billing Inc.	EMS Trip Submission
15639	100.80	VW15639	Schwebel Baking Company	Buns for Community Day
15640	200.00	VW15640	Treasurer State of Ohio	Course #69 - Pol
15641	3025.23	VW15641	Trumbull County Treasurer	9-1-1 Service
15642	149.97	VW15642	Tractor Supply Credit Plan	Supplies - Rd
15643	3720.00	VW15643	Teamsters Local 377	Ins.
15644	509.49	VW15644	Mark Thomas Ford	Supplies - Pol
15645	32.65	VW15645	United Safety Authority	Supplies - Rd
15646	511.00	VW15646	VA - Brecksville Louis Stokes	EMS Reimbursement
15647	334.00	VW15647	Wal-Mart Business	Supplies - Pol
15648	36.89	VW15648	Lou Wollam Chevrolet, Inc.	Service - Rd/Fire
15649	25.00	VW15649	Theodore Webb	Zoning Comm Public Hearing July 20, 2011
15650	25.00	VW15650	Howard Wetzel	Zoning Comm Public Hearing July 20, 2011

=====
37117.28

Total Amount of Pending Warrants

§505.86 - Resolution # 3

RESOLUTION ORDERING SECURANCE OR DEMOLITION OF PROPERTY TO PROCEED / HIRING OF DEMOLITION CONTRACT

RESOLUTION No. 267-11

BE IT RESOLVED, that legal notice of this Board's intention to **remove** the structure(s) on the following premises, being given in accordance with **Section 505.86 (B) O.R.C.**, and thirty (30) days having passing, without complaine of the property owners, the Board of Trustees hereby orders commencement of the removal of said structures. 2664 Niles Cortland Rd. Cortland, Oh. 44410

[List property, address, auditor's parcel ID#] 33-0752604 33-075270

BE IT FURTHER RESOLVED, that Cody's Lawn Service, [Contactor] be hired to provide for the securance and or demolition of said property to be paid in the amount of \$ per bid for said services.

ROLL CALL:

Trustee Hous - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

L E G A L N O T I C E

SOLICITATION FOR DEMOLITION BID SERVICES

The Board of Trustees of BAZETTA Township, Trumbull County, Ohio, hereby solicits bids from qualified parties, for the demolition of dwelling houses and or structures located at the following addresses, situated in the Township of BAZETTA, County of Trumbull and State of Ohio and further known as:

<u>Owner(s) of Record</u>	<u>Address</u>	<u>Auditor's Parcel No#</u>
<i>Home Saving & Loan of Youngstown</i>	<i>2166 1/2 Niles Cortland Rd, Cortland, Oh. 44410</i>	<i>33-075260</i>
		<i>33-075270</i>

Interested parties shall submit a sealed bid for the total cost of the demolition project which shall include the following services: securance and payment of all required permits, disconnection and termination of all utility services, demolition of the dwelling or structure, removal of all demolition debris, abatement of septic system, fill in of basement, site grading. The successful bidder will be required to enter into a written agreement with the Township.

Sealed bids must be received at the Township Fiscal Office on or before the close of business (4:00PM) on the ___ day of _____, 200__.

Bids will be opened at a regular or special meeting of the Board of Trustees on the ___ Day of _____, 200__ at _____ M. The Board reserves the right to reject any and all bids.

_____, Fiscal Officer

Township
Address: _____

BY ORDER OF THE BOARD OF TOWNSHIP TRUSTEES

RESOLUTION No. 268-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, garbage, refuse and or other debris upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

[list property addresses]

*4278 North Park Ave, Cortland, Oh. 44410
Parcel # 31-901157*

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with **Section 505.87 (B) O.R.C.**;

BE IT FURTHER RESOLVED, that the cost expended by the Township for abatement of said nuisance be certified by the Fiscal Officer to the County Auditor, for placement as a lien on the property to be collected as other taxes and returned to the Township General Fund pursuant to **Section 505.87(D) O.R.C.**;

ROLL CALL:

Trustee Havis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

§505.87 - Resolution # 2

RESOLUTION No. 269-11

BE IT RESOLVED, that legal notice of this Board's intention to **remove** the refuse, garbage and debris on the following premises, being given in accordance with **Section 505.87 (B) O.R.C.**, and seven (7) days having passing, the Board of Trustees hereby orders commencement of the abatement, control and removal of the vegetation, garbage, refuse or debris as provided in **Section 505.87 (C) O.R.C.**;

3100 North Park Ave., Warren, Oh. 44481

[List property]

Parcel # 31-082150

AND BE IT FURTHER RESOLVED, that the Board of Trustees enter into a contract with Cody's Lawn Service, at a total cost of \$25/hr, \$45/hr & dumpster, to provide for the abatement, control and removal of the vegetation, garbage, refuse or debris.

ROLL CALL:

Trustee Havis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

GENERAL DRIVING RULES AND REGULATIONS

POLICIES

Overview

As a Bazetta Township employee or elected official, you are constantly in the public eye. Every time you drive a vehicle or piece of equipment in the performance of your duties, you are representing Bazetta Township. You are not only responsible for your security but the safety and security of citizens and visitors to Bazetta Township. As a result, all Bazetta Township drivers are required to exercise the utmost care and caution while operating a motor vehicle. Employees and elected officials who regularly or occasionally operate Bazetta Township or personally owned vehicles while in the employment of or service to Bazetta Township are required to abide by all applicable State laws in addition to these rules and regulations.

Definitions

Vehicle – Unless otherwise specified, a vehicle is any automobile, truck or piece of equipment allowed to operate on the streets and highways of the State, whether licensed or not.

Assigned Vehicle – A vehicle that is provided to a particular employee. The employee is considered the principal driver of the vehicle and may or may not use the vehicle to commute to and from work or otherwise operate the vehicle after normal business hours.

Driving Record Acceptability

Any employee or elected official who drives a Bazetta Township owned vehicle while in the employment of or service to the township whose "work related" driving record shows any one of the following conditions will be considered to have an unacceptable driving record and will not be permitted to drive until his/her record no longer exhibits one of the criteria listed below.

1. One or more serious violation(s) in the last year.
2. One or more at-fault accidents in the last year where the accident results in property damage in excess of \$7,500.

Any employee or elected official involved in two or more at-fault accidents within a one year period (regardless of accident type or monetary loss) will be required to attend a defensive driving course or similar remedial type training. The employee's respective Department will be responsible for ensuring that the employee receives this training within a reasonable time frame, training is documented, and all documentation is forwarded to the Fiscal Officer. Training will be paid for the employee or elected official.

3. More than one moving violation in the last year, including traffic citations received as a result of an accident.
4. Any combination of traffic accidents and/or moving violations equaling three or more in the last year.

When pertaining to moving violations in the above, these shall only include those that involve Bazetta Township owned vehicles and will be assessed by a Safe Driving Review Committee

consisting of five full-time employees. All disciplinary suggestions towards the employee(s) involved will be reviewed by the aforementioned Safe Driving Review Committee and presented to the affected employee(s) department head with their findings. Then and only then, shall it be determined if the affected employee's actions should result in disciplinary action.

The only time at which an employee's personal driving record should affect an employee's work related driving privileges should be is any of the serious violation(s) in the last year or that would have resulted in the affected employee having a revoked or suspended license by the state of Ohio.

At-fault accidents that occur in an "public safety vehicle" will be counted only if the accident is determined by an accident review committee to have been "avoidable". The Safe Driving Review Committee should review each at-fault (unit-1) accident to determine whether the accident was "avoidable". An "avoidable" accident is defined as: "one in which the operator failed to do everything reasonably expected of him/her to avoid the accident".

Serious violations include; driving while intoxicated; driving while under the influence of drugs; negligent homicide arising out of the use of a motor vehicle (gross negligence); operating a vehicle without a license; using a motor vehicle during the commission of a felony; aggravated assault with a vehicle; operating a vehicle without the owner's authority (grand theft); permitting an unlicensed person to drive; and hit and run driving.

General Rules and Regulations

1. Only employees and elected officials who are included on a Bazetta Township roster of drivers that shall be considered an attachment to this policy and procedures are allowed to drive Bazetta Township owned or personal vehicles during the course of their employment.
2. Vehicles are to be driven in a manner such as to create a favorable impression to the public. Drivers shall exercise special precautions when:
 - a. Children are playing on a roadway, alley, or near the curb
 - b. Passing schools or playgrounds
 - c. Approaching persons on bicycles
 - d. Driving during inclement weather
3. No employee or elected official under the age of 18 is allowed to drive Bazetta Township owned vehicle during the course of their employment or service.
4. Authorization for temporary/seasonal employees to operate vehicles shall be limited where practical. However, if authorized, these employees must sign the License/Insurance/Maintenance Requirements Form and be approved by Bazetta Township.
5. Vehicle Operators must possess a valid State of Ohio Operator's license. In the case(s) of Trumbull County or State of Ohio owned vehicles, ATV's or watercraft employees shall only be permitted to operate the aforementioned after they have received the approved training by said agencies and have documentation on file to prove that said employee(s) has completed the necessary training to operate said vehicles/watercraft.
6. Any employee or elected official who operates a vehicle on a regular or occasional basis is required to report any license suspension or revocation, including those that result from the operation of personal vehicles, to his immediate superior or fellow elected

officials. Likewise, all accidents or moving violations obtained while driving a Bazetta Township owned vehicle must be reported to his/her immediate superior or fellow elected officials. All reportable accidents and/or moving violations while driving Bazetta Township owned vehicles shall also be forwarded to the Fiscal Officer.

7. Drivers will not operate vehicles when under the influence of alcohol or illicit and/or driving impairing drugs.
8. Drivers will use the proper signals when stopping, turning, or slowing down.
9. Flashing lights on trucks, cars and equipment should be used as emergency or work conditions require. Flashing lights are not to be used as an excuse to gain the right of way or to break traffic rules.
10. All traffic laws of the State, including signs and speed limits will be obeyed.
11. Employees and elected officials driving vehicles during their employment or service are responsible for ensuring that the vehicle is properly maintained and in a generally safe operating condition.
12. Employees and elected officials shall not transport passengers except for those who are employees of Bazetta Township or are conducting business with or on behalf of Bazetta Township, except as noted under **Personal Use and Take Home Policy** below.
13. Employees and elected officials driving personal vehicles while in the employment or service of Bazetta Township will maintain primary automobile liability insurance coverage on the vehicle being driven. State required minimum bodily injury/physical damage limits must be maintained. Bazetta Township is responsible for ensuring that employees and elected officials using their personal vehicles maintain adequate insurance.
14. Personal vehicles will not be used to pull trailers or haul equipment while being used in Bazetta Township related business.
15. In the case of Trumbull County or State of Ohio owned vehicles, ATV's or watercraft, employees shall be permitted to operate the aforementioned after they have received the approved training by said agencies and have documentation on file to prove that said employee(s) has the necessary training to operate said vehicles/watercraft.

Seat Belts

All employees and elected officials shall use their seat belts (including shoulder straps) while driving vehicles other than equipment. Employees and elected officials shall wear seat belts, if provided, when operating equipment. All passengers are required, unless unable to do so, to occupy only those seating positions equipped with seat belts and use them.

Backing

Backing of vehicles should be discouraged given the rate of accidents that take place during this operation. No vehicles should be backed up unless the driver cannot avoid it and he has a clear view of the entire area to be backed into. If such a view is not present, the driver, if alone, will get out of the vehicle and inspect the area to be backed into or, if a second person is in the vehicle, the second person will get out and guide the driver using appropriate hand and/or voice signals.

Vehicle Inspections

All vehicles except personal passenger cars and pick-ups will be inspected at least once each day or, if the vehicle is not used daily, each time before the vehicle is placed into service, but no

more than once during a 24 hour period, except with respect to police cruisers that will be inspected before each shift.

Maintenance

All Bazetta Township owned vehicles are to be maintained according to the manufacturer's specifications. Records of this maintenance activity are to be retained. All employees and elected officials who drive their personal vehicles to conduct Bazetta Township related business during the course of employment shall be maintained in a manner that promotes safe travel.

Parking

Bazetta Township owned vehicles or personal vehicles driven by Bazetta Township employees or elected officials during the course of their employment or service are not to park in "NO PARKING" zones. No vehicle or piece of equipment is to be left unattended with the ignition key left in the ignition. All vehicles will be locked when parked and unoccupied.

Due to the expedient nature of medical, police, rescue and fire emergencies, it will be necessary at times to leave public safety vehicles running, unlocked and unattended. These vehicles are but not limited to EMS squads, Fire Apparatus and Utility vehicles. Furthermore, any emergency vehicle on the scene of an emergency may be required to park in a no parking zone in order to gain access to medical emergency patients, rescue calls and/or fire related emergencies.

Personal Use and Take Home Policy

Bazetta Township vehicles are not to be used for personal business except for incidental purposes while being used to conduct Bazetta Township business.

Bazetta Township vehicles that are taken home are not to be used for personal business while housed at the employee's or elected official's residence unless the employee or elected official is on-call and must have ready access to his vehicle. In addition, Bazetta Township may grant personal use of marked and unmarked police vehicles and marked fire vehicles within their appropriate jurisdictions.

If an employee or elected official is on extended absence or is on restricted or modified duty and unable to perform on-call duty or work evenings and/or weekends, he will not use the assigned Bazetta Township owned vehicle until he returns to active on-call or an evening/weekend work schedule.

Special Equipment

Special Equipment such as tractors, fire engines, or any vehicle which has special devices added for specific types of work will require that the driver receive formal instruction prior to usage. This special training will comply with all appropriate OSHA, NFPA and DOT Standards and rules and regulations.

1. Explanation and demonstration of all control devices.
2. Explanation and demonstration of all safety equipment.
3. A walk through of all inspection criteria.

4. Demonstration of operation.
5. Supervised new driver operation.

Written documentation of all special training will be retained by the respective departments.

Proof of Insurance

Each Bazetta Township owned vehicle should have an insurance card kept in the glove compartment or attached to the driver's sun visor. Missing insurance cards should be reported to the Fiscal Officer. Any employee or elected official using their personal vehicle in the service of Bazetta Township during the course of employment or service should carry a proof of insurance card. It is Bazetta Township's responsibility to ensure all employees using personal vehicles for Bazetta Township business purposes, complete the Appendix B "Insurance Maintenance Requirement for Personal Vehicle" form once each year, and return to the Fiscal Officer.

PROCEDURES

Driving Record Acceptability

Bazetta Township will obtain Motor Vehicle Records on all employees and elected officials on the Bazetta Township Roster of Drivers once every year. These, along with any Uniform Police Traffic Accident and Ohio Uniform Accident Reports will be reviewed by Safe Driving Review Committee. If it is determined by the Safe Driving Review Committee that an employee's driving record is cause for concern, the committee will submit their findings to the department head for review. The only time an employee's personal driving record shall permit any warning, suspension, revocation or discipline of Bazetta Township related driving privileges will be in the case of where said employee(s) has/had their current State of Ohio operator's license suspended or revoked as a result of the aforementioned line items in the "SERIOUS" section of this policy. If an employee has violated any of the aforementioned "SERIOUS" infractions and it is determined by law that the affected employee has had their driving privileges suspended or revoked that employee will, by this driving policy be unable to perform any driving duties for their respective departments for the duration of their suspensions or revocation.

Roster of Drivers

An official Roster of Drivers that is supplied by the various Department Heads will be maintained by the Fiscal Officer. This document will highlight the number of "at-work at-fault accidents", citations and major violations that drivers have had in the last three years while operating Bazetta Township owned vehicles. **Only employees and elected officials whose names appear on this roster are allowed to drive during the course of their employment or service.**

General Driving Rules and Regulations

All employees and elected officials who drive personal vehicles during the course of their employment or service for the purpose of Bazetta Township related business are required to complete the Insurance Requirements for Personal Vehicles form (See Appendix B) each year and return the form to the Fiscal Officer.

Personal Use and Take Home

Bazetta Township will maintain a list of employees that the Fiscal Officer has indicated can take Bazetta Township owned vehicles home and/or can be used for personal business. The Department Heads are responsible for notifying the Fiscal Officer so appropriate changes in the list can be made.

Training

Employees and elected officials who are assigned to a particular Bazetta Township owned vehicle will familiarize themselves on the operation and general driving conditions of the vehicle before being allowed to initially drive the vehicle. Employees and elected officials who drive other than private passenger automobiles and pick-up trucks not equipped with special equipment will be trained in the operation of the vehicles in question before being allowed to drive such vehicles. The Department Heads are responsible for ensuring such training takes place, and that it is documented.

Driver Training courses will be offered as deemed necessary, and all employees and elected officials having one "at-fault" accident or one moving violation (received while driving a Bazetta Township vehicle) within a prior one year period will be asked to attend.

Record Keeping

1. Any Notice of an Unacceptable Driving Record will become part of an employee's or elected official's personnel file. (to be removed according the applicable collective bargaining agreement and/or the administrative policy manual).
2. Motor Vehicle Records and Uniform Police Traffic Accident/ Uniform Traffic Accident Reports will be maintained by the Fiscal Officer in a central file.
3. The Roster of Drivers shall be considered a part of these policies and procedures and will be included with them.
4. Signed and dated "Insurance Requirement for Personal Vehicle" forms will be maintained by the Fiscal Officer in a central file.
5. The Fiscal Officer will maintain a list of employees authorized to take vehicles home.

Disciplinary Action

As with all warnings, written reprimands or any disciplinary actions towards any employee(s), each affected employee will retain the right to their grievance procedures outlined in their respective collective bargaining agreements between the organization the affected employee belongs to and Bazetta Township.

APPENDIX A

NOTICE OF AN UNACCEPTABLE DRIVING RECORD

TO:

DATE:

After reviewing your Motor Vehicle Record as supplied by the State and analyzing any accidents within the last three years that you were involved in while driving Bazetta Township owned vehicles during the course of your employment, it was determined that your driving record does not meet the standards of acceptability as set down in the _____ General Driving Rules and Regulations. As a result, your driving privileges have been suspended until your record once again is acceptable. Given no further moving citations and/or at-work at-fault accidents, it is projected that your record will once again be acceptable on _____.

A copy of this form is being forwarded to the head of your department. A copy will be placed in your personnel file.

If you have any questions concerning the suspension of driving privileges, please do not hesitate to contact me.

APPENDIX B

INSURANCE/MAINTENANCE REQUIREMENTS FOR PERSONAL VEHICLES

I, the undersigned, agree, as a requirement for using my personal vehicle to conduct Bazetta Township related business during the course of my employment with Bazetta Township, will retain automobile liability insurance for bodily injury and property damage on the vehicle that I am driving for at least the minimums required by the State.

I further agree to maintain my vehicle in a safe operating condition.

NAME:

SIGNATURE:

DATE:

**BAZETTA TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES**

Date: August 23, 2011 at 8:30am
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 8:32pm.

Present:


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

272-11 To authorize the Fiscal Officer to pay all outstanding invoices incurred and approve all warrants issued.

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

273-11 To adjourn the meeting at 8:33pm.

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



Attested by: Fiscal Officer Rita K. Drew

Dated: 9-11-11



Approved by: Vice Chairman Trustee Frank Parke

Dated: 9-11-11

BAZETTA TOWNSHIP TRUSTEES SPECIAL MEETING MINUTES

Date: August 23, 2011 immediately following the Regular Meeting
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 8:34pm.

Present:

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

274-11 To authorize the Fiscal Officer to make the following Supplemental Appropriations.

\$632.10 to 01-A-15 (General: Workmen's Compensation)

\$506.73 to 04-A-03 (Road: Workmen's Compensation)

\$178.57 to 05-A-04 (Cemetery: Workmen's Compensation)

\$1655.32 to 09-A-03 (Police: Workmen's Compensation)

\$500.00 to 01-F-09 (General: Special Events)

Motion: Trustee Urchek

Second: Trustee Parke

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

275-11 To approve the attached *Resolution Authorizing Participation in the State of Ohio Cooperative Purchasing Program.*

Motion: Trustee Urchek

Second: Trustee Parke

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

- Trustee Urchek asked the Trumbull County Engineer to explain 276-11
 - Randy Smith, the new engineer, explained the following
 - Safety project that includes street lighting and winding of the intersection at Route 305 and Bazetta Road
 - Project is about 50% complete already
 - Contractors will be back to work this week
 - Prior administration wanted to take responsibility for this although it was never discussed with the township
 - Does not believe the township should pay the annual lighting costs

276-11 To request the installation of the street lights approved by the Bazetta Township Trustees via Resolution #330-09, with installation costs to be paid by the installer and lighting costs to be paid by Trumbull County Engineer.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Trustees Parke and Urchek said they would like to discuss 277-11 and 278-11 with Trustee Hovis before proceeding

277-11 To table the resolution to establish a rental agreement for the electronic sign at a rate of \$50 per week for the first two weeks and free for the third week.

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

278-11 To table the resolution to enter into the attached *Priority Retainer Agreement* with J. N. Barkan & Associates.

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

279-11 To remove the five-year, 0.6 mill Road & Bridge Department Replacement Levy from the November 8, 2011 ballot.

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

280-11 To remove the five-year, 1.8 mill Police Department Renewal Levy from the November 8, 2011 ballot.

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

281-11 To approve an expenditure not to exceed \$2500 to D&T P.M. Truck Repair for repairs to Rescue #11, to be paid from the Fire Fund.

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

- Chief Lewis noted that 282-11 is for required annual ladder testing

282-11 To approve an expenditure not to exceed \$1000 to NDT Non-Constructive for ground and aerial testing, to be paid from the Fire Fund.

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

283-11 To approve an expenditure of \$250 to City of Cortland for firearms requalification training, to be paid from the Police Fund.

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

- Zoning Inspector Mills requested that sealed bids for nuisance abatement be opened
 - Fiscal Officer Drew opened and read the bids at 8:41am

284-11 To award the bid for nuisance abatement to Cody's Lawn Service LLC.

Motion: Trustee Urchek

Second: Trustee Parke

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


- Mr. Anderson and Mr. Bradley of Howland Wilson Road discussed a drainage issue
 - Catch basin on east side of the road is not big enough
 - When it rains heavily, water runs out of the catch basin and onto their properties
 - Other concerns regarding digging up property and right-of-way issues
 - Trustee Parke said the following
 - Run-off erodes their driveways, and runs across the road, and creates a hazard
 - Has talked to engineer's office about this problem to see what can be done
 - Trustee Urchek asked Randy Smith if he could look into this
 - Trumbull County Engineer Smith said the following
 - Would look into it in conjunction with the township
 - Would like to set up a meeting now to make sure this can proceed
 - Agreed to meet on Thursday, September 1 at 10am at the site
 - Thanked everyone for working together on this
- Trumbull County Engineer Smith said the following
 - Pleasure working with the township in the past
 - He has an open door policy and is willing to answer questions anytime
 - Trustee Parke said to feel free to contact the township anytime
 - Trustee Urchek thanked him for coming to this meeting

285-11 To adjourn the meeting at 8:58pm.

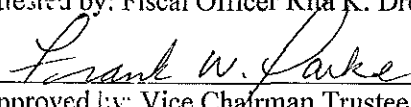
Motion: Trustee Urchek

Second: Trustee Parke

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


Attested by: Fiscal Officer Rita K. Drew

Dated: 9-11-11


Approved by: Vice Chairman Trustee Frank Parke

Dated: 9-11-11

RESOLUTION AUTHORIZING PARTICIPATION IN THE
STATE OF OHIO COOPERATIVE PURCHASING PROGRAM

WHEREAS, Ohio's Cooperative Purchasing Act. (AM. Sub. H.B. No. 100), as signed into law on December 4, 1985; and

WHEREAS, effective March 6, 1986, Ohio's Cooperative Purchasing Act provides the opportunity for counties, townships, municipal corporations, regional transit authorities, regional airport authorities or port authorities and school districts, conservancy districts, township park districts and park districts and other authorities, to participate in contracts distributed by the state of Ohio, Department of Administrative Services, Office of Cooperative Purchasing for the purchase of supplies, services, equipment and certain materials; now therefore,

BE IT ORDAINED BY THE BAZETTA TOWNSHIP TRUSTEES

Section 1. That the Bazetta Township Trustees hereby request authority in the name of Bazetta Township to participate in state contracts which the Department of Administrative Services, Office of State Purchasing has entered into and the Office of Cooperative Purchasing has distributed for the purchase of supplies, services, equipment and certain other materials pursuant to Revised Code Section 125.04.

Section 2. That _____ is hereby authorized to agree in the name of Bazetta Township to be bound by all contract terms and conditions as the Department of Administrative Services, Office of Cooperative Purchasing prescribes. Such terms and conditions may include a reasonable annual membership fee to cover the administrative costs which the Department of Administrative Services incurs as a result of Bazetta Township participation in the contract. Further, that _____ does hereby agree to be bound by all such terms and conditions and to not cause or assist in any way the misuse of such contracts or make contract disclosures to non-members of the Coop for the purpose of avoiding the requirements established by ORC 125.04.

Section 3. That _____ is hereby authorized to agree in the name of the Bazetta Township to directly pay the vendor, under each such state contract in which it participates for items it receives pursuant to the contract, and _____ does hereby agree to directly pay the vendor.

Resolution # 275-11 Dated 08-23-11

Motion: Trustee Urchek

2nd: Trustee Parke

Trustee Harris Yes/No/^{Absent}Abstain

Trustee Parke Yes/No/Abstain

Trustee Urchek Yes/No/Abstain



BARKAN & ASSOCIATES
Labor Relations and Human Resources
Management for Employers

7575 Tyler Blvd., C-3
Mentor, OH 44060-4882
(440) 946-1414 Office
(440) 946-1644 Fax
E-mail: jbarkan@consultant.com

PRIORITY RETAINER AGREEMENT

This Agreement will be effective the ___ day of _____ 2011, by and between BARKAN & ASSOCIATES, hereinafter referred to as BARKAN, and BAZETTA TOWNSHIP BOARD OF TRUSTEES, BAZETTA, OHIO, hereinafter referred to as BAZETTA.

WITNESSETH:

WHEREAS BAZETTA wishes to retain BARKAN to provide specific labor relations and personnel services; and,

WHEREAS BARKAN is willing to provide said services and does in the course of its business provide specific labor relations and personnel services which includes negotiations with certified bargaining units; grievance administration and processing including grievance arbitration; arbitration of labor disputes; drafting of personnel policies and procedures; job description development; employee handbook development; compensation plans; and, classification systems; and,

WHEREAS both parties agree that BARKAN shall act as the exclusive labor relations/human resources consultant of and agent for BAZETTA and that BARKAN shall provide and be compensated for those specific and enumerated services detailed below.

NOW THEREFORE in consideration of the mutual promises and covenants set forth hereafter, it is agreed as follows:

1. BARKAN will represent BAZETTA in all phases of labor relations including representation activities, and negotiations for all labor agreements.
2. BARKAN will assist BAZETTA in grievance administration, up to and including grievance arbitration.
3. BARKAN will assist BAZETTA in research for development of personnel policies, and will assist BAZETTA in updating said policies as needed.
4. BARKAN will update job descriptions of BAZETTA and develop new job descriptions as needed.
5. BARKAN will amend and/or update, as needed, BAZETTA'S Employee Handbook.

6. BARKAN will attend all regular Board of Trustees meetings during the term of this agreement. BARKAN will be available to attend any other Board of Trustees meeting, with the Board of Trustees giving BARKAN advanced notice of the Board of Trustees' intention in having BARKAN in attendance at said meeting.

7. BARKAN will also provide other consulting services to BAZETTA, upon discussions between the parties and agreement reached before commencement of additional services.

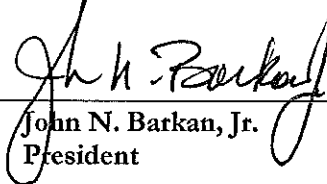
8. BARKAN shall provide to designated representatives of BAZETTA, unlimited telephone consultations, at no charge.

9. In consideration of said services, BAZETTA agrees to compensate BARKAN \$16,500.00 for this retainer agreement. It shall be payable in the following manner \$5,000.00, paid when the agreement is executed and other payments during the term of the agreement, with the total of all payments not to exceed \$16,500.00.

10. No additional charges will be paid for services of BARKAN relative to this agreement, unless written authorization from BAZETTA is given to BARKAN.

11. This agreement will expire one (1) year from the date of execution between the parties.

FOR BARKAN & ASSOCIATES

BY 
John N. Barkan, Jr.
President

DATE _____

FOR BAZETTA TOWNSHIP BOARD OF TRUSTEES

BY _____
Paul Hovis, Trustee
Bazetta Township, OH

BY _____
Donald Urchek, Trustee
Bazetta Township, OH

BY _____
Frank Parke, Trustee
Bazetta Township, OH

ATTEST: _____
Rita Drew, Fiscal Officer
Bazetta Township, OH

DATE: _____

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that this is crucial for ensuring transparency and accountability in the organization's operations.

2. The second part of the document outlines the various methods and tools used to collect and analyze data. It highlights the need for consistent and reliable data collection processes.

3. The third part of the document describes the different types of data that are collected and how they are used to inform decision-making.

4. The fourth part of the document discusses the challenges and risks associated with data collection and analysis, and provides strategies to mitigate these risks.

5. The fifth part of the document concludes by summarizing the key findings and recommendations of the study.

**BAZETTA TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES**

Date: September 13, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 7:02pm.

Present:

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

286-11 To accept the minutes from the August 9 Regular Meeting.

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

287-11 To accept the minutes from the August 23 Regular and August 23 Special Meetings.

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

288-11 To authorize the Fiscal Officer to pay all outstanding invoices incurred and approve all warrants issued.

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

289-11 To authorize the Fiscal Officer to transfer the following funds.

\$2000 from 10-A-06 (Fire: New Buildings & Equipment) to 10-C-05 (Fire: EMS Supplies)
\$3000 from 10-A-06 (Fire: New Buildings & Equipment) to 10-A-10 (Fire: Repairs)
\$3,678.46 from 10-A-06 (Fire: New Buildings & Equipment) to 10-A-04 (Fire: Auditor Fees)
\$156.57 from 09-A-01E (Police: IT Specialist) to 09-A-04 (Police: Auditor Fees)
\$1,480.82 from 04-B-02 (Road: Materials) to 04-A-15 (Road: Auditor Fees)
\$5.43 from 07-A-01C (Lighting Assessment: Contracts) to 07-A-02C (Lighting Assessment: Other Expenses)
\$9500 from 01 (General) to 13 (Zoning)

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

- Trustee Urchek asked for an explanation of 290-11
- Fiscal Officer Drew explained the following
 - Zoning Salaries need to be increased because the original 2011 budget was for the previous Zoning Inspector's rate of pay and hours worked, not those of the current Zoning Inspector
 - Zoning Expenses need to be increased because the original 2011 budget did not include expenditures relative to nuisance abatement
 - General Fund Transfers need to be increased because this is the projected amount of the deficit that Zoning will before the end of the year

290-11 To authorize the Fiscal Officer to do the following Supplemental Appropriations.

\$1500 for 13-A-01 (Zoning: Salaries)
\$2500 for 13-A-02 (Zoning: Expenses)
\$9,500 for 01-A-27 (General: Transfers)

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

- Trustee Urchek asked a question about the negative number in 291-11
 - Fiscal Officer Drew explained that this number is negative because the assessment for this district is decreasing, not increasing

291-11 To authorize the Fiscal Officer to request that the Trumbull County Auditor adjust Lighting District Special Assessments per half as follows.

\$1.47 per parcel in the Ivy Hills Lighting District
\$3.45 per parcel in the Morrow/Williams Lighting District
-\$5.52 per parcel in the Timber Creek Heights Lighting District
\$2.84 per parcel in the Timber Creek Estates Lighting District

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

- Trustee Urchek asked to table 292-11 until the Trustees can discuss this amongst themselves

292-11 To table the resolution to establish a rental agreement for the electronic sign at a rate of \$50 per week for each of the first two weeks and free for the third week.

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

293-11 To enter into the Attached *Priority Retainer Agreement*, as revised, with J. N. Barkan & Associates.

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

- Trustee Urchek asked for an explanation of 294-11
 - Trustee Hovis said the following
 - Fee would be established because people have contacted the township wanting to open gaming facilities here
 - Wants to establish a fee for having this type of operation in the township
- Trustee Urchek asked if residents had any questions about this
 - Martha Urchek of Lakeshore Drive asked where these would be
 - Trustee Hovis said he did not know yet
 - Paul Carlson of Lakeshore Drive asked if these parlors were ruled illegal by the county
 - Trustee Hovis said they had not because the facilities have begun offering internet service – by offering internet service, they are currently legal
- Trustee Hovis said this is on the agenda so residents know the township has started looking into this
 - Trustee Urchek asked if the fee would be refundable if the business gets shut down
 - Trustee Hovis said it would not be refundable and would be prorated
- Zoning Inspector Mills said the following
 - Township has nothing in the zoning resolution about these types of businesses
 - As such, they could be located anywhere

- Would have to be restricted to a commercial area
- Zoning Commission would have to put some verbiage into the resolution about this
- Zoning Commission is already looking into this
- Trustee Hovis said this resolution merely starts the process before it goes through the zoning process

294-11 To establish a non-refundable annual permit fee for the operation of gaming facilities in Bazetta Township.

Motion: Trustee Urchek

Second: Trustee Parke

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

Correspondence (Copies available upon request):

- Local Government Fund Allocation and Official Certificate of Estimated Resources for 2012 from Trumbull County Auditor
- Revised Official Certificate of Estimated Resources for 2012 from Trumbull County Auditor
- Notice of the Geauga-Trumbull Solid Waste Management District's Intent to Designate Facilities for the Receipt of Solid Waste Generated Within Geauga and/or Trumbull Counties from the Geauga-Trumbull Solid Waste Management District
- Ohio Township Association Risk Management Authority (OTARMA) 2010 Annual Report
- Invitation from the Western Reserve Land Conservancy to a guided tour of four of their projects
- Letter from Trumbull County Health Department stating that properties located at 3723 & 3725 Hoaglund Blackstub Road have been declared "Unfit for Human Habitation"
- Invitation from Youngstown State University to attend their Fall 2011 Interview Day
- Copy of a Permit to Work in the Right-of-Way granted by Trumbull County Engineer to Z-Tech Builders for service of Bazetta Road
- Information from Trumbull County Health Department regarding the Raccoon Rabies Vaccination Operation
- Invitation from the Tribune Chronicle to submit information regarding levies on the upcoming November 2011 ballot
- Copy of bid tabulation worksheet from Howland Township Trustees for Henn Hyde Road Improvements Project
- Letter of resignation from Parks & Recreation Board Member Jessica Canavan
- Letter from Trustee Hovis Carlson regarding continuing reduction in fire coverage
- Notification from Ohio Utilities Protection Service that there have been changes to their bylaws and general operating procedures

Administration:

- The township received a request from the City of Cortland for a date and time for Trick or Treat

295-11 To set October 31 from 6pm to 8pm as this year's date and time for trick-or-treating.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Trustee Hovis asked if someone would notify Cortland
 - Fiscal Officer Drew said she would make sure it gets done
- Janet Perhach of Northview Drive asked why it was not on Saturday
 - Trustee Urchek replied our safety forces requested that it not be on a Saturday night because that is a busy time for them

Fire Department:

- See Attached Agenda

- Trustee Urchek asked for explanation of 296-11
 - Chief Lewis said the pump went bad and the truck would not pump water

296-11 To approve the expenditure of \$2,991 to Finley Fire Equipment for emergency repairs to Engine #11, to be paid for from the Fire Fund.

Motion: Trustee Urchek

Second: Trustee Parke

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

297-11 To approve the expenditure of \$700 to Strobes N'More for replacement of emergency lights, to be paid for from the Fire Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

298-11 To approve the expenditure of \$400 to Warren Fire Equipment for six universal brackets, to be paid for from the Fire Fund.

Motion: Trustee Urchek

Second: Trustee Parke

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

Police Department:

- See Attached Report

Road Department:

- Trustee Parke said the following
 - Road Department will have to get with the Parks & Recreation Board about where to put the time capsule
 - Cemetery foundations are being done at the beginning of October, so they might as well set the concrete for both things at the same time
- Parks & Recreation Board Chairman Belcher said he wanted to meet with Trustee Parke and Road Superintendent Parke to decide where the best location for the time capsule was
- Trustee Urchek asked if someone could walk off with the time capsule
 - Parks & Recreation Board Chairman Belcher said the following
 - New time capsule is very heavy
 - Unlikely that anyone could pick it up and take it away
 - Company who donated the time capsule has offered to replace it, at no cost to the township, if it is vandalized

299-11 To approve October 1, 2011 as the deadline for receipt of foundation orders.

Motion: Trustee Urchek

Second: Trustee Parke

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

Parks & Recreation Board:

- See Attached Minutes

300-11 To accept the resignation of Jessica Canavan from the Parks & Recreation Board, effective immediately.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Parks & Recreation Board Chairman Belcher reported the following
 - Community Day went well
 - Crowd was a little light due to the weather, not lack of advertisement
 - 700-800 people not including township personnel, their families and vendors
 - Thanked trustees for all their help that day
 - Thanked safety service for their help
 - Thanked Park Laborer Governor for his help
 - Thanked Janet and Steve Perhach for cooking that day
 - Thanked the Parks & Recreation Board for working their butts off on this project
 - Took a lot of work to save the articles in the time capsule
 - Total cost for the event out of the township's pocket was \$190
 - That cost will go down to \$0 after remaining food items are sold at a the concession stand in the park this weekend
 - Working on getting the traveling veterans memorial wall in the park
 - Wanted to get it in November, but it was not enough lead time for the organization
 - Will be totally free to the township
 - Will be set up for 5 days
 - Working on getting it in next spring
 - Will start working on the walking trail as soon as Road Department is available
- Trustee Urchek said the following
 - Noted how much better the time capsule items looked at Community Day than they had when he first saw them
 - Residents told him that this Community Day was a good start
 - Suggested that we have strips on papers and crayons available if we have the traveling veterans wall in town
- Parks & Recreation Board Member Braden said the following
 - Thanked Carol Harrison for being in the gazebo with the artifacts
 - People told her what a nice event it was and what a beautiful park Bazetta has
- Parks & Recreation Board Chairman Belcher said items for the time capsule are still being accepted
- Chief Lewis asked about the \$190
 - Parks & Recreation Board Chairman Belcher said the following
 - Money came from fund the board had raised at fund raisers
 - Listed people and companies who donated money and items for the event
 - Discussed how board bought other items as inexpensively as possible
 - People really appreciated having the golf carts available

Zoning Commission:

- Zoning Inspector Mills spoke for Zoning Commission Chairman Webb who is out of town
 - The Commission met on August 24 to discuss verbiage on dumpsters and agriculture
 - New language was approved and is being sent to the Trustees for their hearing
 - Also discussed the internet café issues
 - Would to see a moratorium on these businesses coming in so zoning can be ready for them

Zoning Inspector:

- Zoning Inspector Mills reported the following
 - Agreed with Zoning Commission Chairman Webb's recommendation
 - Continuing to get nuisance properties cleaned up
 - Some are showing significant improvement
 - Money spent on these properties will come back to the township
 - All expenses are placed as liens on these properties
 - Tax liens must be paid before the properties can be sold
 - Already getting calls about purchasing some of these properties
 - It is tax dollars being spent now, but it will come back in the future

- Zoning Inspector Mills explained issues with each property as the following resolutions were adopted

301-11 To approve the attached §505.87 Resolutions #1.

Motion: Trustee Urchek

Second: Trustee Parke

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

302-11 To approve the attached §505.87 Resolution #2 (For Use When Hiring Contract Hauler).

Motion: Trustee Urchek

Second: Trustee Parke

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

303-11 To approve the attached §505.86 Resolutions #1 (Request for Inspection of Property).

Motion: Trustee Urchek

Second: Trustee Hovis

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

304-11 To approve the attached §505.86 Resolutions #2 (Declaring to be Insecure-Structurally Defective/Ordering Abatement).

Motion: Trustee Urchek

Second: Trustee Parke

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

305-11 To approve the attached §505.86 Resolution #3 (Ordering Securance or Demolition of Property to Proceed/Hiring of Demolition Contract).

Motion: Trustee Urchek

Second: Trustee Parke

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

Safety Committee:

- Nothing to report

Health Insurance Committee:

- Nothing to report

Asked to be placed on the Agenda:

- None

Public Comment:

- Trustee Urchek said he has been asked to move the aluminum can container
 - Trustee Parke said he has received several calls from people complaining about the new location of the dumpsters because it was unsightly
 - Trustee Parke thought the township should consider revisiting the location of the dumpsters
- Martha Urchek of Lakeshore Drive asked if the items in Resolutions 296-11 and 298-11 were paid from the Fire Department
 - Trustee Hovis said they would be
- Martha Urchek of Lakeshore Drive asked about the small yard signs around the township
 - Zoning Inspector Mills said the following
 - Some signs are temporary and zoning can do nothing about them
 - Township cannot remove signs from electrical poles – electric company must do that

- Is working on the sign by the Bazetta Mall
 - The church sign on private property was taken down
- Trustee Hovis asked about portable 4x8 signs and the definition of a temporary sign
 - Zoning Inspector Mills explained the following
 - Language in the township zoning resolution is vague and needs to be worked on in the near future
 - Does not want the township to look unfriendly to business, but is asking people to bear with us while the Zoning Commission gets the language cleaned up
 - Trustee Urchek agreed that the current situation is not friendly to businesses
 - Zoning Inspector Mills reminded everyone that the Zoning Commission writes the zoning rules, the Trustees and Trumbull County approve them, and he only enforces them
- Jeff Payne of Johnson Plank Road asked if the zoning inspector could look into properties across the street from his house that are rodent infested
 - Zoning Inspector Mills said he would look into it and will let him know what he finds out

306-11 To recess into Executive Session at 7:44pm to discuss the purchase of property, per ORC 121.22(G).


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

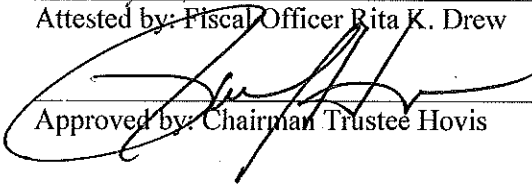
307-11 To reconvene from Executive Session at 8:47pm with no action taken.

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

308-11 To adjourn the meeting at 8:48pm.

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


 _____ Dated: 10-11-11
 Attested by: Fiscal Officer Rita K. Drew


 _____ Dated: 10-11-11
 Approved by: Chairman Trustee Hovis



BARKAN & ASSOCIATES
*Labor Relations and Human Resources
Management for Employers*

7575 Tyler Blvd., C-3
Mentor, OH 44060-4882
(440) 946-1414 Office
(440) 946-1644 Fax
E-mail: jnbarkan@consultant.com

HOURLY RETAINER AGREEMENT

This Agreement will be effective the 13th day of September 2011, by and between BARKAN & ASSOCIATES, hereinafter referred to as BARKAN, and BAZETTA TOWNSHIP BOARD OF TRUSTEES, BAZETTA, OHIO, hereinafter referred to as BAZETTA.

WITNESSETH:

WHEREAS BAZETTA wishes to retain BARKAN to provide specific labor relations and personnel services; and,

WHEREAS BARKAN is willing to provide said services and does in the course of its business provide specific labor relations and personnel services which includes negotiations with certified bargaining units; grievance administration and processing including grievance arbitration; arbitration of labor disputes; drafting of personnel policies and procedures; job description development; employee handbook development; compensation plans; and, classification systems; and,

WHEREAS both parties agree that BARKAN shall act as the exclusive labor relations/human resources consultant of and agent for BAZETTA and that BARKAN shall provide and be compensated for those specific and enumerated services detailed below.

NOW THEREFORE in consideration of the mutual promises and covenants set forth hereafter, it is agreed as follows:

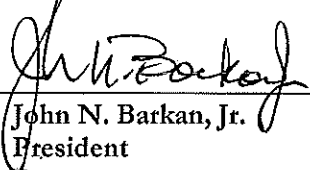
1. BARKAN will represent BAZETTA in all phases of labor relations including representation activities, and negotiations for all labor agreements.
2. BARKAN will assist BAZETTA in grievance administration, up to and including grievance arbitration.
3. BARKAN will assist BAZETTA in research for development of personnel policies, and will assist Bazetta in updating said policies as needed.
4. BARKAN will update job descriptions of BAZETTA and develop new job descriptions as needed.
5. BARKAN will amend and/or update, as needed, BAZETTA'S Employee Handbook.
6. When requested by the Board of Trustees BARKAN will attend Board of Trustees meetings during the term of this agreement. BAZETTA will give BARKAN advanced notice of the Board of Trustees' intention in having BARKAN in attendance at said meeting.

7. BARKAN will also provide other consulting services to BAZETTA, upon discussions between the parties and agreement reached before commencement of additional services.

8. In consideration of said services, BAZETTA agrees to pay BARKAN, for services covered by this retainer agreement, and shall be billed as follows: (1) For all work hours, a billing rate of **One Hundred Fifteen dollars (\$115.00)** per hour, will be charged, and, billed in one-quarter hour (1/4 hr.) increments; (2) When a representative of BARKAN is to be in attendance in any meeting on behalf of BAZETTA, there shall be a minimum hourly charge of **three (3) hours, portal to portal;** (3) All other services performed on behalf of BAZETTA, shall be charged in one-quarter hour (1/4 hr.) increments; (4) BAZETTA agrees to reimburse BARKAN for all reasonable business expenses but not limited to, mileage charged for travel to and from BAZETTA, copying charges, mail service charges, etc.; and, (5) Phone calls placed to; on behalf of; or received from officials of BAZETTA, shall be billed at eleven dollars and fifty cents per call, (\$11.50).

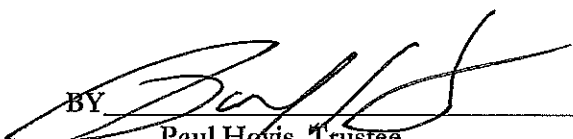
9. This agreement will expire one (1) year from the execution date of this agreement.

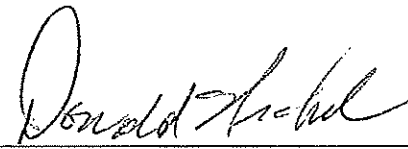
FOR BARKAN & ASSOCIATES

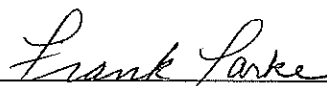
BY 
John N. Barkan, Jr.
President

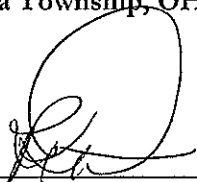
DATE September 13, 2011

FOR BAZETTA TOWNSHIP BOARD OF TRUSTEES

BY 
Paul Hovis, Trustee
Bazetta Township, OH

BY 
Donald Urchek, Trustee
Bazetta Township, OH

BY 
Frank Parke, Trustee
Bazetta Township, OH

ATTEST: 
Rita Drew, Fiscal Officer
Bazetta Township, OH

DATE: 9-13-11

BAZETTA TWP. FIRE/EMS

Chief Dennis Lewis

Trustees Meeting September 13, 2011 1900hrs

Date: 9/08/2011
To: Trustees
From: Chief Dennis Lewis
Re: Meeting on September 13, 2011
Cc: File, Fiscal Officer

Trustee Hovis – Trustee Parke – Trustee Urchek

1. Requesting the expenditure not to exceed \$700.00 from Strobes N' More to replace burned out emergency lights.
2. Requesting to purchase 6 universal brackets (these brackets are used for breathing apparatus bottles and water extinguishers). Requesting this expenditure not exceed \$400.00 to Warren Fire Equipment.
3. Requesting to set up a meeting with Baker, Bednar and Associates to discuss New Fire Station project after regular meeting September 13, 2011. Please let me know if we are going to have this meeting as I would like to inform Randy Baker of Baker, Bednar and Associates.
4. Requesting to set up a meeting with legal council to discuss the appraisal of the property, getting agreement signed with land owner to conduct EPA phase one study, soil bore testing, so we can move forward with this project.

Safety Committee

Monthly meeting was conducted. Nothing to report.

Health Care Committee

No Report.



August 2011 Bazetta Police Department Activity

Activity	Total
Calls for Service	598
Incident Reports Filed	168
Traffic Crash Investigations	11
Number of Persons Arrested	53
Traffic Offenses	62
Vehicle Miles Traveled	8,884.60
Office Contacts	376

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: August 9, 2011 at 6:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 6:05pm.

Present:

Carol Braden	Beth Barnes
Evelyn Coe	Eleanor Governor
Steve Belcher	Trustee Frank Parke
Jessica Canavan	

- Wean Foundation
 - Possible \$5,000 - \$10,000 donation because of the park's volunteer efforts
- Walking Trail
 - Ken Flack is going to start digging the trail on Wednesday at 8:30am
 - Going to start with the grinding currently in the parking lot
 - More grindings are going to be delivered
- Community Day
 - Vehicles will be present from National Guard, Marines, Navy, Army, and Air Force
 - Ketchup and mustard have been purchased
 - Plate and napkins arrived today
 - Sodas has been picked up
 - Buns will be ready on Friday, August 19
 - Only thing left to purchase is hot dogs and hamburgers
- Community Pride Awards
 - Possibility of giving these out to outstanding residents who go above and beyond

Motion: To adjourn at 6:50pm
Made By: Jessica Canavan
Second: Evelyn Coe
Vote: Passed unanimously

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: August 12, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 7:00pm.

Present:

Carol Braden	Brian Adgate
Evelyn Coe	Eleanor Governor
Steve Belcher	Fiscal Officer Rita Drew
Jessica Canavan	

- Discussion about Community Day
 - Unable to get an ice truck
 - Unable to get any extra golf carts
 - A few companies have them available for rent
 - Cheapest of these is \$235 for 5 carts
 - Lakeview High School
 - Band may play
 - Donated a yearbook for new time capsule
 - Janet & Steve Perhach volunteered to cook
 - Joel Davis will make signs
 - Karate group is still willing to do a demonstration
 - Created a schedule of events
 - Think we may need more than 1000 burgers and hot dogs
 - Still need to purchase bottled water
 - Will sell extra food at the normal concession stand price

Motion: To adjourn at 8:45pm
Made By: Steve Belcher
Second: Brian Adgate
Vote: Passed unanimously

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: August 23, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 7:00pm.

Present:

Carol Braden
Evelyn Coe
Steve Belcher

Brian Adgate
Eleanor Governor
Beth Barnes

Martha Urchek
Trustee Frank Parke
Fiscal Officer Rita Drew

- Discussion about Community Day
 - Received no complaints, only praise
 - Need to send out thank you notes
 - Beth will frame certificates of participation for all participants
 - Will meet at the park at 11:30am on August 24 to break down the tables
 - Possibility of Beth framing or mounting the artifacts
- Carol presented some awards
 - A golden toilet brush to Steve
 - A gold star to Frank
- Discussion of ideas brought up at Community Day
 - Continue installation of electricity
 - A public address system
 - Fix the ramp at the gazebo
- Discussion about future sponsor for fund raisers
 - Ohio law says we can not directly fund raise, must have a non-profit sponsor with a 501(c)3
 - Possibility of creating our own called something like "Friends of Bazetta Park"
 - Rita has set up corporations before and will help with this if needed

Motion: To adjourn at 8:15pm

Made By: Brian Adgate

Second: Evelyn Coe

Vote: Passed unanimously

**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: August 29, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 7:15pm.

Present:

Carol Braden
Evelyn Coe
Steve Belcher

Brian Adgate
Eleanor Governor

Trustee Frank Parke
Fiscal Officer Rita Drew

- Discussion about Community Day
 - Decided that all went pretty well
- Discussion Autumn Market
 - Beth and Rita sent announcements to newspapers
 - Carol suggested making poster boards to advertise around town
 - Will ask Matt Slusher to draw 20 double sided signs
- Discussion about thank you notes
 - Everyone will bring some to the September 6 meeting so we can write them up together

Motion: To adjourn at 8:15pm
Made By: Steve Belcher
Second: Eleanor Governor
Vote: Passed unanimously

§505.87 - Resolution # 1

RESOLUTION No. 301-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, garbage, refuse and or other debris upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

[list property addresses]

2741 Wilson Sharpsville Rd., Cortland, Oh. 44410

Parcel # 33-023530

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with **Section 505.87 (B) O.R.C.**;

BE IT FURTHER RESOLVED, that the cost expended by the Township for abatement of said nuisance be certified by the Fiscal Officer to the County Auditor, for placement as a lien on the property to be collected as other taxes and returned to the Township General Fund pursuant to **Section 505.87(D) O.R.C.**;

ROLL CALL:

Trustee Havis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

§505.87 - Resolution # 1

RESOLUTION No. 301-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, garbage, refuse and or other debris upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

[list property addresses]

4619 Hongland Blackstub Rd., Cortland, Oh. 44410
Parcel # 31-066225

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with **Section 505.87 (B) O.R.C.**;

BE IT FURTHER RESOLVED, that the cost expended by the Township for abatement of said nuisance be certified by the Fiscal Officer to the County Auditor, for placement as a lien on the property to be collected as other taxes and returned to the Township General Fund pursuant to **Section 505.87(D) O.R.C.**;

ROLL CALL:

Trustee Hous - Yes
Trustee Parke - Yes
Trustee Urchek - Yes

§505.87 - Resolution # 1

RESOLUTION No. 301-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, garbage, refuse and or other debris upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

[list property addresses]

3727 ~~Longland~~ Blackstub Rd., Cortland, Oh. 44410
Parcel # 31-008076

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with **Section 505.87 (B) O.R.C.**;

BE IT FURTHER RESOLVED, that the cost expended by the Township for abatement of said nuisance be certified by the Fiscal Officer to the County Auditor, for placement as a lien on the property to be collected as other taxes and returned to the Township General Fund pursuant to **Section 505.87(D) O.R.C.**;

ROLL CALL:

Trustee Houis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

RESOLUTION No. 30-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, garbage, refuse and or other debris upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

[list property addresses]

3232 NORTH PARK, WARREN, Ohio 44481
PARCEL # 31-040600

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with **Section 505.87 (B) O.R.C.**;

BE IT FURTHER RESOLVED, that the cost expended by the Township for abatement of said nuisance be certified by the Fiscal Officer to the County Auditor, for placement as a lien on the property to be collected as other taxes and returned to the Township General Fund pursuant to **Section 505.87(D) O.R.C.**;

ROLL CALL:

Trustee Harris - Yes
Trustee Parke - Yes
Trustee Urchek - Yes

§505.87 - Resolution # 1

RESOLUTION No. 361-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, garbage, refuse and or other debris upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

[list property addresses]

3739 ~~Doan~~ Blackstubs Rd, Cothran, Oh. 44410
Parcel # 31-054350

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with **Section 505.87 (B) O.R.C.**;

BE IT FURTHER RESOLVED, that the cost expended by the Township for abatement of said nuisance be certified by the Fiscal Officer to the County Auditor, for placement as a lien on the property to be collected as other taxes and returned to the Township General Fund pursuant to **Section 505.87(D) O.R.C.**;

ROLL CALL:

Trustee Hovis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

RESOLUTION No. 301-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, garbage, refuse and or other debris upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

[list property addresses]

3190 Duest Dr, Coetland, Ohio, 44410
Parcel # 31-075800

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with **Section 505.87 (B) O.R.C.**;

BE IT FURTHER RESOLVED, that the cost expended by the Township for abatement of said nuisance be certified by the Fiscal Officer to the County Auditor, for placement as a lien on the property to be collected as other taxes and returned to the Township General Fund pursuant to **Section 505.87(D) O.R.C.**;

ROLL CALL:

Trustee Houis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

RESOLUTION No. 30-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, garbage, refuse and or other debris upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

[list property addresses]

4619 Homestead Blackstub Rd., Cortland, Oh. 44410
Parcel # 31-066225

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with **Section 505.87 (B) O.R.C.**;

BE IT FURTHER RESOLVED, that the cost expended by the Township for abatement of said nuisance be certified by the Fiscal Officer to the County Auditor, for placement as a lien on the property to be collected as other taxes and returned to the Township General Fund pursuant to **Section 505.87(D) O.R.C.**;

ROLL CALL:

Trustee Howis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

§505.87 - Resolution # 2

RESOLUTION No. 302-11

BE IT RESOLVED, that legal notice of this Board's intention to **remove** the refuse, garbage and debris on the following premises, being given in accordance with **Section 505.87 (B) O.R.C.**, and seven (7) days having passing, the Board of Trustees hereby orders commencement of the abatement, control and removal of the vegetation, garbage, refuse or debris as provided in **Section 505.87 (C) O.R.C.**;

[List property] 4278 North Park Ave. Cortland, Oh. 44410
Parcel # 31-901157

AND BE IT FURTHER RESOLVED, that the Board of Trustees enter into a contract with Cody's Lawn Service, at a total cost of \$ per bid, to provide for the abatement, control and removal of the vegetation, garbage, refuse or debris.

ROLL CALL:

- Trustee Hais - Yes
- Trustee Parke - Yes
- Trustee Urchek - Yes

§505.86 - Resolution # 1

- [REQUEST FOR INSPECTION OF §505.86 PROPERTY]

RESOLUTION No. 303-11

BE IT RESOLVED, that the Board of Trustees requests and directs the Township Fire Chief, County Building Inspector and/or the Trumbull County Health Department conduct an inspection of the following listed property in the township to determine if the property is insecure, unsafe, structurally defective and unfit for human habitation.

[List property, address, auditor parcel no.]

3232 North Park, WARREN, Oh. 44481

Parcel # 31-040600

§505.86 - Resolution # 1

- [REQUEST FOR INSPECTION OF §505.86 PROPERTY]

RESOLUTION No. 303-11

BE IT RESOLVED, that the Board of Trustees requests and directs the Township Fire Chief, County Building Inspector and/or the Trumbull County Health Department conduct an inspection of the following listed property in the township to determine if the property is insecure, unsafe, structurally defective and unfit for human habitation.

[List property, address, auditor parcel no.]

2822 Durst Clagg Rd., WARREN, Oh. 44481
Parcel # 31-081700

8505.86 - Resolution # 2

**RESOLUTION DECLARING PROPERTY TO BE
INSECURE/STRUCTURALLY DEFECTIVE - ORDERING ABATEMENT**

RESOLUTION No. 304-11

BE IT RESOLVED, that the structure(s) located on the following premise(s), being previously inspected and declared **insecure, unsafe, and structurally defective** by the Fire Chief and/or Building Inspector and **unfit for human habitation** by the Health Department; be and are hereby declared **insecure, unsafe, structurally defective and unfit for human habitation** and is (are) ordered removed;

BE IT FURTHER RESOLVED, that notice of this Board's intention to remove said structure(s) be given in accordance with **Section 505.86 (B) O.R.C.**

[List property, address, auditor's parcel no.]

3723 Highland Blackstub Rd, Cortland, Oh. 44410
Parcel # 31-008076

8505.86 - Resolution # 2

RESOLUTION DECLARING PROPERTY TO BE INSECURE/STRUCTURALLY DEFECTIVE - ORDERING ABATEMENT

RESOLUTION No. 304-11

BE IT RESOLVED, that the structure(s) located on the following premise(s), being previously inspected and declared **insecure, unsafe, and structurally defective** by the Fire Chief and/or Building Inspector and **unfit for human habitation** by the Health Department; be and are hereby are declared **insecure, unsafe, structurally defective and unfit for human habitation** and is (are) ordered removed;

BE IT FURTHER RESOLVED, that notice of this Board's intention to remove said structure(s) be given in accordance with **Section 505.86 (B) O.R.C.**

[List property, address, auditor's parcel no.]

3725 Hoagland Blackstubs Rd, Cortland, Oh. 44410
Parcel # 31-008076

§505.86 - Resolution # 3

[RESOLUTION ORDERING SECURANCE OR DEMOLITION OF PROPERTY TO PROCEED / HIRING OF DEMOLITION CONTRACT]

RESOLUTION No. 305-11

BE IT RESOLVED, that legal notice of this Board's intention to **remove** the structure(s) on the following premises, being given in accordance with **Section 505.86 (B) O.R.C.**, and thirty (30) days having passing, without complaine of the property owners, the Board of Trustees hereby orders commencement of the removal of said structures.

[List property, address, auditor's parcel ID#]

*4636 W. MAZZO Mendville Rd.
Coeftland, Oh. 44410
PARCEL # 33-051700*

BE IT FURTHER RESOLVED, that _____,
[Contactor] be hired to provide for the securance and or demolition of said property to be paid in the amount of \$ per bid for said services.

ROLL CALL:

Trustee Hovis - Yes

Trustee Parke - Yes

Trustee Orchek - Yes

**BAZETTA TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES**

Date: September 27, 2011 at 8:30am
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 8:34am.

Present:


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

309-11 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


310-11 To adjourn the meeting at 8:34pm.

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



Attested by: Fiscal Officer Rita K. Drew

Dated: 10-11-11



Approved by: Chairman Trustee Paul Hovis

Dated: 10-11-11

BAZETTA TOWNSHIP TRUSTEES SPECIAL MEETING MINUTES

Date: September 27, 2011 immediately following the Regular Meeting
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 8:35am.

Present:

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

- Zoning Inspector Mills opened the sealed demolition bids
 - Boccia Construction bid the following
 - 2664 Niles Cortland Road \$16,200
 - 4686 Warren Meadville \$4,300
 - 0 Johnson Plank \$4,600
 - Ace Hardware dba RLK Enterprises bid the following
 - 2664 Niles Cortland Road \$66,000
 - 4686 Warren Meadville \$10,200
 - 0 Johnson plank \$6,800
- Zoning Inspector Mills said there has been a lot of interest in the Niles Cortland Road property and it may have already been sold
 - Fiscal Officer Drew said she had received paperwork regarding the sale
 - Trustee Hovis suggested winning bidder meet with Trustees and Zoning Inspector Mills to discuss how to proceed
 - Zoning Inspector Mills said he would contact the winning bidder

311-11 To award the demolition projects to Boccia Construction, the apparent low bidder, for the properties at 2664 Warren Meadville Road and 0 Johnson Plank Road.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Trustee Parke opened the sealed bids for purchase of a 2005 Seagrave Pumper Truck
 - Bloomfield Township \$125,250
 - Greene Township \$153,283

312-11 To sell the 2005 Seagrave Pumper Truck to Greene Township, the apparent low bidder for \$153,283.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Trustee Urchek asked if the rate was only for public service and not commercial ads
 - Trustee Hovis confirmed that it was
- Trustee Urchek asked to include this in resolution
 - Fiscal Officer Drew made the revision

313-11 To establish a rental agreement for the electronic sign for non-commercial advertising at a rate of \$50 per week for each of the first two weeks and free for the third week.

Motion: Trustee Urchek

Second: Trustee Parke

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

314-11 To approve the attached *Resolution Accepting the Amount and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor.*

Motion: Trustee Parke

Second: Trustee Urchek

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

315a-11 To accept the donated services of Ace Equipment North for servicing and maintaining township vehicles.

Motion: Trustee Parke

Second: Trustee Hovis

Vote: Not taken

- Trustee Urchek interrupted the voting procedure and asked if this resolution could be tabled
 - He wanted to talk to Atty. Finamore again since he believed there was illegal activity occurring with this
 - He would like Ace Equipment North to sign a contract with the township
- Fiscal Officer Drew reminded the following
 - Atty. Finamore had already addressed this issue with the Trustees
 - It was Atty. Finamore who suggested passing this resolution
 - Ace Equipment North cannot sign a contract with the township

315b-11 To table the resolution to accept the donated services of Ace Equipment North for servicing and maintaining township vehicles.

Motion: Trustee Urchek

Second: Trustee Hovis

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

- Trustee Urchek asked if this was the property the Trustee visited
 - Trustee Hovis said the following
 - It was that property
 - Flooding at that location was causing erosion of the roadway
 - Questioned whether the portion of the pipe that goes onto the driveway and the labor can be put on the tax lien for this property
 - Asked if Fiscal Officer Drew could contact Atty. Finamore about this
 - Fiscal Officer Drew said that she would contact him

316-11 To authorize an expenditure not to exceed \$2,000 for pipe and a catch basin for repairs on Howland Wilson Road as recommended by the Trumbull County Engineer, to be paid from the Road & Bridge Fund.

Motion: Trustee Urchek

Second: Trustee Parke

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

317-11 To table the resolution to authorize an expenditure of \$250 to SI Machinery for a set of 6 lockers, to be paid from the Police Fund.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Trustee Urchek asked what this agreement was
 - Trustee Parke asked why Trustee Urchek had not asked this question before he actually signed the agreement
 - Chief Lewis explained the agreement was for annual servicing of township fire extinguishers

318-11 To approve the attached *Standard Fire Protection Service Agreement* with Warren Fire Equipment, Inc.

Motion: Trustee Parke

Second: Trustee Urchek

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

- Trustee Urchek asked what adult entertainment is
 - Zoning Inspector Mills says the township resolution does not define it, just where it can go
- Zoning Inspector Mills asked if Zoning Commission Chairman Webb discussed this
 - Fiscal Officer Drew said he is the one who suggested the resolution
- Zoning Inspector Mills said the following
 - Fee needed to raised because the previous fee did not cover the costs
 - This is just a correction to an error that had been previously overlooked

319-11 To increase the fee for "Conditional Zone Certificate" and "Conditional Zoning Certificate for Adult Entertainment" to \$500 plus any additional consulting services as required.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Mike explained what the different violations were at the properties in the following resolutions

320-11 To approve the attached §505.87 Resolutions #1.

Motion: Trustee Urchek

Second: Trustee Parke

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

321-11 To approve the attached §505.87 Resolution #2 (For Use When Hiring Contract Hauler).

Motion: Trustee Urchek

Second: Trustee Parke

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

322-11 To approve the attached §505.871 Resolutions for Removal of Junk Motor Vehicles.

Motion: Trustee Urchek

Second: Trustee Parke

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


- Vince Flask of Your Shale Team asked to address the Trustees regarding Marcellus and Utica Shale
 - Requested the use of a township facility to conduct an educational presentation regarding shale drilling
 - Wants to be able to put property owners together with drillers
- Chief Lewis discussed the possibility of using one of the fire stations
- Zoning Inspector Mills discussed the possibility of using the Optimist Club
- Trustee Hovis suggested submitting a list of possible dates to see what facility would be available

323-11 To adjourn the meeting at 8:58pm.

Motion: Trustee Urchek

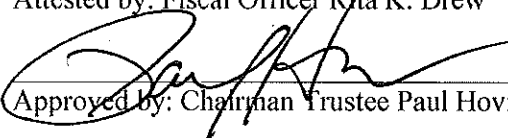
Second: Trustee Parke

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



Attested by: Fiscal Officer Rita K. Drew

Dated: 10-11-11



Approved by: Chairman Trustee Paul Hovis

Dated: 10-11-11

**Bazetta Township Trustees
Trumbull County, Ohio
Bid Notice**

Sealed bids with a minimum bid of \$125,000.00 will be received at the office of the Bazetta Township Trustees located at 3372 State Route 5, Cortland, Ohio 44410 until 4:00 PM local time on September 26, 2011 for 2005 Seagrave Pumper and at the same place the bids will be publicly opened and read aloud at 08:30 AM on September 27, 2011.

The vehicle, maintenance records and manuals can be viewed at the Bazetta Fire Department located at 773 Everett-Hull Road, Cortland, Ohio 44410.

2005 Seagrave Pumper
1500 GPM pump
1000 gallon tank
Mileage 8976
Engine Hours 698.6

Sealed bids shall be addressed to the Bazetta Township Trustees and shall arrive or be delivered to the office on or before the above stated time and date. Bids shall be marked, "*BID – 2005 Seagrave Pumper*".

The Bazetta Township Trustees reserve the right to reject any and/or all bids.

The Board of Bazetta Township Trustees

Paul Hovis
Frank W. Parke
Donald Urchek

This notice is posted on the Bazetta Township internet site on the World Wide Web. To view this notice and other requests by the Bazetta Township Trustees, enter the address of www.bazettatwp.org; click on Purchasing/Bid Opportunities/Sale.

TO BE ADVERTISED: _____

**GREENE VOLUNTEER FIRE & RESCUE
STATION 25**

2077 KINSMAN ROAD

NORTH BLOOMFIELD, OH. 44450

PH. 330-583-3645

FAX 330-583-0057

CHIEF J. WAKEFIELD

ASST. CHIEF K. HORNYAK

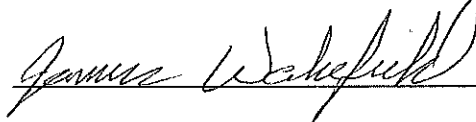
26 Sep 11

Bazetta Township Trustees

Ref: Bid-2005 Seagrave Pumper

Greene Volunteer Fire & Rescue, places a bid in the amount of \$153,283 for the purchase of 2005 Seagrave Pumper.

Chief Jim Wakefield



BLOOMFIELD TOWNSHIP BOARD OF TRUSTEES

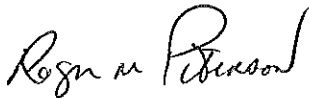
*2063 Kinsman Road
Post Office Box 34
North Bloomfield, Ohio 44450*

9-20-2011

Bazetta Township Trustees
3372 State Route 5
Cortland, Ohio 44410

Bid – 2005 Seagrave Pumper

Bloomfield Township bids \$125,250 for above said unit.



330-553-6152

Roger M Peterson
Bloomfield Township Trustee

R. Boccia Construction Co., Inc.

GENERAL CONTRACTORS
DEMOLITION - EARTH MOVING

PROPOSAL

PROPOSAL NO.

SHEET NO.

DATE

RICHARD BOCCIA, *President*

816 Robbins Avenue • Niles, OH 44446
Office 330-544-1711
Cell 330-717-7976



PROPOSAL SUBMITTED TO:

NAME BAZETTA TOWNSHIP
ADDRESS 3372 STATE ROUTE 5
CITY, STATE CORTLAND OHIO
PHONE NO. _____

WORK TO BE PERFORMED AT:

ADDRESS _____
CITY, STATE BAZETTA TOWNSHIP
DATE OF PLANS _____
ARCHITECT MICHAEL D. MILLS

We hereby propose to furnish the materials and perform the labor necessary for the completion of

DEMOLITION AND REMOVAL OFF

2644 NILES CORTLAND RD.
(METAL BUILDINGS)

\$16,200⁰⁰

4680 WARREN BRATVILLE RD.
(HOUSE + GARAGE)

\$4,300⁰⁰

3725 HOGAN BLACKSTOWN RD
(TWO HOUSE TRAILERS)

\$

448 JOHNSON PLANK RD + PURSTCLAGE
(OLD HOUSE + GARAGE)

\$4,600⁰⁰

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of

Dollars (\$)

with payments to be made as follows

Respectfully submitted

Richard Boccia

Per _____

Note - This proposal may be withdrawn
by us if not accepted within _____ days

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature _____

Date _____

Signature _____

Bazetta Township Trustees

3372 State Route 5, N.E. - Cortland, Ohio 44410-1699

Office Phone: 330-637-8816 / Fax: 330-637-4588

www.bazettatwp.org

Bid for property:

1. 4686 Warren Meadville Rd.- \$ 10,200.

2. 0 Johnson Plank Rd.- \$ 6800.

3. 2664 Niles Cortland Rd.- \$45,000 REMOVE BUILDING
\$ 21,000 CONCRETE SLAB REMOVAL
66,000 TOTAL SLAB AND BLDG.

All bids received will be held in good faith for a period of no longer than 120 days from the time the bids are awarded, and will agree to be placed for re-bidding at any time past that date, unless other written agreements are attached.

I have read all the information and specifications for bidding on the demolition of the above listed structures, and submit these bids to the Bazetta Township Trustees.

Sign Name *[Signature]*

Print Name Richard Kolovich Title owner

Company Name & Address ACE
165 EAST BROAD NEWTON FALLS, OH 44

Phone # 330-240-8886 (Dominic) Date 9/26/11
(PROJECT MGR)

RESOLUTION ACCEPTING THE AMOUNT AND RATES AS DETERMINED BY THE
BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES
AND CERTIFYING THEM TO THE COUNTY AUDITOR

(BOARD OF TOWNSHIP TRUSTEES)

Revised Code, Secs. 5705.34-5705.35

The Board of Trustees of BAZETTA Township, TRUMBULL
County, Ohio, met in Special session on the 27th day of September,
20 10, at the office of Bazetta Administration Building with the following members
present:

Trustee Paul Havis

Trustee Frank Parke

Trustee Don Urchek

Trustee Parke

moved the adoption of the following Resolution:

RESOLVED, By the Board of Trustees of BAZETTA Township,
TRUMBULL County, Ohio, in accordance with the provisions of

Section 5705.281 R.C., previously provided the Alternative Tax Budget Information for the next succeeding
fiscal year commencing January 1, 2012;

and

WHEREAS, The Budget Commission of TRUMBULL County, Ohio, has
certified its action thereon to this Board together with an estimate by the County Auditor of the rate
of each tax necessary to be levied by this Board, and what part thereof is without, and what part
within the ten mill limitation; therefore, be it

RESOLVED, By the Board of Trustees of BAZETTA Township,
TRUMBULL County, Ohio, that the amounts and rates, as determined
by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Township the rate
of each tax necessary to be levied within and without the ten mill limitation as follows:

**SCHEDULE A
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION
AND COUNTY AUDITOR'S ESTIMATED TAX RATES**

FUND	Amount Approved by	Amount to Be	County	Auditor's
	Budget Commission	Derived From	Estimate	of Tax
	Inside	Levies Outside	Rate to be	Levied
	10M. Limitation	10M. Limitation	Inside	Outside
	Column I	Column II	Column III	Column IV
General Fund (includes	181,124	20,731	1.20	0.40
County Health)	22,641		0.15	
Road and Bridge Fund	173,578	37,912	1.15	0.60
Cemetery Fund				
Lighting Fund				
Police District Fund		603,447		6.80
Fire District Fund		1,017,988		8.30
Road District Fund				
Park Levy Fund				
Miscellaneous Funds (Police Equipment)		52,687		0.60
Amb. & Emergency Medical Services Fund				
General (Note) Bond Retirement Fund				
Twp. Motor Vehicle License Fund				
Special Levy Fund				
Capital Equipment Fund				
Permanent Improvement Fund				
Total	377,343	1,732,765	2.50	16.70
Tangible Reimbursement and PU from the State		263,856		
Total		2,373,964		

TOTAL MILLAGE

19.20

SCHEDULE B			
LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES			
FUND		Maximum Rate Authorized to be levied	County Auditor's Est. of Yield of Levy (Carry to Schedule A, Column II)
General Fund:			
Current Expense Levy authorized by voters on not to exceed 5 years	11/03/09	0.40	
Special Levy Funds:			
Levy authorized by voters on Police Levy- Continous	11/03/81	1.00	
Levy authorized by voters on Police Levy- Continous	06/08/82	1.00	
Levy authorized by voters on Police Levy- Continous	11/03/81	0.50	
Levy authorized by voters on Police Levy- Continous	05/08/84	1.00	
Levy authorized by voters on Police Levy- Continous	05/08/90	1.50	
Levy authorized by voters on Fire Levy- Continous	11/08/94	4.00	
Levy authorized by voters on Fire & EMS Levy- not to exceed 5 years	11/06/07	1.50	
Levy authorized by voters on Road & Bridge Levy - not to exceed 5 years	08/02/11	0.60	
Levy authorized by voters on Fire Levy- not to exceed 5 years	05/02/06	0.80	
Levy authorized by voters on Police Levy- not to exceed 5 years	05/02/06	0.60	
Levy authorized by voters on Police Levy- not to exceed 5 years	08/02/11	1.80	
Levy authorized by voters on Fire Levy- not to exceed 5 years	03/04/08	2.00	

and be it further

RESOLVED, That the Clerk of this Board be and he is hereby directed to certify a copy of this Resolution to the County Auditor of Said County.

Trustee Urchek seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

Trustee Horis - Yes
Trustee Parke - Yes
Trustee Urchek - Yes



WARREN FIRE EQUIPMENT INC.

New Renewal

Admin = 0067301
Road = 0067300
Park = 0067302
Customer No. _____

STANDARD FIRE PROTECTION SERVICE AGREEMENT

Date: 9-16-11

Customer: Bazetta Twp. Phone: 330-637-8816 Fax: _____

Contact 1: _____ Email: _____

Contact 2: _____ Email: _____

Address: 3372 St Rt 5 City: Conland State: OH Zip: 44410

Site Location: _____ City: _____ State: _____ Zip: _____

*One location each sheet

FIRE EXTINGUISHER SERVICES:

Item #	Description	Comments
Admin BLDG	3- Dry Chem	
Road dept	17- Dry Chem	
Park's dept	3- Dry Chem	

- This agreement is effective for a term of 12 months, then renews annually thereafter.
- The agreement may be cancelled by written notification to 6880 Tod Avenue, Warren, Ohio 44481 30 days prior to renewal date.

ADDITIONAL SERVICES:

Item	Interest	Literature	Comments
Emergency Lighting	Y N	Delivered Send	
Fit Testing	Y N	Delivered Send	
Flow Testing	Y N	Delivered Send	
Training/Education	Y <u>N</u>	Delivered Send	
Service Frequency Options	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> _____		

WFE: 6880 Tod Avenue, Warren

Please Sign Name: PAUL HOVIS

By:

Please Print Name: FRANK W. PARKE

Verified by: _____

Please Print Name: Donald P. Updegraff

§505:87 - Resolution # 1

RESOLUTION No. 320-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, garbage, refuse and or other debris upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

[list property addresses]

4170 North Park Ave, Cortland, Oh. 44410
Parcel # 31-022250

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with **Section 505.87 (B) O.R.C.**;

BE IT FURTHER RESOLVED, that the cost expended by the Township for abatement of said nuisance be certified by the Fiscal Officer to the County Auditor, for placement as a lien on the property to be collected as other taxes and returned to the Township General Fund pursuant to **Section 505.87(D) O.R.C.**;

ROLL CALL:

Trustee Havis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

§505:87 - Resolution # 1

RESOLUTION No. 320-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, garbage, refuse and or other debris upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

[list property addresses]

505 Wilson Sharpville Rd., WARREN, Oh. 44481

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with **Section 505.87 (B) O.R.C.**;

BE IT FURTHER RESOLVED, that the cost expended by the Township for abatement of said nuisance be certified by the Fiscal Officer to the County Auditor, for placement as a lien on the property to be collected as other taxes and returned to the Township General Fund pursuant to **Section 505.87 (D) O.R.C.**;

ROLL CALL:

Trustee Havis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

§505:87 - Resolution # 1

RESOLUTION No. 320-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, garbage, refuse and or other debris upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

[list property addresses]

445 Wilson Sharpsville Rd., Warren, Oh. 44481

Parcel # 31-060650

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with **Section 505.87 (B) O.R.C.**;

BE IT FURTHER RESOLVED, that the cost expended by the Township for abatement of said nuisance be certified by the Fiscal Officer to the County Auditor, for placement as a lien on the property to be collected as other taxes and returned to the Township General Fund pursuant to **Section 505.87(D) O.R.C.**;

ROLL CALL:

Trustee Hovis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

§505.87 - Resolution # 2

RESOLUTION No. 321-11

BE IT RESOLVED, that legal notice of this Board's intention to **remove** the refuse, garbage and debris on the following premises, being given in accordance with **Section 505.87 (B) O.R.C.**, and seven (7) days having passing, the Board of Trustees hereby orders commencement of the abatement, control and removal of the vegetation, garbage, refuse or debris as provided in **Section 505.87 (C) O.R.C;**

3232 NORTH PARK, WARREN, OHIO, 44481

[List property] Parcel # 31-040600

AND BE IT FURTHER RESOLVED, that the Board of Trustees enter into a contract with Cody's Lawn Service, LLC, at a total cost of \$ PER CONTRACT, to provide for the abatement, control and removal of the vegetation, garbage, refuse or debris.

ROLL CALL:

- Trustee Howis - Yes
- Trustee Parke - Yes
- Trustee Urchek - Yes

§505.871 - Resolution for REMOVAL OF JUNK MOTOR VEHICLE(S)

RESOLUTION No. 322-11

BE IT RESOLVED, that Board of Trustees hereby determines that the following motor vehicle(s) located on private property within the unincorporated areas of the township are "junk motor vehicles" as defined in Section 505.173 Ohio Revised Code meeting all of the following criteria; being (1) three model years old or older, (2) apparently inoperable, (3) extensively damaged, including but not limited to, any of the following: missing wheels, tires, engine or transmission; and the Township shall provide for the removal of said junk motor vehicle(s) from the property on which the vehicle is located, not sooner than fourteen days after the Board serves written notice of its intention to remove or cause the removal of the vehicle on the owners of the land and any holders of liens of record on the land as provided in Section 505.871(C) (3);

Junk Motor Vehicle Description Property Address Location

Year Make Model Color

505 Wilson Sharpville Rd.
WARREN, OH. 44481

Parcel # 31-068325

[list motor vehicles and property addressess]

Or See Attached List

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the removal of said junk motor vehicles be given to all owners of the land and holders of liens of record upon said land on which said motor vehicle(s) are located, in accordance with **Section 505.871(C) (3) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner(s) to remove said junk motor vehicle(s) within fourteen (14) days of service of notice, the Board of Trustees shall provide for removal of said junk vehicle(s) and the expense thereof shall be certified by the fiscal officer to the county auditor who shall place the expense on the tax duplicate as a lien upon the property to be collected as other taxes and returned to the township general fund in accordance with **Section 505.871(E) O.R.C.**;

ROLL CALL:

Trustee Hais - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

§505.871 - Resolution for REMOVAL OF JUNK MOTOR VEHICLE(S)

RESOLUTION No. 322-11

BE IT RESOLVED, that Board of Trustees hereby determines that the following motor vehicle(s) located on private property within the unincorporated areas of the township are "junk motor vehicles" as defined in Section 505.173 Ohio Revised Code meeting all of the following criteria; being (1) three model years old or older, (2) apparently inoperable, (3) extensively damaged, including but not limited to, any of the following: missing wheels, tires, engine or transmission; and the Township shall provide for the removal of said junk motor vehicle(s) from the property on which the vehicle is located, not sooner than fourteen days after the Board serves written notice of its intention to remove or cause the removal of the vehicle on the owners of the land and any holders of liens of record on the land as provided in Section 505.871(C) (3);

<u>Junk Motor Vehicle Description</u>				<u>Property Address Location</u>
<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>Color</u>	445 Wilson Sharpville Rd. WARREN, OH. 44481 Parcel# 31-060650
[list motor vehicles and property addresses]				

will attach list Or See Attached List

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the removal of said junk motor vehicles be given to all owners of the land and holders of liens of record upon said land on which said motor vehicle(s) are located, in accordance with **Section 505.871(C) (3) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner(s) to remove said junk motor vehicle(s) within fourteen (14) days of service of notice, the Board of Trustees shall provide for removal of said junk vehicle(s) and the expense thereof shall be certified by the fiscal officer to the county auditor who shall place the expense on the tax duplicate as a lien upon the property to be collected as other taxes and returned to the township general fund in accordance with **Section 505.871(E) O.R.C.**;

ROLL CALL:

Trustee Hovis - Yes
Trustee Parke - Yes
Trustee Urchek - Yes

**BAZETTA TOWNSHIP TRUSTEES
SPECIAL MEETING MINUTES**

Date: October 7, 2011 at 8:00am
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 8:00am.

Present:

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

324-11 To recess into Executive Session at 8:00am to discuss the employment of public employees, per ORC 121.22(G).

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

325-11 To reconvene from Executive Session at 8:08am with no action taken.


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

326-11 To hire Michael Arnal as Cemetery Sexton, at a rate of \$500 per month, retroactive to October 1, 2011.

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

327-11 To adjourn the meeting at 8:10am.

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



Attested by: Fiscal Officer Rita K. Drew

Dated: 10-11-11



Approved by: Chairman Trustee Paul Hovis

Dated: 10-11-11

BAZETTA TOWNSHIP TRUSTEES ZONING HEARING MINUTES

Date: October 11, 2011 at 6:00pm
Bazetta Township Administration Building
3372 State Route 5 NE
Cortland, Ohio 44410

Meeting called to order at 6:00pm.

Present:

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

Introduction:

- This public hearing is being held pursuant to Ohio Revised Code Section 519.12 for the purpose of receiving public comment and testimony regarding a proposed Zone Change Amendment to the Bazetta Township Zoning Resolution.

Reading of Notice of Public Hearing:

- Fiscal Officer Drew read the press release that had been published in the Tribune Chronicle.

Reading of Proposed Zone Change Amendment Recommendation:

- Trustee Hovis read the recommendations on the proposed Zone Change amendment.

Reading of Trumbull County Planning Commission Recommendation:

- Fiscal Officer Drew read Planning Commission Resolution 8-2011-38.

Reading of Bazetta Township Zoning Commission Recommendations:

- Fiscal Officer Drew read the Zoning Commission Resolutions 11-08-001 and 11-08-002.

Taking of Testimony:

- Trustee Hovis read the taking of testimony statement.

Testimony of Petitioner:

- Michael Mills, Zoning Inspector standing in for Ted Webb, Bazetta Township Zoning Commission
 - No comment or testimony

Testimony of Residents/Public:

- None

Discussion and Comment by the Trustees:

- None

328-11 To adopt the text amendments as recommended in Township Zoning Commission Resolutions 11-08-001 and 11-08-002 as written.

Motion: Trustee Urchek

Second: Trustee Parke

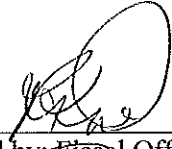
Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - Yes

329-11 To adjourn the meeting at 6:14pm.

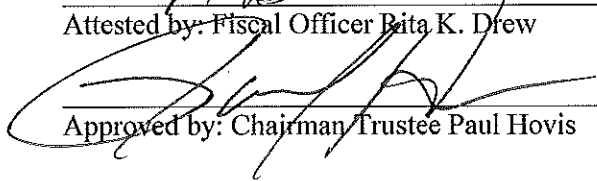
Motion: Trustee Parke

Second: Trustee Hovis

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


Attested by: Fiscal Officer Bita K. Drew

Dated: 10-31-11


Approved by: Chairman Trustee Paul Hovis

Dated: 10-31-11

BAZETTA TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

Date: October 11, 2011 at 7:00pm
 Bazetta Township Fire Station #11
 773 Everett Hull Road
 Cortland, Ohio 44410

Meeting called to order at 7:00pm.

Present:

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

330-11 To accept the minutes from the following Meetings.

*September 13 Regular
September 27 Regular
September 27 Special*

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

- Trustee Urchek said he would not second #331-11
 - He felt the meeting was called with improper notification
 - He did not agree with decision made
 - He believed special meetings are for emergencies and the issue was not an emergency
- Trustee Hovis said Trustee Urchek could not vote anyway since he had not attended the meeting

331-11 To accept the minutes from the October 7 Special Meeting.

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

332-11 To authorize the Fiscal Officer to pay all outstanding invoices incurred and approve all warrants issued.

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

333-11 To accept the unconditional donation from Ace Equipment North of labor to perform maintenance and minor repairs on township vehicles on an item by item basis, at a time and in a manner when said services are available by Ace Equipment North, at their discretion.

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

334-11 To deny certification for Bureau of Workers' Compensation claim #11-351834.

Motion: Trustee Parke

Second: Trustee Urchek

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

335-11 To post a Legal Notice of Availability of Contract for Professional Services, seeking licensed architects and design professionals with experience in public and/or government buildings, to provide architectural plans and specifications for the construction of building that will house all Bazetta Township services and any other agency of a political subdivision wanting to collaborate.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Trustee Urchek said he asked for the Trumbull Transit Issue to be placed on the agenda
 - He attended their seminar and felt that it was a good thing for the township to support
- Trustee Parke asked what it costs
 - Trustee Urchek said \$1-3 per person
- Trustee Urchek noted that this group haul people to the dialysis center

336-11 To publicly support the Trumbull Transit Issue.

Motion: Trustee Urchek

Second: Trustee Parke

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

Correspondence (Copies available upon request):

- Invitation from Regional Chamber to attend a Marcellus and Utica Shale conference and expo
- Copy of Bazetta Township's 2012 OPWC Pre-Application that was prepared and submitted by the Trumbull County Engineer
- Recommendation from the Trumbull County Engineer regarding flooding in the vicinity of 2079 Howland Wilson Road
- Request from United States Department of Commerce for assistance with the Census Bureau's Government Units Survey
- Invitation from the Northeast Ohio Township Association to attend their September 29, 2011 Social/Dinner
- Reminder from the Trumbull County Board of Elections that the close of registration for the November 8, 2011 General Election is October 11, 2011
- Reminder from Youngstown Warren Regional Chamber about the EfficientGovNetwork Regional Collaboration Conference on October 13, 2011
- Notice to Negotiate from State Employment Relations Board for Fraternal Order of Police, Ohio Labor Council (Sergeants)
- Notice to Negotiate from State Employment Relations Board for Fraternal Order of Police, Ohio Labor Council (Patrol Officers)
- CDs from the Trumbull County Auditor containing their Comprehensive Annual Financial Report and Popular Annual Financial Report, for the fiscal year ending December 31, 2010
- Announcement from APA Cleveland of their Planning & Zoning Workshop on November 18, 2011

Administration:

- Trustees announced that their November 8 Meeting had been rescheduled to November 1

- o Meeting will be at 7:00pm at the Administration Building
- o Change is due to the conflict with Election Day.

Fire Department:

- See Attached Agenda

337-11 To conditionally hire Richard Layer and Todd Shafer as part-time firefighter/medics, at a rate of \$11.00 per hour, pending negative background check and pre-employment drug screen results.

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

338-11 To conditionally hire William Bartholomew II as a volunteer firefighter, pending negative background check and pre-employment drug screen results.

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

339-11 To approve an expenditure not to exceed \$1,000 to purchase fire prevention supplies from Alert-All, to be paid from the Fire Fund.

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

Police Department:

- Nothing to report

Road Department:

340-11 To enact an Emergency Snow Route for the 2011-2012 snow season.

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

341-11 To close Bazetta Township Park, effective November 1, 2011.

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

- Trustee Urchek asked what vehicle these tires were for
 - o Road Superintendent Parke replied that they are going on the International

342-11 To approve the expenditure of \$1,255.92 for 4 tires from Terry's Tire Town, to be paid from the Gas Tax Fund.

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

- Road Superintendent Parke asked that the tonnage in #343-11 be changed to 700 just in case the township needs more than 450 tons this winter

- Trustee Urchek asked if Road Superintendent Parke is still getting salt cheaper than Trumbull County
 - Road Superintendent Parke said the township's pricing is usually better than the county's
 - Trustee Parke said the township may be able to do group buying next year

343-11 To approve the purchase of no more than 700 tons of salt from Morton Salt at \$57.67 per ton, to be paid from the Auto Tax, Gas Tax, and Road & Bridge Funds.

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

Parks & Recreation Board:

- See Attached Minutes
- Trustee Urchek asked if \$1,000 was enough money for new decorations
 - Parks & Recreation Board Chairman Belcher said it will be if things are bought at Walmart

344-11 To approve the expenditure of no more than \$1,000 to purchase new holiday decorations, to be paid from the Park portion of the General Fund.

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

Zoning Commission:

- Nothing to report

Zoning Inspector:

345-11 To approve the attached §505.86 Resolution #1 (Request for Inspection of Property).

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

346-11 To approve the attached §505.87 Resolution #1.

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

347-11 To approve the attached §505.87 Resolutions #2 (For Use When Hiring Contract Hauler).

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

348-11 To approve the attached §505.871 Resolution for Removal of Junk Motor Vehicles.

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

Safety Committee:

- Road Superintendent Parke said #349-11 is the only item from the committee's last meeting
- Trustee Urchek asked for an explanation of this item

- Road Superintendent Parke said it is an assistance program for township employees, e.g. financial crisis, mental health issues, drug and alcohol assistance
- Road Superintendent Parke said it is all anonymous
- Trustee Parke said this is part of the Bureau of Workers' Compensation program

349-11 To approve the expenditure of \$900 to Community Solutions Association for a one year contract for CAPE Program Services, to be paid from the General Fund.

Motion: Trustee Parke

Second: Trustee Urchek

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

Health Insurance Committee:

- Nothing to report

Asked to be placed on the Agenda:

- Meegan Demagall of Friends of the Trumbull Transit discussed the Trumbull Transit Levy
 - Handed out information about the levy
 - Gave a brief overview of what Trumbull Transit will do
 - If the levy passes, every community in the county would be served by the program rather than the limited number of communities currently served
 - If the levy fails, the program could collapse within 2 years
 - 0.5mill property tax levy (\$17.50 per \$100,000 of property valuation)
 - Answered questions posed by residents
- Frank Zamarelli of Zamarelli Realtors discussed property for the proposed new building
 - Presented an alternate location for the new building, e.g. the corner property that is next door to the current Administration Building and Road Department
 - Said that purchasing this property for a one-stop building would save the township money
 - Said the property is centralized to where the township's emergency calls take place
 - Asking pricing is \$440,000, but is open to offers
 - Answered questions posed by residents
- Trustee Urchek said the following
 - Trustees have already looked at one piece of property and are considering other
 - The reason the township is not interested in this property is because the price is significantly higher than the price of the other properties
- Tony Peterson of Wilson Sharpsville Road said the following
 - The trustees spent \$24,000 on a small piece of property several years ago
 - Property was used to create an access road into the park
- Trustee Parke said the following
 - He does not believe the township spent that much money on the property
 - He believes the asking price for the corner property is far outside the budget for the project

Public Comment:

- Parks & Recreation Board Chairman Belcher discussed Ace Equipment North
 - Informed the Trustees that Fiscal Officer Drew, not himself, owns the business
 - For the past year, the business has donated its time and received nothing in return
 - Between the three departments, this donation has saved the township over \$20,000
 - This is enough money to keep 2 part-time police officers on the road for a year
 - Wanted to dispel several rumors that have been going around the township
 - Rumor is being spread that the business is doing this work illegally

- Fiscal Officer Drew checked with the ethics committee and legal council before the business volunteered to do this
- We simply wanted to do a good thing for our community, not for any personal gain
- Introduced Michael Dylan Brennan as Ace Equipment North's attorney
- Atty. Brennan did the following
 - Delivered a cease and desist letter to Trustee Urchek regarding his statements that Ace Equipment North is engaging in illegal activities
 - Provided notice that a lawsuit may be filed regarding previous and future activities
- Trustee Urchek said the following
 - He never said anything was illegal
 - He only brought this up because of accountability concerns
- Parks & Recreation Board Chairman Belcher said the following
 - If anyone reads the minutes Trustee Urchek just approved, they will read that he used the words illegal activity in reference to Ace Equipment North in an open meeting
 - This was not the first time that Trustee Urchek used those words
 - The township attorney had previously informed Trustee Urchek that there was no illegal activity, but he continued to use these words in a public meeting
- Trustee Hovis ended the discussion
- Art Kreller of Andrews Drive asked if residents should not get some kind of rebate because another resident hooked up to the sewer project in his area
 - Trustee Hovis said he should contact the county because the township has no control over this
 - Trustee Urchek said to talk to Rex Fee
 - Trustee Urchek said he believed the residents should receive something
- Dave Walters, President of the International Association of Fire Fighters Local
 - Asked people to vote no on Issue 2
 - Urged people to contact Police Department, Fire Department, or Road Department for more information
 - Encouraged people to buy pink shirts to support breast cancer charities
- An unknown resident asked if the trustees are going to do anything with gas or electric aggregation
 - Trustee Hovis said the township had started one a few years ago
 - Few residents took advantage of it
 - Pricing ended up being higher than Dominion
 - There is aggregation in Trumbull County
 - Can get involved by contacting the Trumbull County Commissioners.

350-11 To adjourn the meeting at 7:38pm.

Motion: Trustee Urchek

Second: Trustee Parke

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

Attested by: Fiscal Officer Rita K. Drew

Dated: 10-31-11

Approved by: Chairman Trustee Paul Hovis

Dated: 10-31-11

PENDING WARRANT REPORT
Bazetta Township [2011]

Date: 10/11/11

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
16037	151.87	VW16037	Broadvox Go! LLC	Service - Admin/Fire/Police/Road
16038	86.46	VW16038	Dominion East Ohio	Service - Admin/Fire/Police
16039	637.16	VW16039	Ohio Edison	Service - Fire
16040	214.00	VW16040	Sunburst Environmental Service, Inc.	Service - Fire/Police/Road/Park/Cem
16041	476.56	VW16041	Time Warner Cable-Northeast	Service - Admin/Fire/Police
16042	75.91	VW16042	City of Warren, Utility Services	Service - Fire/Police
16043	5022.41	VW16043	Ainsley Oil Company	Fuel
16044	374.65	VW16044	Anthem Blue Cross & Blue Shield	Refund - EMS
16045	85.00	VW16045	APA Cleveland	23rd Annual Workshop
16046	488.75	VW16046	Barkan & Associates	September 2011 Services
16047	4362.81	VW16047	BE Solutions	Admin. Fees & 2 Claims Runs
16048	225.00	VW16048	Cody's Lawn Services, LLC	Nuisance Properties
16049	20.54	VW16049	Cerni Motor Sales, Inc	Supplies - Roads
16050	460.77	VW16050	Commercial Truck & Trailer, Inc.	Supplies - Road
16051	55.48	VW16051	Carter Lumber	Supplies - Road
16052	77.73	VW16052	Cortland Tractor Sales Co.	Supplies - Road/Cemetery
16053	249.00	VW16053	D&B Cleaners	Janitorial Service - Police
16054	2547.00	VW16054	Finley Fire Equipment	Repair Thermal Imaging Camera
16055	8016.25	VW16055	Gledhill Road Machinery Co.	12' Snow Flow
16056	25.00	VW16056	Howard Wetzel	Zoning Comm. Qtrly. Mtg. - Oct. 05th
16057	8.92	VW16057	Howland Springs Water Company, Inc.	Service - Admin.
16058	89.41	VW16058	Handyman Supply Inc.	Supplies - Admin/Pk/Rd/Cem/Pol
16059	68.50	VW16059	Health Index	Service - Pol
16060	10.00	VW16060	Joel E. Davis	Reimbursement for Magnetic Sensor
16061	148.69	VW16061	Lowe's Business Account	Supplies - Park
16062	300.00	VW16062	Milo Haines	Block Wk. - Admin. Sign
16063	234.44	VW16063	Mark Thomas Ford	Supplies - Road/Police
16064	882.00	VW16064	Ohio Billing, Inc.	EMS Trip Submissions
16065	103.14	VW16065	NAPA Auto Parts	Supplies - Road
16066	23.98	VW16066	Public Safety Center	Supplies - Police
16067	853.55	VW16067	Penn Care Medical Products	Supplies - Fire
16068	264.13	VW16068	Rita K. Drew	Reimbursement for Travel Expenses
16069	214.80	VW16069	Rienzi's Quality Car Care	Service - Police
16070	493.38	VW16070	Secure Horizon Care Complete	Refund - EMS
16071	25.00	VW16071	Theodore Webb	Zoning Comm Qtrly Mtg - Oct 05, 2011
16072	1201.90	VW16072	The Tribune Chronicle	Ad - Zoning/Admin.
16073	3025.23	VW16073	Trumbull County Treasurer	9-1-1 Service (October 2011)
16074	414.24	VW16074	Terry's Tire Town, Inc.	Supplies - Police
16075	3168.00	VW16075	Teamsters Local 377	Ins.
16076	79.00	VW16076	Trumbull County Water & Sewer Acct. Dept	Service
16077	1293.38	VW16077	Trumbull County Treasurer	Patching Police Dept Parking Lot
16078	144.00	VW16078	Treasurer State of Ohio	Services - Police
16079	49.99	VW16079	Tractor Supply Credit Plan	Supplies - Roads
16080	25.00	VW16080	Walter Maycher	Zoning Comm Qtrly Mtg Oct 05, 2011
16081	33.00	VW16081	Ward's Auto Parts, Inc.	Supplies - Road
16082	40.70	VW16082	Warren Fire Equipment, Inc.	Service - Park
16083	140.00	VW16083	Trumbull Township Association	Sept & Oct Meeting
16084	220.00	VW16084	Howland Alarm Company	Service - Road

37206.73

Total Amount of Pending Warrants

BAZETTA TWP. FIRE/EMS

Chief Dennis Lewis

Trustees Meeting October 11, 2011 1900hrs

Date: 10/06/2011
To: Trustees
From: Chief Dennis Lewis
Re: Meeting on October 11, 2011
Cc: File, Fiscal Officer

Trustee Hovis – Trustee Parke – Trustee Urchek

1. Would like to conditionally hire two part-time firefighter/medic's listed below if background check and pre-employment drug screen results come back negative. The application will be available to the Trustees if they wish to review. The rate of pay is \$11.00 an hour.

Part-Time Firefighter/Medic	Richard Layer
Part-Time Firefighter/Medic	Todd Shafer

2. Would like to conditionally hire one volunteer firefighter listed below if background check and pre-employment drug screen results come back negative. The application will be available to the Trustees if they wish to review.

Volunteer Firefighter	William Bartholomew II
-----------------------	------------------------

3. Request the expenditure from Alert-All for fire prevention supplies not exceed \$1000.00. These supplies will be used for fire prevention program at the Lakeview Elementary.

Safety Committee

Requesting the expenditure of \$900.00 to Community Solutions Association for a one year contract for the employee assistance program. CAPE program services will run from 10/1/11 to 09/30/2012

Health Care Committee

Nothing to Report.

Dennis Lewis

Chief of Fire & EMS



**BAZETTA TOWNSHIP
PARKS & RECREATION BOARD
SPECIAL MEETING MINUTES**

Date: September 20, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 7:15pm.

Present:	Brian Adgate	Martha Urchek
Steve Belcher	Eleanor Governor	Trustee Frank Parke
Carol Braden	Beth Barnes	Fiscal Officer Rita Drew
Evelyn Coe		Carol Harrison

- Discussion about where to put the time capsule
 - By the flag pole where the old time capsule was
 - By the gazebo

Motion: To put the time capsule by the flag pole
Made By: Carol Braden
Second: Brian Adgate
Vote: Passed unanimously

- Discussion about the walking path
 - Hope to start on Monday
 - Ken Flack, Road Department, and volunteers will start the work
 - Borrowing a Bobcat from a resident
- Discussion about extending electricity in the park
 - Next step is to have electrical drawings done
 - This will cost about \$250
- Discussion about establishing a 501(c)3 to conduct fund raising activities for the park
 - Would eliminate reliance on LEIMUN to act as our fund raiser
 - This is how Cooperation Station (dog park) is run
 - Requires filing with federal and state government
 - Requires corporate officers, though all officers can initially be the same person
 - Fiscal Officer Drew has experience with business creation and non-profit management and offered to help
- Discussion about future park improvements
 - New flag pole in the pavilion area
 - PA system
 - New Christmas decorations

- Discussion about future park events
 - Something to catch attention for next year's Community Day
 - There won't be a time capsule to draw people
 - Carnival
 - Inflatables
 - Petting zoo
 - Veteran's Wall
 - Pumpkin carving party next October
 - Autumn Market with a rain date or location
 - Keep park open into the winter for sled riding
 - Restrictions from Army Corps because park entrance is on state property
- Discussion about what to do with remaining food and drinks in concession stand
 - All snacks and buns are gone
 - Unopened ketchup and mustard remains
 - Expiration dates are in 2013
 - Hamburgers and hotdogs remain
 - No way to keep frozen until next spring
 - Will not be good if frozen until next spring
 - Cases of hotdogs have individual 5 packs inside
 - Cases of burger are just single burgers with dividers
 - Soda still remains
 - Concern about leaving it in stand over the winter (freezing and thawing)
 - Most cans have expiration dates that are before park is to be reopened

Motion: To donate remaining hot dogs and soda to Cortland food pantry and hamburgers to Bazetta Fire Department

Made By: Steve Belcher

Second: Beth Barnes

Vote: Passed unanimously

Motion: To adjourn at 8:45pm

Made By: Evelyn Coe

Second: Carol Braden

Vote: Passed unanimously

§505.86 - Resolution # 1

- [REQUEST FOR INSPECTION OF §505.86 PROPERTY]

RESOLUTION No. 345-11

BE IT RESOLVED, that the Board of Trustees requests and directs the Township Fire Chief, County Building Inspector and/or the Trumbull County Health Department conduct an inspection of the following listed property in the township to determine if the property is insecure, unsafe, structurally defective and unfit for human habitation.

[List property, address, auditor parcel no.]

2697 WARREN MEADVILLE RD., CORTHLAND, OH. 44410

Parcel # 31-093120

Trustee Havis: Yes

Trustee Parke: Yes

Trustee Urchek: Yes

\$505.87 - Resolution # 1

RESOLUTION No. 346-11

BE IT RESOLVED, that Board of Trustees hereby determines that the owner's maintenance of vegetation, garbage, refuse and or other debris upon the following real property constitutes a nuisance;

ADDRESS OF PROPERTY

[list property addresses]

1082 Prince Dr., Cortland, Oh. 44410
Parcel # 31-008100

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance be given to all owners of the land and holders of liens of record upon said land in accordance with **Section 505.87 (B) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner to abate said nuisance within seven days, the Board of Trustees provide for the abatement, control or removal of said vegetation, garbage, refuse or other debris constituting said nuisance in accordance with **Section 505.87 (B) O.R.C.**;

BE IT FURTHER RESOLVED, that the cost expended by the Township for abatement of said nuisance be certified by the Fiscal Officer to the County Auditor, for placement as a lien on the property to be collected as other taxes and returned to the Township General Fund pursuant to **Section 505.87(D) O.R.C.**;

ROLL CALL:

Trustee Hovis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

~~Section 505.87 - Abatement, Control and Removal of Vegetation, Garbage, Refuse or Debris~~

§505.87 - Resolution # 2

RESOLUTION No. 347-11

BE IT RESOLVED, that legal notice of this Board's intention to remove the refuse, garbage and debris on the following premises, being given in accordance with **Section 505.87 (B) O.R.C.**, and seven (7) days having passing, the Board of Trustees hereby orders commencement of the abatement, control and removal of the vegetation, garbage, refuse or debris as provided in **Section 505.87 (C) O.R.C.**;

4170 North Park Ave., Coitland, OH: 44410

[List property] *Parcel # 31-022250*

AND BE IT FURTHER RESOLVED, that the Board of Trustees enter into a contract with *Cody's Lawn Service, LLC*, at a total cost of \$ *PER CONTRACT*, to provide for the abatement, control and removal of the vegetation, garbage, refuse or debris.

ROLL CALL:

*Trustee Hovis - Yes.
Trustee Parke - Yes
Trustee Urchek - Yes*

For Use When Hiring Contract Hauler

§505.87 - Resolution # 2

RESOLUTION No. 347-11

BE IT RESOLVED, that legal notice of this Board's intention to **remove** the refuse, garbage and debris on the following premises, being given in accordance with **Section 505.87 (B) O.R.C.**, and seven (7) days having passing, the Board of Trustees hereby orders commencement of the abatement, control and removal of the vegetation, garbage, refuse or debris as provided in **Section 505.87 (C) O.R.C.**;

[List property]

4619 Highland Blackstone Rd, Cotham, Ok. 44410
Parcel # 31-066225

AND BE IT FURTHER RESOLVED, that the Board of Trustees enter into a contract with Cody's Lawn Service, LLC, at a total cost of \$ PER CONTRACT, to provide for the abatement, control and removal of the vegetation, garbage, refuse or debris.

ROLL CALL:

Trustee Houis - Yes

Trustee Parke - Yes

Trustee Urchek - Yes

§505.871 - Resolution for REMOVAL OF JUNK MOTOR VEHICLE(S)

RESOLUTION No. 347-11

BE IT RESOLVED, that Board of Trustees hereby determines that the following motor vehicle(s) located on private property within the unincorporated areas of the township are "junk motor vehicles" as defined in Section 505.173 Ohio Revised Code meeting all of the following criteria; being (1) three model years old or older, (2) apparently inoperable, (3) extensively damaged, including but not limited to, any of the following: missing wheels, tires, engine or transmission; and the Township shall provide for the removal of said junk motor vehicle(s) from the property on which the vehicle is located, not sooner than fourteen days after the Board serves written notice of its intention to remove or cause the removal of the vehicle on the owners of the land and any holders of liens of record on the land as provided in Section 505.871(C) (3);

<u>Junk Motor Vehicle Description</u>				<u>Property Address Location</u>
<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>Color</u>	
?	Ford	Dump Truck	Brown + yellow	1082 Prince Dr., Cortland, Ohio 44410
		Equipment Trailers	yellow	Parcel # 31-008100

[list motor vehicles and property addresses]

Or See Attached List

BE IT FURTHER RESOLVED, that notice of this Board's intent to provide for the removal of said junk motor vehicles be given to all owners of the land and holders of liens of record upon said land on which said motor vehicle(s) are located, in accordance with **Section 505.871 (C) (3) O.R.C.**; and

BE IT FURTHER RESOLVED, that upon proper notice, and failure of the property owner(s) to remove said junk motor vehicle(s) within fourteen (14) days of service of notice, the Board of Trustees shall provide for removal of said junk vehicle(s) and the expense thereof shall be certified by the fiscal officer to the county auditor who shall place the expense on the tax duplicate as a lien upon the property to be collected as other taxes and returned to the township general fund in accordance with **Section 505.871 (E) O.R.C.**;

ROLL CALL:

- Trustee Howis - Yes
- Trustee Parke - Yes
- Trustee Urchek - Yes

BAZETTA TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

Date: October 25, 2011 at 8:30am
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 8:32am.

Present:

Chairman Trustee Paul Hovis (arrived at 8:40am)
Vice Chairman Trustee Frank Parke
Trustee Don Urchek
Fiscal Officer Rita K. Drew

351-11 To authorize the Fiscal Officer to pay all outstanding invoices incurred and approve all warrants issued.

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

- Trustee Urchek question what the bill from John Barkan was for
 - Fiscal Officer Drew explained as follows
 - He submitted paperwork to SERB removing himself as the contact for each of the township's collective bargaining agreements – this is why a portion of the bill is equally allocated to each department
 - He prepared a generic memorandum of understanding for the fire department – this is why the fire department portion of the bill is higher
 - Chief Lewis explained that the fire department union requested advice with SB5 concerns

352-11 To approve a transfer \$82.69 from 04-A-18 (Road: Loan Principal) to 04-A-19 (Road: Loan Interest).

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

353-11 To authorize a Supplemental Appropriation of \$21.91 for 04-A-19 (Road: Loan Interest).

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

- Trustee Urchek asked why these codes were needed
 - Fiscal Officer Drew explained as follows
 - Township has an investment account that is subject to gains and losses
 - Need to be able to properly account for these gains and losses
 - Spoke with the State Auditor's Office and this was their advice

354-11 To authorize the creation of the following Receipt Codes per the advice the Ohio State Auditor.
01-IA (General: Investment Gain/Loss)
02-CA (Auto Tax: Investment Gain/Loss)
03-CA (Gas Tax: Investment Gain/Loss)

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

355-11 To recess into Executive Session at 8:39am to review collective bargaining strategies, per ORC 121.22(G).

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

356-11 To reconvene from Executive Session at 10:50am with no action taken.


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

357-11 To approve an expenditure not to exceed \$1,500 to Z-Tech for labor on the Howland Wilson Road drainage project, to be paid from the Gas Tax Fund.

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

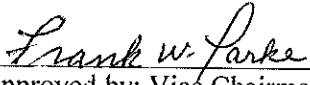
358-11 To adjourn the meeting at 10:51am.

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



Attested by: Fiscal Officer Rita K. Drew

Dated: 10-31-11



Approved by: Vice Chairman Trustee Frank Parke

Dated: 10-31-11

**BAZETTA TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES**

Date: November 1, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 7:02pm.

Present:

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

359-11 To accept the minutes from the following Meetings.
October 11 Zoning Hearing
October 11 Regular
October 25 Regular

Motion: Trustee Urchek
Second: Trustee Parke
Vote: Trustee Hovis – Yes (October 11), Abstain (October 25)
Trustee Parke – Yes Trustee Urchek - Yes

360-11 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 explained that #361-11 is to remove everything that is associated with the ashes
- Trustee Parke further explained that this includes urn, headstone, and handling all paperwork
- Trustee Hovis said this fee covers all costs for the work done

361-11 To establish rate of \$800 for both residents and non-residents for the disinterment of ashes, effective immediately.

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

362-11 To approve the attached *Bazetta Township Payroll Submission Policy*.

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

- Trustee Urchek asked if #363-11 was to take care of road repairs
 - Fiscal Officer Drew explained that the Road Department are being done proactively to cover costs if there is significant snowfall between now and the end of 2011

363-11 To authorize the following Supplemental Appropriations.

\$15,000 to 04-B-01 (Road & Bridge: Salaries)
\$300 to 04-A-90 (Road & Bridge: FICA/Medicare)
\$3,250 to 10-A-90 (Fire: FICA/Medicare)
\$162.00 to 10-A-14A (Fire: Contracts)

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

- Trustee Urchek asked why this transfer was needed
 - Fiscal Officer Drew explained that it was for the demolition of the structure on Warren Meadville Road that the Trustees had approved back in September

364-11 To transfer \$4,300 from 01-A-27 (General: Transfers) to 13-A-02 (Zoning: Expenses).

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

Correspondence (Copies available upon request):

- Letter from Tribune Chronicle requesting that Bazetta Township and the City of Cortland to host a “Meet the Editor” event in October 2012
- Letter from Secretary of State about the 2011 State Issues Report, which contains information about State Issues 1-3
- Copy of letter from Trumbull County Engineer regarding Permit to Bore Under the Right-of-Way on Park Avenue in Champion and Bazetta Townships
- Request from Christopher Medzie for a hearing before the Board regarding Auditor’s ID #31-008076
- Invitation from Trumbull County Community Assessment Committee to attend their Fall Resource Festival
- Bulletin from the State Auditor’s Office regarding *Best Practices for Responding to Public Documents Requests*
- Letter and *Phase 3 Update* from the Fund for our Economic Future highlighting work accomplished from March 2010 to June 2011
- Letter from John Cleer thanking Chief Lewis and John Bland for “a job well done”
- Letter from Trumbull County Health Department rescinding the Declaration of Unfit for 4032 Westlake Drive
- Information from Hiram College about their Adult Learning SuccessFEST On October 29, 2011
- Bulletin from the State Auditor’s Office regarding legislatives changes to trustee and fiscal officer compensation

Administration:

- Deadline for architectural plans and specifications for a combined services building is tomorrow
 - Trustees and department heads will review these and contact those architects with whom they have an interest

Fire Department:

365-11 To conditionally hire Vincent Kapsandy as part-time firefighter/medic, at a rate of \$11.00 per hour, pending negative background check and pre-employment drug screen results.

Motion: Trustee Parke

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

- Chief Lewis explained that #366-11 was for materials only because the firefighters would do the work
- Trustee Urchek asked what the damage was
 - Chief Lewis explained as follows
 - There was a water leak underneath the sleeping area
 - All cabinets and countertops were water logged and need to be replaced
 - This is not the first time there has been water damage at the station

366-11 To approve an expenditure not to exceed \$1,200 for emergency water damage repairs to Station #13, to be paid from the Fire Fund.

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

Police Department:

- See attached Activity Report

367-11 To hire David Rankin as part-time patrolman, at a rate of \$11.25 per hour and with a \$100 clothing allowance, effective immediately.

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

368-11 To approve an expenditure not to exceed \$600 to purchase four assault rifle racks, to be paid from the Police Equipment Fund.

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

Road Department:

- Road Superintendent Parke discussed the Henn Hyde Road Project
 - A joint project being between Bazetta, Vienna, Howland, and Fowler
 - Total project cost is roughly \$364,000
 - Being partially financed through a Ohio Public Works grant
 - Out of pocket cost for our portion is about \$15,000
 - Our section is done, but the rest of the road is still in process
 - Our section will not be lined, though other portions will be
- Trustee Urchek asked if the northeast end of Westlake Drive could be filled in
 - Road Superintendent Parke said that he would go out and see what needed to be done

Parks & Recreation Board:

- Parks & Recreation Board Chairman Belcher reported the following
 - Still looking for small items for the time capsule
 - Asked if the township could give a certificate to Shafer Winans for donating the time capsule and present it to them at the next evening meeting
 - Time capsule has been installed by the Imagination Station sign

Zoning Commission:

- Zoning Commission Chairman Webb reported the following
 - Public hearing will be held on November 16 at 7pm to discuss internet cafes and the storage/warehousing/sale of fireworks
 - Quarterly Meeting dates for 2012 have been set
 - January 4, April 4, July 11, and October 3
 - All will be at 7:00pm in the Administration Building

Zoning Inspector:

- Zoning Inspector Mills reported the following
 - Almost done with demolition of property on Route 5
 - Will move to property on Johnson Plank next
 - Has received 2 letters from Trumbull County Board of Health about violations within the township
 - The county is taking the lead on these properties
 - Attended Trumbull County Zoning Inspectors Association's Quarterly Meeting
 - Will be attending a planning and zoning seminar in Cleveland

Safety Committee:

369-11 To approve the following recommendation from the Safety Committee.

If any department files insurance claim(s) with the Bureau of Workers' Compensation (BWC) or Ohio Township Association Risk Management Authority (OTARMA) such that the township insurance premium(s) increase in the subsequent year, the department filing said claim(s) will incur the full cost of the premium increase.

Motion: Trustee Urchek

Second: None

Vote: None

- Fiscal Officer Drew said that this is what the procedure has been in the past and will continue to be even if it is not documented in the form of a resolution

Health Insurance Committee:

- Chief Lewis said the committee will be contacting BE Solution soon

Asked to be placed on the Agenda:

- James Phillips, Candidate of Trumbull County Sheriff
 - Due to an emergency, Mr. Phillips was unable to attend

Public Comment:

- Paul Carlson of Lakeshore Drive said the following about Trustee Meetings
 - 2 years ago, the Trustees pledged that these meetings would be community friendly, i.e. that they would be at night when residents could attend
 - Concerned that more and more meetings are taking place during the day and that special meetings are being called that are not emergencies
 - Requested that any business that must take place other than signing vouchers take place at night meetings

- Paul Carlson of Lakeshore Drive said the following about reduced fire protection
 - Delivered a letter to Trustees in September asking about this and received no reply
 - Since sometime in 2007, the township has had only 1 station open at a time

- Information given to residents when a new levy was passed in 2008 inferred that both stations would be opened
 - This did not happen
 - Has spoken with Chief Lewis about his concerns
 - Complimented Chief Lewis
 - Concerned that response time going from Station 13 to the west side will increase
 - Requested that the Trustees publicly acknowledge this situation
 - Believed Trustees have an obligation to acknowledge to the community that only one station is open at any given time
- Zoning Commission Chairman Webb added the following
 - There has been a 7-8 minute response time while Station 11 has been open
 - Commented that there are 250 homes in Timber Creek who got behind the levy in 2007 because they were told that both stations would be opened if it passed
 - There are people upset in his neighborhood because Station 13 is not open
- Paul Carlson of Lakeshore Drive said the following
 - Trustees need to acknowledge and address the situation because there is obviously an undercurrent of dissatisfaction
 - Thought the township is making the right moves by trying to go to one station
- Trustee Urchek said he spoke with Bob Coupland at the Tribune Chronicle about the need to put something in the paper
 - Mr. Coupland did not print what he asked him to
- Chief Lewis said the following
 - It would take an additional \$330,000 to have 3 firefighters at each station on each shift
 - If he did this right now, the department would be in the red by the end of 2012
 - The new building was part of the 5 year strategic plan he presented to the Trustees at the beginning of 2010
 - The project is dragging on longer than he had expected
 - Said it seems like the Fire Department is carrying a lot of money, but it really isn't
 - Putting 2 firefighters on each shift presents a dangerous situation
 - Studies have shown that highest efficiency is with 4 people on a shift
 - 3 people is 75% efficient
 - 2 people is only 50% efficient
 - Said it does bother him, but the promise was made by a previous chief and previous trustees who did not fully understand the financial situation
 - Explained that when a fire or EMS call goes out from the northern part of the township, calls will go out to Cortland, Champion, and Mecca
 - The same is true in the reverse – Bazetta will go to their calls
 - Still thought the best answer is the centralized fire station
 - While Mr. Carlson and Mr. Webb may lose, the community as a whole will gain
- Paul Carlson of Lakeshore Drive requested that the township move forward as quickly as possible with the new building
 - Trustee Hovis said we are waiting on the property owner to accept or reject our offer
 - Trustee Urchek said we had to redo the architects' advertisement
 - Chief Lewis explained that a new legal notice was run to ensure that we followed the letter of the law because the scope of the project had changed

- Original notice was for fire station only
 - New notice is for combined township services, not just a fire station
 - Trustee Hovis said the goal is to break ground by April 1
 - Waiting on the property owner to accept our offer
 - Not building the “taj mahal” like Britstol’s new fire station
 - Building a facility that will be functional and affordable years down the road
- Paul Carlson of Lakeshore Drive said the following
 - The community deserves to know what the Trustees are doing with this issue
 - There should be some sort of community meeting once the property is in place
 - Trustee Hovis replied as follows
 - That is exactly what the Trustees wanted to do once more details were firmed up
 - Once the offer is accepted, there still has to be EPA, bore and other testing done before the sales can be finalized and any construction can begin
- Trustee Hovis asked all department heads to have their list of 2011 goals, along with whether or not they were met, prepared for the next meeting
- Trustee Urchek would like to set the year end meeting now
 - Fiscal Officer Drew noted that final financial information cannot be done until after the final payroll is distributed on December 30
 - Trustees agreed to two meetings
 - All non-financial tasks will be done on December 20 at 7:00pm
 - All financial tasks for Trumbull County will be done on December 30 at 2:00pm

370-11 To recess into Executive Session at 7:45pm to review collective bargaining strategies, per ORC 121.22(G).


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

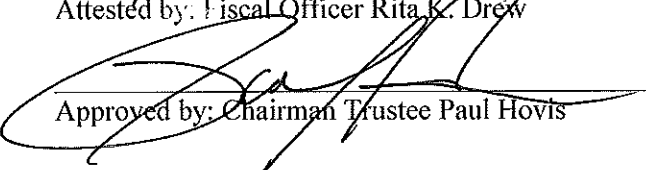
371-11 To reconvene from Executive Session at 10:25pm with no action taken.

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

372-11 To adjourn the meeting at 10:26pm.

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


 _____ Dated: 11-22-11
 Attested by: Fiscal Officer Rita K. Drew


 _____ Dated: 11-22-11
 Approved by: Chairman Trustee Paul Hovis

BAZETTA TOWNSHIP PAYROLL SUBMISSION POLICY

- All payroll time sheets, cover sheets, and department schedules must be submitted to the Fiscal Officer no later than 12pm (noon) on the Monday immediately following the end of the pay period. For example, if the pay period ends on Saturday the 9th, then all aforementioned payroll documents need to be submitted on Monday the 11th.
 - If Monday is a holiday, payroll time sheets and cover sheets must be submitted to the Fiscal Officer no later than 8am on Tuesday.
- All payroll time sheets and cover sheets must be submitted completely and correctly.
 - All mathematical calculations must be correct.
 - Any time worked that varies from the employee's regular work schedule must be specifically explained, e.g. if the employee worked longer or shorter than their regularly scheduled shift.
 - All documents must be signed by both the employee and the employee's department head.
 - These documents will be reviewed by the Fiscal Officer and the Trustees before pay checks are processed. Any documents found to be incomplete or incorrect will be immediately returned to the appropriate department head.
 - If any documentation is not submitted on time, completely and correctly, no paycheck will be processed for the employee until the following pay cycle.
- Paychecks will not be available until 2pm on the Thursday before payday. For example, if payday is Friday the 15th, then checks can be picked up at 2pm on Thursday the 14th.
 - If Friday is a holiday, paychecks will still not be available until 2pm on the Thursday before payday. If Thursday is a holiday, paycheck will be available at 2pm on the Wednesday before payday.
- If an employee has questions or concerns regarding the processing of their paycheck, they should contact their department head. The department head should then contact the Fiscal Officer and Trustees.



September 2011

Bazetta Police Department Activity

Activity	Total
Calls for Service	582
Incident Reports Filed	189
Traffic Crash Investigations	22
Number of Persons Arrested	32
Traffic Offenses	65
Vehicle Miles Traveled	10,475.90
Office Contacts	378

PENDING WARRANT REPORT
Bazetta Township [2011]

Date: 11/01/11

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
16215	62.48	VW16215	Dominion East Ohio	Service - Admin/Fire/Police
16216	439.99	VW16216	Graybar Financial Services, LLC	Service - Admin/Fire/Police/Road
16217	405.55	VW16217	Ohio Edison	Service - Fire
16218	193.00	VW16218	Sunburst Environmental Service, Inc.	Service - Admin/Fire/Police/Road
16219	330.02	VW16219	Time Warner Cable-Northeast	Service - Fire/Police/Road
16220	75.91	VW16220	City of Warren, Utility Services	Service - Fire/Police
16221	79.00	VW16221	Trumbull County Water & Sewer Acct. Dept	Service - Admin/Road/Park
16222	693.00	VW16222	Alert-All	Supplies - Fire
16223	259.84	VW16223	Arowhead Service, Inc.	Supplies - Road
16224	800.00	VW16224	Attorney Mark S. Finamore	Service
16225	399.00	VW16225	BE Solutions	Admin Fees
16226	348.74	VW16226	Brownells, Inc.	Supplies - Police
16227	54.50	VW16227	Donald P. Urchek	Reimbursement for Travel Expenses
16228	249.00	VW16228	D&B Cleaners	Service - Police
16229	1141.11	VW16229	Delta Dental	Ins.
16230	154.00	VW16230	Fiore's Service Center	Supplies - Fire
16231	2179.17	VW16231	Finley Fire Equipment	Supplies/Equipment
16232	40.50	VW16232	Health Index Associates, LLC	Service
16233	152.73	VW16233	Hanley Print & Promotions	Supplies - Admin
16234	541.62	VW16234	Ikon Office Solutions, Inc.	Services
16235	930.54	VW16235	Mark Thomas Ford	Repairs - Police
16236	430.00	VW16236	Mack Industries, Inc.	Supplies - Repairs to Howland Wilson Rd
16237	238.50	VW16237	Quality Truck Body & Equipment Co., Inc.	Supplies - Road
16238	868.20	VW16238	Pipelines Inc.	Supplies - Cemetery
16239	183.75	VW16239	Standard Insurance Company RD	Ins.
16240	16.76	VW16240	State Treasurer of Ohio Josh Mandel	Registration - R Drew
16241	150.00	VW16241	Treasurer, State of Ohio	Renewal - Fire
16242	30.00	VW16242	T.C.Z.I.A.	Annual Membership Dues 2012 - Mills
16243	3960.00	VW16243	Teamsters Local 377	Ins.
16244	307.56	VW16244	Vision Service Plan - (OH)	Ins.
16245	195.00	VW16245	Warren Fire Equipment, Inc.	Supplies - Fire
16246	222.57	VW16246	Walmart Business/GEGRB	Supplies - Admin/Road/Fire
=====				
	16132.04		Total Amount of Pending Warrants	

BAZETTA TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

Date: November 22, 2011 at 8:30am
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 8:30am.

Present:

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

Asked to be placed on the Agenda:

- Susan McCrimmon from Success in Free Enterprise at Kent State University - Trumbull Campus discussed donation boxes for Cortland Area Cares
 - Presented the Trustees with information about Success in Free Enterprise Food drive dates will be December 4-10
 - Some other participants are City of Cortland and Mark Thomas Ford
 - Would like to place collection boxes at the Administration Building and possibly Fire and Police Departments
 - Would like to do a local toy drive next year
 - Would like to make this an annual event
- Trustees agreed that this was a worthy cause
- Fiscal Officer Drew offered to coordinate this activity

- Trustee Urchek asked what the purpose of 372-11 and 373-11 was
 - Fiscal Officer Drew explained the following
 - Resolutions are to get the money in place to pay this year's final street lighting bill!
 - These are the steps required to make sure the money is properly appropriated to pay out the last of the money in these funds
 - After this bill is paid, all of the lighting assessment funds will be down to \$0
 - Fiscal Officer Drew reminded the Trustees that they approved a revised Special Lighting Assessment earlier in the year
 - Previous assessments were not producing sufficient revenue to cover the expenses
 - This is why these funds had been losing money every year for the past several years
 - If this were to continue, the General Fund would have to make up the difference

373-11 To authorize the Fiscal Officer to do the following Supplemental Appropriations.

\$369.26 to 01-E-01 (General: Street Lights)

\$32.97 to 07-A-01A (Morrow/Williams Lighting Assessment: Contracts)

\$23.19 to 07-A-01B (Timber Creek Heights Lighting Assessment: Contracts)

\$57.94 to 07-A-01C (Timber Creek Estates Lighting Assessment: Contracts)

Motion: Trustee Urchek

Second: Trustee Parke

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

374-11 To authorize the Fiscal Officer to do the following transfers.

\$2.04 from 07-A-02B (Timber Creek Heights Lighting Assessment: Other Expenses) to 07-A-01A (TCHLA: Contracts)

\$0.09 from 07-A-01B (Morrow/Williams Lighting Assessment: Other Expenses) to 07-A-01A (M/WLA: Contracts)

\$1.14 from 07-A-01 (Ivy Hills Lighting District: Other Expenses) to 07-A-01 (IHLD: Contracts)

\$46.73 from 01-A-27 (General: Transfers) to 07-A-01 (IHLD: Contracts)

Motion: Trustee Parke

Second: Trustee Urchek

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

375-11 To authorize the Fiscal Officer to pay all outstanding invoices incurred and approve all warrants issued.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Trustee Parke said he was upset about the fact that the police contract was not shown to him until minutes before this meeting and that he was not being given a copy to keep until after it was signed by Chuck Wilson and filed with SERB
 - Fiscal Officer Drew concurred

376-11 To approve the *Agreement between the Fraternal Order of Police, Ohio Labor Council, Inc. and All Full-Time Patrol Officers and Sergeants* as revised.

Motion: Trustee Urchek

Second: Trustee Parke

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

377-11 To adjourn the meeting at 8:47am.

Motion: Trustee Urchek

Second: Trustee Parke

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



Attested by: Fiscal Officer Rita K. Drew

Dated: 11-22-11



Approved by: Chairman Trustee Paul Hovis

Dated: 11-22-11

PENDING WARRANT REPORT
Bazetta Township [2011]

Date: 11/21/11

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
16302	152.07	VW16302	Broadvox GO! LLC	Service - Admin/Fire/Police/Road
16303	79.13	VW16303	AT&T Mobility	Service - Fire
16304	1133.70	VW16304	Ohio Edison	Service - Admin/Fire/Police/Road/Park
16305	192.71	VW16305	Orwell Natural Gas	Service - Fire
16306	210.92	VW16306	Time Warner Cable-Northeast	Service - Police
16307	67.34	VW16307	Trumbull County Water & Sewer Acct. Dept	Service - Fire
16308	9584.69	VW16308	Anthem BCBS OH Group	Insurance
16309	3652.95	VW16309	Attorney Mark S. Finamore	Dec 2011 & May-Oct Excess Billing
16310	31.99	VW16310	American Uniform & Arms LLC	Supplies - Police
16311	94.32	VW16311	AmeriGas Propane LP	Service - Cemetery
16312	142.56	VW16312	Advance Auto Parts	Supplies - Road/Police
16313	5021.04	VW16313	Ainsley Oil Company	Fuel
16314	3555.77	VW16314	BE Solutions	Claims Run
16315	25.00	VW16315	Rita Benoit	Zoning Commission Hearing Nov. 16, 2011
16316	257.25	VW16316	Cortland Tractor Sales Co.	Supplies - Cemetery
16317	460.30	VW16317	Huntington National Bank	Principal & Interest - Rd
16318	224.77	VW16318	Handyman Supply Inc.	Supplies - Park/Road/Cemetery/Fire
16319	121.50	VW16319	Health Index	Service
16320	8.92	VW16320	Howland Springs Water Company, Inc.	Service - Admin
16321	30.00	VW16321	IACP	Subscription - Police
16322	285.88	VW16322	Ike Jewett & Sons Rd. Improvement Co.	Supplies - Road
16323	45.00	VW16323	Joint Committee of Emergency Medical Ser	Supplies - Fire
16324	25.00	VW16324	Curtis Lonsbrough	Zoning Commission Hearing Nov. 16, 2011
16325	191.37	VW16325	Law Enforcement Systems	Supplies - Police
16326	1101.17	VW16326	Lowe's Business Account	Supplies - Park/Cemetery/Fire
16327	25.00	VW16327	Walter Maycher	Zoning Commission Hearing Nov. 16, 2011
16328	575.40	VW16328	Mark Thomas Ford	Emergency Rep - Police
16329	3000.00	VW16329	Miller-Yount Paving Inc.	Supplies - Park
16330	105.81	VW16330	New Pig Corporation	Supplies - Road
16331	1029.00	VW16331	Ohio Billing, Inc.	EMS Trip Submission
16332	115.78	VW16332	NAPA Auto Parts	Supplies - Road
16333	26.80	VW16333	Professional ID Cards, Inc.	Supplies - Police
16334	578.80	VW16334	PipeLines Inc.	Supplies - Road
16335	207.99	VW16335	Purchase Power	Meter Postage
16336	47.00	VW16336	Pitney Bowes	Postage Meter Rental
16337	450.00	VW16337	Radar Specialists of Ohio, LLC	Radar Certification
16338	342.50	VW16338	R.W. Sidley, Inc.	Supplies - Admin
16339	43.60	VW16339	Respiratory Care Partners	Supplies - Fire
16340	183.75	VW16340	Standard Insurance Company RD	Life Ins
16341	69.97	VW16341	Staples Advantage	Supplies - Admin/Fire
16342	240.00	VW16342	SI-Machinery	Supplies - Police
16343	3071.03	VW16343	Ohio Treasurer, Josh Mandel	OPWC Loan
16344	1233.54	VW16344	Trumbull County Emergency Management	2012 Trum Co EMA Assessment
16345	243.13	VW16345	The Tribune Chronicle	Legal Notices
16346	6050.46	VW16346	Trumbull County Treasurer	9-1-1 Service - Nov. 2011
16347	1645.00	VW16347	Z Tech Excavators, Inc.	Labor on Howland Wilson Rd Project
16348	25.00	VW16348	Howard Wetzell	Zoning Commission Hearing Nov. 16, 2011
16349	25.00	VW16349	Theodore Webb	Zoning Commission Hearing Nov. 16, 2011
16350	501.03	VW16350	Walmart Business/GEGRS	Supplies - Admin/Police/Fire
16351	56.03	VW16351	S&W Healthcare Corporation	Supplies - Fire
16352	373.70	VW16352	Penn Care Medical Products	Supplies - Fire
16353	2100.00	VW16353	Black Water Rescue	Equipment - Fire
16354	126.68	VW16354	GreatAmerica Leasing Corp.	Copier Rental - Fire

=====
49187.35

Total Amount of Pending Warrants

BAZETTA TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

Date: December 13, 2011 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 7:01pm.

Present:

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

380-11 To accept the minutes from the following Meetings.

*November 1 Regular
November 22 Regular
December 13 Zoning Hearing*

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

381-11 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

382-11 To authorize a Supplemental Appropriation of \$323.22 to 01-A-16 (General: General Health District).

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

383-11 To adopt the attached *Multi-Jurisdictional Hazard Mitigation Plan*.

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

- Trustee Urchek asked for an explanation of 384-11
 - Fiscal Officer Drew explained the following
 - GASB 54 was a directive from the Government Accounting Standards Board regarding how funds must now be classified and reported for annual financial reports
 - These two specific funds need to be classified as Committed so these funds are not considered General Funds
 - This will simply memorialize the fact that Zoning money can only be spent for Zoning and Fire/EMS Training Center money can only be spent for the Fire/EMS Training Center

384-11 To resolve that all revenue generated for Zoning (Fund 13) and Bazetta Fire/EMS Training Center (Fund 14A) shall be constrained as Committed Funds as classified by GASB 54.

Motion: Trustee Urchek

Second: Trustee Parke

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

385-11 To resolve that no part-time Police Department employee may exceed more than 30 hours per week, unless it is deemed an emergency with approval of a Department Head and Township Trustees.

Motion: Trustee Urchek

Second: Trustee Parke

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

386-11 To not object to the issuance of a liquor permit to Cortland Lanes, Inc.

Motion: Trustee Parke

Second: Trustee Urchek

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

387-11 To authorize the following transfers.

\$2,817.60 from 01-A-27 (General: Transfers) to 01-A-28 (General: Administrative Secretary Salary)

\$8,878.54 from 01-A-27 (General: Transfers) to 01-F-01 (General: Salary Park Mechanic)

\$125.00 from 01-A-12 (General: Employer's Retirement System) to 01-A-90 (General: FICA/Medicare)

\$800.00 from 04-B-01 (Road: Salaries) to 04-A-02 (Road & Bridge: Employer's Retirement System)

\$80.00 from 04-B-01 (Road: Salaries) to 04-A-90 (Road & Bridge: FICA/Medicare)

\$15,000.00 from 09-A-01 (Police: Salaries Full-Time) to 09-A-01B (Police: Salaries Part-Time)

\$168.75 from 09-A-01 (Police: Salaries Full-Time) to 09-A-01D (Police: Salary Mechanic)

\$50.00 from 09-A-01 (Police: Salaries Full-Time) to 09-A-90 (Police: FICA/Medicare)

\$26,000.00 from 10-A-01 (Fire: Full Time Salary) to 10-A-01A (Fire: Part Time Salary)

\$1,000.00 from 10-A-01 (Fire: Full Time Salary) to 10-A-02 (Fire: Employer's Retirement System)

Motion: Trustee Urchek

Second: Trustee Parke

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

Correspondence (Copies available upon request):

- Recommendation from Ralph Infante, Mayor of Niles, for Jakubic & Sexton Architects
- Request from Trumbull County Office of Homeland Security & Emergency Management that the Trustees adopt the updated Trumbull County Hazard Mitigation Plan
- Invitation from Fresenius Medical Care to attend their Open House on November 13
- invitation from Trumbull County EMA to attend their Winter Weather Planning Meeting on November 15
- Invitation from Eastern Ohio Utilities Council to attend their Annual Luncheon on December 8
- E-mail from Geneva College regarding their Master of Science in Organizational Leadership degree
- Invitation from Trumbull County Educational Service Center to attend their Shared Purchasing meeting on November 29
- Revised invitation from Trumbull County Educational Service Center to attend their Shared Purchasing meeting on November 29
- Letter of resignation from the Zoning Commission from Dennis Mintus
- Notice from Trumbull County Engineer regarding the High/Main Street Intersection Widening and Bridge Replacement Project (Cortland #3), which is scheduled for 2014
- Letter from TAG Law Enforcement Task Force regarding lack of funding for clean-up of meth labs

- Notice from Ohio Division of Liquor Control regarding permit request for Cortland Lanes
- Request from Volunteer Fire Fighters' Dependents Fund for certification of 2012 Annual Election of Board Members

Administration:

- Nothing to report

Fire Department:

388-11 To accept the resignation of the following part-time firefighter/medics, effective immediately.

*Patrick Dales
Anthony McMillion
Anthony Morris*

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

389-11 To accept the resignation and/or removal of the following volunteer firefighters, effective immediately.

*Gregory Lutz
Matthew Lewis
Grayson Root
Wesley Whitaker*

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

390-11 To approve the attached *Volunteer Fire Fighters' Dependents Fund 2011 Certificate of Annual Election of Board Members*.

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

391-11 To conditionally hire Scott McCloud as part-time firefighter/medic, at a rate of \$11.00 per hour, pending negative background check and pre-employment drug screen results.

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

392-11 To resolve that the *PPA/HEART/WRERA Amendment to the BAZETTA TOWNSHIP OAPFF 457 PLAN* is hereby adopted and that Fiscal Officer Drew is hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the amendment.

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

Police Department:

- See Attached Activity Report

393-11 To table the resolution to authorize Chief Miller to order, under lease agreement, four (4) Ford Taurus police cruisers from Mark Thomas Ford, at a cost of \$29,155 each, with delivery and initial payment expected in the first quarter of 2012.

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

394-11 To approve the attached *Bazetta Police Department Taser Policy*.

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

395-11 To authorize an expenditure, not to exceed \$1000 for the purchase of video equipment as required by new state laws, to be paid from the Police Equipment Fund.

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

396-11 To authorize Chief Miller to sell two obsolete police cruiser light bars at a cost of \$100 and \$200.

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

Road Department:

- Nothing to report

Parks & Recreation Board:

- The Trustees presented a series of Certificates of Achievement to Parks & Recreation Board Chairman Belcher for the following
 - All members of the Parks & Recreation Board
 - Shafer Winans Funeral Home
 - Mark Thomas Ford
 - Jack Governor
 - Steve & Janet Perhach
- Parks & Recreation Board Chairman Belcher said the following
 - There will be another fund raiser next year
 - Raised \$10,000 this year
 - Hope to raise \$15,000 next year

Zoning Commission:

- Zoning Commission Chairman Webb reported the following
 - Text resolutions were passed onto the Trustees and were adopted earlier this evening
 - First Quarterly Meeting of 2012 will be on January 4 at 7:00pm

397-11 To accept the resignation of Dennis Mintus from the Zoning Commission, effective immediately.

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

398-11 To appoint Howard Wetzel to the unexpired term on the Zoning Commission previously held by Dennis Mintus, effective immediately.

Motion: Trustee Urchek

Second: Trustee Parke

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

- Zoning Commission Chairman Webb requested that the trustees consider advertising to fill the Alternate position vacated by Howard Wetzel
 - Trustee Parke asked if anyone came to mind
 - Trustee Parke said they will check the old applications to see if anyone was interested
 - Trustee Hovis said something can be put in the paper and on the website

Zoning Inspector:

- Trustee Urchek asked for explanation of #399-11
 - Zoning Inspector Mills explained as follows
 - This is for the property on Johnson Plank that has already been approved for demolition and has had the demolition bid awarded
 - When demolition began, the company discovered that the siding may contain asbestos
 - Company must now test the siding to determine what percentage of asbestos is present
 - Demolition cannot proceed until this testing is done

399-11 To authorize the attached *Scope of Services* for Richard Boccia Construction & Demolition.

Motion: Trustee Urchek

Second: Trustee Parke

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

400-11 To approve the attached *Bazetta Township Demolition/Deconstruction Permit/Application*, as amended.

Motion: Trustee Parke

Second: Trustee Urchek

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

Safety Committee:

- Nothing to report

Health Insurance Committee:

- Nothing to report

Asked to be placed on the Agenda:

- Christopher Medzie to discuss nuisance abatement on Parcel #31-008076
 - Zoning Inspector Mills said Mr. Medzie requested a public hearing on this
 - Zoning Inspector Mills contacted him twice via registered mail
 - Mr. Medzie has seemingly chosen not to appear
- James Phillips, Candidate for Trumbull County Sheriff
 - Introduced himself as the Democratic Candidate
 - Listed his qualifications for the positions
 - Explained some changes he would like to see made in the Sheriff's Office

Public Comment:

- Art Kreller of Andrews Drive asked about fighting gas well fires
 - Trustee Parke says there is a program in place that has been used in the past

- Art Kreller of Andrews Drive asked if gas could get into the well water
 - Trustee Parke said it is a possibility and noted that it happened at Cass Lake earlier this year

- Art Kreller of Andrews Drive asked if fire detector can be purchased from the fire department
 - Trustee Parke said he would have to ask Chief Lewis if there were any left

401-11 To recess into Executive Session at 7:32pm to review collective bargaining strategies, per ORC 121.22(G).


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

402-11 To reconvene from Executive Session at 9:07pm with no action taken.

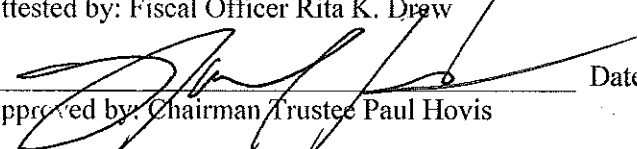
Motion: Trustee Urchek
Second: Trustee Hovis
Vote: Trustee Hovis – Yes Trustee Parke - Yes Trustee Urchek - Yes

403-11 To adjourn the meeting at 9:08pm.

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



Attested by: Fiscal Officer Rita K. Draw Dated: 12-19-11



Approved by: Chairman Trustee Paul Hovis Dated: 12-20-11

Multi-Jurisdictional Hazard Mitigation Plan

ADOPTING RESOLUTION

WHEREAS the Trumbull County Emergency Management Agency (EMA) has developed a Multi-Jurisdictional Hazard Mitigation Plan that includes all hazards to which Trumbull County and its municipalities are susceptible as per Section 322 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act,

WHEREAS the Township of Bazetta has been assessed for its susceptibility to all hazards,

WHEREAS a list of all critical facilities and other assets in the Township of Bazetta that could be affected by hazard events has been generated and included in a countywide list of assets,

WHEREAS the estimated potential losses that Bazetta assets could incur during a hazard event have been calculated,

WHEREAS goals, objectives, and strategies to militate against the hazards that have been identified in the county, including the Township of Bazetta, have been developed,

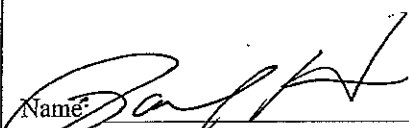
WHEREAS mitigation measures for the Township of Bazetta and surrounding areas have been analyzed,

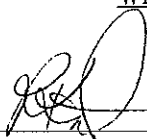
WHEREAS mitigation strategies for the Township of Bazetta and surrounding areas have been prioritized,

WHEREAS Trumbull County's stakeholders and EMA have agreed to periodically review and update the Multi-Jurisdictional Hazard Mitigation Plan.

THEREFORE BE IT RESOLVED THAT the Township Trustees of Bazetta Township hereby adopts and plans to implement the actions prescribed in the Multi-Jurisdictional Hazard Mitigation Plan.

Adopted this 13th day of December, 2011.

Chairman of Trustees
Name: 
Print: PAUL HOVIB

Witness
Name: 
Print: Rita K. Drew

State of Ohio
Department of Commerce
Division of State Fire Marshal
8895 East Main Street
Reynoldsburg, Ohio 43068
Toll Free: 1-800-515-0023

VOLUNTEER FIRE FIGHTERS' DEPENDENTS FUND
2012 CERTIFICATE OF ANNUAL ELECTION OF BOARD MEMBERS

I.D. #: 78101 BAZETTA FIRE DEPARTMENT
RITA K DREW FISCAL OFFICER
773 EVERETT HULL RD
CORTLAND, OH 44410-9534

FILING INSTRUCTIONS:

1. 2012 CERTIFICATE OF ANNUAL ELECTION OF BOARD MEMBERS MUST BE RETURNED NO LATER THAN JANUARY 31, 2012.
2. THE BOARD ELECTED SECRETARY MUST SIGN THIS FORM TO CERTIFY ITS VALIDITY.
3. DIRECT ALL INQUIRES TO: KIMBERLY HODNETT - PROGRAM ADMINISTRATOR, 1-800-515-0023.

THOSE INDIVIDUALS NOTED BELOW HAVE BEEN ELECTED TO THE VFFDF BOARD TO SERVE A ONE YEAR TERM COMMENCING ON JANUARY 1, 2012. (Print or Type)

Donald Murphy 3372 St. Rt. 5, NE Cortland, OH 44410
NAME OF BOARD MEMBER ELECTED BY ADDRESS / CITY / STATE ZIP
THE LEGISLATIVE AUTHORITY

Robert Lewis 3372 St. Rt. 5, NE Cortland, OH 44410
NAME OF BOARD MEMBER ELECTED BY ADDRESS / CITY / STATE ZIP
THE LEGISLATIVE AUTHORITY

David Walter 773 Everett Hull Rd. Cortland, OH 44410
NAME OF BOARD MEMBER ELECTED BY ADDRESS / CITY / STATE ZIP
THE FIRE DEPARTMENT

Robert Wasser 773 Everett Hull Rd. Cortland, OH 44410
NAME OF BOARD MEMBER ELECTED BY ADDRESS / CITY / STATE ZIP
THE FIRE DEPARTMENT

Thomas Rink 773 Everett Hull Rd. Cortland, OH 44410
NAME OF BOARD MEMBER ELECTED BY ADDRESS / CITY / STATE ZIP
OTHER FOUR MEMBERS

David Walter Robert Wasser
BOARD MEMBER TO SERVE AS BOARD MEMBER TO SERVE AS
CHAIRPERSON SECRETARY

I HEREBY CERTIFY THAT THE INDIVIDUALS NOTED ABOVE WERE ELECTED IN ACCORDANCE WITH THE PROVISIONS OF 146.03 AND 146.04, OHIO REVISED CODE.

773 Everett Hull Rd. Cortland, OH 44410
SIGNATURE OF BOARD SECRETARY ADDRESS/CITY/STATE/ZIP DAYTIME PHONE

**AMENDMENT FOR
PENSION PROTECTION ACT ("PPA")
HEROES EARNINGS ASSISTANCE AND RELIEF TAX ACT OF 2008 ("HEART")
WORKER, RETIREE AND EMPLOYER RECOVERY ACT OF 2008 ("WRERA")**

GOVERNMENTAL 457(b) Plan

**ARTICLE I
PREAMBLE**

- 1.1 Effective date of Amendment.** The Employer adopts this Amendment to the Plan to reflect recent law changes. This Amendment is effective as indicated below for the respective provisions.
- 1.2 Superseding of inconsistent provisions.** This Amendment supersedes the provisions of the Plan to the extent those provisions are inconsistent with the provisions of this Amendment.
- 1.3 Employer's election.** The Employer adopts all the default provisions of this Amendment except as otherwise elected in Article II.
- 1.4 Construction.** Except as otherwise provided in this Amendment, any reference to "Section" in this Amendment refers only to sections within this Amendment, and is not a reference to the Plan. The Article and Section numbering in this Amendment is solely for purposes of this Amendment, and does not relate to any Plan article, section or other numbering designations.
- 1.5 Effect of restatement of Plan.** If the Employer restates the Plan, then this Amendment shall remain in effect after such restatement unless the provisions in this Amendment are restated or otherwise become obsolete (*e.g.*, if the Plan is restated onto a plan document which incorporates these HEART and WRERA provisions).

**ARTICLE II
EMPLOYER ELECTIONS**

The Employer only needs to complete the questions in Sections 2.2 through 2.6 below in order to override the default provisions set forth below.

- 2.1 Default Provisions.** Unless the Employer elects otherwise in this Article, the following defaults will apply:
- a. Unforeseeable emergency distributions to a Participant's beneficiary are not allowed.
 - b. The Plan permits any deferral contributions from any amount a Participant receives following Severance from Employment
 - c. Effective for Plan Years beginning after December 31, 2009, non-spouse beneficiary rollovers are allowed on distributions.
 - d. Continued benefit accruals pursuant to the Heroes Earnings Assistance and Relief Tax Act of 2008 (HEART Act) are not provided.
 - e. Differential wage payments are treated as Compensation for all Plan benefit purposes.
 - f. The Plan permits distributions pursuant to the HEART Act on account of "deemed" severance of employment.

- g. Requirement Minimum Distributions (RMDs) for 2009 were suspended unless a Participant or Beneficiary elected to receive such distributions.

2.2 Unforeseeable emergency distributions

- a. Distributions to a Participant's beneficiary are allowed.

2.3 Deferrals from Post-Severance Compensation

(a) **Regular pay.** Post-Severance Compensation *includes* (unless the Employer elects either in (a)(1) or in (a)(2) below not to include some or all of the amounts described in this (a)) regular pay after Severance of Employment if: (i) the payment is regular compensation for services during the Participant's regular working hours, or compensation for services outside the Participant's regular working hours (such as overtime or shift differential), commissions, bonuses, or other similar payments; and (ii) the payment would have been paid to the Participant prior to a Severance from Employment if the Participant had continued in employment with the Employer. *(Choose only one of (1) or (2), if applicable).*

(1) **Election *not* to include regular pay.** The Employer elects not to include any of the amounts described in this Section 2.3(a) as Post-Severance Compensation.

(2) **Election to *include last paycheck ONLY.*** Of the amounts described in this Section 2.3(a), the Employer elects to include only such amounts that are included in the final paycheck paid to the Participant at the end of the pay period that includes the Participant's date of severance from employment.

(b) **Leave cashouts and deferred compensation.** Post-Severance Compensation *includes* (unless the Employer elects in (b)(1) below not to include all of the amounts described in this (b)) leave cashouts if those amounts would have been included in the definition of Compensation if they were paid prior to the Participant's Severance from Employment, and the amounts are payment for unused accrued bona fide sick, vacation, or other leave, but only if the Participant would have been able to use the leave if employment had continued. In addition, Post-Severance Compensation includes payments of deferred compensation if the compensation would have been included in the definition of Compensation if it had been paid prior to the Participant's Severance from Employment, and the compensation is received pursuant to a nonqualified unfunded deferred compensation plan, but only if the payment would have been paid at the same time if the Participant had continued in employment with the Employer and only to the extent that the payment is includible in the Participant's gross income.

(1) **Election *not* to include leave cashouts and deferred compensation.** The Employer elects not to include any of the amounts described in this (b) as Post-Severance Compensation.

(c) **Salary continuation payments for military service Participants.** Post-Severance Compensation does *not* include (unless the Employer elects (c)(1) below to include all of the amounts described in this (c)) payments to an individual who does not currently perform services for the Employer by reason of Qualified Military Service (as described in Code §414(u)(1)) to the extent those payments do not exceed the amounts the individual would have received if the individual had continued to perform services for the Employer rather than entering Qualified Military Service.

(1) **Election to *include salary continuation payments for military service Participants.*** The Employer elects to *include* all of the amounts described in this (c) as Post-Severance Compensation.

(d) **Salary continuation payments for disabled Participants.** Post-Severance does *not* include Compensation paid to a Participant who is permanently and totally disabled (as defined in Code §22(e)(3)) (unless the Employer elects to include all of the amounts described in this (d)). If

elected, this provision will apply either only to non-highly compensated Participants or to all Participants for the fixed or determinable period specified in Section 2.3(d)(1)(ii) below.

(1) Election to include salary continuation payments for disabled Participants. The Employer elects to *include* all of the amounts described in this (d) as Post-Severance Compensation. In addition, this provision will apply as follows (*Choose only one of (i) or (ii)*):

(i) Non-highly compensated only. This provision applies only to disabled employees who are non-highly compensated employees immediately before becoming disabled.

(ii) Fixed or determinable period. This provision applies to all employees who are permanently and totally disabled, for the following period: _____
(*e.g., for a period of two years from the date of the disability*). [Note: The election in this Section 2.3(d)(1)(ii) applies only if the Employer's disability plan actually provides disability payments to all permanently and totally disabled Participants.]

2.4 Non-spouse beneficiary rollover right. For distributions in plan years beginning after December 31, 2009, and unless otherwise elected in Section 2.4a below, for distributions after December 31, 2006, a non-spouse beneficiary who is a "designated beneficiary" under Code §401(a)(9)(E) and the regulations thereunder, by a direct trustee-to-trustee transfer ("direct rollover"), may roll over all or any portion of his or her distribution to an individual retirement account ("IRA") the beneficiary establishes for purposes of receiving the distribution. In order to be able to roll over the distribution, the distribution otherwise must satisfy the definition of an eligible rollover distribution.

a. For distributions after December 31, 2006, and prior to the first day of the first plan year beginning after December 31, 2009 (select one):

1. Non-spousal rollovers are not allowed.

2. Non-spousal rollovers are allowed effective _____ (not earlier than January 1, 2007 and not later than January 1, 2010).

2.5 HEART ACT provisions (Article X).

Continued benefit accruals. Amendment Section 10.2 will not apply unless elected below:

a. The provisions of Amendment Section 10.2 apply effective as of: (select one)

1. the first day of the 2007 Plan Year

2. _____ (may not be earlier than the first day of the 2007 Plan Year).

However, the provisions no longer apply effective as of: (select if applicable)

3. _____.

Differential pay. Differential wage payments (as described in Amendment Section 10.3) will be treated, for Plan Years beginning after December 31, 2008, as compensation for all Plan benefit purposes unless b. is elected below:

b. In lieu of the above default provision, the employer elects the following (select all that apply; these selections do not affect the operation of Amendment Section 10.3(ii)):

1. the inclusion is effective for Plan Years beginning after _____
(may not be earlier than December 31, 2008).

2. the inclusion only applies to Compensation for purposes of Elective Deferrals.

Distributions for deemed severance of employment. The Plan permits distributions pursuant to Amendment Section 10.4 unless otherwise elected below:

c. The Plan does not permit such distributions.

d. The Plan permits such distributions effective as of _____ (may not be earlier than January 1, 2007).

2.6 WRERA (RMD waivers for 2009). The provisions of Amendment Section 11.1 apply (RMDs are suspended unless a Participant or Beneficiary elects otherwise) unless otherwise elected below:

a. The provisions of Amendment Section 11.2 apply (RMDs continued unless otherwise elected by a Participant or Beneficiary).

b. RMDs continued in accordance with the terms of the Plan without regard to this Amendment (i.e., no election available to Participants or Beneficiaries).

c. Other: _____

For purposes of Amendment Section 11.3, the Plan will also treat the following as eligible rollover distributions in 2009: (If no election is made, then a direct rollover will be offered only for distributions that would be eligible rollover distributions without regard to Code §401(a)(9)(H)):

d. 2009 RMDs and Extended 2009 RMDs (both as defined in Article XI of this Amendment).

e. 2009 RMDs (as defined in Article XI of this Amendment) but only if paid with an additional amount that is an eligible rollover distribution without regard to Code §401(a)(9)(H).

ARTICLE III DEFINITION OF UNFORESEEABLE EMERGENCY

3.1 Application. Effective for taxable years beginning after December 31, 2001, this Article III applies only if the Plan permits a distribution to a Participant on account of an unforeseeable emergency.

3.2 Definition of unforeseeable emergency. An unforeseeable emergency is a severe financial hardship of a Participant or Beneficiary resulting from: (1) illness or accident of the Participant, the Participant's Beneficiary, or the Participant's or Beneficiary's spouse or dependent (as defined in Code §152, and, for taxable years beginning on or after January 1, 2005, without regard to Code §152(b)(1), (b)(2), and (d)(1)(B)); (2) loss of the Participant's or Beneficiary's property due to casualty; (3) the need to pay for the funeral expenses of the Participant's or Beneficiary's spouse or dependent (as defined in Code §152, and, for taxable years beginning on or after January 1, 2005, without regard to Code §152(b)(1), (b)(2), and (d)(1)(B)); or (4) other similar extraordinary and unforeseeable circumstances arising from events beyond the Participant's or Beneficiary's control.

3.1 Definition of Beneficiary. The Participant's Beneficiary is a person who a Participant designates and who is or may become entitled to a Participant's Plan account upon the Participant's death.

ARTICLE IV DEFERRALS FROM POST-SEVERANCE COMPENSATION

4.1 Post-severance deferrals limited to Post-Severance Compensation. For taxable years beginning after December 31, 2001, deferrals are permitted from an amount received following Severance from Employment only if the amount is Post-Severance Compensation as defined in Section 2.3.

4.2 Post-Severance Compensation defined. Post-Severance Compensation for purposes of this Article IV includes the amounts described in 2.3 (a) and (b), paid after a Participant's Severance from Employment with the Employer, but only to the extent such amounts are paid by the later of 2½ months after Severance from Employment or the end of the calendar year that includes the date of such Severance from Employment. The Employer, by its election in this Amendment, may elect to *exclude* from the definition of Post-Severance Compensation the amounts described in 2.3(a) or (b). The Employer, by its election in this Amendment, also may elect to *include* in the

definition of Post-Severance Compensation the amounts described in 2.3 (c) or (d), or both.

- 4.3 Limitation on Post-Severance Compensation.** Any payment of Compensation paid after Severance of Employment that is not described in Section 2.3 (a), (b), (c) or (d) is not Post-Severance Compensation, even if payment is made by the later of 2½ months after Severance from Employment or by the end of the calendar year that includes the date of such Severance of Employment.

ARTICLE V QUALIFIED DOMESTIC RELATIONS ORDERS

- 5.1 Permissible QDROs.** Effective April 6, 2007, a domestic relations order that otherwise satisfies the requirements for a qualified domestic relations order ("QDRO") will not fail to be a QDRO: (i) solely because the order is issued after, or revises, another domestic relations order or QDRO; or (ii) solely because of the time at which the order is issued, including issuance after the annuity starting date or after the Participant's death.
- 5.2 Other QDRO requirements apply.** A domestic relations order described in Section 5.1 is subject to the same requirements and protections that apply to QDROs.

ARTICLE VI PARTICIPANT DISTRIBUTION NOTIFICATION

- 6.1 180-day notification period.** For any distribution notice issued in plan years beginning after December 31, 2006, any reference to the 90-day maximum notice period prior to distribution in applying the notice requirements of Code §402(f) (the rollover notice relating to an eligible rollover distribution), means 180 days.

ARTICLE VII DIRECT ROLLOVER OF NON-SPOUSE BENEFICIARY DISTRIBUTION

- 7.1 Certain requirements not applicable.** Although a non-spouse beneficiary may roll over directly a distribution as provided in Section 7.1, any distribution made prior to the first day of the first plan year beginning after December 31, 2009, is not subject to the direct rollover requirements of Code §401(a)(31) (including Code §401(a)(31)(B), the notice requirements of Code §402(f) or the mandatory withholding requirements of Code §3405(c)). If a non-spouse beneficiary receives a distribution from the Plan, the distribution is not eligible for a "60-day" rollover.
- 7.2 Trust beneficiary.** If the Participant's named beneficiary is a trust, the Plan may make a direct rollover to an individual retirement account on behalf of the trust, provided the trust satisfies the requirements to be a designated beneficiary within the meaning of Code §401(a)(9)(E).
- 7.3 Required minimum distributions not eligible for rollover.** A non-spouse beneficiary may not roll over an amount which is a required minimum distribution, as determined under applicable Treasury regulations and other Revenue Service guidance. If the Participant dies before his or her required beginning date and the non-spouse beneficiary rolls over to an IRA the maximum amount eligible for rollover, the beneficiary may elect to use either the 5-year rule or the life expectancy rule, pursuant to Treas. Reg. §1.401(a)(9)-3, A-4(c), in determining the required minimum distributions from the IRA that receives the non-spouse beneficiary's distribution.

ARTICLE VIII HEALTH AND LONG-TERM CARE INSURANCE DISTRIBUTIONS

- 8.1 Election to deduct from distribution.** For distributions in taxable years beginning after December 31, 2006, an Eligible Retired Public Safety Officer may elect annually for that taxable

year to have the Plan deduct an amount from a distribution which the Eligible Retired Public Safety Officer otherwise would receive and include in income. The plan will pay such deducted amounts directly to the provider as described in Section 8.2, to pay qualified health insurance premiums.

8.2 Direct payment. The Plan will pay directly to the provider of the accident or health plan or qualified long-term care insurance contract the amounts the Eligible Retired Public Safety Officer has elected to have deducted from the distribution. Such amounts may not exceed the lesser of \$3,000 or the amount the Participant paid for such taxable year for qualified health insurance premiums, and which otherwise complies with Code §402(l).

8.3 Definitions.

- (a) Eligible retired public safety officer.** An "Eligible Retired Public Safety Officer" is an individual who, by reason of disability or attainment of normal retirement age, is separated from service as a Public Safety Officer with the Employer.
- (b) Public safety officer.** A "Public Safety Officer" has the same meaning as in Section 1204(9)(A) of the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. 3796b(9)(A)).
- (c) Qualified health insurance premiums.** The term "qualified health insurance premiums" means premiums for coverage for the Eligible Retired Public Safety Officer, his/her spouse, and dependents (as defined in Code §152), by an accident or health plan or qualified long-term care insurance contract (as defined in Code §7702B(b)).

**ARTICLE IX
DIRECT ROLLOVER TO ROTH**

9.1 Roth IRA rollover. For distributions made after December 31, 2007, a Participant may elect to roll over directly an eligible rollover distribution to a Roth IRA described in Code §408A(b).

**ARTICLE X
HEART ACT PROVISIONS**

10.1 Death benefits. In the case of a death occurring on or after January 1, 2007, if a Participant dies while performing qualified military service (as defined in Code §414(u)), the Participant's Beneficiary is entitled to any additional benefits (other than benefit accruals relating to the period of qualified military service) provided under the Plan as if the Participant had resumed employment and then terminated employment on account of death. Moreover, the Plan will credit the Participant's qualified military service as service for vesting purposes, as though the Participant had resumed employment under USERRA immediately prior to the Participant's death.

10.2 Benefit accrual. If the Employer elects in Amendment Section 2.5 to apply this Section 10.2, then effective as of the date specified in Amendment Section 2.5, for benefit accrual purposes, the Plan treats an individual who dies or becomes disabled (as defined under the terms of the Plan) while performing qualified military service with respect to the Employer as if the individual had resumed employment in accordance with the individual's reemployment rights under USERRA, on the day preceding death or disability (as the case may be) and terminated employment on the actual date of death or disability.

- a. Determination of benefits.** The Plan will determine the amount of employee contributions and the amount of elective deferrals of an individual treated as reemployed under this Section 10.2 for purposes of applying paragraph Code §414(u)(8)(C) on the basis of the individual's average actual employee contributions or elective deferrals for the lesser of: (i) the 12-month period of

service with the Employer immediately prior to qualified military service; or (ii) the actual length of continuous service with the Employer.

- 10.3 Differential wage payments.** For years beginning after December 31, 2008: (i) an individual receiving a differential wage payment, as defined by Code §3401(h)(2), is treated as an employee of the employer making the payment; (ii) the differential wage payment is treated as compensation for purposes of Code §415(c)(3) and Treas. Reg. §1.415(c)-2 (*e.g.*, for purposes of Code §415, including the definition of post-severance compensation for deferral purposes under Treas. Reg. §1.457-4(d)(1)); and (iii) the Plan is not treated as failing to meet the requirements of any provision described in Code §414(u)(1)(C) (or corresponding plan provisions) by reason of any contribution or benefit which is based on the differential wage payment. Differential wage payments (as described herein) will also be considered compensation for all Plan purposes unless otherwise elected at Amendment 2.5.

Section 10.3(iii) above applies only if all employees of the Employer performing service in the uniformed services described in Code §3401(h)(2)(A) are entitled to receive differential wage payments (as defined in Code §3401(h)(2)) on reasonably equivalent terms and, if eligible to participate in a retirement plan maintained by the Employer, to make contributions based on the payments on reasonably equivalent terms (taking into account Code §§410(b)(3), (4), and (5)).

- 10.4 Deemed Severance.** Notwithstanding Section 10.3(i), if a Participant performs service in the uniformed services (as defined in Code §414(u)(12)(B)) on active duty for a period of more than 30 days, the Participant will be deemed to have a severance from employment solely for purposes of eligibility for distribution of amounts not subject to Code §412. However, the Plan will not distribute such a Participant's account on account of this deemed severance unless the Participant specifically elects to receive a benefit distribution hereunder. If a Participant elects to receive a distribution on account of this deemed severance, then the individual may not make an elective deferral or employee contribution during the 6-month period beginning on the date of the distribution. If a Participant would be entitled to a distribution on account of a deemed severance, and a distribution on account of another Plan provision (such as a qualified reservist distribution), then the other Plan provision will control and the 6-month suspension will not apply.

ARTICLE XI WAIVER OF 2009 REQUIRED DISTRIBUTIONS

- 11.1 Suspension of RMDs unless otherwise elected by Participant.** This paragraph does not apply if the Employer elected Amendment Section 2.6a, b, or c. Notwithstanding the provisions of the Plan relating to required minimum distributions under Code §401(a)(9), a Participant or Beneficiary who would have been required to receive required minimum distributions for 2009 but for the enactment of Code §401(a)(9)(H) ("2009 RMDs"), and who would have satisfied that requirement by receiving distributions that are (1) equal to the 2009 RMDs or (2) one or more payments in a series of substantially equal distributions (that include the 2009 RMDs) made at least annually and expected to last for the life (or life expectancy) of the Participant, the joint lives (or joint life expectancy) of the Participant and the Participant's designated Beneficiary, or for a period of at least 10 years ("Extended 2009 RMDs"), will not receive those distributions for 2009 unless the Participant or Beneficiary chooses to receive such distributions. Participants and Beneficiaries described in the preceding sentence will be given the opportunity to elect to receive the distributions described in the preceding sentence.
- 11.2 Continuation of RMDs unless otherwise elected by Participant.** This paragraph applies if Amendment Section 2.6a is selected. Notwithstanding the provisions of the Plan relating to required minimum distributions under Code §401(a)(9), a Participant or Beneficiary who would have been required to receive required minimum distributions for 2009 but for the enactment of Code §401(a)(9)(H) ("2009 RMDs"), and who would have satisfied that requirement by receiving distributions that are (1) equal to the 2009 RMDs or (2) one or more payments in a series of substantially equal distributions (that include the 2009 RMDs) made at least annually and expected to last for the life (or life expectancy) of the Participant, the joint lives (or joint life

expectancy) of the Participant and the Participant's designated Beneficiary, or for a period of at least 10 years ("Extended 2009 RMDs"), will receive those distributions for 2009 unless the Participant or Beneficiary chooses not to receive such distributions. Participants and Beneficiaries described in the preceding sentence will be given the opportunity to elect to stop receiving the distributions described in the preceding sentence.

- 11.3 Direct Rollovers.** Notwithstanding the provisions of the Plan relating to required minimum distributions under Code §401(a)(9), and solely for purposes of applying the direct rollover provisions of the Plan, certain additional distributions in 2009, as elected by the Employer in Amendment Section 2.6, will be treated as eligible rollover distributions. If no election is made by the Employer in Amendment Section 2.6 then a direct rollover will be offered only for distributions that would be eligible rollover distributions without regard to Code §401(a)(9)(H).

* * * * *

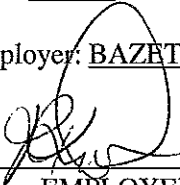
EXECUTION PAGE

This Amendment has been executed this 13th day of December 2011.

Name of Plan: BAZETTA TOWNSHIP OAPFF 457 PLAN

Plan Number: 612664

Name of Employer: BAZETTA TOWNSHIP

By:  _____
EMPLOYER


CERTIFICATE OF ADOPTING RESOLUTION

The undersigned authorized representative of BAZETTA TOWNSHIP (the Employer) hereby certifies that the following resolutions were duly adopted by Employer on December 13, 2011, _____, and that such resolutions have not been modified or rescinded as of the date hereof;

RESOLVED, the PPA/HEART/WRERA Amendment to the BAZETTA TOWNSHIP OAPFF 457 PLAN Plan (the Amendment) is hereby approved and adopted and that an authorized representative of the Employer is hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the amendment.

The undersigned further certifies that attached hereto is a copy of the Amendment approved and adopted in the foregoing resolution.

Date: 12-13-11

Signed: 

Rita K. Drew Fiscal Officer
[print name/title]

November 2011

Bazetta Police Department Activity

Activity	Total
Calls for Service	558
Incident Reports Filed	146
Traffic Crash Investigations	24
Number of Persons Arrested	21
Traffic Offenses	72
Vehicle Miles Traveled	10,876.20
Office Contacts	342

Bazetta Township Police Department

X 26 AVANCED TASER

The X26 Advanced TASER is deployed as an additional tool and is not a substitute for lethal force. The X26 Advanced TASER may be used to control dangerous or violent subjects when lethal force does not appear to be justified and/or necessary. Also, when attempts to subdue the subject by other tactics have been or will likely be ineffective or there is reasonable expectation that it will be unsafe for Officer (s) to approach within contact range of the subject. However, many situations that begin as standoffs have the potential to escalate to lethal force. Early aggressive use of a less-than lethal weapon can prevent many of these situations from escalating to deadly force levels. It is imperative to understand that the deployment of the X26 Advanced TASER unit must be backed up with the availability of lethal force.

The X26 Advanced TASER should only be used to stop a threat. This would include threats to the officer's safety, or threat to others or even if the subject is posing a threat of injuring himself/herself. The TASER should never be used for coercion of any type. The X26 Advanced TASER gives officers a non-injurious way of averting dangerous situations. It is not a substitute for common sense and good judgment or a cure all for all violent offenders nor should it be used in all circumstances.

The X26 Advanced TASER can be best utilized in situations where a hostile or potentially hostile individual is threatening himself or another person. It is a tool to use as an alternative to a hands-on fight or wrestling match that can result in injuries to the officers as well as the suspects'. It is not a foolproof weapon. When used within the design perimeters of the device, the TASER is a very effective, less-than-lethal control devise.

I. Procedure

- A. The X26 Advanced TASER shall be issued to and only used by officers who have completed the X26 Advanced TASER training program. A certified X26 Advanced TASER instructor will conduct training and documentation provided to this agency.
- B. Only a properly functioning and charged X26 Advanced TASER shall be carried On duty.
 1. The X26 must be spark tested at the beginning of the shift. Officers shall also inspect the cartridges prior to the start of the shift.
- C. Every discharge, including accidental discharges, of a X26 Advanced TASER shall be Investigated and documented. A Use of Force report from will be filled out, in addition to a TASER Use Report, along with an incident report and photographs of the incident/possible injuries.
 1. Discharges of the X26 Advanced TASER during approved training sessions will not require completion of above mentioned paperwork or any further investigation unless an injury occurs during the training.
- D. Never aim the X26 Advanced TASER at the eyes or face. It is laser light to assist with target acquisition and also has front and rear sights.
- E. Do not fire the X26 Advanced TASER near flammable liquids, fumes, or vapors of an unknown kind. It can ignite gasoline and other flammables liquids. Remember some self defense spray propellants are flammable and should not be used in conjunction with X26 Advanced TASER unless exigent circumstances exist and follow the progression of the Use of Force Continuum. Departments should conduct in house testing with the particular brand of pepper spray carried by that department.



- F. Replace the cartridge by the expiration date. All expired/damaged cartridges will be turned into the Training Division and replaced with new cartridges. Expired cartridges may be disposed of or used for training exercises.
- G. Officers trained to carry the X26 Advanced TASER shall re-qualify on the TASER once a year.

II. /Sergeant/OIC Responsibilities

- A. Respond to scenes where the X26 Advanced TASER is expected to be deployed.
- B. Evaluate scene and ensure appropriate investigative units respond, if necessary.
- C. Ensure that officers who discharge the X26 Advanced TASER complete an ARR Use of Force Form, and TASER Use report.
- D. Ensure the reports are forwarded through the chain of command. A copy of the paperwork shall be forwarded to the TASER instructor, or his designee along with a supervisor who shall review the paperwork and then forward it to the Chief of Police for final review.
- E. Review incident report and proper completion of paperwork.
- F. Ensure BMS personnel examine the subject that the X26 Advanced TASER was deployed on.
- G. Ensure photographs are taken of the probe penetration sites and any secondary injuries caused by falling to the ground, etc.

III. Officer Responsibilities (Not issued a M26 Advanced TASER)

- A. Upon encountering a situation that may require the use of the X26 Advanced Taser, the Officer will request a supervisor or other officer equipped with a TASER. Use "Code TASER" to request the supervisor respond to the scene. The communications personnel will repeat the request for a "Code TASER." The supervisor will respond to the requesting officer's location expeditiously. If the situation changes and X26 Advanced TASER is no longer needed, a cancellation of the request shall be broadcast by the officer. The communications personnel will repeat to cancel the TASER.
- B. When practical, do not escalate the situation before the arrival of a supervisor or officer equipped with the X26 Advanced TASER.

IV. Deployment of the X26 Advanced TASER

- A. Officers equipped with the X26 Advanced TASER will be supplied with protective gloves, alcohol swabs, adhesive bandages, evidence bags and biohazard stickers. These supplies shall be provided to the officers on the scene responsible for securing the TASER evidence and removing the probes from the suspect.
- B. Before discharging the X26 Advanced TASER, the Officer shall state, "TASER, TASER, TASER" so other officers, as well as bystanders in the area, and all other persons on the scene are aware the use is imminent.
 - 1. The air cartridge and probes shall be retained and submitted as evidence. The officer shall wear protective gloves when handling the cartridges due to the potential biohazard. The wires shall be wound around the cartridge and the probes inserted into the portals of the cartridge. This will prevent the sharp ends from penetrating the evidence bag. Tape shall be placed over the portals to secure the probes into the cartridge. The evidence shall be placed into an evidence bag and appropriately packaged. A Biohazard sticker shall be placed on the outside of the evidence bag.
 - 2. The evidence shall be logged into the Evidence Room, and listed in the report, as well as a Form B Property Receipt filled out. The evidence will be destroyed according to existing law.

V. Tactical Deployment

- A. Use common sense.
- B. Use verbal commands.
- C. Have additional cartridges available or a second X26 Advanced TASER ready to fire in case probe misses target or there is a malfunction.
- D. Have back up present to prepare to arrest or use other force options as appropriate and necessitated by the situation.
- E. Aim at center mass and from the rear if possible and use cover and distance to ensure officer safety.
- F. If suspect runs, the officer must also run and try to prevent the wires from breaking.
- G. Avoid use on slanted roofs, high elevations, on the edge of buildings, and water if possible to eliminate the possibility of the subject falling in the water and possibility of drowning.

VI. Treatment of person subjected to TASER Deployment

- A. After securing the subject in handcuffs or other appropriate restraints, the officer shall remove the probes using prescribed methods. However, if the probes are in soft tissue areas such as the neck, face or groin, or female breasts, the officer shall require the subject to be treated at a hospital and the probes be removed only by medical personnel. Removal from other areas will be at the availability of EMS and trained officers may remove the probes if EMS is unavailable.
 - 1. Removal of Probes: The cartridge shall be removed from the X26 Advanced TASER prior to removal of the probes.
 - a. Officer shall put on protective gloves.
 - b. Officer shall place one finger on either side of the probe and stretch the skin tight.
 - c. Using a brisk pull, the Officer shall pull the probe out of the subject.
 - d. The puncture site shall be wiped with a sterile alcohol swab and an adhesive bandage applied to the site.
 - e. Alcohol swabs, gloves and bandage packaging shall be disposed of in a biohazard bag or receptacle. If appropriate, the biohazard receptacle on the ambulance can be used. If not, the biohazard bag may be disposed of at a local hospital.
- B. Once in custody, the arresting officer shall advise the paramedic or emergency room staff that the person has been subjected to the X26 Advanced TASER and relate the time of the incident. If the probes penetrate the skin, the puncture sites shall be brought to the attention of the emergency room staff and paramedics. Only emergency room staff may remove probes that embed in soft tissue areas such as the neck, face, groin or eyes.
- C. After examining the affected person, the paramedics will make the determination if the person should be transported to the hospital for additional treatment.
- D. If treatment, including removal of probes is done at a medical facility, officers shall maintain evidence.
- E. The effected person shall not be placed in jail or other detention facility until paramedics or emergency room personnel have cleared them.
- F. Officers must be aware that one easily overlooked aspect of injury in shooting a subject with a X26 Advanced TASER is that of the subject falling from the standing position.
- G. Officers shall have paramedics perform a physical examination with attention on possible secondary injuries.

VII. Training Division/X26 Advanced TASER Instructors

- A. The training division shall receive, inspect and ensure the maintenance and replacement of the X26 Advanced TASER devices assigned to the department personnel.
- B. Establish and maintain a record of issuance of the X26 Advanced TASERS and air cartridges. Serial numbers shall be recorded.
- C. Provide annual retaining to certified users of the X26 Advanced TASER.
- D. Review copies of paperwork used in compliance with this policy. One copy of the chart will be maintained in the X26 user file for the trained officers and one copy may be sent to TASER for inclusion in their national use database.
- E. Maintain training updates from TASER International.

**Environmental
Protection
Systems, LLC.**

November 11, 2011

Richard Boccia Construction & Demolition
816 Robbins Avenue
Niles, Ohio 44446

Proposal Number: 3743

Attn: Mr. Richard Boccia

RE: Asbestos Bulk Survey
Vacant House
450 Johnson Plank Road
Bazzeta, Ohio 44481

Environmental Protection Systems, LLC. (EPS) is pleased to submit a proposal to provide evaluation services for the presence of asbestos-containing building materials at the above referenced project.

SCOPE OF SERVICES

The proposed scope of services for this project consists of two tasks. Each of the tasks are described in the following paragraphs.

Task 1: Site Survey

EPS will perform a site survey of the facility upon notification and authorization to proceed. The site survey will include a walk-through of the designated area, as well as the bulk sampling and Polarized Light Microscopy (PLM) analysis of building materials suspected as asbestos-containing.

Task 2: Project Report

EPS will issue a complete asbestos bulk survey report for the project facility which will include detailed information on the following:

- sample methodology
- regulatory overview
- suspect asbestos containing materials sampled
- confirmed asbestos containing materials
- sample cataloging and analytical reports



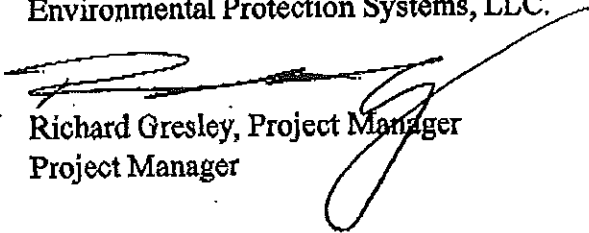
Project Cost:

The following is the proposed costs for completing the tasks described as the scope of services of this proposal. It is expected that the final project report will be issued to the client within 10 working days upon notice to proceed.

EPS will perform the scope of work for the cost of - site survey & project report \$ 800.00 plus \$ 10.00 per sample approximately 30 samples.

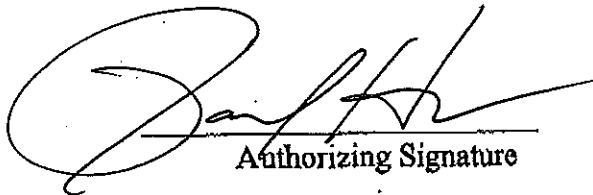
We appreciate the opportunity to submit this proposal to you and look forward to assisting you on this project. If you have any questions or special instructions, please do not hesitate to contact this office.

Respectfully submitted,
Environmental Protection Systems, LLC.


Richard Gresley, Project Manager
Project Manager

Acknowledgment:

I have read and authorize the proposed Scope of Work for this project as detailed in proposal # 3743 dated November 11, 2011. Please consider this signed acknowledgment as my "Notice to Proceed". Payment for services rendered are 30 days net upon receipt of invoice.



Authorizing Signature

12-8-11

Date

Paul Hovis

Name (print)

Chairman, Board of Trustees

Title

Bazetta Township

Company

330-637-8816

Phone / Fax Number

3372 State Route 5
Cortland, OH 44410

Mailing Address

3372 State Route 5
Cortland, OH 44410

Billing Address

BAZETTA TOWNSHIP

Permit # _____

Demolition/Deconstruction Permit/ Application

Date of Application _____

Permit Type:

- 1 Family Dwelling 3 or more Family Commercial Structure
- 2 Family Dwelling Dwelling: # Units _____ Industrial Structure

Job Site Information (for multiple structures see attachments)

Property Address: _____

Parcel Id # _____ Project Total Cost \$ _____

1. Structure to be demolished: _____

a. Size: L- _____ W- _____ H- _____ Sq. Ft.- _____

b. Means of Removal: _____

Property Owner & Contractor Information

Property Owner of Record: _____

Mailing Address: _____

Telephone #- _____ E-mail Address- _____

Company/Contractor Name: _____

Mailing Address: _____

Telephone #- _____ E-mail Address- _____

The owner of record, or in case of a government-ordered demolition, the contractor of a demolition site, shall fulfill all of the standards in accordance with Bazetta Township Zoning Resolution in regard to such a site or lot. By initializing below, the applicant has read, understands, and agrees to the following:

- _____ 1. Demolition shall be completed within sixty (60) days of the commencement of demolition of the building, structure or improvement (unless specified on a signed attachment).

____ 2. The demolition site, during all times of the day and night during demolition, shall be enclosed with a safety fence or other barrier reasonably sufficient to prevent access from the site.

____ 3. The demolition shall be conducted in such a manner as to avoid fires and other hazards to persons or property and interference with the use of adjacent lots without interruption of free passage to and from such lot.

____ 4. Landscape features on the lot including drainage ways, creeks, wetlands and trees shall be protected during demolition.

____ 5. Foundation walls of the demolished building, structure or other improvement shall be filled with clean non-settling material. The topmost layer of the disturbed site shall consist of not less than one (1) foot of clean soil. The final grade shall promote proper runoff and to eliminate standing water and shall not negatively impact neighboring properties.

____ 6. All debris resulting from or related to demolition of the building, structure or other improvement shall be removed from the demolition site and receipts provided from an approved refuse site.

____ 7. The surface after the demolition site after demolition shall be sown with grass or other vegetation and overlain with straw to promote the germination of seed in order to prevent soil erosion and to establish green space until such time redevelopment of the demolition site occurs.

____ 8. All utilities located on the demolition site shall be disconnected, and all septic systems and private water supply wells located on the site shall be properly abandoned in accordance with the requirements of the Trumbull County Health Department.

____ 9. All improvements incidental to the primary use of the building, structure or other improvement to be demolished shall also be demolished. Incidental improvements may include but not limited to paved areas dedicated to parking and/or loading and unloading zones, slabs, waste containment areas, lighting, signs including sign infrastructure, fencing and any other incidental not mentioned above.

____ 10. All streets shall be kept free of mud or debris at all times. Any damage to public property such as sidewalks, curbs, catch basins, fire hydrants, etc. shall be repaired or replaced to their condition before demolition started.

____ 11. The presence of any hazardous materials, substances, etc. shall be properly identified and remediated in accordance with Federal, State and Local rules, regulations and codes.

____ 12. All demolition work and debris disposal shall be completed in a manner that complies with all applicable Federal, State and Local rules, regulations and codes.

____ 13. No work incidental to demolition, including but not limited to salvage and recovery operations, may be performed prior to the issuance of a demolition permit by Bazetta Township.

____ 14. The Bazetta Township Zoning Inspector, or his /her Assistant, shall, upon notice to the owner, or in the case of a government-ordered demolition pursuant to ORC 505.86, the contractor presiding over a demolition site, enter the demolition site at any time for the purpose of determining compliance with the requirements of the Bazetta Township Zoning Resolutions.

____ 15. Contractors shall, at time of filing, provide proof of insurance and a performance bond in the amount determined by the scope and cost of the demolition/deconstruction project.

Commercial and Industrial Structures Only

____ 16. Commercial Structures require a Phase 1 Environmental Site Assessment, as defined by ASTM Standards Designation: E 1527-05, identifying Recognized Environmental Conditions (REC), prior to the start of demolition/deconstruction.

____ 17. Phase 2 Environmental Site Assessment, as defined in ASTM Standards Designation: E 1903-97, may be required prior to the start of demolition/deconstruction.

____ 18. All REC's or evidence of asbestos or lead based paint contamination must be abated by the property owner of record, or in the case of a government-ordered demolition, the contractor of a demolition site, prior to or as a prerequisite to the Demolition Permit issuance.

Applicant has read, understands and will comply with all demolition site standards in the initialed above application and in accordance with Bazetta Township Zoning Resolution.

Owner(s)/Applicants Signature: _____ Date: _____

Completion and submission of this application and receipt of a township zoning permit shall not relieve the Applicant from obtaining such other permits as may be required by local, state, federal or other laws. (Trumbull County Permits Required)

DETERMINATION (OFFICE USE ONLY)

Zoning District: R-1 R-2 RA C-1 C-2 C-3 MH Industrial

Determination: _____ Approved _____ Denied

Notes of approval/Reason for denial: _____

Permit Fees: Residential Lot- \$50.00 Commercial & Industrial Lot- \$100.00

Fee Charged: \$ _____ (Make checks payable to Bazetta Township)

Zoning Inspector Signature: _____ Date _____

PENDING WARRANT REPORT
Bazetta Township (2011)

Date: 12/13/11

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
16402	151.46	VW16402	Broadvox Go! LLC	Service - Admin/Fire/Police/Road
16403	248.43	VW16403	Dominion East Ohio	Service - Admin/Fire/Police
16404	439.99	VW16404	Graybar Financial Services, LLC	Service - Admin/Fire/Police/Road
16405	146.50	VW16405	Sunburst Environmental Service, Inc.	Service - Fire/Police/Road/Park
16406	541.15	VW16406	Time Warner Cable-Northeast	Service - Admin/Fire/Police/Road
16407	102.78	VW16407	Trumbull County Water & Sewer Acct. Dept	Service - Admin/Fire/Road/Park
16408	75.91	VW16408	City of Warren, Utility Services	Service - Fire/Police
16409	471.54	VW16409	Advance Auto Parts	Supplies - Road/Police
16410	182.19	VW16410	AW Direct	Supplies - Road
16411	2358.52	VW16411	Ainsley Oil Company	Fuel
16412	31.90	VW16412	Bortnick Tractor-Cortland	Supplies - Road
16413	952.72	VW16413	BE Solutions	Claims Run/Admin Fee
16414	64.25	VW16414	Carter Lumber	Supplies - Road/Cemetery
16415	249.00	VW16415	D&B Cleaners	Service - Police
16416	1184.39	VW16416	Delta Dental	Dental Ins
16417	7.92	VW16417	Eleanor Governor	Reimbursement for Park purchase
16418	875.00	VW16418	Nathan S. Greathouse	Uniform Allowance
16419	450.00	VW16419	Gateway Management Services, Inc.	PAYMENT
16420	875.00	VW16420	Christopher G. Herlinger	Uniform Allowance
16421	875.00	VW16421	Michael J. Hovis	Uniform Allowance
16422	668.07	VW16422	Handyman Supply Inc.	Supplies - Park/Road/Fire
16423	20.92	VW16423	Howland Springs Water Company, Inc.	Service - Admin
16424	40.50	VW16424	Health Index Associates, LLC	Testing
16425	249.98	VW16425	Lightle Enterprises of Ohio, LLC	Supplies - Road
16426	875.00	VW16426	Thomas L. Miller	Uniform Allowance
16427	397.28	VW16427	Mark Thomas Ford	Supplies - Police/Fire
16428	3443.48	VW16428	Morton International	Road Salt
16429	75.50	VW16429	Michael D. Mills	Travel Reimbursement
16430	147.88	VW16430	Michael Manella	Health Insurance Opt-Out
16431	29.51	VW16431	NAPA Auto Parts	Supplies - Fire
16432	1071.00	VW16432	Ohio Billing, Inc.	EMS Trip Submission
16433	60.00	VW16433	National Association of Chiefs of Police	Membership Dues
16434	184.84	VW16434	Purchase Power	Postage
16435	135.00	VW16435	Penn Care Medical Products	Supplies - Fire
16436	550.00	VW16436	Qualtiy Garage Doors	Supplies - Fire
16437	100.00	VW16437	David Rankin	Clothing Allowance
16438	875.00	VW16438	Shawn P. Rentz	Uniform Allowance
16439	98.40	VW16439	Respiratory Care Partners	Supplies - Fire
16440	37.71	VW16440	Rita K. Drew	Reimbursement for Park purchase
16441	200.00	VW16441	Stanwade Metal Products, Inc.	Supplies - Road
16442	875.00	VW16442	Joseph A. Sofchek	Uniform Allowance
16443	74.85	VW16443	Staples Advantage	Supplies - Admin
16444	124.44	VW16444	The Tribune Chronicle	Zoning - Ad
16445	94.16	VW16445	Terminix Processing Center	Service - Police
16446	185.96	VW16446	Tractor Supply Credit Plan	Supplies - Road
16447	3168.00	VW16447	Teamsters Local 377	Ins
16448	320.03	VW16448	Vision Service Plan-(OH)	Vision Ins
16449	722.10	VW16449	Walmart Business/GEGRB	Supplies - Park/Road/Police
16450	163.29	VW16450	Winter Equipment Company	Supplies - Road
16453	12.00	VW16453	Nathan S. Greathouse	Reimbursement for fuel purchase

=====
25283.55

Total Amount of Pending Warrants

BAZETTA TOWNSHIP TRUSTEES ZONING HEARING MINUTES

Date: December 13, 2011 at 5:30pm
Bazetta Township Administration Building
3372 State Route 5 NE
Cortland, Ohio 44410

Meeting called to order at 5:35pm.

Present:

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

Introduction:

- This public hearing is being held pursuant to Ohio Revised Code Section 519.12 for the purpose of receiving public comment and testimony regarding proposed Text Change Amendments to the Bazetta Township Zoning Resolution.

Reading of Notice of Public Hearing:

- Fiscal Officer Drew read the press release that had been published in the Tribune Chronicle.

Reading of Proposed Zone Change Amendment Recommendation:

- Trustee Parke read the recommendations on the proposed Text Change Amendments.

Reading of Trumbull County Planning Commission Recommendation:

- Fiscal Officer Drew read Planning Commission Resolution 11-2011-50.

Reading of Bazetta Township Zoning Commission Recommendations:

- Fiscal Officer Drew read the Zoning Commission Resolutions 11-11-001 and 11-11-002.

Taking of Testimony:

- Trustee Parke read the taking of testimony statement.

Testimony of Petitioner:

- Zoning Commission Chairman Webb stated the following
 - Noted that there was a typographical error in the original documents
 - Correct information is what was read into the record by Fiscal Officer Drew

Testimony of Residents/Public:

- Zoning Appeals Commissioner Barbara Rosier-Tyron Zoning Appeals said the following
 - Concerned about proximity of neighboring buildings to the facility in question
 - Zoning Inspector Mills said it was 1100'
 - Asked where did the 1000' distance come from
 - Zoning Commission Chairman Webb said he spoke with the Dave Dubiaga of the Trumbull County Planning Commission and was told this distance is used in other zoning ordinances
 - Zoning Commission Chairman Webb said the recommendation had already been submitted before the measurements were made
 - Commented that no one from the company who bought the facility was here to ask or answer questions

- Asked if any Trustees or zoning personnel had met with the facility owners
 - Zoning Commission Chairman Webb said they had not although Chief Lewis has inspected the facility several times
 - Zoning Commission Chairman Webb said we are trying to be proactive, laying the groundwork on this issue before we are approached
 - Trustee Hovis said this is something that needed to be changed before the new business even begins operations
 - Trustee Parke said we all want to take care of this now before it becomes an issue
 - Zoning Commission Chairman Webb said we had no language that would allow the new business to operate in the township
 - Zoning Commission Chairman Webb said this would still have come up even if this business had not moved in
 - Chief Lewis said there were also issues with Walmart selling 1.3G fireworks that our zoning did not address
 - Zoning Commission Chairman Webb added that we do not know what is being stored at the Kmart Distribution Center

- Zoning Board of Appeals Chairman Mike Swiatkwich said the following
 - Asked if the property has been purchased
 - Zoning Inspector Mills said that it had
 - Zoning Inspector Mills added that he served them with a violation for moving their fence without a permit and informed them that they would have to apply for a conditional use permit
 - Concern that the company is putting the cart before the horse by buying the property before having the zoning in place
 - Zoning Inspector Mills said he got a call from the Ohio Fire Marshall, who would not give the company an occupancy permit until they made sure that the zoning was in order
 - Trustee Hovis said the company thought they were in Howland when they bought the property
 - Zoning Commission Chairman Webb said the alternative was to knock the building down and lose the property tax revenue

Discussion and Comment by the Trustees:

- Trustee Parke said he appreciated the comments and questions

378-11 To adopt the text amendments recommended in Township Zoning Commission Resolutions 11-11-001 and 11-11-002 as amended.

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

379-11 To adjourn the meeting at 6:05pm.

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

Attested by: Fiscal Officer Rita K. Drew

Dated: 12-13-11

Approved by: Vice Chairman Trustee Frank Parke

Dated: 12-13-11

**BAZETTA TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES**

Date: December 20, 2011 at 7:00pm
Bazetta Township Police Department
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 7:00pm.

Present:

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

404-11 To accept the minutes from the December 13 Regular Meeting.

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

405-11 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

406-11 To authorize the following transfers.

\$24.28 from 01-A-27 (General: Transfers) to 01-A-17 (General: Auditor/Treasurer Fees)
\$25.75 from 04-A-04 (Road: Tools & Equipment) to 04-A-15 (Road: Auditor/Treasurer Fees)
\$77.27 from 09-A-14 (Police: Other Expenses) to 09-A-04 (Police: Auditor/Treasurer Fees)
\$119.35 from 10-A-06 (Fire: New Buildings & Equipment) to 10-A-04 (Fire: Auditor/Treasurer Fees)

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

407-11 To authorize the Fiscal Officer to create the following sub-funds.

14A-01A Fire/EMS Training Center: Salaries
14-A-05A Fire/EMS Training Center: Supplies
14-A-08A Fire/EMS Training Center: Expenses

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

408-11 To table the resolution to accept the attached 2012 Temporary Appropriations and submit to the Trumbull County Auditor.

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

409-11 To authorize the Fiscal Officer to request an advance of the First Half Settlement of Real Estate Tax from the Trumbull County Auditor.

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

410-11 To accept all Department Inventories as accurate and submit to OTARMA and to Trumbull County Engineer's Office.

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

- Trustee Urchek requested that he be given copies of all inventories

411-11 To approve the attached *Resolution to Continue to Provide Health Care Insurance Policies for Township Officers and Employees*.

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

Correspondence (Copies available upon request):

- None

Administration:

- Special Meeting will be held December 30 at 2:00pm to complete any required year-end business that could not be done at tonight's meeting
- 2012 Reorganizational Meeting to be held January 3, 2012 at 7:00pm

Fire Department:

412-11 To approve the *Standard Form of Agreement between Bazetta Township Trustees and Baker, Bednar, Snyder & Associates, Inc.*

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

413-11 To table the resolution to approve the *Agreement between the Bazetta Township Trustees and the International Association of Fire Fighters Local #3703* as revised.

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

Police Department:

414-11 To table the resolution to authorize Chief Miller to purchase/lease two/four 2011 Ford Crown Victorias/Tauruses/Expeditions from Mark Thomas Ford, at a cost of \$19,675/\$21,955/\$_ each, with delivery and payment to be made in the first quarter of 2012.

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

415-11 To hire Donald Utterback as a full-time patrolman at the contracted hourly rate, effective January 8, 2012.

Motion: Trustee Urchek

Second: Trustee Parke

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

Road Department:

- Nothing to report

Parks & Recreation Board:

- Nothing to report
- Trustee Urchek asked about the light by the soda machine
 - Parks & Recreation Chairman Belcher said the light comes from the soda machine itself
 - Trustee Parke said the light is always on

Zoning Commission:

- Nothing to report

Zoning Inspector:

- Zoning Inspector Mills met with the Trumbull County Commissioners about the Trumbull County Land Reutilization Bank
 - He will continue to work on this because it could save the township some money in the future

416-11 To approve the attached §505.86 Resolution #1 (Request for Inspection of Property).

Motion: Trustee Urchek

Second: Trustee Parke

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

Safety Committee:

- Nothing to report

Health Insurance Committee:

- Nothing to report

Asked to be placed on the Agenda:

- None

Public Comment:

- None
- Chief Miller introduced Patrolman Donald Utterback

417-11 To recess into Executive Session at 7:09pm to discuss appointment of statutory township offices that must be appointed at the Reorganizational Meeting and review collective bargaining strategies, per ORC 121.22(G).

Motion: Trustee Parke

Second: Trustee Urchek

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

418-11 To reconvene from Executive Session at 7:45pm with no action taken.

Motion: Trustee Urchek

Second: Trustee Parke

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

419-11 To approve the *Agreement between the Bazetta Township Trustees and the International Association of Fire Fighters Local #3703* as revised.

Motion: Trustee Parke

Second: Trustee Urchek


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

420-11 To adjourn the meeting at 7:51pm.

Motion: Trustee Urchek

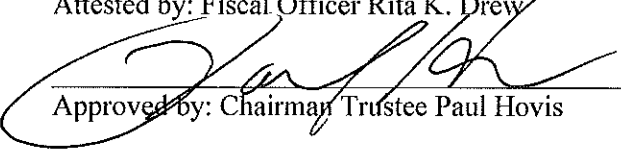
Second: Trustee Parke

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



Attested by: Fiscal Officer Rita K. Drew

Dated: 12-21-11



Approved by: Chairman Trustee Paul Hovis

Dated: 12-20-11

PENDING WARRANT REPORT
 Bazetta Township (2011)

Date: 12/20/11

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
16492	79.39	VW16492	AT&T Mobility	Service - Fire
16493	1197.11	VW16493	Ohio Edison	Service - Admin/Fire/Police/Road/Park
16494	326.90	VW16494	Orwell Natural Gas	Service - Fire
16495	9971.52	VW16495	Anthem Blue Cross Blue Shield	Insurance
16496	2188.08	VW16496	BE Solutions	Admin Fees & Claim Runs
16497	56.96	VW16497	Hanley Print & Promotions	Supplies - Admin
16498	45.00	VW16498	Joyce Peterson	Reimbursement for 3 grave spaces
16499	395.00	VW16499	Penn Care Medical Products	Supplies - Fire
16500	63.89	VW16500	Staples Advantage	Supplies - Admin
16501	275.00	VW16501	Stanwade Metal Products, Inc.	Supplies - Road
16502	20.00	VW16502	Trumbull County Recorder	12-13-11 Text Amendments
16503	460.30	VW16503	Huntington National Bank	Payment - Rd Dept Truck
=====				
	15079.15		Total Amount of Pending Warrants	

**2012 BAZETTA TOWNSHIP
TEMPORARY APPROPRIATIONS**

FUND 01 - GENERAL	\$	459,767.07
01-A-01 Salary - Trustees	\$	37,038.00
01-A-02 Salary - Clerk	\$	21,221.00
01-A-03 Travel & Other Expenses	\$	4,000.00
01-A-04 Supplies (Administration)	\$	2,800.00
01-A-05 Equipment (Administration)	\$	2,000.00
01-A-06 Insurance	\$	50,000.00
01-A-10 Legal Counsel	\$	14,000.00
01-A-12 Employer's Retirement Contribution	\$	24,000.00
01-A-15 Workmen's Compensation	\$	7,400.00
01-A-15A Unemployment Compensation	\$	-
01-A-16 General Health District	\$	22,000.00
01-A-17 Auditor & Treasurer Fees	\$	12,000.00
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	\$	15,000.00
01-A-27 Transfers	\$	109,394.51
01-A-28 Administrator/Secretary Salary	\$	46,000.00
01-A-29 Contracts	\$	10,000.00
01-A-90 FICA/Medicare	\$	2,000.00
01-B-01 Salary - Administration	\$	7,000.00
01-B-01A Salary - IT Specialist	\$	25,000.00
01-B-02 Improvement of Sites	\$	5,000.00
01-B-03 New Buildings & Additions	\$	-
01-B-04 Utilities (Administration)	\$	7,700.00
01-B-05 Maintenance, Supplies & Materials	\$	300.00
01-B-06 Equipment Purchase & Replacement	\$	-
01-B-07 Repairs	\$	500.00
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	\$	5,500.00
01-E-02 Other Expenses	\$	-
01-F-01 Salary - Mechanic (Park)	\$	6,400.00
01-F-01A Salary - Groundskeeper (Park)	\$	8,900.00
01-F-02 Improvement of Sites (Park)	\$	5,913.56
01-F-04 New Buildings & Additions (Park)	\$	-
01-F-05 Tools & Equipment (Park)	\$	700.00

01-F-06 Supplies (Park)	\$	2,200.00
01-F-07 Repairs/Maintenance (Park)	\$	1,000.00
01-F-08 Other Expenses (Park)	\$	1,000.00
01-F-09 Special Events (Park)	\$	2,600.00
01-F-10 OTARMA Insurance (Park)	\$	1,200.00
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

	\$	7,900.00
02-A-10 Transfers	\$	-
02-B-02 Materials	\$	7,900.00
02-B-03 Contracts	\$	-
02-B-04 Other Expenses	\$	-

FUND 03 - GASOLINE TAX

	\$	107,200.00
03-A-01 Salary - Road	\$	-
03-A-02 Employer's Retirement Contribution	\$	-
03-A-03 Workmen's Compensation	\$	-
03-A-04 Tools & Equipment	\$	40,300.00
03-A-05 Supplies	\$	14,000.00
03-A-06 Repairs	\$	4,600.00
03-A-07 Maintenance of Equipment	\$	3,000.00
03-A-11 Transfers	\$	-
03-A-90 FICA/Medicare	\$	-
03-B-02 Materials	\$	17,300.00
03-B-04 Other Expenses	\$	10,000.00
03-C-03 Contracts	\$	18,000.00

FUND 04 - ROAD AND BRIDGE

	\$	232,450.00
04-A-02 Employer's Retirement Contribution	\$	21,000.00
04-A-03 Workmen's Compensation	\$	6,300.00
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	\$	46,500.00
04-A-10A Insurance/Medicare	\$	-
04-A-13 Other Expenses	\$	-
04-A-14 Transfers	\$	-
04-A-15 Auditor & Treasurer Fees	\$	6,800.00
04-A-19 Loan Principal	\$	-
04-A-19 Loan Interest	\$	-

04-A-90 FICA/Medicare	\$	1,600.00
04-B-01 Salary	\$	150,000.00
04-B-01A Salary - IT Specialist	\$	250.00
04-B-02 Materials	\$	-
04-B-03 Contracts	\$	-
04-B-04 Other Expenses	\$	-
04-C-03 Contracts	\$	-
04-C-04 Other Expenses	\$	-
FUND 05 - CEMETERY	\$	90,900.00
05-A-01 Salary - Mowing	\$	38,500.00
05-A-02 Salary - Burials/Sexton	\$	14,300.00
05-A-02A Salary - Clerical	\$	-
05-A-03 Employer's Retirement Contribution	\$	5,400.00
05-A-04 Workmen's Compensation	\$	2,100.00
05-A-05 Improvement of Sites	\$	16,500.00
05-A-06 Land Purchases	\$	-
05-A-07 Repairs & Maintenance	\$	1,000.00
05-A-08 Tools & Equipment	\$	5,000.00
05-A-09 Supplies	\$	3,000.00
05-A-12 Other Expenses	\$	4,000.00
05-A-12A Insurance	\$	400.00
05-A-13 Unemployment Compensation	\$	-
05-A-90 FICA/Medicare	\$	700.00
FUND 06 - CEMETERY BEQUEST	\$	175.00
06-A-01 Cemetery Bequest	\$	175.00
FUND 07 - IVY HILL LIGHTING DISTRICT	\$	978.59
07-A-01 Contracts	\$	967.26
07-A-02 Other Expenses	\$	11.33
FUND 07A - MORROW/WILLIAMS LIGHTING	\$	1,239.54
07-A-01A Contracts	\$	1,225.19
07-A-02A Other Expenses	\$	14.35
FUND 07B - TIMBER CREEK HEIGHTS LIGHTING	\$	456.67
07-A-01B Contracts	\$	451.38
07-A-02B Other Expenses	\$	5.29
FUND 07C - TIMBER CREEK ESTATES LIGHTING	\$	5,284.38
07-A-01C Contracts	\$	5,223.20
07-A-02C Other Expenses	\$	61.18
FUND 09 - POLICE DISTRICT	\$	774,800.00
09-A-01 Salary - FT	\$	395,000.00

09-A-01A Salary - OT	\$	30,000.00
09-A-01B Salary - PT	\$	32,000.00
09-A-01D Salary - Mechanic	\$	-
09-A-01E Salary - IT Specialist	\$	5,000.00
09-A-02 Employer's Retirement Contribution	\$	88,000.00
09-A-03 Workmen's Compensation	\$	25,000.00
09-A-04 Auditor & Treasurer Fees	\$	11,000.00
09-A-07 Tools & Equipment	\$	6,000.00
09-A-08 Supplies	\$	7,300.00
09-A-08A DARE Expenses	\$	-
09-A-09 Building Upgrade	\$	-
09-A-10 Contracts	\$	42,500.00
09-A-12 Insurance	\$	104,300.00
09-A-12A Transfers	\$	-
09-A-13 Training	\$	1,000.00
09-A-14 Other Expenses	\$	18,400.00
09-A-15A Unemployment Compensation	\$	-
09-A-90 FICA/Medicare	\$	9,300.00

FUND 09C - POLICE DISTRICT EQUIPMENT

\$ 107,500.00

09-A-04C Tools & Equipment	\$	60,900.00
09-A-05C Supplies	\$	36,000.00
09-A-06C Repairs	\$	9,600.00
09-A-08C Auditor & Treasurer Fees	\$	1,000.00
09-A-10C Contracts	\$	-

FUND 09J - OMVI

\$ 3,900.00

09-A-01J OMVI Salaries	\$	3,900.00
09-A-14J OMVI Expenses	\$	-

FUND 10 - FIRE DISTRICT

\$ 1,411,000.00

10-A-01 Salary - FT Fire	\$	500,000.00
10-A-01A Salary - PT Fire	\$	100,000.00
10-A-01B Salary - Mechanic	\$	-
10-A-01D Salary - FT Fire	\$	-
10-A-01E Salary - IT Specialist	\$	4,000.00
10-A-02 Employer's Retirement Contribution	\$	144,000.00
10-A-03 Workmen's Compensation	\$	21,400.00
10-A-04 Auditor & Treasurer Fees	\$	19,000.00
10-A-06 New Buildings & Equipment	\$	298,000.00
10-A-07 Utilities	\$	19,600.00
10-A-08 Tools & Equipment	\$	10,000.00
10-A-09 Supplies	\$	25,000.00
10-A-09A Supplies FIU	\$	-
10-A-10 Repairs	\$	17,000.00
10-A-11 Training	\$	22,000.00
10-A-14 Insurance	\$	158,000.00

10-A-14A Contracts	\$	10,000.00
10-A-15 Other Expenses	\$	2,000.00
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	\$	13,000.00
10-C-05 EMS - Supplies	\$	10,000.00
10-C-06 EMS - Repairs	\$	6,000.00
10-C-07 EMS - Contracts	\$	30,000.00
10-C-08 EMS - Other Expenses	\$	2,000.00
FUND 13 - ZONING	\$	40,000.00
13-A-01 Salaries & Fees	\$	14,500.00
13-A-02 Expenses	\$	25,000.00
13-A-03 Supplies	\$	500.00
FUND 14 - FIRE FIGHTERS ASSIST GRANT	\$	-
14-A-07 Tools & Equipment	\$	-
FUND 14A - FIRE/EMS TRAINING CENTER	\$	1,455.00
14-A-01A Salaries	\$	500.00
14-A-05A Supplies	\$	500.00
14-A-08A Other Expenses	\$	455.00
FUND 15 - GENERAL BOND NOTE RETIREMENT	\$	11,665.66
15-A-01 Road Equipment Principal	\$	4,590.00
15-A-01B Durst Clagg Road	\$	6,142.06
15-A-04 Road Equipment Interest	\$	933.60
FUND 15A - GENERAL BOND NOTE RETIREMENT	\$	-
15-A-01A Principal	\$	-
15-A-04A Interest	\$	-
FUND 22 - DRUG ENFORCEMENT	\$	-
22-A-01 Drug Enforcement	\$	-
FUND 30 - CAPITAL EXPENDITURES	\$	50,269.36
30-A-05 Township Match	\$	15,583.15
30-A-06 OPWC Grant	\$	34,686.21
	\$	3,306,941.27

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

Moved by Trustee Parke

Seconded by Trustee Urchek

WHEREAS, the Board of Township Trustees, pursuant to Ohio Revised Code §505.60, is empowered to procure or contract for group health insurance for themselves, the Fiscal Officer, and the township's employees; and

WHEREAS, the Board of Township Trustees has in the past and desires to continue to procure a township group insurance plan for themselves, the Fiscal Officer, and the township's employees;

WHEREAS, the Board of Township Trustees has in the past and desires to continue to procure a township group insurance plan

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Bazetta Township, Trumbull County, State of Ohio, by this resolution shall continue to 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 Fiscal Officer as township officials and said employees' and officials' dependents.

SECTION 1: The purpose of this resolution is to give notice that the Township of Bazetta shall continue to offer all its Trustees, Fiscal Officer, and full-time employees and said employees' and officials' dependents group health care insurance premium charge by insurance companies contracted for such purpose.

SECTION 2: The township shall continue to offer all its Trustees, Fiscal Officer, and full-time employees and said employees' and officials' dependents for those health care benefits listed in Ohio Revised Code §505.60. The benefits that are currently being provided pursuant to Ohio Revised Code §505.60 are the following.

- Hospitalization
- Surgical Care
- Major Medical Care
- Disability
- Medical Care
- Eye Care
- Dental Care
- Hearing Aids
- Prescription Drugs
- Sickness & Accident
- Long Term Care per Ohio Revised Code §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 Revised Code §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 that 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.

IN WITNESS THEREOF, we, the Board of Trustees of Bazetta Township, Trumbull County, Ohio, hereunto set our hand the 10th Day of April 2011.

Roll call as follows:

Trustee Hovis	<u>Yes</u>
Trustee Parke	<u>Yes</u>
Trustee Urchek	<u>Yes</u>

§505.86 - Resolution # 1

- [REQUEST FOR INSPECTION OF §505.86 PROPERTY]

RESOLUTION No. 416-11

BE IT RESOLVED, that the Board of Trustees requests and directs the Township Fire Chief, County Building Inspector and/or the Trumbull County Health Department conduct an inspection of the following listed property in the township to determine if the property is insecure, unsafe, structurally defective and unfit for human habitation.

[List property, address, auditor parcel no.]

O Wilson Sharpsville Rd., Cortland, Ohio 44410
Parcel # 31-006550

AIA[®] Document B101[™] – 2007

Standard Form of Agreement Between Owner and Architect

AGREEMENT made as of the 13th day of December in the year 2011
(In words, indicate day, month and year.)

BETWEEN the Architect's client identified as the Owner:
(Name, legal status, address and other information)

Bazetta Township Trustees
3372 ST Rt 5 South
Cortland, Ohio 44410
Telephone Number: 330-637-8816

and the Architect:
(Name, legal status, address and other information)

Baker, Bednar Snyder & Associates, Inc.
628 Niles Cortland Rd SE
Warren, Ohio 44484
Telephone Number: 330-856-7222
Fax Number: 330-856-7226

for the following Project:
(Name, location and detailed description)

Construction of a new Bazetta Township Fire, Police Administration and Road Building
Project site unknown at this time

The Owner and Architect agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Int.

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User Notes:

(1688565048)

TABLE OF ARTICLES

1	INITIAL INFORMATION
2	ARCHITECT'S RESPONSIBILITIES
3	SCOPE OF ARCHITECT'S BASIC SERVICES
4	ADDITIONAL SERVICES
5	OWNER'S RESPONSIBILITIES
6	COST OF THE WORK
7	COPYRIGHTS AND LICENSES
8	CLAIMS AND DISPUTES
9	TERMINATION OR SUSPENSION
10	MISCELLANEOUS PROVISIONS
11	COMPENSATION
12	SPECIAL TERMS AND CONDITIONS
13	SCOPE OF THE AGREEMENT

EXHIBIT A INITIAL INFORMATION

ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth in this Article 1 and in optional Exhibit A, Initial Information:

(Complete Exhibit A, Initial Information, and incorporate it into the Agreement at Section 13.2, or state below Initial Information such as details of the Project's site and program, Owner's contractors and consultants, Architect's consultants, Owner's budget for the Cost of the Work, authorized representatives, anticipated procurement method, and other information relevant to the Project.)

Based on a feasibility report prepared by Baker, Bednar & Associates, Inc, it was determined that Bazetta Township would benefit from a centrally located fire station. Both existing fire stations have numerous code deficiencies and would require extensive renovations to bring the stations up to code. Three potential sites have been considered and Baker, Bednar & Associates will assist the Owner in acquiring the best possible site solution and will provide assistance in due diligence to acquire property. The new building will house Fire and police Stations, Bazetta Township Administrative offices, Cemetery office, Zoning department and Road Department.

§ 1.2 The Owner's anticipated dates for commencement of construction and Substantial Completion of the Work are set forth below:

.1 Commencement of construction date:

Unknown but within two (2) years

.2 Substantial Completion date:

Unknown but within three (3) years

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User Notes:

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§ 1.3 The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that such information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the schedule, the Architect's services and the Architect's compensation.

ARTICLE 2 ARCHITECT'S RESPONSIBILITIES

§ 2.1 The Architect shall provide the professional services as set forth in this Agreement.

§ 2.2 The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

§ 2.3 The Architect shall identify a representative authorized to act on behalf of the Architect with respect to the Project.

§ 2.4 Except with the Owner's knowledge and consent, the Architect shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Architect's professional judgment with respect to this Project.

§ 2.5 The Architect shall maintain the following insurance for the duration of this Agreement. If any of the requirements set forth below exceed the types and limits the Architect normally maintains, the Owner shall reimburse the Architect for any additional cost:

(Identify types and limits of insurance coverage, and other insurance requirements applicable to the Agreement, if any.)

- .1 General Liability
\$1,000,000 each occurrence
\$2,000,000 Aggregate
- .2 Automobile Liability
\$1,000,000 Each Occurrence
- .3 Workers' Compensation
Statutory
- .4 Professional Liability
\$1,000,000 Each Claim/ \$1,000,000 Aggregate

ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES

§ 3.1 The Architect's Basic Services consist of those described in Article 3 and include usual and customary structural, mechanical, and electrical engineering services. Services not set forth in this Article 3 are Additional Services.

§ 3.1.1 The Architect shall manage the Architect's services, consult with the Owner, research applicable design criteria, attend Project meetings, communicate with members of the Project team and report progress to the Owner.

§ 3.1.2 The Architect shall coordinate its services with those services provided by the Owner and the Owner's consultants. The Architect shall be entitled to rely on the accuracy and completeness of services and information furnished by the Owner and the Owner's consultants. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission or inconsistency in such services or information.

§ 3.1.3 As soon as practicable after the date of this Agreement, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services. The schedule initially shall include anticipated dates for the

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commencement of construction and for Substantial Completion of the Work as set forth in the Initial Information. The schedule shall include allowances for periods of time required for the Owner's review, for the performance of the Owner's consultants, and for approval of submissions by authorities having jurisdiction over the Project. Once approved by the Owner, time limits established by the schedule shall not, except for reasonable cause, be exceeded by the Architect or Owner. With the Owner's approval, the Architect shall adjust the schedule, if necessary as the Project proceeds until the commencement of construction.

§ 3.1.4 The Architect shall not be responsible for an Owner's directive or substitution made without the Architect's approval.

§ 3.1.5 The Architect shall, at appropriate times, contact the governmental authorities required to approve the Construction Documents and the entities providing utility services to the Project. In designing the Project, the Architect shall respond to applicable design requirements imposed by such governmental authorities and by such entities providing utility services.

§ 3.1.6 The Architect shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

§ 3.2 SCHEMATIC DESIGN PHASE SERVICES

§ 3.2.1 The Architect shall review the program and other information furnished by the Owner, and shall review laws, codes, and regulations applicable to the Architect's services.

§ 3.2.2 The Architect shall prepare a preliminary evaluation of the Owner's program, schedule, budget for the Cost of the Work, Project site, and the proposed procurement or delivery method and other Initial Information, each in terms of the other, to ascertain the requirements of the Project. The Architect shall notify the Owner of (1) any inconsistencies discovered in the information, and (2) other information or consulting services that may be reasonably needed for the Project.

§ 3.2.3 The Architect shall present its preliminary evaluation to the Owner and shall discuss with the Owner alternative approaches to design and construction of the Project, including the feasibility of incorporating environmentally responsible design approaches. The Architect shall reach an understanding with the Owner regarding the requirements of the Project.

§ 3.2.4 Based on the Project's requirements agreed upon with the Owner, the Architect shall prepare and present for the Owner's approval a preliminary design illustrating the scale and relationship of the Project components.

§ 3.2.5 Based on the Owner's approval of the preliminary design, the Architect shall prepare Schematic Design Documents for the Owner's approval. The Schematic Design Documents shall consist of drawings and other documents including a site plan, if appropriate, and preliminary building plans, sections and elevations; and may include some combination of study models, perspective sketches, or digital modeling. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.

§ 3.2.5.1 The Architect shall consider environmentally responsible design alternatives, such as material choices and building orientation, together with other considerations based on program and aesthetics, in developing a design that is consistent with the Owner's program, schedule and budget for the Cost of the Work. The Owner may obtain other environmentally responsible design services under Article 4.

§ 3.2.5.2 The Architect shall consider the value of alternative materials, building systems and equipment, together with other considerations based on program and aesthetics in developing a design for the Project that is consistent with the Owner's program, schedule and budget for the Cost of the Work.

§ 3.2.6 The Architect shall submit to the Owner an estimate of the Cost of the Work prepared in accordance with Section 6.3.

§ 3.2.7 The Architect shall submit the Schematic Design Documents to the Owner, and request the Owner's approval.

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§ 3.3 DESIGN DEVELOPMENT PHASE SERVICES

§ 3.3.1 Based on the Owner's approval of the Schematic Design Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Design Development Documents for the Owner's approval. The Design Development Documents shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems to fix and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, and such other elements as may be appropriate. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish in general their quality levels.

§ 3.3.2 The Architect shall update the estimate of the Cost of the Work.

§ 3.3.3 The Architect shall submit the Design Development documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, and request the Owner's approval.

§ 3.4 CONSTRUCTION DOCUMENTS PHASE SERVICES

§ 3.4.1 Based on the Owner's approval of the Design Development Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Construction Documents for the Owner's approval. The Construction Documents shall illustrate and describe the further development of the approved Design Development Documents and shall consist of Drawings and Specifications setting forth in detail the quality levels of materials and systems and other requirements for the construction of the Work. The Owner and Architect acknowledge that in order to construct the Work the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Architect shall review in accordance with Section 3.6.4.

§ 3.4.2 The Architect shall incorporate into the Construction Documents the design requirements of governmental authorities having jurisdiction over the Project.

§ 3.4.3 During the development of the Construction Documents, the Architect shall assist the Owner in the development and preparation of (1) bidding and procurement information that describes the time, place and conditions of bidding, including bidding or proposal forms; (2) the form of agreement between the Owner and Contractor; and (3) the Conditions of the Contract for Construction (General, Supplementary and other Conditions). The Architect shall also compile a project manual that includes the Conditions of the Contract for Construction and Specifications and may include bidding requirements and sample forms.

§ 3.4.4 The Architect shall update the estimate for the Cost of the Work.

§ 3.4.5 The Architect shall submit the Construction Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, take any action required under Section 6.5, and request the Owner's approval.

§ 3.5 BIDDING OR NEGOTIATION PHASE SERVICES

§ 3.5.1 GENERAL

The Architect shall assist the Owner in establishing a list of prospective contractors. Following the Owner's approval of the Construction Documents, the Architect shall assist the Owner in (1) obtaining either competitive bids or negotiated proposals; (2) confirming responsiveness of bids or proposals; (3) determining the successful bid or proposal, if any; and, (4) awarding and preparing contracts for construction.

§ 3.5.2 COMPETITIVE BIDDING

§ 3.5.2.1 Bidding Documents shall consist of bidding requirements and proposed Contract Documents.

§ 3.5.2.2 The Architect shall assist the Owner in bidding the Project by

- .1 procuring the reproduction of Bidding Documents for distribution to prospective bidders;
- .2 distributing the Bidding Documents to prospective bidders, requesting their return upon completion of the bidding process, and maintaining a log of distribution and retrieval and of the amounts of deposits, if any, received from and returned to prospective bidders;
- .3 organizing and conducting a pre-bid conference for prospective bidders;

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- .4 preparing responses to questions from prospective bidders and providing clarifications and interpretations of the Bidding Documents to all prospective bidders in the form of addenda; and
- .5 organizing and conducting the opening of the bids, and subsequently documenting and distributing the bidding results, as directed by the Owner.

§ 3.5.2.3 The Architect shall consider requests for substitutions, if the Bidding Documents permit substitutions, and shall prepare and distribute addenda identifying approved substitutions to all prospective bidders.

§ 3.5.3 NEGOTIATED PROPOSALS

§ 3.5.3.1 Proposal Documents shall consist of proposal requirements and proposed Contract Documents.

§ 3.5.3.2 The Architect shall assist the Owner in obtaining proposals by

- .1 procuring the reproduction of Proposal Documents for distribution to prospective contractors, and requesting their return upon completion of the negotiation process;
- .2 organizing and participating in selection interviews with prospective contractors; and
- .3 participating in negotiations with prospective contractors, and subsequently preparing a summary report of the negotiation results, as directed by the Owner.

§ 3.5.3.3 The Architect shall consider requests for substitutions, if the Proposal Documents permit substitutions, and shall prepare and distribute addenda identifying approved substitutions to all prospective contractors.

§ 3.6 CONSTRUCTION PHASE SERVICES

§ 3.6.1 GENERAL

§ 3.6.1.1 The Architect shall provide administration of the Contract between the Owner and the Contractor as set forth below and in AIA Document A201™-2007, General Conditions of the Contract for Construction. If the Owner and Contractor modify AIA Document A201-2007, those modifications shall not affect the Architect's services under this Agreement unless the Owner and the Architect amend this Agreement.

§ 3.6.1.2 The Architect shall advise and consult with the Owner during the Construction Phase Services. The Architect shall have authority to act on behalf of the Owner only to the extent provided in this Agreement. The Architect shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Architect be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect shall be responsible for the Architect's negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

§ 3.6.1.3 Subject to Section 4.3, the Architect's responsibility to provide Construction Phase Services commences with the award of the Contract for Construction and terminates on the date the Architect issues the final Certificate for Payment.

§ 3.6.2 EVALUATIONS OF THE WORK

§ 3.6.2.1 The Architect shall visit the site at intervals appropriate to the stage of construction, or as otherwise required in Section 4.3.3, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of the site visits, the Architect shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and report to the Owner (1) known deviations from the Contract Documents and from the most recent construction schedule submitted by the Contractor, and (2) defects and deficiencies observed in the Work.

§ 3.6.2.2 The Architect has the authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect shall have the authority to require inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not such Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor,

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Subcontractors, material and equipment suppliers, their agents or employees or other persons or entities performing portions of the Work.

§ 3.6.2.3 The Architect shall interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests shall be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 3.6.2.4 Interpretations and decisions of the Architect shall be consistent with the intent of and reasonably inferable from the Contract Documents and shall be in writing or in the form of drawings. When making such interpretations and decisions, the Architect shall endeavor to secure faithful performance by both Owner and Contractor, shall not show partiality to either, and shall not be liable for results of interpretations or decisions rendered in good faith. The Architect's decisions on matters relating to aesthetic effect shall be final if consistent with the intent expressed in the Contract Documents.

§ 3.6.2.5 Unless the Owner and Contractor designate another person to serve as an Initial Decision Maker, as that term is defined in AIA Document A201-2007, the Architect shall render initial decisions on Claims between the Owner and Contractor as provided in the Contract Documents.

§ 3.6.3 CERTIFICATES FOR PAYMENT TO CONTRACTOR

§ 3.6.3.1 The Architect shall review and certify the amounts due the Contractor and shall issue certificates in such amounts. The Architect's certification for payment shall constitute a representation to the Owner, based on the Architect's evaluation of the Work as provided in Section 3.6.2 and on the data comprising the Contractor's Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated and that the quality of the Work is in accordance with the Contract Documents. The foregoing representations are subject (1) to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) to results of subsequent tests and inspections, (3) to correction of minor deviations from the Contract Documents prior to completion, and (4) to specific qualifications expressed by the Architect.

§ 3.6.3.2 The issuance of a Certificate for Payment shall not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and material suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 3.6.3.3 The Architect shall maintain a record of the Applications and Certificates for Payment.

§ 3.6.4 SUBMITTALS

§ 3.6.4.1 The Architect shall review the Contractor's submittal schedule and shall not unreasonably delay or withhold approval. The Architect's action in reviewing submittals shall be taken in accordance with the approved submittal schedule or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time in the Architect's professional judgment to permit adequate review.

§ 3.6.4.2 In accordance with the Architect-approved submittal schedule, the Architect shall review and approve or take other appropriate action upon the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the Contractor's responsibility. The Architect's review shall not constitute approval of safety precautions or, unless otherwise specifically stated by the Architect, of any construction means, methods, techniques, sequences or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 3.6.4.3 If the Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials or equipment, the Architect shall specify the appropriate performance and design criteria that such services must satisfy. The Architect shall review shop drawings and other submittals related to the Work designed or certified by the design professional retained by the Contractor

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that bear such professional's seal and signature when submitted to the Architect. The Architect shall be entitled to rely upon the adequacy, accuracy and completeness of the services, certifications and approvals performed or provided by such design professionals.

§ 3.6.4.4 Subject to the provisions of Section 4.3, the Architect shall review and respond to requests for information about the Contract Documents. The Architect shall set forth in the Contract Documents the requirements for requests for information. Requests for information shall include, at a minimum, a detailed written statement that indicates the specific Drawings or Specifications in need of clarification and the nature of the clarification requested. The Architect's response to such requests shall be made in writing within any time limits agreed upon, or otherwise with reasonable promptness. If appropriate, the Architect shall prepare and issue supplemental Drawings and Specifications in response to requests for information.

§ 3.6.4.6 The Architect shall maintain a record of submittals and copies of submittals supplied by the Contractor in accordance with the requirements of the Contract Documents.

§ 3.6.5 CHANGES IN THE WORK

§ 3.6.5.1 The Architect may authorize minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Subject to the provisions of Section 4.3, the Architect shall prepare Change Orders and Construction Change Directives for the Owner's approval and execution in accordance with the Contract Documents.

§ 3.6.5.2 The Architect shall maintain records relative to changes in the Work.

§ 3.6.6 PROJECT COMPLETION

§ 3.6.6.1 The Architect shall conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion; receive from the Contractor and forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract Documents and assembled by the Contractor; and issue a final Certificate for Payment based upon a final inspection indicating the Work complies with the requirements of the Contract Documents.

§ 3.6.6.2 The Architect's inspections shall be conducted with the Owner to check conformance of the Work with the requirements of the Contract Documents and to verify the accuracy and completeness of the list submitted by the Contractor of Work to be completed or corrected.

§ 3.6.6.3 When the Work is found to be substantially complete, the Architect shall inform the Owner about the balance of the Contract Sum remaining to be paid the Contractor, including the amount to be retained from the Contract Sum, if any, for final completion or correction of the Work.

§ 3.6.6.4 The Architect shall forward to the Owner the following information received from the Contractor: (1) consent of surety or sureties, if any, to reduction in or partial release of retainage or the making of final payment; (2) affidavits, receipts, releases and waivers of liens or bonds indemnifying the Owner against liens; and (3) any other documentation required of the Contractor under the Contract Documents.

§ 3.6.6.5 Upon request of the Owner, and prior to the expiration of one year from the date of Substantial Completion, the Architect shall, without additional compensation, conduct a meeting with the Owner to review the facility operations and performance.

ARTICLE 4 ADDITIONAL SERVICES

§ 4.1 Additional Services listed below are not included in Basic Services but may be required for the Project. The Architect shall provide the listed Additional Services only if specifically designated in the table below as the Architect's responsibility, and the Owner shall compensate the Architect as provided in Section 11.2.

(Designate the Additional Services the Architect shall provide in the second column of the table below. In the third column indicate whether the service description is located in Section 4.2 or in an attached exhibit. If in an exhibit, identify the exhibit.)

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Additional Services	Responsibility (Architect, Owner or Not Provided)	Location of Service Description (Section 4.2 below or in an exhibit attached to this document and identified below)
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(Rows deleted)

§ 4.2 Insert a description of each Additional Service designated in Section 4.1 as the Architect's responsibility, if not further described in an exhibit attached to this document.

No additional services anticipated

§ 4.3 Additional Services may be provided after execution of this Agreement, without invalidating the Agreement. Except for services required due to the fault of the Architect, any Additional Services provided in accordance with this Section 4.3 shall entitle the Architect to compensation pursuant to Section 11.3 and an appropriate adjustment in the Architect's schedule.

§ 4.3.1 Upon recognizing the need to perform the following Additional Services, the Architect shall notify the Owner with reasonable promptness and explain the facts and circumstances giving rise to the need. The Architect shall not proceed to provide the following services until the Architect receives the Owner's written authorization:

- .1 Services necessitated by a change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including, but not limited to, size, quality, complexity, the Owner's schedule or budget for Cost of the Work, or procurement or delivery method;
- .2 Services necessitated by the Owner's request for extensive environmentally responsible design alternatives, such as unique system designs, in-depth material research, energy modeling, or LEED® certification;
- .3 Changing or editing previously prepared Instruments of Service necessitated by the enactment or revision of codes, laws or regulations or official interpretations;
- .4 Services necessitated by decisions of the Owner not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner's consultants or contractors;
- .5 Preparing digital data for transmission to the Owner's consultants and contractors, or to other Owner authorized recipients;
- .6 Preparation of design and documentation for alternate bid or proposal requests proposed by the Owner;
- .7 Preparation for, and attendance at, a public presentation, meeting or hearing;
- .8 Preparation for, and attendance at a dispute resolution proceeding or legal proceeding, except where the Architect is party thereto;
- .9 Evaluation of the qualifications of bidders or persons providing proposals;
- .10 Consultation concerning replacement of Work resulting from fire or other cause during construction; or
- .11 Assistance to the Initial Decision Maker, if other than the Architect.

§ 4.3.2 To avoid delay in the Construction Phase, the Architect shall provide the following Additional Services, notify the Owner with reasonable promptness, and explain the facts and circumstances giving rise to the need. If the Owner subsequently determines that all or parts of those services are not required, the Owner shall give prompt written notice to the Architect, and the Owner shall have no further obligation to compensate the Architect for those services:

- .1 Reviewing a Contractor's submittal out of sequence from the submittal schedule agreed to by the Architect;
- .2 Responding to the Contractor's requests for information that are not prepared in accordance with the Contract Documents or where such information is available to the Contractor from a careful study and comparison of the Contract Documents, field conditions, other Owner-provided information, Contractor-prepared coordination drawings, or prior Project correspondence or documentation;
- .3 Preparing Change Orders and Construction Change Directives that require evaluation of Contractor's proposals and supporting data, or the preparation or revision of Instruments of Service;
- .4 Evaluating an extensive number of Claims as the Initial Decision Maker;
- .5 Evaluating substitutions proposed by the Owner or Contractor and making subsequent revisions to Instruments of Service resulting therefrom; or
- .6 To the extent the Architect's Basic Services are affected, providing Construction Phase Services 60 days after (1) the date of Substantial Completion of the Work or (2) the anticipated date of Substantial Completion identified in Initial Information, whichever is earlier.

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§ 4.3.3 The Architect shall provide Construction Phase Services exceeding the limits set forth below as Additional Services. When the limits below are reached, the Architect shall notify the Owner:

- .1 Three (3) reviews of each Shop Drawing, Product Data Item, sample and similar submittal of the Contractor
- .2 One Hundred (100) visits to the site by the Architect over the duration of the Project during construction
- .3 Three (3) inspections for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents
- .4 Three (3) inspections for any portion of the Work to determine final completion

§ 4.3.4 If the services covered by this Agreement have not been completed within Thirty-Six (36) months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

ARTICLE 5 OWNER'S RESPONSIBILITIES

§ 5.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project, including a written program which shall set forth the Owner's objectives, schedule, constraints and criteria, including space requirements and relationships, flexibility, expandability, special equipment, systems and site requirements. Within 15 days after receipt of a written request from the Architect, the Owner shall furnish the requested information as necessary and relevant for the Architect to evaluate, give notice of or enforce lien rights.

§ 5.2 The Owner shall establish and periodically update the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6.1; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Architect. The Owner and the Architect shall thereafter agree to a corresponding change in the Project's scope and quality.

§ 5.3 The Owner shall identify a representative authorized to act on the Owner's behalf with respect to the Project. The Owner shall render decisions and approve the Architect's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services.

§ 5.4 The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions and necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

(Paragraph deleted)

§ 5.5 The Owner shall furnish services of geotechnical engineers, which may include but are not limited to test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsurface conditions, with written reports and appropriate recommendations.

§ 5.6 The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated in this Agreement, or authorize the Architect to furnish them as an Additional Service, when the Architect requests such services and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants maintain professional liability insurance as appropriate to the services provided.

§ 5.7 The Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

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§ 5.8 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 5.9 The Owner shall provide prompt written notice to the Architect if the Owner becomes aware of any fault or defect in the Project, including errors, omissions or inconsistencies in the Architect's Instruments of Service.

§ 5.10 Except as otherwise provided in this Agreement, or when direct communications have been specially authorized, the Owner shall endeavor to communicate with the Contractor and the Architect's consultants through the Architect about matters arising out of or relating to the Contract Documents. The Owner shall promptly notify the Architect of any direct communications that may affect the Architect's services.

§ 5.11 Before executing the Contract for Construction, the Owner shall coordinate the Architect's duties and responsibilities set forth in the Contract for Construction with the Architect's services set forth in this Agreement. The Owner shall provide the Architect a copy of the executed agreement between the Owner and Contractor, including the General Conditions of the Contract for Construction.

§ 5.12 The Owner shall provide the Architect access to the Project site prior to commencement of the Work and shall obligate the Contractor to provide the Architect access to the Work wherever it is in preparation or progress.

ARTICLE 6 COST OF THE WORK

§ 6.1 For purposes of this Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Architect and shall include contractors' general conditions costs, overhead and profit. The Cost of the Work does not include the compensation of the Architect, the costs of the land, rights-of-way, financing, contingencies for changes in the Work or other costs that are the responsibility of the Owner.

§ 6.2 The Owner's budget for the Cost of the Work is provided in Initial Information, and may be adjusted throughout the Project as required under Sections 5.2, 6.4 and 6.5. Evaluations of the Owner's budget for the Cost of the Work, the preliminary estimate of the Cost of the Work and updated estimates of the Cost of the Work prepared by the Architect, represent the Architect's judgment as a design professional. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials or equipment; the Contractor's methods of determining bid prices; or competitive bidding, market or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's budget for the Cost of the Work or from any estimate of the Cost of the Work or evaluation prepared or agreed to by the Architect.

§ 6.3 In preparing estimates of the Cost of Work, the Architect shall be permitted to include contingencies for design, bidding and price escalation; to determine what materials, equipment, component systems and types of construction are to be included in the Contract Documents; to make reasonable adjustments in the program and scope of the Project; and to include in the Contract Documents alternate bids as may be necessary to adjust the estimated Cost of the Work to meet the Owner's budget for the Cost of the Work. The Architect's estimate of the Cost of the Work shall be based on current area, volume or similar conceptual estimating techniques. If the Owner requests detailed cost estimating services, the Architect shall provide such services as an Additional Service under Article 4.

§ 6.4 If the Bidding or Negotiation Phase has not commenced within 90 days after the Architect submits the Construction Documents to the Owner, through no fault of the Architect, the Owner's budget for the Cost of the Work shall be adjusted to reflect changes in the general level of prices in the applicable construction market.

§ 6.5 If at any time the Architect's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Architect shall make appropriate recommendations to the Owner to adjust the Project's size, quality or budget for the Cost of the Work, and the Owner shall cooperate with the Architect in making such adjustments.

§ 6.6 If the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services is exceeded by the lowest bona fide bid or negotiated proposal, the Owner shall

- .1 give written approval of an increase in the budget for the Cost of the Work;
- .2 authorize rebidding or renegotiating of the Project within a reasonable time;
- .3 terminate in accordance with Section 9.5;
- .4 in consultation with the Architect, revise the Project program, scope, or quality as required to reduce the Cost of the Work; or

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.5 implement any other mutually acceptable alternative.

§ 6.7 If the Owner chooses to proceed under Section 6.6.4, the Architect, without additional compensation, shall modify the Construction Documents as necessary to comply with the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services, or the budget as adjusted under Section 6.6.1. The Architect's modification of the Construction Documents shall be the limit of the Architect's responsibility under this Article 6.

ARTICLE 7 COPYRIGHTS AND LICENSES

§ 7.1 The Architect and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project. If the Owner and Architect intend to transmit Instruments of Service or any other information or documentation in digital form, they shall endeavor to establish necessary protocols governing such transmissions.

§ 7.2 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants.

§ 7.3 Upon execution of this Agreement, the Architect grants to the Owner a nonexclusive license to use the Architect's Instruments of Service solely and exclusively for purposes of constructing, using, maintaining, altering and adding to the Project, provided that the Owner substantially performs its obligations, including prompt payment of all sums when due, under this Agreement. The Architect shall obtain similar nonexclusive licenses from the Architect's consultants consistent with this Agreement. The license granted under this section permits the Owner to authorize the Contractor, Subcontractors, Sub-subcontractors, and material or equipment suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service solely and exclusively for use in performing services or construction for the Project. If the Architect rightfully terminates this Agreement for cause as provided in Section 9.4, the license granted in this Section 7.3 shall terminate.

§ 7.3.1 In the event the Owner uses the Instruments of Service without retaining the author of the Instruments of Service, the Owner releases the Architect and Architect's consultant(s) from all claims and causes of action arising from such uses. The Owner, to the extent permitted by law, further agrees to indemnify and hold harmless the Architect and its consultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the Owner's use of the Instruments of Service under this Section 7.3.1. The terms of this Section 7.3.1 shall not apply if the Owner rightfully terminates this Agreement for cause under Section 9.4.

§ 7.4 Except for the licenses granted in this Article 7, no other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written agreement of the Architect. Any unauthorized use of the Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants.

ARTICLE 8 CLAIMS AND DISPUTES

§ 8.1 GENERAL

§ 8.1.1 The Owner and Architect shall commence all claims and causes of action, whether in contract, tort, or otherwise, against the other arising out of or related to this Agreement in accordance with the requirements of the method of binding dispute resolution selected in this Agreement within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Architect waive all claims and causes of action not commenced in accordance with this Section 8.1.1.

§ 8.1.2 To the extent damages are covered by property insurance, the Owner and Architect waive all rights against each other and against the contractors, consultants, agents and employees of the other for damages, except such rights as they may have to the proceeds of such insurance as set forth in AIA Document A201-2007, General Conditions of

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the Contract for Construction. The Owner or the Architect, as appropriate, shall require of the contractors, consultants, agents and employees of any of them similar waivers in favor of the other parties enumerated herein.

§ 8.1.3 The Architect and Owner waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement, except as specifically provided in Section 9.7.

§ 8.2 MEDIATION

§ 8.2.1 Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is the subject of a lien arising out of the Architect's services, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution.

§ 8.2.2 The Owner and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of the Agreement. A request for mediation shall be made in writing, delivered to the other party to the Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration proceeding is stayed pursuant to this section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 8.2.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 8.2.4 If the parties do not resolve a dispute through mediation pursuant to this Section 8.2, the method of binding dispute resolution shall be the following:
(Check the appropriate box. If the Owner and Architect do not select a method of binding dispute resolution below, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.)

- Arbitration pursuant to Section 8.3 of this Agreement
- Litigation in a court of competent jurisdiction
- Other (Specify)

§ 8.3 ARBITRATION

§ 8.3.1 If the parties have selected arbitration as the method for binding dispute resolution in this Agreement, any claim, dispute or other matter in question arising out of or related to this Agreement subject to, but not resolved by, mediation shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of this Agreement. A demand for arbitration shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the arbitration.

§ 8.3.1.1 A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the claim, dispute or other matter in question would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the claim, dispute or other matter in question.

§ 8.3.2 The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by parties to this Agreement shall be specifically enforceable in accordance with applicable law in any court having jurisdiction thereof.

§ 8.3.3 The award rendered by the arbitrator(s) shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

§ 8.3.4 CONSOLIDATION OR JOINDER

§ 8.3.4.1 Either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation; (2) the arbitrations to be consolidated substantially involve common questions of law or fact; and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

§ 8.3.4.2 Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

§ 8.3.4.3 The Owner and Architect grant to any person or entity made a party to an arbitration conducted under this Section 8.3, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Architect under this Agreement.

ARTICLE 9 TERMINATION OR SUSPENSION

§ 9.1 If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Architect shall be paid all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written notice.

§ 9.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 9.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Architect for the Owner's convenience and without cause.

§ 9.6 In the event of termination not the fault of the Architect, the Architect shall be compensated for services performed prior to termination, together with Reimbursable Expenses then due and all Termination Expenses as defined in Section 9.7.

§ 9.7 Termination Expenses are in addition to compensation for the Architect's services and include expenses directly attributable to termination for which the Architect is not otherwise compensated, plus an amount for the Architect's anticipated profit on the value of the services not performed by the Architect.

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§ 9.8 The Owner's rights to use the Architect's Instruments of Service in the event of a termination of this Agreement are set forth in Article 7 and Section 11.9.

ARTICLE 10 MISCELLANEOUS PROVISIONS

§ 10.1 This Agreement shall be governed by the law of the place where the Project is located, except that if the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 8.3.

§ 10.2 Terms in this Agreement shall have the same meaning as those in AIA Document A201-2007, General Conditions of the Contract for Construction.

§ 10.3 The Owner and Architect, respectively, bind themselves, their agents, successors, assigns and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement.

§ 10.4 If the Owner requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. If the Owner requests the Architect to execute consents reasonably required to facilitate assignment to a lender, the Architect shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Architect for review at least 14 days prior to execution. The Architect shall not be required to execute certificates or consents that would require knowledge, services or responsibilities beyond the scope of this Agreement.

§ 10.5 Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Owner or Architect.

§ 10.6 Unless otherwise required in this Agreement, the Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

§ 10.7 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project.

§ 10.8 If the Architect or Owner receives information specifically designated by the other party as "confidential" or "business proprietary," the receiving party shall keep such information strictly confidential and shall not disclose it to any other person except to (1) its employees, (2) those who need to know the content of such information in order to perform services or construction solely and exclusively for the Project, or (3) its consultants and contractors whose contracts include similar restrictions on the use of confidential information.

ARTICLE 11 COMPENSATION

§ 11.1 For the Architect's Basic Services described under Article 3, the Owner shall compensate the Architect as follows:

(Insert amount of, or basis for, compensation.)

Compensation for basic architectural, mechanical and electrical engineering shall be nine (9%) percent of the cost of work drawn and/or specified.

§ 11.2 For Additional Services designated in Section 4.1, the Owner shall compensate the Architect as follows:
(Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.)

Additional Services will be billed on an hourly basis at the following rates:

Principal	\$125.00
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Registered Architect	\$110.00
Architectural Staff	\$ 90.00
CADD Draftsmen	\$ 72.00
Interior Designer	\$ 90.00
Administrative	\$ 40.00

§ 11.3 For Additional Services that may arise during the course of the Project, including those under Section 4.3, the Owner shall compensate the Architect as follows:
(Insert amount of, or basis for, compensation.)

Additional Services will be billed on an hourly basis at the following rates:

Principal	\$125.00
Registered Architect	\$110.00
Architectural Staff	\$ 90.00
CADD Draftsmen	\$ 72.00
Interior Designer	\$ 90.00
Administrative	\$ 40.00

§ 11.4 Compensation for Additional Services of the Architect's consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus twenty (20), or as otherwise stated below:

§ 11.5 Where compensation for Basic Services is based on a stipulated sum or percentage of the Cost of the Work, the compensation for each phase of services shall be as follows:

Schematic Design Phase	Fifteen	percent (15	%)
Design Development Phase	Twenty	percent (20	%)
Construction Documents Phase	Forty-Five	percent (45	%)
Bidding or Negotiation Phase	Five	percent (5	%)
Construction Phase	Fifteen	percent (15	%)
Total Basic Compensation	one hundred	percent (100	%)

§ 11.6 When compensation is based on a percentage of the Cost of the Work and any portions of the Project are deleted or otherwise not constructed, compensation for those portions of the Project shall be payable to the extent services are performed on those portions, in accordance with the schedule set forth in Section 11.5 based on (1) the lowest bona fide bid or negotiated proposal, or (2) if no such bid or proposal is received, the most recent estimate of the Cost of the Work for such portions of the Project. The Architect shall be entitled to compensation in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced.

§ 11.7 The hourly billing rates for services of the Architect and the Architect's consultants, if any, are set forth below. The rates shall be adjusted in accordance with the Architect's and Architect's consultants' normal review practices.
(If applicable, attach an exhibit of hourly billing rates or insert them below.)

Employee or Category	Rate
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§ 11.8 COMPENSATION FOR REIMBURSABLE EXPENSES

§ 11.8.1 Reimbursable Expenses are in addition to compensation for Basic and Additional Services and include expenses incurred by the Architect and the Architect's consultants directly related to the Project, as follows:

- .1 Transportation and authorized out-of-town travel and subsistence;
- .2 Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets;

Init.

- .3 Fees paid for securing approval of authorities having jurisdiction over the Project;
- .4 Printing, reproductions, plots, standard form documents;
- .5 Postage, handling and delivery;
- .6 Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner;
- .7 Renderings, models, mock-ups, professional photography, and presentation materials requested by the Owner;
- .8 Architect's Consultant's expense of professional liability insurance dedicated exclusively to this Project, or the expense of additional insurance coverage or limits if the Owner requests such insurance in excess of that normally carried by the Architect's consultants;
- .9 All taxes levied on professional services and on reimbursable expenses;
- .10 Site office expenses; and
- .11 Other similar Project-related expenditures.

§ 11.8.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants plus one times (1 times) of the expenses incurred.

§ 11.9 COMPENSATION FOR USE OF ARCHITECT'S INSTRUMENTS OF SERVICE

If the Owner terminates the Architect for its convenience under Section 9.5, or the Architect terminates this Agreement under Section 9.3, the Owner shall pay a licensing fee as compensation for the Owner's continued use of the Architect's Instruments of Service solely for purposes of completing, using and maintaining the Project as follows:

§ 11.10 PAYMENTS TO THE ARCHITECT

§ 11.10.1 An initial payment of Twenty Thousand (\$ 20,000.00) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.

§ 11.10.2 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.
(Insert rate of monthly or annual interest agreed upon.)

Refer to Article 12 of this Agreement for schedule of payment to architect.

§ 11.10.3 The Owner shall not withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the Work unless the Architect agrees or has been found liable for the amounts in a binding dispute resolution proceeding.

§ 11.10.4 Records of Reimbursable Expenses, expenses pertaining to Additional Services, and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times.

ARTICLE 12 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Agreement are as follows:

As a modification to Paragraph 11.10.2 of this Agreement, Owner shall compensate Architect an initial fee of Twenty Thousand (\$20,000) and then Ten Thousand (\$10,000) per month beginning with the execution of this Agreement, until 80% of the estimated fee has been paid. The remainder of the fee will be paid as services are rendered. Total fee for Basic Services shall be as set forth in Article 11 of this Agreement.

ARTICLE 13 SCOPE OF THE AGREEMENT

§ 13.1 This Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Owner and Architect.

§ 13.2 This Agreement is comprised of the following documents listed below:

- .1 AIA Document B101™-2007, Standard Form Agreement Between Owner and Architect

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User Notes:

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**BAZETTA TOWNSHIP TRUSTEES
YEAR END MEETING MINUTES**

Date: December 30, 2011 at 2:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Meeting called to order at 2:00pm.

Present:

Chairman Trustee Paul Hovis
Vice Chairman Trustee Frank Parke
Fiscal Officer Rita K. Drew
Township Legal Counsel Mark Finamore

420-11 To accept the minutes from the December 20 Regular Meeting.

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

421-11 To authorize the Fiscal Officer to create the sub-fund 09-A-01C (Police: Salaries Secretarial).

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

422-11 To authorize the following Supplemental Appropriations.

-\$9,764.93 to 05-A-01 (Cemetery: Salaries-Mowing/Plowing)
-\$639.38 to 13-A-03 (Zoning: Supplies)
-\$25.00 to 14-A-07 (Firefighters Assistance: Tools & Equipment)

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

423-11 To accept the attached 2011 Final Appropriations and submit to the Trumbull County Auditor.

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

424-11 To accept the attached 2012 Temporary Appropriations and submit to the Trumbull County Auditor.

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

425-11 To amend the Insurance/Health Benefits portion of the Bazetta Township Administrative Policy Manual as follows.

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

INSURANCE/HEALTH BENEFITS

The township will provide full-time employees, as well as elected and appointed Trustees and Fiscal Officers, with Medical, Dental, Vision, and Life Insurance. Said employees and officials may waive such insurance if they can provide proof of coverage under another health care plan. Said employees and officials are entitled to cash payments in lieu of these benefits pursuant to and following the procedures established in Ohio Revised Code §505.603.

426-11 To authorize Chief Miller to purchase three (3) 2011 Ford Crown Victorias from Mark Thomas Ford, at a cost of \$24,243 per vehicle, with delivery and initial lease payment to be made in the first quarter of 2012.

Motion: Trustee Parke

Second: Trustee Hovis

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

- Zoning Commission Chairman Webb asked how this is both a purchase and a lease
 - Atty. Finamore explained that it is creative financing where the township leases the cars with an option to buy at the end of the lease term

427-11 To authorize Chief Miller to purchase equipment for three (3) 2011 Ford Crown Victorias including light bars, partitions, push bars, lighting, and external speakers from Mark Thomas Ford, at a cost of \$7,662.41 per vehicle, with delivery and initial lease payment to be made in the first quarter of 2012.

Motion: Trustee Parke

Second: Trustee Hovis

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

428-11 To approve a 4 year lease agreement with Ford Motor Credit Company for \$96,141.32 for the purchase of three (3) 2011 Ford Crown Victorias and equipment from Mark Thomas Ford.

Motion: Trustee Parke

Second: Trustee Hovis

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

429-11 To approve the *Agreement between the Bazetta Township Trustees and the International Brotherhood of Teamsters, Local 377.*

Motion: Trustee Hovis

Second: Trustee Parke

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

- Zoning Commission Chairman Webb asked about his re-appointment to the Zoning Commission
 - Fiscal Officer Drew said this will be done at the Reorganizational Meeting
 - Atty. Finamore re-appointment cannot occur during the term and must be done at the beginning of each year at the Reorganizational Meeting
- Trustees Hovis and Parke recognized the Road Department
 - They were featured in the Local Technical Assistance Program's November/December Newsletter article about "Build A Better Mousetrap" contest for their cold patch wagon
 - They are currently in the process of creating another wagon

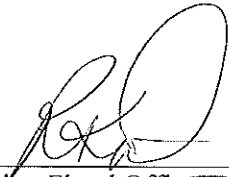
- Atty. Mark Finamore swore in Trustee Hovis and Fiscal Officer Drew for their new terms, which begin on January 1, 2012 and April 1, 2012 respectively

430-11 To adjourn the meeting at 2:15pm.

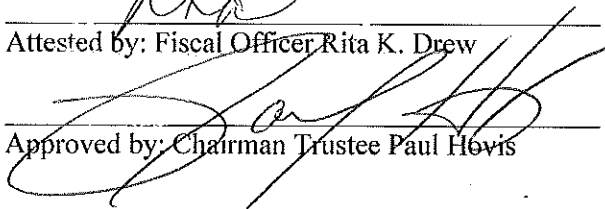
Motion: Trustee Parke

Second: Trustee Hovis

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



Attested by: Fiscal Officer Rita K. Drew Dated: 01-03-12



Approved by: Chairman Trustee Paul Hovis Dated: 01-03-12

TOWNSHIP REVISED APPROPRIATIONS

Bazetta Township, Trumbull County, Ohio
as of December 31, 2011 for 2011

FUND	PERMANENT	SUPPLEMENTALS	TOTAL
General	\$ 475,454.19	\$ 19,324.58	\$ 494,778.77
Motor Vehicle License	\$ 9,100.00	\$ -	\$ 9,100.00
Gasoline Tax	\$ 100,300.00	\$ -	\$ 100,300.00
Road & Bridge	\$ 260,786.68	\$ 19,978.64	\$ 280,765.32
Cemetery	\$ 67,167.81	\$ (4,261.36)	\$ 62,906.45
Cemetery Bequest	\$ 350.00	\$ -	\$ 350.00
Lighting Assessment	\$ 4,949.98	\$ 114.10	\$ 5,064.08
Police District	\$ 809,950.15	\$ 18,655.32	\$ 828,605.47
OMVI	\$ 2,800.00	\$ -	\$ 2,800.00
Fire District	\$ 1,467,400.00	\$ 3,412.00	\$ 1,470,812.00
Police Equipment	\$ 82,750.00	\$ -	\$ 82,750.00
Zoning	\$ 17,000.00	\$ 9,360.62	\$ 26,360.62
Drug Law Enforcement	\$ -	\$ -	\$ -
Issue II Improvement	\$ -	\$ -	\$ -
Firefighters Assistance	\$ 83,508.00	\$ (25.00)	\$ 83,483.00
OPWC Road Projects	\$ 176,153.00	\$ -	\$ 176,153.00
FEMA	\$ -	\$ -	\$ -
Bond	\$ 6,142.06	\$ -	\$ 6,142.06
Fire/EMS Training Center	\$ -	\$ -	\$ -
	\$ 3,563,811.87	\$ 66,558.90	\$ 3,630,370.77

**BAZETTA TOWNSHIP
TEMPORARY APPROPRIATIONS FOR 2012**

FUND 01 - GENERAL	\$	535,242.81
01-A-01 Salary - Trustees	\$	37,038.00
01-A-02 Salary - Clerk	\$	21,221.00
01-A-03 Travel & Other Expenses	\$	4,000.00
01-A-04 Supples (Administration)	\$	3,200.00
01-A-05 Equipment (Administration)	\$	1,500.00
01-A-06 Insurance	\$	50,000.00
01-A-10 Legal Counsel	\$	16,100.00
01-A-12 Employer's Retirement Contribution	\$	22,000.00
01-A-15 Workmen's Compensation	\$	7,300.00
01-A-15A Unemployment Compensation	\$	-
01-A-16 General Health District	\$	23,000.00
01-A-17 Auditor & Treasurer Fees	\$	12,000.00
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	\$	14,700.00
01-A-27 Transfers	\$	102,870.00
01-A-28 Administrator/Secretary Salary	\$	45,600.00
01-A-29 Contracts	\$	10,000.00
01-A-90 FICA/Medicare	\$	2,000.00
01-B-01 Salary - Administration	\$	7,000.00
01-B-01A Salary - IT Specialist	\$	26,000.00
01-B-02 Improvement of Sites	\$	2,600.00
01-B-03 New Buildings & Additions	\$	-
01-B-04 Utilities (Administration)	\$	7,800.00
01-B-05 Maintenance, Supplies & Materials	\$	300.00
01-B-06 Equipment Purchase & Replacement	\$	-
01-B-07 Repairs	\$	500.00
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	\$	5,500.00
01-E-02 Other Expenses	\$	-
01-F-01 Salary - Mechanic (Park)	\$	6,500.00
01-F-01A Salary - Groundskeeper (Park)	\$	9,200.00
01-F-02 Improvement of Sites (Park)	\$	5,413.81
01-F-04 New Buildings & Additions (Park)	\$	-
01-F-05 Tools & Equipment (Park)	\$	300.00

01-F-06 Supplies (Park)	\$	2,100.00
01-F-07 Repairs/Maintenance (Park)	\$	400.00
01-F-08 Other Expenses (Park)	\$	1,100.00
01-F-09 Special Events (Park)	\$	1,800.00
01-F-10 OTARMA Insurance (Park)	\$	1,200.00
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)	\$	85,000.00
01-N-01 Advances	\$	-

FUND 02 - MOTOR VEHICLE LICENSE TAX

	\$	8,600.00
02-A-10 Transfers	\$	-
02-B-02 Materials	\$	8,600.00
02-B-03 Contracts	\$	-
02-B-04 Other Expenses	\$	-

FUND 03 - GASOLINE TAX

	\$	106,500.00
03-A-01 Salary - Road	\$	-
03-A-02 Employer's Retirement Contribution	\$	-
03-A-03 Workmen's Compensation	\$	-
03-A-04 Tools & Equipment	\$	40,300.00
03-A-05 Supplies	\$	14,000.00
03-A-06 Repairs	\$	4,600.00
03-A-07 Maintenance of Equipment	\$	3,000.00
03-A-11 Transfers	\$	-
03-A-90 FICA/Medicare	\$	-
03-B-02 Materials	\$	16,600.00
03-B-04 Other Expenses	\$	10,000.00
03-C-03 Contracts	\$	18,000.00

FUND 04 - ROAD AND BRIDGE

	\$	225,900.00
04-A-02 Employer's Retirement Contribution	\$	21,000.00
04-A-03 Workmen's Compensation	\$	6,300.00
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	\$	46,500.00
04-A-10A Insurance/Medicare	\$	-
04-A-13 Other Expenses	\$	-
04-A-14 Transfers	\$	-
04-A-15 Auditor & Treasurer Fees	\$	6,800.00
04-A-18 Loan Principal	\$	-
04-A-19 Loan Interest	\$	-

04-A-90 FICA/Medicare	\$	1,600.00
04-B-01 Salary	\$	143,400.00
04-B-01A Salary - IT Specialist	\$	300.00
04-B-02 Materials	\$	-
04-B-03 Contracts	\$	-
04-B-04 Other Expenses	\$	-
04-C-03 Contracts	\$	-
04-C-04 Other Expenses	\$	-

FUND 05 - CEMETERY

	\$	90,900.00
05-A-01 Salary - Mowing	\$	38,500.00
05-A-02 Salary - Burials/Sexton	\$	14,300.00
05-A-02A Salary - Clerical	\$	-
05-A-03 Employer's Retirement Contribution	\$	5,400.00
05-A-04 Workmen's Compensation	\$	2,100.00
05-A-05 Improvement of Sites	\$	16,500.00
05-A-06 Land Purchases	\$	-
05-A-07 Repairs & Maintenance	\$	1,000.00
05-A-08 Tools & Equipment	\$	5,000.00
05-A-09 Supplies	\$	3,000.00
05-A-12 Other Expenses	\$	4,000.00
05-A-12A Insurance	\$	400.00
05-A-13 Unemployment Compensation	\$	-
05-A-90 FICA/Medicare	\$	700.00

FUND 06 - CEMETERY BEQUEST

	\$	175.00
06-A-01 Cemetery Bequest	\$	175.00

FUND 07 - IVY HILL LIGHTING DISTRICT

	\$	978.59
07-A-01 Contracts	\$	967.26
07-A-02 Other Expenses	\$	11.33

FUND 07A - MORROW/WILLIAMS LIGHTING

	\$	1,239.54
07-A-01A Contracts	\$	1,225.19
07-A-02A Other Expenses	\$	14.35

FUND 07B - TIMBER CREEK HEIGHTS LIGHTING

	\$	456.67
07-A-01B Contracts	\$	451.38
07-A-02B Other Expenses	\$	5.29

FUND 07C - TIMBER CREEK ESTATES LIGHTING

	\$	5,284.38
07-A-01C Contracts	\$	5,223.20
07-A-02C Other Expenses	\$	61.18

FUND 09 - POLICE DISTRICT

	\$	774,800.00
09-A-01 Salary - FT	\$	395,400.00

09-A-01A Salary - OT	\$	30,000.00
09-A-01B Salary - PT	\$	32,000.00
09-A-01C Salary - Secretarial	\$	20,000.00
09-A-01D Salary - Road Dept.	\$	-
09-A-01E Salary - IT Specialist	\$	4,500.00
09-A-02 Employer's Retirement Contribution	\$	84,700.00
09-A-03 Workmen's Compensation	\$	25,000.00
09-A-04 Auditor & Treasurer Fees	\$	11,000.00
09-A-07 Tools & Equipment	\$	-
09-A-08 Supplies	\$	-
09-A-08A DARE Expenses	\$	-
09-A-09 Building Upgrade	\$	-
09-A-10 Contracts	\$	41,000.00
09-A-12 Insurance	\$	105,500.00
09-A-12A Transfers	\$	-
09-A-13 Training	\$	1,000.00
09-A-14 Other Expenses	\$	18,700.00
09-A-15A Unemployment Compensation	\$	-
09-A-90 FICA/Medicare	\$	6,000.00

FUND 09C - POLICE DISTRICT EQUIPMENT

	\$	77,300.00
09-A-04C Tools & Equipment	\$	40,000.00
09-A-05C Supplies	\$	27,000.00
09-A-06C Repairs	\$	9,300.00
09-A-08C Auditor & Treasurer Fees	\$	1,000.00
09-A-10C Contracts	\$	-

FUND 09J - OMVI

	\$	3,900.00
09-A-01J OMVI Salaries	\$	3,900.00
09-A-14J OMVI Expenses	\$	-

FUND 10 - FIRE DISTRICT

	\$	1,410,000.00
10-A-01 Salary - FT Fire	\$	500,000.00
10-A-01A Salary - PT Fire	\$	100,000.00
10-A-01B Salary - Mechanic	\$	-
10-A-01D Salary - FT Fire	\$	-
10-A-01E Salary - IT Specialist	\$	4,000.00
10-A-02 Employer's Retirement Contribution	\$	143,000.00
10-A-03 Workmen's Compensation	\$	21,400.00
10-A-04 Auditor & Treasurer Fees	\$	19,000.00
10-A-06 New Buildings & Equipment	\$	298,000.00
10-A-07 Utilities	\$	19,600.00
10-A-08 Tools & Equipment	\$	10,000.00
10-A-09 Supplies	\$	25,000.00
10-A-09A Supplies FIU	\$	-
10-A-10 Repairs	\$	17,000.00
10-A-11 Training	\$	22,000.00

10-A-14 Insurance	\$	158,000.00
10-A-14A Contracts	\$	10,000.00
10-A-15 Other Expenses	\$	2,000.00
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	\$	13,000.00
10-C-05 EMS - Supplies	\$	10,000.00
10-C-06 EMS - Repairs	\$	6,000.00
10-C-07 EMS - Contracts	\$	30,000.00
10-C-08 EMS - Other Expenses	\$	2,000.00
FUND 13 - ZONING	\$	40,100.00
13-A-01 Salaries & Fees	\$	14,500.00
13-A-02 Expenses	\$	25,000.00
13-A-03 Supplies	\$	600.00
FUND 14 - FIRE FIGHTERS ASSIST GRANT	\$	50,000.00
14-A-07 Tools & Equipment	\$	50,000.00
FUND 14A - FIRE/EMS TRAINING CENTER	\$	1,455.00
14-A-01A Salaries	\$	500.00
14-A-05A Supplies	\$	500.00
14-A-08A Other Expenses	\$	455.00
FUND 15 - GENERAL BOND NOTE RETIREMENT	\$	11,665.66
15-A-01 Road Equipment Principal	\$	4,730.73
15-A-01B Durst Clagg Road	\$	6,142.06
15-A-04 Road Equipment Interest	\$	792.87
FUND 15A - GENERAL BOND NOTE RETIREMENT	\$	-
15-A-01A Principal	\$	-
15-A-04A Interest	\$	-
FUND 22 - DRUG ENFORCEMENT	\$	-
22-A-01 Drug Enforcement	\$	-
FUND 30 - CAPITAL EXPENDITURES	\$	50,269.36
30-A-05 Township Match	\$	15,583.15
30-A-06 OPWC Grant	\$	34,686.21
	\$	3,394,767.01