

BAZETTA TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

Date: July 25, 2016 at 6:00pm
Bazetta Township Administration Building
3372 State Route 5
Cortland, Ohio 44410

Present:

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

- Trustee Webb reminded the assemblage of the Public Comment procedures

174-16 To accept the minutes from the July 11 Regular Meeting.

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

175-16 To authorize the Fiscal Officer to pay all outstanding invoices incurred and approve all warrants issued.

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

176-16 To adopt the attached *IT Services Cooperative Agreement* with Wethersfield Township.

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

Correspondence (Copies available upon request):

- Copy of letter from Trumbull County Engineer regarding a permit to work in the right-of-way on Warren Meadville Road
- Copy of letter from Trumbull County Engineer regarding a permit to haul or move overweight equipment over Larchmont Avenue
- Notice to Legislative Authorities from Department of Commerce, Division of Liquor Control regarding Permit Renewal Objections
- Information from AT&T concerning 2G mobile devices
- 2015 Annual Report from Ohio Police & Fire Pension Fund
- Letter and e-mail from Bazetta Township Trustees to Ohio Department of Developmental Disabilities concerning the REM Ohio/Tall Oak Circle home
- E-mail response from Ohio Department of Developmental Disabilities concerning the REM Ohio/Tall Oak Circle home
- Inspection report of the Bazetta Township Fire Station project from Trumbull Soil & Water Conservation District

Administration:

- Trustee Hovis noted that, as part of the state grant received, mosquito spraying in Bazetta will be taking place at 7pm tonight
- Trustee Webb reported that someone has been dumping furniture by the recycling bins
 - This is illegal dumping and it must stop
 - If the township catches whoever is doing this, they will be cited and fined
 - Trustee are looking into upgrading our security camera system to stop this

Fire Department:

- See Attached Agenda and Fire Station Project documents

177-16 To approve an expenditure of \$1,245.00 with Koorsen Fire & Security for the annual Breathing Air Compressor service contract.

Motion: Trustee Webb

Second: Trustee Parke

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

Police Department:

- Chief Hovis reported
 - Working to create an Exchange Zone, which should be done by next week
 - Received certification of full compliance from Ohio Collaborative Law Enforcement Agency
 - First in Trumbull or Mahoning County to receive this certification

Road Department:

- Nothing to report

Planning Director, Zoning Inspector & Code Enforcement Officer:

- Inspector Mills reported
 - An anonymous complaint about a resident on North Park Drive who has a port-a-john on their property and is dumping waste into a waterway
 - He has tried to see the port-a-john, but can't
 - Ne needs access to be able to photograph this, but can't go onto anyone's property without permission
 - If the complainant is at the meeting or reading these minutes, please contact him so he can gain access
 - Will have a report regarding permits issues and moneys collected at the next meeting

Zoning Commission & Zoning Board of Appeals:

- Nothing to report

Parks & Recreation Board:

- Nothing to report

Safety Committee:

- Chief Hovis said their next meeting will be in August

Health Insurance Committee:

- Nothing to report

Public Information Officer:

- Officer Sayers gave a presentation that he will be giving to the public at future dates and locations regarding the township's General Fund and answered questions from the resident in attendance

Asked to be placed on the Agenda:

- None


Public Comment:

- Rose Stockton of McCleary Jacoby Road
 - Concerned about the REM home coming into Timber Creek
 - Asked for an update
 - Trustee Webb discussed the series of letters and e-mails between the Trustees and the Ohio Department of Developmental Disabilities
 - Copies of all this correspondence can be requested through the Fiscal Office, per the Township Public Records Policy
 - Trustee Hovis said the Trustees will be meeting with the Trumbull County Commissioners and other officials at 11am on Friday in the Commissioners Meeting Room on the 5th Floor of the county building at 160 High Street NW
 - This will be an open, informational meeting
 - Public are encouraged to attend and ask questions
 - Trustee Webb reminded the assemblage that Atty. Finamore has stated that state rules trump local rules and there is nothing the township can do about this
- Patricia Aho of Timber Way
 - Asked what type of individuals would be living in the home
 - Asked if it can be stopped
 - Trustee Webb replied
 - The residents will be developmentally disabled individuals, not criminals
 - At this point, there is nothing the township can do to stop it
- Jeanette Callahan of Timber Way
 - Asked about the training of the employees who will be working in the home
 - Trustee Webb replied
 - This is a question that will have to be asked of the Department of Developmental Disabilities
 - Encouraged residents to bring these questions on Friday
- Erick Killingsworth of Timber Way
 - Asked if the house was a for-profit business
 - Trustee Webb said that it was
 - Asked how this can be allowed in an R-1
 - Trustees Webb and Hovis stated that federal and state law overrides local rules
 - Expressed concerns about safety
 - Stated that he doesn't want it in his neighborhood
 - Trustee Webb replied
 - That is why the Trustees are taking this to the next level, i.e. the County Commissioners, because the township can do nothing
 - Discussed a class action lawsuit filed against the State of Ohio regarding individual with developmental disabilities
 - Encouraged resident to attend Friday's meeting

- Jeanette Callahan of Timber Way
 - Asked if someone could do a flyer and get it out to everyone
 - Trustee Webb said the township could not do this, but residents could
- Betsy Hall of State Route 5
 - Furious at the comments made by others in attendance
 - There are already people with developmental disabilities living in this community
 - These kids are not "riff raff" as someone else called them
 - These kids are human beings
 - They just want a home like everyone else
 - They don't want to leave the homes they are in now, but the state is forcing them to move into homes like this one
 - Her son has been on a waiting list for a home like this for 2 years
 - Caregivers in these homes have to jump through hoops to get licensed
 - People should educate themselves and not be fearful
 - Teach your children empathy and compassion, not fear

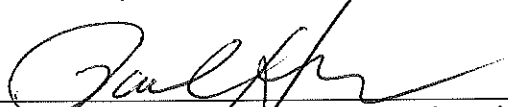
178-16 To adjourn the meeting at 6:52pm.

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



Attested by: Fiscal Officer Rita K. Drew

Dated: 07-27-16



Approved by: Chairman Trustee Paul Hovis

Dated: 07-27-16

PENDING WARRANT REPORT
 Bazetta Township [2016]

Warrant Number	Warrant Amount	Voucher Number	Payee	Purpose
27856	21.90	VW27856	AT&T Mobility	Service
27857	1245.19	VW27857	Business Card	Supplies/Etc.
27858	1606.63	VW27858	BE Solutions	Claims Runs
27859	1506.94	VW27859	Delta Dental	Insurance
27860	69.00	VW27860	Kiesler's Police Supply, Inc.	Supplies
27861	681.52	VW27861	Dennis K. Lewis	Training Reimbursement
27862	114.22	VW27862	Lowe's Business Acct/Synco	Supplies
27863	322812.82	VW27863	Milcam, Inc.	Construction to June 30,
27864	1114.16	VW27864	Ohio Edison	Service
27865	1082.63	VW27865	Ohio Edison	Service
27866	17654.01	VW27866	Ohio Insurance Services Agency	Insurance
27867	49.32	VW27867	Ricoh USA, Inc.	Maint Agreement
27868	400.00	VW27868	Schultz Towing, Inc.	Tows
27869	359.60	VW27869	Standard Insurance Company RD	Insurance
27870	40.62	VW27870	Time Warner Cable-Northeast	Service
27871	115.50	VW27871	Trumbull County Water And Sewer	Service
27872	3208.88	VW27872	Trumbull County 911	911 Service
27873	172.90	VW27873	United Healthcare Community Plan	EMS Refund
27874	172.90	VW27874	United Healthcare Community Plan	EMS Refund
27875	171.43	VW27875	United Healthcare Community Plan	EMS Refund
27876	498.96	VW27876	Vision Service Plan-(OH)	Insurance
27877	955.70	VW27877	Warren Fire Equipment Inc.	Service/Supplies
=====				
	354054.83		Total Amount of Pending Warrants	

**BAZETTA TOWNSHIP
TRUMBULL, COUNTY, OHIO**

**IT SERVICES
COOPERATIVE AGENCY USE AGREEMENT**

This agreement is made this 02nd day of June 2016, by and between Bazetta Township (hereinafter "IT Service Provider"), whose address is 3372 State Route 5, Cortland, Ohio 44410 and Weathersfield Township, (hereinafter "Cooperative Agency User") whose address is 1451 Prospect Street, Ohio, (Mineral Ridge 44440)

I. RECITALS

A. Whereas, the parties to this agreement desire to form cooperative agreements, enterprises, services or plans to provide, perform or utilize like services or products, to reduce the cost of such services or products to each party; and

B. Whereas, Cooperative Agency User desires to retain the services of IT Service Provider for such purposes, and IT Service Provider is willing to perform the services called for upon the terms and conditions set forth in this Agreement, in a cooperative effort;

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

1. Terms of Agreement:

A) The term of this is agreement shall be for a period of one (1) year, commencing on the 02nd day of June 2016 and continuing thereafter for a period of one year terminating at the close of business the 01 day of June 2017. This Agreement may be extended by mutual consent of the parties hereto, upon the same terms and conditions for a period of time as

agreed upon by the parties.

2. Duties/Services to be performed:

IT Service Provider shall provide the following services to Cooperative Agency User, including but not limited to: planning, managing, maintenance and operation of Cooperative Agency User's information technology infrastructure; maintenance of servers, support equipment and email service; maintenance and repair of all Cooperative Agency User's desktop computers; maintenance and repair of all laptop computers; maintenance of antivirus and malware software; selection of hardware and software products appropriate for Cooperative Agency User's needs and requirements; integration of such products with Cooperative Agency User's organizational needs and infrastructure; install; reasonable repair and maintenance of department printers; provision of a secure and effective environment that supports the activities of the Cooperative Agency User's computer users; programming as needed to connect existing components (scripting) of Cooperative Agency User's server and system, data storage devices and any and all other applicable Information Technology requirements of Cooperative Agency User.

3. Time Requirements:

IT Service Provider agrees to furnish Cooperative Agency User with consulting services as required by Cooperative Agency User and as mutually agreed upon in advance by the parties hereto. Time Requirements will include emergency call outs to provide services for Cooperative Agency User that may require an immediate response. IT Service Provider shall be reasonably available for response for emergency call outs as soon thereafter as is practicable. In addition, IT Service Provider shall make arrangements for a substitute IT professional to cover its services and any emergency call outs that may occur when IT Service Provider is unavailable, including for any vacation or sick days

that IT Service Provider schedules and/or takes off.

Provided however, that although the IT Service Provide will do its best to provide and schedule IT Services under this agreement at the times requested and convenient to the Cooperative Agency User, due to the fact that such services may be utilized by two or more cooperative agency users, the IT Service Provider, reserves the right, at it's sole discretion, to prioritize and schedule IT Cooperative Services to its Cooperative Agency user, in a manner which maximizes and best meets the needs of all Cooperative Agency Users.

4. Compensation and Terms:

For all services provided under this agreement during normal business hours, Monday through Friday, 8:00AM to 4:00PM (Holidays excluded), the IT Service Provider with charge the Cooperative Agency User, an hourly rate of \$ 50.00, per hour, and for all services provided outside normal business hours, an hourly rate of \$ 75.00, per hour.

IT Service Provider shall present an invoice to Cooperative Agency User each month for all services performed and expenses advanced by IT Service Provider pursuant to paragraph 5, below. Payment shall be due in full within 30 days of the date of the invoice.

Cooperative Agency User shall be responsible for the purchase of replacement parts, new computer components, software, etc., as necessary, upon the advice of IT Service Provider, and approved in advance by Cooperative Agency User.

5. Expenses:

Cooperative Agency User shall pay all expenses reasonably incurred and/or advanced by IT Service Provider in the course of performing services under this Agreement, as mutually agreed upon in advance by the parties hereto.

6. Confidentiality:

All LEADS (law enforcement assistance data system) and law enforcement records, data and information are **STRICTLY CONFIDENTIAL**, as is all records, data and information contained therein or acquired for or from the Cooperative Agency User's Information Technology infrastructure system. IT Service Provider agrees to treat all such information in which it comes in contact or acquires knowledge thereof during the performance of its duties under this Agreement as confidential. IT Service Provider shall treat as confidential and shall not disclose or use for the benefit of IT Service Provider, or any person or entity other than Cooperative Agency User, any and all information made available or disclosed to IT Service Provider as a result of or related to this Agreement. Provided however, that IT Service Provider may disclose or use such information when necessary in the normal and customary scope and performance of this contract and/or with the consent of the Cooperative Agency User, but otherwise IT Service Provider shall observe and take all steps necessary to preserve and protect the privacy and confidentiality of all Cooperative Agency User's records, information and data.

7. Rights and Licenses:

- (a) IT Service Provider hereby grants to Cooperative Agency User, and Cooperative Agency User hereby accepts all proprietary right, title, and interest of IT Service Provider in and to any software, documentation, and information produced or created by or for IT Service Provider in the performance of the work or the rendition of services under this Agreement.
- (b) IT Service Provider hereby grants to Cooperative Agency User, and Cooperative Agency User hereby accepts, an unlimited, unrestricted, royalty-free, fully paid, worldwide and nonexclusive license to any software, documentation and information not first produced or

created by or for IT Service Provider as a result of the performance of work or the rendition of services under this Agreement, but included in said work or services, provided IT Service Provider holds copyright to said software, documentation, or information.

- (c) IT Service Provider may utilize publicly distributed software, documentation and information within the solutions provided to Cooperative Agency User under the terms of this Agreement, provided that said software, documentation, and information is either in the public domain or is licensed for public distribution.

8. Independent IT Service Provider Relationship:

IT Service Provider is retained by Cooperative Agency User solely for the purposes and to the extent set forth in this Agreement, and IT Service Provider's relationship to Cooperative Agency User shall during the terms of this Agreement be that of an Independent Contractor, IT Service Provider. Representatives, employees, subcontractors, and/or agents of IT Service Provider are not entitled to collect employee benefits from Cooperative Agency User, including, but not limited to workers compensation, unemployment, and any other fringe benefits provided to employees of Cooperative Agency User.

9. Waiver, Modification, or Cancellation:

Any waiver, alteration, or modification of any of the provisions of this Agreement or cancellation/termination or replacement of this Agreement shall not be valid unless in writing and signed by the parties.

10. Assignment:

This Agreement shall not be assigned by either party except by mutual agreement of the parties, in writing. Any attempt to assign or transfer any rights, duties, or obligations of this

Agreement shall render such attempted assignment or transfer null and void.

11. Indemnification:

IT Service Provider, its representatives, employees, subcontractors, and/or agents, hereby indemnifies and holds Cooperative Agency User harmless from any and all claims, causes of action and/or damages arising from IT Service Provider's negligent acts and/or omissions in the performance of its duties under this Agreement.

12. LEADS (Law Enforcement Assistance Data System) Requirements: *(if applicable)*

If IT Service Provider will have access to and will be required to provide service to LEADS user agency equipment, IT Service Provider's technicians hereby consents to be fingerprinted and submit to a full background check as required by the Ohio Department of Public Safety (LEADS). IT Service Provider must be approved by LEADS, and be LEADS certified prior to his exposure to the agency equipment and/or data.

IT Service Provider shall complete and execute all necessary forms and documentation to allow Cooperative Agency User to access the background information of its employee(s) performing the IT work for Cooperative Agency User and application for LEADS certification. IT Service Provider's signature below hereby acknowledges its consent to said background checks.

13. Cooperative Agency User's Requirements:

Representatives, employees, subcontractors, and/or agents of IT Service Provider, who may have access to sensitive, confidential, personal or other law enforcement information in the course of the performance of their duties under this Agreement, if required, shall submit to a background check and a pre-employment drug screening test. IT Service Provider's signature below hereby acknowledges its consent to said testing of its representatives, employees, subcontractors, and/or

agents.

14. Severability:

In the event that any one or more of the provisions contained in this Agreement shall for any reason be held by a court of competent jurisdiction to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not effect the other provisions, and the Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in this Agreement.

15. Governing Law:

This Agreement shall be construed in accordance with and governed by the laws of the State of Ohio, and any causes of action resulting from breach hereof shall be heard before the Courts of Trumbull County, Ohio.

Bazetta Township Trustee

Township Trustee

Bazetta Township Trustee

Township Trustee

Bazetta Township Trustee

Township Trustee

Joel Davis, IT employee for
Bazetta Township

Agenda

Fri 7/22/2016 11:09 AM

From: "Dennis Lewis, OFE, OFC"

To: "Rita K. Drew", "Trustee"

Cc: "Tom Rlnk"



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

Requesting the approval of an expenditure of \$1,245.00 to Koorsen Fire & Security - 2719 N Arlington Avenue, Indianapolis, In 4621803322.

This is our service contract that we pay ever year for our Breathing Air Compressor.

I have attached a copy of the contract and invoice.

Thanks

Dennis K. Lewis, OFE, OFC
Fire Chief

Bazetta Township
773 Everett-Hull Road
Cortland, OH 44410
330-637-4136 (phone)
330-638-5382 (phone)
330-638-4193 (fax)
dlewis@bazettatwp.org

Attachments:

- img185.pdf

PROAIR

INVOICE

REMIT TO: Koorsen Fire & Security
2719 N Arlington Avenue
Indianapolis, IN 46218-3322
1-888-KOORSEN

No.: 3915141

Date of Work:

Cust. Order #:

Invoice Date: 07/15/2016

SO#: 3915141

Date Due: 08/12/2016

Cust ID 21BAZ0773

SERVICE21

/ 0

Sold To:

BAZETTA FIRE DEPARTMENT
773 EVERETT CORTLAND HULL RD
ATTN ACCOUNTS PAYABLE
CORTLAND, OH 44410

JOB#

Location:

BAZETTA FIRE DEPARTMENT
773 EVERETT CORTLAND HULL RD
CORTLAND, OH 44410

21-HOUSE

QUANTITY	AMOUNT
ANNUAL BILLING AIR SAMPLE SERVICE AUGUST 01, 2016 THRU JULY 31, 2017	570.00
ANNUAL BILLING AIR COMPRESSOR MAINT AUGUST 01, 2016 THRU JULY 31, 2017	675.00
Total	1,245.00

Pay online @ www.koorsen.com. To pay by credit card, please phone or return to us:

Circle: VISA MC AMEX Card Number _____

Name on Card _____ Expiration Date ___/___

Total Sales	Taxable Sales	Tax Amount	Shipping Charge	Invoice Total
1,245.00	1,245.00	0.00		1,245.00

NFPA Compliant Service Agreement

DATE 7/14/2016	TYPE OF AGREEMENT NEW <input type="checkbox"/> RENEW <input checked="" type="checkbox"/>	SALES REP NAME Natalie Shaw	
CHARGE TO Bazetta Fire Department		EMAIL	
ATTENTION		PHONE 330-637-4136	
STREET ADDRESS 773 Everett Hull Road		T E R M	FROM 8/1/2016
CITY Cortland, OH 44410	STATE OH		ZIP CODE 44410
		ONE YEAR	TOTAL AMOUNT \$ 1245

EQUIPMENT UNDER SERVICE

TYPE OF EQUIPMENT	MODEL	SERIAL NUMBER	FILTER CARTRIDGE
Mako	BAM06H1	5407H1137	1803

TERMS AND CONDITIONS OF AGREEMENT

SERVICE WILL BE FURNISHED to customer by **Pro Air Inc.** for the equipment listed above.

Service shall consist of:

- Preventative maintenance per manufacturer standards
- Full functional system testing
- Visual inspection of all components and adjustments as needed
- Includes all labor and trip charges

Pro Air Inc. will perform the above-described service without the necessity of prior notice on customer's part. For such service, customer will pay the contract amount prior to service being rendered.

Additional materials needed may be required at the time of service and shall be invoiced separately.

IT IS UNDERSTOOD that the listed equipment at the date hereof is in good operating condition and also that the service to be rendered does not cover repairs required because of accident, fire, water, abuse, misuse, or worn out.

SERVICE IS AUTHORIZED by the customer to be rendered by **Pro Air Inc.** to the equipment listed for the period above noted and from year to year thereafter unless this agreement is terminated by either party as herein provided. Either party may terminate this agreement upon written notice to the other party, given no less than thirty (30) days immediately prior to any anniversary date hereof.

Pro Air Inc. reserves the right to examine equipment prior to any of this agreement and in the event the machine(s) require rebuilding over and above that stipulated in this contract, an estimate will be submitted for customer approval before work is started.

Pro Air Inc. shall not be responsible for failure to render service for causes beyond its control, including, without limitation, strikes and labor disputes.

Quantity	Description	Price Each	TOTAL
1	Semi Annual Maintenance	\$ 475	\$ 475
6	Air Samples	\$ 95	\$ 570
2	1803 Filters	\$ 100	\$ 200
		\$	\$ -
		\$	\$ -
		\$	\$ -

APPROVED BY **PRO AIR INC.**
4710 WEST VERNAL PIKE
BLOOMINGTON, IN 47404

BY: _____

PROAIR

A Division of Kierulff Pro & Security

TEL NO. 1-800-245-0269//812-336-4022
FAX NO. 812-336-8985

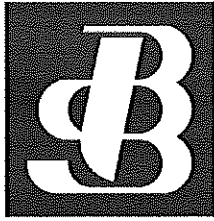
CUSTOMER'S ACCEPTANCE

NAME _____

BY _____

TITLE _____ DATE _____

* This contract does comply with the NFPA 1989 standards.



Baker
Bednar
Snyder

& ASSOCIATES INC
ARCHITECTURE ENGINEERING INTERIOR DESIGN

Bazetta Township Fire Department

Job Meeting #6

July 6th, 2016

Attendance:	Christopher Bebb	Baker Bednar Snyder & Assoc.
	Ted Webb	Bazetta Twp. Trustee
	Frank Parke	Bazetta Twp. Trustee
	Gary Ligo	Milcam
	Dan Sprenkle	Milcam
	Don DiClaudio	York Mahoning
	Dennis Lewis	Fire Chief
	Bud Santon	Santon Electric

Contractors Report: Asphalt shingles are almost complete. Masonry veneer will be complete by the end of the day. The garage floor will be poured most likely this Friday. Drywall lid inside the building is almost complete. Drywall installation for walls will be done in a week or so to allow HVAC and I.T / data lines to be run. Electrical rough-in looks to be fairly complete.

Old Notes:

1. Dennis asked Santon to make sure a conduit will be provided for I.T / Data lines to the building. *Greg said he talked with Century Link but needs to coordinate with Time Warner also. **This item is closed.***
2. Milcam and Cernica suggested to use larger #1 stone and geo-tech fabric on the remainder of the rear parking lot for stability due to existing soil conditions. This should be a cheaper solution than further undercutting. The estimate we received was approximately \$1,500 for the stone and another \$1,500 for the fabric. **This item is still open**
3. The Township indicated that the existing vehicle exhaust system will be relocated to the new building. York Mahoning will go and see what it is they currently have to figure a price to relocate it. The township will also ask their vendor to provide a price to relocate it. The vendor was supplied with drawings of the new fire station to aid in their price. York and Santon are going with the Chief after the meeting to view the existing. *The existing exhaust system is single phase so we are able to install it in the new building.*
4. BBS is in need of the specific radio tower that is being planned to be used. The radio tower requires specific foundations that will need to be designed. *The tower will most likely go in the back somewhere near the generator. Foundations will need to be installed. Verify utility lines in that area. The vendor will be in town July 7th and will provide cut sheets.*
5. The decision was made to run the dryer vent out thru the sidewall in the back of the building. This will be an extra since it was not originally shown on the MEP plans. York was coordinating with the masons for the size of the hole required. *The cost for the work is \$1,000.00 to furnish and install. A change order will be prepared.*

6. The concrete driveway is about 2 months out from beginning. Notice will need to be made with the neighbors as work will begin at 5:00 am so that it is not too hot when the placement of concrete begins. *Sidewalks and patios will begin sooner. The rear of the driveway / parking area will be the area to start after walkways.*
7. The gas main has not yet been moved (lowered) by the utility company.
8. I have asked Milcam to have their hardware supplier contact the Chief directly to coordinate keying requirements. *After the meeting a phone call was placed to the hardware supplier and a keying plan was established. There seemed to be some confusion on key fobs or access cards and extra wiring. The doors in question have a battery keypad that is stand alone and does not require extra wiring.*
9. *We still have the \$5,000.00 credit for the septic field that we can use against some of these other costs.*

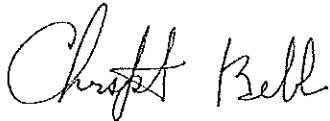
New Notes:

1. There was an issue with some of the main ductwork that York Mahoning and Phoenix Engineering will work out between them. There should be no cost change to the owner.
2. Expansion Joint color was selected and left with Dan
3. Hatch access doors can be plywood as long as they are self-closing to prevent the passage of smoke.
4. The decision was made to run a gas line to the dryer and have the option of running either with electric as planned or gas.

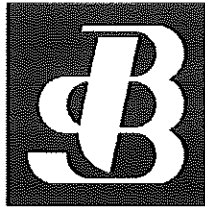
Next Meeting:

This next meeting will be moved to 9:00 start time for July 13th.

Thank you,



Christopher Bebb
Senior Project Architect
Baker Bednar Snyder & Assoc.



**Baker
Bednar
Snyder**

& ASSOCIATES INC
ARCHITECTURE ENGINEERING INTERIOR DESIGN

Bazetta Township Fire Department

Job Meeting #7

July 6th, 2016

Attendance:	Christopher Bebb	Baker Bednar Snyder & Assoc.
	Frank Parke	Bazetta Twp. Trustee
	Rita Drew	Bazetta Fiscal Officer
	Gary Ligo	Milcam
	Dan Sprenkle	Milcam
	Don DiClaudio	York Mahoning
	Dennis Lewis	Fire Chief
	Bud Santon	Santon Electric

Contractors Report: Milcam will continue to work on drywall and mudding for the next week or so. Work is also continuing on fascia boards so we can get downspouts and gutters up. The building is also scheduled to be pressure washed this week. Exterior grading will continue in the area of the rear patio. Insulation is being installed in the apparatus attic. Exterior cores in apparatus masonry have been filled.

Old Notes:

1. Milcam and Cernica suggested to use larger #1 stone and geo-tech fabric on the remainder of the rear parking lot for stability due to existing soil conditions. This should be a cheaper solution than further undercutting. The estimate we received was approximately \$1,500 for the stone and another \$1,500 for the fabric.
2. The Township indicated that the existing vehicle exhaust system will be relocated to the new building. York Mahoning will go and see what it is they currently have to figure a price to relocate it. The township will also ask their vendor to provide a price to relocate it. The vendor was supplied with drawings of the new fire station to aid in their price. York and Santon are going with the Chief after the meeting to view the existing. The existing exhaust system is single phase so we are able to install it in the new building. *Phoenix Engineering will be out to review the existing system and make sure that we meet fresh air requirements.*
3. BBS is in need of the specific radio tower that is being planned to be used. The radio tower requires specific foundations that will need to be designed. The tower will most likely go in the back somewhere near the generator. Foundations will need to be installed. Verify utility lines in that area. The vendor will be in town July 7th and will provide cut sheets. *A different type of antenna will be used that will not require foundations but will be mounted to the building. The exact location has not been determined yet.*
4. The decision was made to run the dryer vent thru the sidewall in the back of the building. This will be an extra since it was not originally shown on the MEP plans. York was coordinating with the masons for the size of the hole required. *The cost for the work is \$1,000.00 to furnish and install. A change order will be prepared.*
5. The installation of the concrete driveway is getting close. Please provide ample notice to the township so they may notify the neighbor.

6. The gas main has not yet been moved (lowered) by the utility company.
7. We still have the \$5,000.00 credit for the septic field that we can use against some of these other costs.
8. The decision was made to run a gas line to the dryer and have the option of running either with electric as planned or gas.

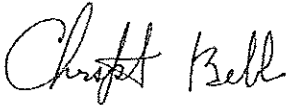
New Notes:

1. The flagpole is in delivery and will be on site soon. The Fire Chief is looking into some design work to incorporate the 9 / 11 memorial. There is some leftover masonry (material) that can be donated as a part of it. The Chief will set up a time to review existing pieces for the design work.
2. Bud needs information on the transformer location (and generator) from Ohio Edison to make sure he has conduit stubbed to correct location prior to pouring the rear patio area

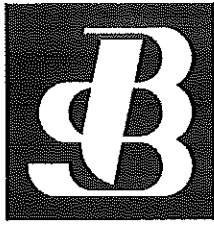
Next Meeting:

Meetings will be weekly on Wednesday's at 8:00 am unless notified otherwise.

Thank you,

A handwritten signature in cursive script that reads "Christopher Bebb".

Christopher Bebb
Senior Project Architect
Baker Bednar Snyder & Assoc.



*Baker
Bednar
Snyder*

& ASSOCIATES INC
ARCHITECTURE ENGINEERING INTERIOR DESIGN

Bazetta Township Fire Department

Job Meeting #7

July 6th, 2016

Attendance:	Christopher Bebb	Baker Bednar Snyder & Assoc.
	Frank Parke	Bazetta Twp. Trustee
	Rita Drew	Bazeta Fiscal Officer
	Gary Ligo	Milcam
	Dan Sprengle	Milcam
	Don DiClaudio	York Mahoning
	Dennis Lewis	Fire Chief
	Bud Santon	Santon Electric

Contractors Report: Milcam will continue to work on drywall and mudding for the next week or so. Work is also continuing on fascia boards so we can get downspouts and gutters up. The building is also scheduled to be pressure washed this week. Exterior grading will continue in the area of the rear patio. Insulation is being installed in the apparatus attic. Exterior cores in apparatus masonry have been filled.

Old Notes:

1. Milcam and Cernica suggested to use larger #1 stone and geo-tech fabric on the remainder of the rear parking lot for stability due to existing soil conditions. This should be a cheaper solution than further undercutting. The estimate we received was approximately \$1,500 for the stone and another \$1,500 for the fabric.
2. The Township indicated that the existing vehicle exhaust system will be relocated to the new building. York Mahoning will go and see what it is they currently have to figure a price to relocate it. The township will also ask their vendor to provide a price to relocate it. The vendor was supplied with drawings of the new fire station to aid in their price. York and Santon are going with the Chief after the meeting to view the existing. The existing exhaust system is single phase so we are able to install it in the new building. *Phoenix Engineering will be out to review the existing system and make sure that we meet fresh air requirements.*
3. BBS is in need of the specific radio tower that is being planned to be used. The radio tower requires specific foundations that will need to be designed. The tower will most likely go in the back somewhere near the generator. Foundations will need to be installed. Verify utility lines in that area. The vendor will be in town July 7th and will provide cut sheets. *A different type of antenna will be used that will not require foundations but will be mounted to the building. The exact location has not been determined yet.*
4. The decision was made to run the dryer vent out thru the sidewall in the back of the building. This will be an extra since it was not originally shown on the MEP plans. York was coordinating with the masons for the size of the hole required. *The cost for the work is \$1,000.00 to furnish and install. A change order will be prepared.*
5. The installation of the concrete driveway is getting close. Please provide ample notice to the township so they may notify the neighbor.

6. The gas main has not yet been moved (lowered) by the utility company.
7. We still have the \$5,000.00 credit for the septic field that we can use against some of these other costs.
8. The decision was made to run a gas line to the dryer and have the option of running either with electric as planned or gas.

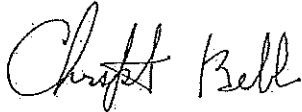
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Thank you,

A handwritten signature in black ink that reads "Christopher Bebb". The signature is written in a cursive style with a large initial 'C'.

Christopher Bebb
Senior Project Architect
Baker Bednar Snyder & Assoc.