

BAZETTA TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

Date: April 10, 2017 at 7:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Present:

Trustee Paul Hovis
Vice Chairman Trustee Frank Parke
Chairman Trustee Ted Webb

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

104-17 To accept the minutes from the March 27 Regular Meeting.

Motion: Trustee Parke
Second: Trustee Hovis
Vote: Trustee Hovis – Abstain Trustee Parke - YES Trustee Webb - YES

105-17 To authorize the Fiscal Officer to pay all outstanding invoices incurred and approve all warrants issued.

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

Correspondence (Copies available upon request):

- OP&F Attestation Examination Report from the Ohio Auditor of State
- Notice of a Special Meeting of the Trumbull County Combined Health District

Administration:

- Vice Chairman Parke reported that the Easter Egg hunt went great. Chairman Webb added that on April 20th Fowler is sponsoring the County Township Dinner and we need to know by the 15th if you want to attend. Also, the County Engineers is having their annual dinner on April 26th and we would need to know by April 22nd if you are attending.

Fire Department:

- See Attached Agenda & Report

106-17 To approve an expenditure of \$1,720.00 to Midwest Sign Center for the purchase and installation of signage for the front of the new fire station, to be paid from the Fire Fund. Also, to recommend the Zoning fee be waived.

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

Police Department:

- See Attached Agenda & Report

107-17 To authorize Chief Hovis to sell the following vehicles obtained via the Police Impound Lot, at a price not to exceed \$2,500 per ORC §4513.61.

2002 Oldsmobile Bravado (VIN 9440)
1999 Jeep Grand Cherokee (VIN 0634)
2001 Dodge Stratus (VIN 8197)

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

108-17 To accept the attached list of items as a donation from Wal-Mart.

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

109-17 To authorize Chief Hovis to trade the attached list of items to a police supplier for police equipment.

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

110-17 To accept the resignation of Part-Time Patrolman Jason Manes, effective March 27, 2017.

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

Road Department:

- Supervisor Parke advised accepting tires the month of April at the road department from 7am to 3pm and 8 tires per resident. He also stated he is working on a grant for street signs/warning signs.

Planning Director, Zoning Inspector & Code Enforcement Officer:

- Mike Mills stated that he contacted the city of Niles and Twinsburg regarding group homes and the best advice he found was to contact our legal counsel and question how many group homes should be allowed in an area. He also stated that Aldi's, Chipotle, and Starbucks are still moving forward. He reminded the public to start cutting lawns and he is working on a few complaints.

Zoning Commission & Zoning Board of Appeals:

- Next Quarterly meeting will be in July

Parks & Recreation Board:

- See Attached Meeting Minutes
- Next Meeting is Wednesday April 12th

Asked to be placed on the Agenda:

- N/A

Public Comment:

- Robyn Hineman residing at 2408 Northview Dr. asked Road Supervisor Kris Parke about the inspections done on Imagination Station. Supervisor Parke advised that inspections are done daily Monday through Friday and there is a check list provided by the Township insurance company that they follow. Mrs. Hineman asked for a copy of the check list. She also wanted to thank the trustees that were responsible for recording the meetings now. She asked zoning inspector Mills about the complaints and concerned regarding the group homes.
- Jack Hineman residing at 2408 Northview Dr. addressed the board and public with his concerns about spraying pests. He is a master gardener and provided his knowledge in regards to spraying.

- Stan Shrodu residing at 4045 Lakeshore Dr. addressed the board and Trustee Parke about the imagination check list and he stated that Trustee Parke told him that the inspections were done seven days a week. Trustee Parke apologized if he told him the incorrect information. He also thanked zoning inspector Mills for his work and said he is not adding up his hours correctly and he is getting cheated. He also questioned the road leading into the park and if the township would consider volunteers to work over there. Chairman Trustee Webb said for him to invite him to the meeting.
- Lyn Goldsmith 2760 Timberline Dr. addressed the board regarding the road paving project. 217 homes in the Timbercreek development around \$3000 per resident. Chairman Trustee Webb said the residents could pass a petition around and need 51% of the owners to sign and bring it to a Trustee meeting.
- Cheryl Tennant 1051 Perkins Jones Rd. want to just address the three Trustees regarding what the budget is for 2017. \$3, 234,577.33 dated 2/28/17 given by fiscal officer. Ms. Tennant wanted to go over the 2016 Auditors report general fund had \$869,879.27 carried over \$316, 690.66 and the carryover from 2107 auditor's report \$481,153.55 and total budget was \$855,515.47 and fiscal officer under budgeted \$417,000. Without the fiscal officer being present at this meeting the Trustees thanked Ms. Tennant for bringing this to their attention and they will get clarification from the auditor and the fiscal officer.
- Amelia Ulbricht 3434 State Route 5 would like to know what State Issue 1 is and she also wanted to know out of the Township budget what amount is 401K. Chairman Trustee Webb stated there is no 401K. Ms. Ulbricht addressed zoning inspector Mike Mills how many vacant homes in the township now and he said there is probably 20 to 40 empty houses that aren't paying taxes right now. Ms. Ulbricht addressed Fire Chief Lewis when a road/drive would be put from Elm Rd. to the new fire station and his response was it is not feasible right now but hopefully in the future.
- Robyn Hineman questioned in a past meeting it was said a few things that inheritance money was spent on but when the minutes were printed out there was a long list of items that it was spent on. She also said this is why recording the meetings is a great idea. The Trustees said for Ms. Hineman to request that information from Rita. She also thanked Trustee Parke for voting against the raise for IT employee.
- Stan Shrodu questioned the Trustees on giving the IT employee a raise. Trustee Hovis addressed this question and Mr. Shrodu thanked the other Trustees for voting it down.
- Jack Hineman was invited to attend to sit and listen to the Trustees discussions before the meeting start time of 7:00pm and he was advised he is not allowed to speak or comment during that time.

111-17 To adjourn the meeting at 8:23pm.

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

Jeannie Eddy Dated: 4-18-17
 Attested by:

Ted Webb Dated: 4/20/17
 Approved by: Chairman Trustee Ted Webb

PENDING WARRANT REPORT
 Bazetta Township [2017]

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
29444	328.00	VW29444	Auditor of State	OP&F Audit
29445	400.00	VW29445	Attorney Mark S. Finamore	Legal Services
29446	841.84	VW29446	Business Card	Supplies/Misc.
29447	7234.59	VW29447	BE Solutions, LLC	Claims Runs
29448	6.89	VW29448	Centerra Co-Op	Supplies
29449	164.81	VW29449	City of Warren, Utility Services	Service
29450	1431.60	VW29450	Delta Dental	Insurance
29451	189.10	VW29451	Finger Lakes System Chemistry	Supplies
29452	0.90	VW29452	Fastenal Company	Supplies
29453	16.47	VW29453	Lou Wollam Chevrolet, Inc.	Parts
29454	27281.00	VW29454	Mark Thomas Ford	2017 Utility Police Interc
29455	209.56	VW29455	Michael Mannella	PAYMENT
29456	372.45	VW29456	Mark Thomas Ford	Parts/Service/Etc.
29457	1824.00	VW29457	MPH Industries, Inc.	Supplies/Parts
29458	100.00	VW29458	County Treasurer's Educational Fund	2017 CPIM Certification Fe
29459	1623.82	VW29459	Ohio Edison	Service
29460	42.50	VW29460	PTNE, Inc.	Service
29461	500.00	VW29461	Schultz Towing Inc.	Tows
29462	109.10	VW29462	Sunburst Environmental Service, Inc.	Service
29463	139.02	VW29463	Trumbull County Water and Sewer	Service
29464	163.38	VW29464	Time Warner Cable-Northeast	Service
29465	396.91	VW29465	Verizon Wireless	Service
29466	221.90	VW29466	Warren Fire Equipment, Inc.	Supplies
29467	3516.55	VW29467	Wex Bank	Gas/Diesel
<u>47114.39</u>		Total Amount of Pending Warrants		

BAZETTA TWP. FIRE/EMS

Chief's Office

INTEROFFICE MEMORANDUM

Date: 4/6/2017
To: Trustee Hovis, Trustee Parke, Trustee Webb,
From: Chief Dennis Lewis
Re: April 10, 2017 Trustee's Meeting
Cc: File

Trustee Hovis – Trustee Parke – Trustee Webb,

1. Requesting expenditure to Midwest Sign Ctr of \$1720.00 for purchase and installation of signage for the front of the fire station. The quote has been attached for your review.
2. Submitted March 2017 Fire Department monthly report.

Professionally,
Dennis Lewis
Fire Chief

Midwest Sign Ctr
4210 Cleveland Ave NW
Canton, OH 44709
(330)493-7330
dennis@midwestsigncenter.com

ESTIMATE

ADDRESS

Bazetta Fire Dept.
3000 Warren Meadville

ESTIMATE # 1230

DATE 03/24/2017

ACTIVITY	QTY	RATE	AMOUNT
Sign Satin Aluminum Cast Letters stud mounted in Arch shape Bazetta 18"	7	125.00	875.00
Sign Satin Aluminum Cast Letters stud mounted Bazetta 15" FIRE DEPARTMENT	1	95.00	95.00
Service Bucket truck service to install sign	6	125.00	750.00
Permit Fee Permit added to final invoice. 50% due time of order	1	0.00	0.00
TOTAL			\$1,720.00

Accepted By

Accepted Date

BAZETTA

Incident Type Report (Summary)

Alarm Date Between {03/01/2017} And {03/31/2017}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	1	0.96%	\$0	0.00%
112 Fires in structure other than in a building	1	0.96%	\$0	0.00%
114 Chimney or flue fire, confined to chimney	2	1.92%	\$0	0.00%
131 Passenger vehicle fire	1	0.96%	\$500	100.00%
	5	4.80%	\$500	100.00%
3 Rescue & Emergency Medical Service Incident				
321 EMS call, excluding vehicle accident with	61	58.65%	\$0	0.00%
322 Motor vehicle accident with injuries	2	1.92%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	8	7.69%	\$0	0.00%
	71	68.26%	\$0	0.00%
4 Hazardous Condition (No Fire)				
444 Power line down	4	3.84%	\$0	0.00%
	4	3.84%	\$0	0.00%
5 Service Call				
553 Public service	6	5.76%	\$0	0.00%
554 Assist invalid	4	3.84%	\$0	0.00%
561 Unauthorized burning	2	1.92%	\$0	0.00%
	12	11.53%	\$0	0.00%
6 Good Intent Call				
611E Dispatched & cancelled en route (EMS /	4	3.84%	\$0	0.00%
611F Dispatched & cancelled en route (Fire /	1	0.96%	\$0	0.00%
622 No Incident found on arrival at dispatch	2	1.92%	\$0	0.00%
	7	6.73%	\$0	0.00%
7 False Alarm & False Call				
733 Smoke detector activation due to	1	0.96%	\$0	0.00%
736 CO detector activation due to malfunction	1	0.96%	\$0	0.00%
743 Smoke detector activation, no fire -	1	0.96%	\$0	0.00%
	3	2.88%	\$0	0.00%
8 Severe Weather & Natural Disaster				

BAZETTA

Incident Type Report (Summary)

Alarm Date Between {03/01/2017} And {03/31/2017}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
8 Severe Weather & Natural Disaster				
800 Severe weather or natural disaster, Other	2	1.92%	\$0	0.00%
	<u>2</u>	<u>1.92%</u>	<u>\$0</u>	<u>0.00%</u>

Total Incident Count: 104

Total Est Loss:

\$500

BAZETTA

Aid Responses by Department (Summary)

Alarm Date Between {03/01/2017} And {03/31/2017}

Type of Aid	Count
STA. 12 CORTLAND FIRE DEPARTMENT	
Mutual aid received	1
	<hr/>
	1
STA. 17 BRISTOL	
Automatic aid given	1
	<hr/>
	1
STA. 21 CHAMPION FIRE DEPARTMENT	
Automatic aid received	1
Automatic aid given	1
	<hr/>
	2
STA. 30 HOWLAND	
Automatic aid received	1
	<hr/>
	1
STA. 32 HOWLAND	
Mutual aid received	2
Automatic aid given	2
	<hr/>
	4

BAZETTA

Inspections by Type

Date Completed Between {03/01/2017} And
{03/31/2017}

Date	Time	Occupancy	Hrs	Fee
200 INSPECTION - General				
03/06/2017	16:00	MURP01 MURPHY OIL USA, INC 2021 MILLENNIUM BLVD	0.17	
03/06/2017	15:40	WARRO2 WARREN HARLEY DAVIDSON 2102 ELM RD NE	0.33	
03/06/2017	15:35	QUAK01 Quaker Steak & Lube 2191 MILLENNIUM BLVD NE	0.17	
03/06/2017	15:25	VER VERIZON WIRELESS 2170 MILLENNIUM BLVD /5	0.17	
03/06/2017	15:15	GS001 GAME STOP 2170 MILLENNIUM BLVD	0.17	
03/06/2017	15:05	AME Americans Best 2170 MILLENNIUM BLVD /G	0.17	
03/06/2017	14:55	GREAT CLIPS GREAT CLIPS 2170 MILLENNIUM BLVD /F	0.17	
03/06/2017	14:45	GNC001 GNC 2170 MILLENNIUM BLVD /SUITE E	0.17	
03/06/2017	14:35	LJS001 LONG JOHN SILVER 2170 MILLENNIUM BLVD /SUITE B	0.17	
03/06/2017	14:25	FG001 FIVE GUYS 2170 MILLENNIUM BLVD /A	0.17	
03/06/2017	14:15	TAX201 Tax 29 2170 MILLENNIUM BLVD NE	0.17	
03/28/2017	11:30	AMERI AmeriGas 2449 STATE ROUTE 5	0.38	
03/28/2017	10:16	APOS01 APOSTOLAKIS HONDA 3156 STATE ROUTE 5 NORTH	0.30	
03/28/2017	09:57	BAZE03 BAZETTA FIRE DEPARTMENT STATION 13 2667 MCCLEARY JACOBY RD NE	0.19	
03/28/2017	10:47	FARM03 Farmers Insurance Group 3002 STATE ROUTE 5 /Unit C	0.02	
03/28/2017	12:27	FOUR01 FOUR SEASONS CAR WASH 2120 ELM RD NE	0.19	
03/28/2017	09:16	HAND01 HANDY MAN 3497 STATE ROUTE 5	0.26	
03/28/2017	12:58	HEAT01 HEATHERWOOD LANDSCAPE INC. 2396 ELM RD NE	0.13	
03/28/2017	09:40	HOST01 HOSTETLER INSURANCE 3464 STATE ROUTE 5	0.14	

BAZETTA

Inspections by Type

Date Completed Between {03/01/2017} And
{03/31/2017}

Date	Time	Occupancy	Hrs	Fee
200 INSPECTION - General				
03/28/2017	12:11	PERK01 PERKINS RESTAURANT 3870 ELM RD NE	0.15	
03/28/2017	10:50	SHIV01 SHIVELY & ASSOCIATES 3010 STATE ROUTE 5 /A	0.11	
03/28/2017	11:57	TIMT01 TIM' & TRIMS (TNT) 2263 ELM RD NE	0.09	
03/28/2017	10:39	TOOL01 FARMER'S INSURANCE (TOOHEY) 3002 C STATE ROUTE 5	0.11	
03/28/2017	12:47	VER VERIZON WIRELESS 2170 MILLENNIUM BLVD /5	0.05	
Total Activities for Type: 24			4.15	

Grand Total Activities: 24

Grand Totals: 4.15 0.00

Joel Davis

From: Rita K. Drew [rdrew@bazettatwp.org]
Sent: Sunday, April 09, 2017 6:24 AM
To: Robyn Metheny; Joel Davis
Subject: fw: Police Agenda Monday April 10, 2017

Robyn,

Please print Mike's portion of this e-mail and attached to Monday's agenda.

Thanks!

Rita K. Drew, Fiscal Officer
Bazetta Township
3372 State Route 5
Cortland, OH 44410
330-637-8816 (phone)
330-637-4588 (fax)
rdrew@bazettatwp.org

From: "Mike Hovis" <mhovis@bazettatwp.org>
Sent: Thursday, April 6, 2017 12:10 PM
To: rdrew@bazettatwp.org
Cc: twebb@bazettatwp.org, cherlinger@bazettatwp.org
Subject: Police Agenda Monday April 10, 2017

Rita,

The following is the agenda for the police department for Monday April 10,2017 Trustee meeting;

1. To sell the following vehicles from police impound lot:

2002	Oldsmobile	Bravado	1GHDT13S622129440
1999	Jeep	Grand Cherokee	1J4GW58S2XC640634
2001	Dodge	Stratus	1B3EJ46X01N578197

2. To accept the following listed items as a donation from Wal-Mart and to authorize Chief Hovis to trade the listed equipment to a police supplier for police equipment (attached).
3. To accept the resignation of Part-time patrolman Jason Manes effective immediately (attached).
4. To authorize the donation of recovered bicycles that have accumulated over the years to Elliott David Heckman or any other charitable organization.


Michael J. Hovis, Chief of Police
Bazetta Township Police Department
2671 McCleary Jacoby Rd.
Cortland, Ohio 44410
Phone: 330-638-5503
Fax: 330-638-9927
mhovis@bazettatwp.org
www.facebook.com/BazettaTownshipPoliceDept

The following donation on open ammunition was received from Walmart to the Bazetta Police Department.

20 ga	Federal Ammo Field/Target Load	2 1/2"	7/8 Oz.	8 Shot	4x25=	100 rounds
12 ga	Winchester Universal Game/Target Load	2 3/4"	1 1/8 Oz.	8 Shot	3x25+19=	94 rounds
.410 ga	Winchester AA	2 1/2"	1/2 Oz	8 shot		16 rounds
12 ga	Tul Ammo Suprema Game/Target Load	2 3/4"	1 Oz.	8 Shot		23 rounds
20 ga	Remington STS Target Load	2 3/4"	7/8 Oz.	8 Shot		24 Rounds
12 ga	Winchester AA	2 3/4"	1 1/8 Oz.	8 Shot		18 Rounds
White shopping bag:	12 ga	Black Remington				1 Round
	12 ga	Green Remington				6 Rounds
	12ga	Red Winchester				6 Rounds
		9mm Luger Winchester				2 Rounds
Clear Zip Lock Bag:	20 ga	Yellow Remington				1 Round
	12 ga	Green Remington				2 Rounds
	12ga	Suprema Red				2 Rounds
	.410	Gold Remington				1 Round
	.308	Rifle Round				1 Round
12 Oz Umarex	Co2 Capsule			Qty:1		

Total Rounds= 297 Rounds

The above rounds were counted on 3/26/17 by Sgt. Christopher Herlinger #1311

3/26/17 Sgt.  #1311

Mike Hovis

From: Jason Manes [jmanes@bazettatwp.org]
Sent: Thursday, March 16, 2017 10:32 PM
To: Mike
Subject: resignation letter

Chief Hovis,

I am sending this letter to you Chief, also for the Bazetta Twp Trustees. I have enjoyed my time of employment with the Bazetta PD but due to the best interest of my family. I am regretfully announcing my resignation with the Bazetta Twp PD. I could not have asked for a better leader than that of Chief Hovis. I enjoyed working under him over the years and will miss working by his side. If at a future date, and the possibility arises, I would love to come back. Unfortunately at this time, family scheduling is becoming more complicated and I am needed more at home. March 27th will be my last working date with the department. Again, I appreciate everything that the department, Chief and trustees have provided for me during my employment. Thank you for everything.

Sincerely
Jason Manes

Wednesday, April 5, 2017 Park Committee Meeting

Roll Call:

Steve Belcher X Jane Lewis _____ Arnie Roman X
Jennifer Kuhn _____ Ryan Stowell _____ Laura Yarabenez X
Andrea Drotar X Trustee: Frank Park

1. Park Clean-Up Day: Sunday, April 9, 12:00-5:00
 - Rescheduled. Undecided date. Tabled until next park meeting.
2. Grants – email from Ranger Kat, due dates quickly approaching, talk to Candlelight committee to see if they can be our 501(c)(3)?
 - Due dates for available grants have passed or are quickly approaching. Something to consider for Fall or 2018. Will ask Candlelight committee.
 - Laura suggested reaching out to the County for park assistance.
3. Candlelight Fundraiser
 - Doors open at 6:00, Dinner served at 7:00
 - Park members meet at 10:00am to set up, then return at 4:00 for further preparations. Duties include: 1 MC, 2 at door collecting tickets, 2 selling 50/50, and 1 selling Chinese Auction.
 - Steve will pick up food from DiLucia's. Menu is not finalized yet.
 - Top Notch Diner will provide 4 servers at a rate of \$50 per server. They will bus tables, fill food line, and clean kitchen.
 - DJ – LAC member Jamie Bland volunteered to DJ at a previous park meeting. Laura is reaching out to confirm.
 - DiLucia's is providing silverware and plate. Park members need to bring coffee pots (from LAC concession at park) and purchase 2 liters. Steve is checking on cup donations.
 - Will use coolers and ice at Candlelight Knolls. (Steve is double checking).
 - Print sponser place mats (Ask Ted).
 - Laura will bring change day of the event.
 - Chinese Auction – still need donations, gift cards, and baskets.
 - On-line Auction – Laura has arranged with Byce Auction for a 12% buyers fee. Need items for this by April 20.
 - Ticket pre-sales will be collected on Monday, May 1 at 6:00.
4. Other Business
 - Easter Egg Hunt – Sat., April 8 at 11:00. Steve will open park at 9am. Park board will open concession stand for event. Meet LAC member Brian Orland at 9am to open, clean, and set up. Food donations for event. Laura called Health Board for approval of use. We will have a make shift sink for concession and ask for donations instead of prices.

Next Meeting: Wednesday, April 12, 2017 6:00

Meeting adjourned at 7:42pm Motioned by Steve B. 2nd Arnie R.