

BAZETTA TOWNSHIP TRUSTEES REORGANIZATIONAL MEETING MINUTES

Date: January 9, 2018 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Present:

Trustee Paul Hovis
Trustee Frank Parke
Trustee Ted Webb
Fiscal Officer Rita K. Drew

001-18 To appoint Trustee Webb as Chairman and Trustee Hovis as Vice Chairman of the Bazetta Township Board of Trustees for Fiscal Year 2018.

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

002-18 To adopt the attached *Resolution of Compliance with Ohio Sunshine Law* and accordingly establish the following rules for the scheduling and notice of all meetings for 2018.

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

003-18 To approve the continued employment and compensation of the following non-bargaining unit full-time and part-time employees at their current rates of pay.

<i>IT Specialist Joel Davis</i>	<i>\$25.25 per hour</i>	<i>FF/M James Williamson</i>	<i>\$11.50 per hour</i>
<i>Admin. Jean Eddy</i>	<i>\$10.00 per hour</i>	<i>Zoning Inspector Michael Mills</i>	<i>\$13.00 per hour</i>
<i>Truck Driver Joel Davis</i>	<i>\$18.64 per hour</i>	<i>Zoning Secretary Jean Eddy</i>	<i>\$10.00 per hour</i>
<i>Sexton Thad Wajda</i>	<i>\$250.00 per month</i>	<i>ACLS Instructor Scott Gubanyar</i>	<i>\$15.00 per hour</i>
<i>Chief Michael Hovis</i>	<i>\$2,780.80 bi-weekly</i>	<i>ACLS Instructor Aaron Hanson</i>	<i>\$15.00 per hour</i>
<i>Ptl. Scott Gubanyar</i>	<i>\$13.00 per hour</i>	<i>ACLS Instructor Rudolph Harsany</i>	<i>\$15.00 per hour</i>
<i>Ptl. Dylan Herrick</i>	<i>\$13.00 per hour</i>	<i>ACLS Instructor Phillip Pelley</i>	<i>\$15.00 per hour</i>
<i>FTO Zachary Dzurinda</i>	<i>\$8.30 per hour</i>	<i>CPR Instructor Scott Gubanyar</i>	<i>\$15.00 per hour</i>
<i>PD Sec. Teresa Bott</i>	<i>\$9.00 per hour</i>	<i>CPR Instructor Bradley Hall</i>	<i>\$15.00 per hour</i>
<i>PD Sec. Jean Eddy</i>	<i>\$11.00 per hour</i>	<i>CPR Instructor Aaron Hanson</i>	<i>\$15.00 per hour</i>
<i>Chief Dennis Lewis</i>	<i>\$2,800.80 bi-weekly</i>	<i>CPR Instructor Rudolph Harsany</i>	<i>\$15.00 per hour</i>
<i>FF/M Joshua Cleland</i>	<i>\$11.50 per hour</i>	<i>CPR Instructor Phillip Pelley</i>	<i>\$15.00 per hour</i>
<i>FF/M Eric Ginn</i>	<i>\$11.50 per hour</i>	<i>EDUC Instructor Scott Gubanyar</i>	<i>\$20.00 per hour</i>
<i>FF/M Rudolph Harsany</i>	<i>\$11.50 per hour</i>	<i>EDUC Instructor Aaron Hanson</i>	<i>\$20.00 per hour</i>
<i>FF/M Daniel Ritchie</i>	<i>\$11.50 per hour</i>	<i>EDUC Instructor Phillip Pelley</i>	<i>\$20.00 per hour</i>
<i>FF/M Todd Shafer</i>	<i>\$11.50 per hour</i>	<i>EMS Instructor Scott Gubanyar</i>	<i>\$25.00 per hour</i>
<i>FF/M William Steiner</i>	<i>\$11.50 per hour</i>	<i>EMS Instructor Rudolph Harsany</i>	<i>\$25.00 per hour</i>
<i>FF/M Eric Swanson</i>	<i>\$11.50 per hour</i>	<i>EMS Instructor Phillip Pelley</i>	<i>\$25.00 per hour</i>
<i>FF/M Zach Walter</i>	<i>\$11.50 per hour</i>		
<i>FF/M David West</i>	<i>\$11.50 per hour</i>		

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

004-18 To approve compensation for Zoning Commissioners, Zoning Board of Appeals Members, and Zoning Secretary at \$25.00 per meeting date.

Motion: Trustee Parke

Second: Trustee Hovis

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

005-18 To approve retention of the following firms as Township Legal Counsel, at a their respective rates as approved in 2017, for the provision of legal services on an as needed basis for Fiscal Year 2018.

*Bonezzi Switzer Polito & Hupp
Krugliak Wilkins Griffith & Dougherty
Turner May & Shepherd*

Motion: Trustee Hovis

Second: Trustee Parke

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

006-18 To continue the policy wherein all contact with Township Legal Counsel must be conducted only by the Chairman of the Board or the Chairman's designee.

Motion: Trustee Parke

Second: Trustee Hovis

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

007-18 To approve the attendance of Trustees and Fiscal Officer at any Fiscal Year 2018 meetings, seminars, workshops, schools, trainings, conferences, or conventions necessary for the betterment of the township with allowable expenses and gas mileage being reimbursed per the Township Administrative Policy and IRS approved rate of 54.5¢ per mile, respectively.

Motion: Trustee Hovis

Second: Trustee Parke

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

008-18 To approve the attendance of Township Employees, Parks & Recreation Board Members, Zoning Commissioners, and Zoning Board of Appeals Members at any Fiscal Year 2018 meetings, seminars, workshops, schools, trainings, 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 and IRS approved rate of 54.5¢ per mile, respectively.

Motion: Trustee Parke

Second: Trustee Hovis

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

009-18 To establish the following Trustee/Department Head Liaisons for Fiscal Year 2018.

Fire Department Trustee Parke

Police Department Trustee Webb

Road Department Trustee Hovis

Zoning Boards Trustee Webb

Parks & Recreation Trustee Hovis

Motion: Trustee Hovis

Second: Trustee Parke

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

RESOLUTION OF COMPLIANCE WITH OHIO SUNSHINE LAW

The Board of Trustees shall conduct its meetings in full compliance with the State of Ohio Sunshine Law and accordingly establishes the following rules for scheduling and notice of all meetings;

RESOLVED,

1. **REGULAR MEETINGS:** Regular Meetings of the Board of Trustees shall be held on the 2nd Tuesday of each Month at 7:00pm and the 4th Tuesday of each Month at 9:00am, with a 30 minute caucus preceding, at the Township Administration Building located at 3372 State Route 5, and notice of said meetings shall be posted in a conspicuous Township Bulletin Board or Sign provided for that purpose.

2. **SPECIAL/EMERGENCY MEETINGS:** Notice of Special Meetings of the Board of Trustees shall be given by posting advance written notice of the same in a conspicuous place outside the Administration Building on a Bulletin Board or Sign provided for that purpose. Additionally, notice of all Special Meetings will be given to any media that requests the same. Notice of a Special Meeting shall be given 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.

3. **CONTENT OF NOTICE:** Notice of Special Meetings of the Board of Trustees shall contain the following information; (i) shall state: Notice of Special Meeting of the Bazetta Township Board of Trustees; (ii) Date; (iii) Time; (iv) Place; and (v) Purpose of the Meeting.

4. **WRITTEN NOTICE UPON REQUEST:** Additionally, the Township will provide advance written notice of regular and special meetings directly to anyone who requests same and provides the Township with an e-mail address or pre-paid postage, self-addressed envelopes or post cards.

5. **MINUTES OF THE MEETING:** Full and accurate minutes of the meeting shall be taken, properly files and maintained. The minutes shall include sufficient information to enable the public to understand and appreciate the rationale for the Board's decisions. The minutes shall be promptly prepared and made available to any person who so requests to inspect or receive a copy of the same.

010-18 To adjourn the meeting at 7:06pm.

Motion: Trustee Parke

Second: Trustee Hovis

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



Attested by: Fiscal Officer Rita K. Drew

Dated: 01-10-18



Approved by: Chairman Trustee Ted Webb

Dated: 01-23-2018