

BAZETTA TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES

Regular Meeting
Tuesday November 12, 2019
5:00PM
Township Administration Building
3372 State Route 5 N.E.

PRESENT: Trustee Paul Hovis- Here
Trustee Frank Parke- Absent
Trustee Ted Webb- Here
Fiscal Officer Jeannie Eddy- Here

Chairman Trustee Hovis opened the meeting with the Pledge of Allegiance followed by a moment of silence.

Trustee Webb reminded the assemblage of the Public Comment Procedures and that the meeting is being video and audio recorded.

209-19 To accept the Meeting Minutes from the October 16, 2019 Regular Meeting.
Motion: Webb
Second: Hovis
Vote: Trustee Hovis YES, Trustee Webb- YES

210-19 To accept the Meeting Minutes from the October 30, 2019 Special Meeting.
Motion: Webb
Second: Hovis
Vote: Trustee Hovis YES, Trustee Webb- YES

211-19 To authorize the Fiscal Officer to pay all outstanding invoices and to approve all warrants issued incurred from November 12, 2019 through December 9, 2019.
Motion: Webb
Second: Hovis
Vote: Trustee Hovis YES, Trustee Webb- YES

212-19 To accept the resignation of Ryan Stowell as Park Board member effective 12-31-19 (see attached).
Motion: Webb
Second: Hovis
Vote: Trustee Hovis YES, Trustee Webb- YES

213-19 To reject all Hillside Cemetery Improvement Project bids from October 30, 2019. (see attached).
Motion: Webb
Second: Hovis
Vote Trustee Hovis YES, Trustee Webb- YES

214-19 To accept to allow bids for the Hillside Cemetery Improvement Project (see attached).
MOTION TO TABLE THIS RESOLUTION
Motion: Webb
Second: Hovis
Vote Trustee Hovis YES, Trustee Webb- YES

CORRESPONDENCE (COPIES AVAILABLE UPON REQUEST)

ADMINISTRATION: Next COG meeting will be in January 2020

FISCAL OFFICER:

FIRE DEPARTMENT:

215-19 To accept the Wal-Mart Community Grant facility #2197(Bazetta Township Wal-Mart) request ID 56247235 in the amount of \$3,500.00. This grant will be utilized to purchase directional traffic signs for Bazetta Fire Department and Police Department.
Motion: Webb
Second: Hovis
Vote: Trustee Hovis YES, Trustee Webb- YES

216-19 To request the Board of Trustees adopt the General Procurement Standards Policy when purchases with federal funds are utilized and is in compliance with 2 CFR 200 for Bazetta Township. (Policy attached)
Motion: Webb
Second: Hovis
Vote: Trustee Hovis YES, Trustee Webb- YES

217-19 To request the Board of Trustees adopt SOG: 111101.19 Federal Grant Inventory and SOG 111102.19 Federal Grant Records Retention Policy for Bazetta Fire Department. Both SOG's are in reference to General Procurement Standards Policy. (see attachment)
Motion: Webb
Second: Hovis
Vote: Trustee Hovis YES, Trustee Webb- YES

218-19 To approve the purchase of \$2,504.50 worth of medical supplies from Bound Tree. This is 100% covered by 2019-2020 State of Ohio EMS Grant. (see attached).

Motion: Webb

Second: Hovis

Vote: Trustee Hovis YES, Trustee Webb- YES

219-19 To approve the purchase of two ring cutters for the cost of \$379.98 from Avant-Garde Jewelry Co. Inc. All but \$5.48 will be covered by the State of Ohio EMS Grant. (see attached)

Motion: Webb

Second: Hovis

Vote: Trustee Hovis YES, Trustee Webb- YES

220-19 To request the Trustees put on the March 17, 2020 ballot the 1994 4 mil continuous as a replacement levy. This levy is currently 26 years old and collecting on the 1994 valuation (dollar amount) we are requesting this levy be brought up to 2020 valuation.

Motion: Webb

Second: Hovis

Vote: Trustee Hovis YES, Trustee Webb- YES

NON -AGENDA ITEMS:

- Submitted Fire Department October 2019 monthly report.

POLICE DEPARTMENT:

221-19 To move Chance Hanshaw from FTO program officer (\$8.55/hr) to part time officer (\$13.00) on an as needed basis retroactive back to November 5, 2019 and to also pay \$100.00 uniform allowance for part time officers.

Motion: Webb

Second: Hovis

Vote: Trustee Hovis YES, Trustee Webb- YES

222-19 To hire Nathan Spitler as an FTO program officer on an as needed basis (\$8.55/hr) pending results of background, physical, psychological exam and drug screen.

Motion: Webb

Second: Hovis

Vote: Trustee Hovis YES, Trustee Webb- YES

223-19 To accept the quote #20190913b from Sundance Systems Inc. for new MDT/RMS operating software in the amount of \$16,438.00. This will be paid for from the Police Equipment Fund (see attached quote).
Motion: Webb
Second: Hovis
Vote: Trustee Hovis YES, Trustee Webb- YES

NON -AGENDA ITEMS:

- Submitted October 2019 monthly report

ROAD DEPARTMENT:

- To provide a cost estimate for the park repairs per recommendation from Play by Design and OTARMA.
- Parking Ban is effective immediately and until further notice.

PLANNING DIRECTOR, ZONING INSPECTOR AND CODE ENFORCEMENT OFFICER:

- October Report

ZONING COMMISSION AND ZONING BOARD OF APPEALS:

PARKS AND RECREATION BOARD:

- Meeting minutes from October 15, 2019

224-19 To accept Ryan Kurtz's Eagle Scout Project at Bazetta Township Park (see attached)
Motion: Webb
Second: Hovis
Vote Trustee Hovis YES, Trustee Webb- YES

ASKED TO BE PLACED ON THE AGENDA:

PUBLIC COMMENT:

- Paul Carlson asked Trustees for a commitment per resolution to have a balanced budget in the General Fund by the January 2020 regular meeting.
- DJ Richards asked the Trustees questions regarding a SAD petition for paving Ivy Hills
- Bob McBride discussed with the Trustees about selling signs to be placed on the Park fencing for additional income.


225-19

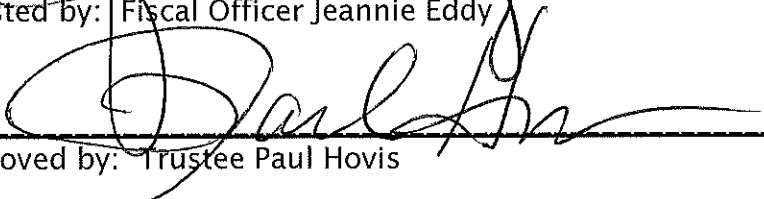
Motion to adjourn the meeting at 5:36PM

Motion: Webb

Second: Hovis

Vote: Trustee Hovis YES, Trustee Webb- YES


Attested by: Fiscal Officer Jeannie Eddy 12-9-19
Date


Approved by: Trustee Paul Hovis 12-9-19
Date

RE-BID PUBLIC BID DOCUMENT - 1

BAZZETA TOWNSHIP
TRUMBULL COUNTY, OHIO

RESOLUTION NO. 19 - 213

**RESOLUTION TO REJECT ALL BIDS
(Storage Building Construction - Chapel Repair - Landscaping)**

WHEREAS, the Bazetta Township Board of Trustees has determined that the township is in need of a capital improvement project pursuant to Ohio Revised Code Chapter 153, to-wit: construction of a cemetery storage building, chapel repairs, landscaping, hereinafter referred to collectively as the Hillside Cemetery Improvement Project to replace the prior existing accessory storage building that was destroyed and cemetery chapel damaged by a tornado passing through the cemetery: and

WHEREAS, the Bids for the project were opened during a special meeting of the Board of Trustees on the Date, Time and at the place designated in the Notice of Publication of Bid, Wednesday October 30th, 2019 at 12:00 NOON, Bazetta Township Administration Building, 3372 State Route 46, Cortland, Ohio 44410; and

WHEREAS, three separate bids were received by the following bidding parties in the following amounts:

	<u>Bidder</u>	<u>Bid Amount</u> \$
	<u>Shook Company LLC</u>	<u>\$ 107,000.00</u>
	<u>J. Herbert Const Co Inc</u>	<u>\$ 143,000.00</u>
	<u>The Kreidler Const Co.</u>	<u>\$ 150,000.00</u>

and

WHEREAS, the Bids submitted by J. Herbert Const Co Inc and The Kreidler Const Co, exceeded the statutory limit of ten percent (10%) of the project's cost estimate of One Hundred and Ten Thousand Dollars \$110,000.00.; and the bid submitted by Shook Company LLC did not exceed the cost estimate plus ten percent (10%); and

WHEREAS, Bidder Shook Company LLC, has subsequent to the opening of the Bids, but prior to an award of the bid, has submitted a formal request to the Board to withdraw his bid;

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NOWHEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby accept
RESOLUTION TO LET FOR BID - HILLSIDE CEMETERY PUBLIC IMPROVEMENT PROJECT
BAZZETA TOWNSHIP

Bidder Shook Company LLC request to withdraw his bid, and does hereby declare said bidder's bid in default of Bid's requirement to remain a valid offer for thirty days from the date of opening of bids, and said bid being subject to the forfeiture of the Bid Bond submitted with the Bid; and

BE IT FURTHER RESOLVED, that all bids submitted and received for the Hillside Cemetery Improvement Project be and hereby are rejected, null and void and of no legal effect or force.

Moved by Trustee Webb, seconded by Trustee Hovis

ROLL CALL: Trustee Hovis yes no
Trustee Parke yes no absent
Trustee Webb yes no

Motion passed unanimously

Park Board

Ryan Stowell <stowellra@gmail.com>

Sat 11/2/2019 5:33 PM

To: Robyn Metheny <rmetheny@bazettatwp.org>; Trustee <trustee@bazettatwp.org>; Bazetta Township Park <parks@bazettatwp.org>; Fiscal Officer <fiscalofficer@bazettatwp.org>; Laura Y <lyarbs@aol.com>; Andrea Drotar <dirtgirlmotox@aol.com>; Jane Lewis <jblhouse@aol.com>; beth.petracco@gmail.com <beth.petracco@gmail.com>

Hello,

After much thought and consideration I have decided that I do not wish to be reappointed to the Bazetta Park Board after my current term expires on 12-31-19. My two daughters are growing up fast and becoming involved in more and more activities, I know that this time in their lives will pass quickly and I don't want to look back with any regrets.

I wanted to make everyone aware of this prior to the election this week so that it does not in any way appear to be a politically motivated decision on my part. Perhaps down the road I will be able to serve the township again, but this is the right decision for me and my family at this time.

Please keep me informed of any fundraisers or community events for the park, I will always be supportive of efforts to maintain and improve this asset to our community.

Thank you,
Ryan Stowell

Purchases Utilizing Federal Funds - Any Purchases that utilize federal funds shall be made in compliance with 2 CFR 200 and this purchasing policy. The following numbers correspond with 2 CFR 200.

General Procurement Standards

- a) Procurements by Bazetta Township when utilizing federal funds shall conform to applicable Federal law and the standards identified in this policy.
- b) Bazetta Township shall maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchases.
- c) No employee, officer, or agent of Bazetta Township may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of Bazetta Township may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. Any Employee determined to be in violation of this section, could be subject to discipline action up to and including termination. Any Elected Official determined to be in violation of this section, could be subject to prosecution and or recall of their position.
- d) Bazetta Township will consider consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.
- e) Bazetta Township, to the extent possible, shall utilize state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services.
- f) Bazetta Township, to the extent possible, shall utilize federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.
- g) Bazetta Township, to the extent possible, shall utilize use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.
- h) Bazetta Township, to the extent possible, shall award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. See also §200.213 Suspension and debarment.
- i) Bazetta Township, to the extent possible, shall maintain records sufficient to detail the history of procurement. These records will include but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.
- j) Bazetta Township, to the extent possible, shall utilize a time and materials type contract only after a

determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contracts are defined as a contract whose cost to Bazetta Township is the sum of:

- 1) The actual cost of materials; and
 - 2) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.
- k) Bazetta Township, to the extent possible, shall, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims.

Competition

- a) All procurement transactions must be conducted in a manner providing full and open competition consistent with the standards of this section. To ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:
- 1) Placing unreasonable requirements on firms for them to qualify to do business;
 - 2) Requiring unnecessary experience and excessive bonding;
 - 3) Noncompetitive pricing practices between firms or between affiliated companies;
 - 4) Noncompetitive contracts to consultants that are on retainer contracts;
 - 5) Organizational conflicts of interest;
 - 6) Specifying only a "brand name" product instead of allowing "an equal" product to be offered and describing the performance or other relevant requirements of the procurement; and
 - 7) Any arbitrary action in the procurement process.
- b) Bazetta Township shall conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.
- c) Bazetta Township ensures that all solicitations:
- 1) Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to

satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a "brand name or equivalent" description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and

- 2) Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.
- d) Bazetta Township shall ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, Bazetta Township shall not preclude potential bidders from qualifying during the solicitation period.

Methods of procurement to be followed

Bazetta Township shall use one of the following methods of procurement when purchasing items with federal funds.

- a) Procurement by micro-purchases - Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold of \$10,000. To the extent practicable, Bazetta Township shall distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations.
- b) Procurement by small purchase procedures - Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than the Simplified Acquisition Threshold (\$250,000). If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.
- c) Procurement by sealed bids (formal advertising). Bids are publicly solicited, and a firm fixed price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bid method is the preferred method for procuring construction, if the conditions in paragraph (c)(1) of this section apply.
 - 1) For sealed bidding to be feasible, the following conditions should be present:
 - i. A complete, adequate, and realistic specification or purchase description is available;
 - ii. Two or more responsible bidders are willing and able to compete effectively for the business; and
 - iii. The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally based on price.
 - 2) If sealed bids are used, the following requirements apply:
 - i. Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;
 - ii. The invitation for bids, which will include any specifications and pertinent attachments,

must define the items or services for the bidder to properly respond;

- iii. All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;
- iv. A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and
- v. Any or all bids may be rejected if there is a sound documented reason.

d) Procurement by competitive proposals. The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

- 1) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
- 2) Proposals must be solicited from an adequate number of qualified sources;
- 3) The non-Federal entity must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;
- 4) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and
- 5) The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated, and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.

e) Procurement by noncompetitive proposals. Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

- 1) The item is available only from a single source;
- 2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
- 3) The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the non-Federal entity; or
- 4) After solicitation of several sources, competition is determined inadequate.

Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

- a) Bazetta Township shall take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.
- b) Affirmative steps must include:
 - 1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
 - 2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
 - 3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
 - 4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
 - 5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
 - 6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

Contract cost and price.

- a) Bazetta Township shall perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold (\$250,000) including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, Bazetta Township shall make independent estimates before receiving bids or proposals.
- b) Bazetta Township shall negotiate profit as a separate element of the price for each contract in which there is no price competition and, in all cases, where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.
- c) Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred, or cost estimates included in negotiated prices would be allowable for Bazetta Township.
- d) The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

Federal awarding agency or pass-through entity review

- a) Bazetta Township shall make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review generally will take place prior to the time the specification is incorporated into a solicitation document.
- b) Bazetta Township shall make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:
 - 1) The non-Federal entity's procurement procedures or operation fails to comply with the procurement standards in this part;
 - 2) The procurement is expected to exceed the Simplified Acquisition Threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation;
 - 3) The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a "brand name" product;
 - 4) The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or
 - 5) A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.
- c) Bazetta Township is exempt from the pre-procurement review in paragraph (b) of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.
 - 1) Bazetta Township may request that its procurement system be reviewed by the Federal awarding agency or pass-through entity to determine whether its system meets these standards for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third-party contracts are awarded on a regular basis;
 - 2) Bazetta Township may self-certify its procurement system. Such self-certification must not limit the Federal awarding agency's right to survey the system. Under a self-certification procedure, the Federal awarding agency may rely on written assurances from Bazetta Township that it is complying with these standards. Bazetta Township must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.

Bonding requirements

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the Federal awarding agency or pass-through entity may accept the bonding policy and requirements

of Bazetta Township provided that the Federal awarding agency or pass-through entity has made a determination that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

- a) A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
- b) A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.
- c) A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

Contract provisions

All Bazetta Township contracts utilizing federal funds must contain the applicable provisions described in Appendix II to Part 200-Contract Provisions for non-Federal Entity Contracts under Federal Awards.

Appendix II to Part 200-Contract Provisions for Bazetta Township Contracts Under Federal Awards

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by Bazetta Township under the Federal award must contain provisions covering the following, as applicable.

- A. Contracts for more than the simplified acquisition threshold currently set at \$250,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.
- B. All contracts in excess of \$10,000 must address termination for cause and for convenience by Bazetta Township including the manner by which it will be affected and the basis for settlement.
- C. Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity" and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity Department of Labor."
- D. Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by Bazetta Township must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. XXX Township shall report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.
- E. Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the

purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

- F. Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.
- G. Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
- H. Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.
- I. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.
- J. See §200.322 Procurement of recovered materials.

STANDARD OPERATING GUIDELINE

**BAZETTA FIRE DEPARTMENT
ADMINISTRATION**

FEDERAL GRANT INVENTORY



SOG: 111101.19
EFFECTIVE DATE: 10-01-2019
SUPERSEDES: ALL
APPROVED: DENNIS LEWIS
CHIEF

PAGE 1 OF 2

Policy Statement:

It shall be the policy of the Bazetta Township Fire Department to adhere to the requirements of 2 CFR 200.313(d)(1), as it applies to the Equipment Management requirements related to any and all federal grants awarded to this agency.

Equipment Management Requirements

The following mechanism must be utilized to oversee the Federal Funded equipment purchased by a Federal Award.

- A description of the property
- Serial Number/ID number
- Source of funding for the property
- Who holds the title
- Acquisition Date
- Cost of property
- Percentage of federal participation in the project costs for the federal award under which the property was acquired, the location, use and condition of the property, and any ultimate disposition data, including the date of disposal and sale price of the property (if applicable).

The Bazetta Township Fire Department will track all Federal Grant related equipment by the following:

- A general description of the property (turnout gear, scba)
- All serial numbers or other forms of identification numbers will be tracked to each piece of property
- The source of the funding will be placed on the inventory sheet of all equipment purchased
- Documentation will be provided on any title holding equipment
- All acquisition dates will be monitored and labeled with the serial numbers or other forms of identification numbers
- The costs of each piece of equipment must be documented in accordance with all serial numbers/identification numbers

- A general description must be documented on how the equipment was purchased, the location of the equipment, use and condition of the property, any date of disposal, and any data related to the sale of any piece of equipment purchased by Federal Award
- A physical inventory must be taken and results recorded on the equipment annually
- All equipment (if applicable) will be distributed to one individual (turnout gear). It will be the individual's responsibility to advise the Shift Officer of any loss, damage, or theft of the property. In the event of any loss, damage, or theft the Fire Chief will conduct an investigation and document all results found
- All equipment must be thoroughly inspected periodically and report any issues to the Shift Officer then reported to the Fire Chief
- In the event of any disposal of grant related equipment; serial numbers, disposal date, item description, and reasoning must be documented and removed from the inventory list

STANDARD OPERATING GUIDELINE

BAZETTA FIRE DEPARTMENT
ADMINISTRATION



FEDERAL GRANT RECORD
Retention Policy

SOG: 111102.19
EFFECTIVE DATE: 10-01-2019
SUPERSEDES: ALL
APPROVED: DENNIS LEWIS
CHIEF

PAGE 1 OF 1

Policy Statement:

It shall be the policy of the Bazetta Township Fire Department to adhere to the requirements of 2CFR-200.333, as it applies to the retention of all records related to any and all federal grants awarded to this agency. This policy shall be incorporated into the current Bazetta Township records retention policy.

Record Retention Requirements:

All grant, financial, and administrative records related to any federal grant shall be maintained for a period of three (3) years following the date of the final submission of the Federal Financial Report (FFR) (SF-425).

If applicable, time and effort, personnel and payroll records for all individuals reimbursed under the award must be maintained as well.

Property and equipment records shall be maintained for a period of three (3) years following the final disposition, replacement, or transfer of the property and equipment.

After the 3-year period stated above, the records will be available for the historical society to review and determine if we no longer need to preserve.

BAZETTA

Incident Type Report (Summary)

Alarm Date Between {10/01/2019} And {10/31/2019}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	3	2.29%	\$15,000	100.00%
114 Chimney or flue fire, confined to chimney	1	0.76%	\$0	0.00%
151 Outside rubbish, trash or waste fire	3	2.29%	\$0	0.00%
	7	5.34%	\$15,000	100.00%
3 Rescue & Emergency Medical Service Incident				
311 Medical assist, assist EMS crew	1	0.76%	\$0	0.00%
321 EMS call, excluding vehicle accident with	87	66.41%	\$0	0.00%
322 Motor vehicle accident with injuries	3	2.29%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	7	5.34%	\$0	0.00%
	98	74.80%	\$0	0.00%
4 Hazardous Condition (No Fire)				
411 Gasoline or other flammable liquid spill	1	0.76%	\$0	0.00%
424 Carbon monoxide incident	1	0.76%	\$0	0.00%
442 Overheated motor	1	0.76%	\$0	0.00%
444 Power line down	1	0.76%	\$0	0.00%
	4	3.05%	\$0	0.00%
5 Service Call				
552 Police matter	1	0.76%	\$0	0.00%
553 Public service	3	2.29%	\$0	0.00%
554 Assist invalid	2	1.52%	\$0	0.00%
561 Unauthorized burning	1	0.76%	\$0	0.00%
	7	5.34%	\$0	0.00%
6 Good Intent Call				
611E Dispatched & cancelled en route (EMS /	1	0.76%	\$0	0.00%
611F Dispatched & cancelled en route (Fire /	7	5.34%	\$0	0.00%
622 No Incident found on arrival at dispatch	2	1.52%	\$0	0.00%
651 Smoke scare, odor of smoke	1	0.76%	\$0	0.00%
671 HazMat release investigation w/no HazMat	2	1.52%	\$0	0.00%
	13	9.92%	\$0	0.00%
7 False Alarm & False Call				
735 Alarm system sounded due to malfunction	1	0.76%	\$0	0.00%

BAZETTA

Incident Type Report (Summary)

Alarm Date Between {10/01/2019} And {10/31/2019}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
7 False Alarm & False Call				
744 Detector activation, no fire -	1	0.76%	\$0	0.00%
	2	1.52%	\$0	0.00%

Total Incident Count: 131

Total Est Loss: \$15,000

BAZETTA

Aid Responses by Department

Alarm Date Between {10/01/2019} And {10/31/2019}

Incident	Notified	Type of Aid		Fire	EMS	Resc	Other
ACTION Action Ambulance							
19-0001040	10/24/2019	3 Mutual aid given	#Personnel	0	0	0	0
Their Inci 19-1040		Response Time: 00:06:36	#Appartus	0	0	0	0
Subtotal Responses: 1			Average Response Time for Dept: 00:06:36				

STA. 10 AIR BASE							
19-0000949	10/02/2019	2 Automatic aid received	#Personnel	0	0	0	0
Their Inci YOF1900046		Response Time: 00:02:42	#Appartus	0	0	0	0
Subtotal Responses: 1			Average Response Time for Dept: 00:02:42				

STA. 12 CORTLAND FIRE DEPARTMENT FDID 78200							
19-0000949	10/02/2019	2 Automatic aid received	#Personnel	0	0	0	0
Their Inci 1901388		Response Time: 00:02:42	#Appartus	0	0	0	0
19-0000958	10/04/2019	3 Mutual aid given	#Personnel	0	2	0	0
Their Inci 1399		Response Time: 00:07:30	#Appartus	0	1	0	0
19-0000959	10/04/2019	3 Mutual aid given	#Personnel	0	2	0	0
Their Inci 1401		Response Time: 00:08:28	#Appartus	0	1	0	0
19-0000968	10/07/2019	4 Automatic aid given	#Personnel	0	0	4	0
Their Inci 1416		Response Time: 00:06:56	#Appartus	0	0	1	0
19-0000999	10/15/2019	3 Mutual aid given	#Personnel	0	2	0	0
Their Inci 1465		Response Time: 00:05:25	#Appartus	0	1	0	0
19-0001015	10/19/2019	1 Mutual aid received	#Personnel	0	0	0	0
Their Inci 19-1487		Response Time: 00:10:21	#Appartus	0	0	0	0
19-0001036	10/24/2019	3 Mutual aid given	#Personnel	0	0	0	0
Their Inci 19-1509		Response Time: 00:08:19	#Appartus	0	0	0	0
Subtotal Responses: 7			Average Response Time for Dept: 00:07:06				

STA. 17 BRISTOL FDID 78105							
19-0001014	10/19/2019	4 Automatic aid given	#Personnel	0	0	0	0
Their Inci 19-0455		Response Time: 00:04:01	#Appartus	0	0	0	0
Subtotal Responses: 1			Average Response Time for Dept: 00:04:01				

Response time calculated from time notified to arrival.

BAZETTA

Aid Responses by Department

Alarm Date Between {10/01/2019} And {10/31/2019}

Incident	Notified	Type of Aid		Fire	EMS	Resc	Other
STA. 21 CHAMPION FIRE DEPARTMENT FDID 78109							
19-0000949	10/02/2019	2 Automatic aid received	#Personnel	0	0	0	0
Their Inci	2019210149	Response Time: 00:02:42	#Appartus	0	0	0	0
19-0000986	10/12/2019	1 Mutual aid received	#Personnel	0	2	0	0
Their Inci	1562	Response Time: 00:07:09	#Appartus	0	1	0	0
19-0001011	10/18/2019	1 Mutual aid received	#Personnel	0	0	0	0
Their Inci	19-1591	Response Time: 00:07:32	#Appartus	0	0	0	0
19-0001032	10/24/2019	4 Automatic aid given	#Personnel	3	0	0	0
Their Inci	2101623	Response Time: 00:13:37	#Appartus	1	0	0	0
19-0001066	10/31/2019	2 Automatic aid received	#Personnel	0	2	0	1
Their Inci	1683	Response Time: 00:04:14	#Appartus	0	1	0	1
19-0001070	10/31/2019	3 Mutual aid given	#Personnel	0	2	0	0
Their Inci	1687	Response Time: 00:12:29	#Appartus	0	1	0	0
19-0001071	10/31/2019	3 Mutual aid given	#Personnel	0	2	0	0
Their Inci	1688	Response Time: 00:07:28	#Appartus	0	1	0	0

Subtotal Responses: 7

Average Response Time for Dept: 00:07:53

STA. 32 HOWLAND FDID 78121

19-0000949	10/02/2019	2 Automatic aid received	#Personnel	0	0	0	0
Their Inci	1902854	Response Time: 00:02:42	#Appartus	0	0	0	0
19-0001004	10/17/2019	4 Automatic aid given	#Personnel	5	0	0	0
Their Inci	1903040	Response Time: 00:07:10	#Appartus	2	0	0	0

Subtotal Responses: 2

Average Response Time for Dept: 00:04:56

STA. 77 TRUMBULL COUNTY HAZ MAT TEAM

19-0000986	10/12/2019	1 Mutual aid received	#Personnel	0	0	0	1
Their Inci	20	Response Time: 00:07:09	#Appartus	0	0	0	1

Subtotal Responses: 1

Average Response Time for Dept: 00:07:09

Response time calculated from time notified to arrival.

Sundance Quote

Dennis Withem <withemd@sundance-sys.com>

Fri 9/13/2019 5:18 PM

To: Chris Herlinger <cherlinger@bazettatwp.org>

📎 1 attachments (200 KB)

QT_Hosted MDT and RMS.pdf;

Chris,

Thank you for investing your valuable time with Sundance Systems, Inc. We appreciate the opportunity to partner with Bazetta PDI. Our vision is to enable customers to reach their strategic goals. Law enforcement is under tremendous stress 24x7x365, and it is our job as your strategic partner to help improve your operations. We do this by focusing our resources on creating software that is easy to use, intuitive and robust, because, like you, we understand that keeping officers on the road patrolling, and **not at a desk is essential**.

To be your long-term strategic partner, we must provide a software system that can be easily maintained and accessed by your staff. Your team's time is valuable, and the Sundance LES software is designed as a mission-critical tool to save your team time. Law enforcement software are required today to keep a law enforcement agency operating at peak performance. With shrinking budgets, and headcount reduction it becomes more important than ever to keep your officers on the road and not at the station. We accomplish this task for you by offering an application that is completely streamlined, and accessible from both the station and the car. Our goal is to make the paperwork part of the officer's job as quick and easy as possible. By decreasing the amount of time an officer has to focus on paperwork, we increase the amount of patrolling, limit the amount of overtime, and increase the general productivity of the department.

We understand that we must earn your **TRUST** to establish a long-term partnership. Here are the guidelines for a great partnership:

1. They must be mutually beneficial: We must deliver state of the art solutions based on **ease of use**, so your team can perform their jobs better.
2. Must be easy to work together: We have 20+ year relationships with our customers today, and the key to that success is simplicity in working together. We all understand the problems with working with large companies: limited support for "small customers" and red tape. Sundance Systems, Inc. manufactures, sells, supports, trains and implements your solution A to Z in the U.S.A. We work hard to make sure we are easy to work with. Therefore, I include my cell phone on all my e-mails. I am always reachable 24x7x365.
3. They must provide high value: Our law enforcement software is neither the least nor the most expensive on the market. One thing we do guarantee is that you will get three times the value on your investment. Therefore, we offer a **100% Money Back Guarantee**, if any time within the first year you feel we have not met and exceeded expectations, we will refund your money.

Here are some key highlights about us:

1. Sundance Systems, Inc. has been in business for over 20 years.

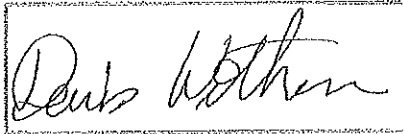
2. Sundance Systems, Inc. is laser-focused on creating applications that meet the needs of Ohio Law Enforcement.

3. Sundance Systems, Inc. focuses on a direct marketing model. We manufacture, sell, support, service, and train all right here in the United States. We provide 24x7x365 emergency support contracts that guarantee a 4-hour response. Our Sundance Systems, Inc. software development philosophy allows us to build functionality faster based on our customer's client's needs.

We would love to partner with your team, but in the event, you decide not to partner with us, please make sure you do three things.

1. Get a letter from the **software company**, not a re-seller, guaranteeing your system is compliant with state and federal standards, and will not require a forklift upgrade. The last thing you want to do is purchase twice!
2. Get letters from the manufacturer, again not a re-seller, guaranteeing that the product you are buying will not be **SUNSET** (obsoleted) within the next ten years.
3. Make sure you receive a written 100% money back guarantee!
4. We want you to be successful even if you decide not to partner with us.

Sincerely Yours,

A handwritten signature in black ink, enclosed in a thin black rectangular border. The signature appears to read "Dennis Withem" in a cursive script.

Dennis Withem
President
Sundance Systems Inc.



Quotation

Valid Till:
Quote Number : 20190913b
Modified Time:09/13/2019 04:17 PM

Sundance Systems, Inc.
8001 Sweet Valley Rd. Suite 5
Valley View, OH 44125
Phone: (216) 328-8551 Fax:

Quotation Description:
Hosted MDT and RMS

Quotation For:
Chris Herlinger
Bazetta Township Police
2671 McCleary-Jacoby Road
Cortland, OH 44410

Payment Terms:
Need down 1/4 down payment this year: \$4,10900
01/2020 - \$4,10900
04/2020 - \$4,10900
07/2020 - \$4,10900
10/2020 - \$2,175.00 (Normal payment amount moving forward.)

Product Name	Description	Qty	List Price	Total
Hosted MDT License (\$50 x 12Mths)	Base Functionality Included with the Mobile System Receive NG911 calls and emergency dispatch information from CAD. Modules: - ALL modules in the RMS, are included in the mobile! - Call Screen (for silent dispatch) - Call Status Window - Call History - Chat Window - E-Citation built in - Google Mapping (we are a Google partner) - Integrated Map - LEADS/BMV Integration - LEADS search window - Master Name Index - Master Vehicle Index - Message Switch (Open Fox) - Mileage log - Unit Status Window - Unit Routing using Google Maps if AVL purchased - Scan driver's license - Self-Init Screen General/Shared Functionality: - Search In State, BMV, Data Sharing, CCH or local databases - Searches: Name, Plate, SSN, OLN, Address, Physical, VIN, Article, CCH, BMV and Adhoc State queries - Brings back BMV Photos - LEADS Admin C.O.P and BOLO messages can be sent automatically to mobiles.	9	\$600.00	\$5,400.00

Product Name	Description	Qty	List Price	Total
	driver's license - Search results are integrated on one screen for easy viewing - Integrates with in-house warnings, special attentions, call history and in-house warrants - Integrates with CAD system for silent dispatch and self-initiated calls - Chat system, with alerts and chat broadcast - Dynamic call log entries can be sent to mobiles automatically. - History screen shows history of searches since user was logged on - Mapping interface - Broadcast alerts can be sent out when agency defined keywords are triggered in State searches - Allows for unlimited plates names to be entered into the dispatch screen - Units can timestamp themselves - Call disposition can be entered directly from car			
Hosted RMS - NO STATE QUERY (\$35 x 12Mnth)	Hosted RMS comes with E-Storage and Stat Reports Base Functionality Included with RMS System Modules: - Accident – OH1 (Uploads to the state) - Arrest/Booking - Business file - Case Management - Citations with E-Tickets - Civil Processing - Contacts/Rolodex - Criminal abatement tracking - Employee File - Employee Training File - Employee Qualifications - Employee Evaluations - Evidence/Property Room Management - Estorage (Document Management System) - FIR (Field Interviews) - Fixed Assets (Vehicle Maintenance) - House Check - Incident Reports - Jail Management - Jail Cell Maintenance - Jail Commissary - Jail Phone Log - Jail Meal Log - Jail Medical Log - Jail Visitor Log - K9 Module - Master Name Index - Master Vehicle Index - Master Search (People, Vehicles and Property) - Minor Misdemeanor Tickets - Offence Codes (ORC pre-loaded) - Paging/Text interface - Parking Citations with warning and late letters etc. - Report administration and workflow - Residence File	5	\$420.00	\$2,100.00

Product Name	Description	Qty	List Price	Total
	<ul style="list-style-type: none"> - Tow File - Warnings - Warrants <p>General/Shared Functionality:</p> <ul style="list-style-type: none"> - Each module integrates with the master name index - Each module integrates with the master vehicle index - Each module integrates with the master searches - Security is completely configurable by user and group - LEADS integration (with mobile) - System comes pre-loaded with ORC codes - Every RMS module can be ran remotely in an MDT. - E-Storage integrates with each module - Spell check works in each module - Each module export to PDF and Excel <p>Integration Included:</p> <ul style="list-style-type: none"> - Court Interface (OHSP compliant) - LEADS/NCIC - Matrix Prosecutor Interface - OIBRS/NIBRS - OLLEISN/OHLEG - Sundance Data Sharing System - Traffic Accident Upload - Traffic Citations Upload <p>Electronic Document Storage</p> <ul style="list-style-type: none"> - Sundance Document Management System - Handles any type of digital information - Connects and integrates with all Sundance modules. <p>Statistical Reports Include</p> <ul style="list-style-type: none"> - Over 200 reports and graphs included with module - Shift reports – Detailed call information with dispatch times and descriptions - Alarm Drops – Alarms received, broken down by location - Call Activity – Calls by date and time - Call Activity – Number of calls handled, broken down by hour and day - Calls by Address - Calls Received – Calls received in CAD, broken down by call type - Call Received by Dispatcher – Breakdown of number of calls by dispatcher - Calls Received by How Received – Number of calls received, broken down by how received - Officer Activity reports 			
CAD Bridge - Hosted (\$100 x 12Mnths)	The Sundance CAD Bridge will auto-populate data from a third party CAD system. The bridge will accept Events (location/type/report numbers), Persons, Vehicles and Units Times.	1	\$1,200.00	\$1,200.00
Third Party Costs	Can be purchased directly from Trancite at \$219 a license. http://www.trancite.com/v2/pages/easystreet-draw/landing-page.html	2	\$0.00	\$438.00
Data Conversion Hourly Rate	Call file, MNI, incident, Evidence	40	\$95.00	\$3,800.00
Hosted LES Setup \$250 Per Device (One	Project Management & Installation - Assigned Project Manager	14	\$250.00	\$3,500.00

Product Name	Description	Qty	List Price	Total
	<ul style="list-style-type: none"> - Load default configuration options - Work with customer to test and setup installed system - Work with LEADS staff to setup connection 			
	Training Includes: <ul style="list-style-type: none"> - Agency tailored instruction & class structure - Online documentation - Online training videos 			
			Sub Total	\$16,438.00
			Discount	\$0.00
			Tax	\$0.00
			Adjustment	\$0.00
			Grand Total	\$16,438.00

Comments or Special Instructions:

Quote does not include any cabling or infrastructure work. Does not include any third party hardware or licenses except as specified as a line item on quote. Unless specific payment terms are specified, work will begin upon receipt of 1/2 down. The next 1/4 upon installation. And the last 1/4 on customer acceptance. Prices quoted are for the first year.

Signature:

Date:

PO#:



October 2019 Bazetta Police Department Activity

Published Date: November 11, 2019

Activity	Total
Calls for Service	531
Incident Reports Filed	137
Traffic Crash Investigations	13
Number of Persons Arrested	55
Traffic Offenses	49
Traffic Citations Issued	38
Vehicle Miles Traveled	8,662.50
Office Contacts	265

* Numbers are subject to change due to report status and other circumstances.

Bazetta Township Police Department

Year to Date Analysis October 2018 Comparison to October 2019

Chief Christopher G. Herlinger

Sgt. Jake Abbott



↑↓Percentage Difference
from 2018 to 2019

2018 2019

Calls for Service	458	531	15.939 ↑
Incidents Filed	134	137	2.239 ↑
Traffic Crash Investigations	16	13	-18.75 ↓
Number of Persons Arrested	48	55	14.583 ↑
Traffic Offenses	69	49	-28.985 ↓
Miles Traveled	8286.90	8662.5	4.532 ↑

Numbers published as of January 7, 2019 — subject to change Numbers updated on 11/07/2019



October 2019 Bazetta Police Department Activity

Published Date: November 11, 2019

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**Bazetta Township Police
Comparison Chart 2018-2019**

Bazetta Township Police - 2018-2019 Monthly Comparison Chart

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Cells for Service	516	508	617	583	755	640	700	617	597	458	434	388	6813
Incidents Filed	107	110	123	141	164	134	113	114	155	134	104	102	1501
Traffic Crash Investigations	17	9	14	15	12	12	16	18	9	16	13	14	165
Number of Persons Arrested	39	44	54	64	75	46	49	23	50	48	30	27	549
Traffic Offenses	56	104	133	106	138	82	49	51	71	69	47	31	937
Miles Traveled	10,558.70	9,300.20	11,741.70	10,442.20	11,280.60	8,280.00	10,578.40	10,293.40	9,346.20	8,286.90	7,934.90	7386	115,429.20

2019	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Cells for Service	391	380	486	425	526	619	683	668	543				4721
Incidents Filed	92	85	136	133	148	126	132	124	145	137			1258
Traffic Crash Investigations	18	11	15	12	20	10	9	6	11	13			125
Number of Persons Arrested	21	28	66	67	80	54	39	55	55	55			520
Traffic Offenses	22	37	57	60	61	31	38	23	61	49			439
Miles Traveled	6,970.70	6,669.60	8,063.00	7,408.70	6,896.50	7,153.10	8,564.50	7,843.80	8,130.90	8,662.50			76,363.30

Bazetta Township Police Department

Year to Date Analysis October 2018 Comparison to October 2019

Chief Christopher G. Herlinger

Sgt. Jake Abbott



↑↓Percentage Difference
from 2018 to 2019

2018 2019

	2018	2019	↑↓Percentage Difference from 2018 to 2019
Calls for Service	458		
Incidents Filed	134	137	2.239 ↑
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Numbers published as of January 7, 2019 --subject to change Numbers updated on 11/07/2019

October-19

Year-Model	Make	Color	Year	Class	Owner	Plate	Weight	Registration	Due Date	Weight	Registration	Due Date	Weight	Registration	Due Date	
19-10-001	Honda	Black	NH	Civic	Virginia 2008 Boone deleatus Devenaux o=Nicholas	10/A/2019 Emerines	100	100	25	10/4/2019	225	125				
19-10-020	Ford	Black	NH	F350	2012 Homback	10/6/2019 Buds	100	50	25	10/7/2019	175	75				
19-10-035	Dodge	Red	CH	Caravan	o=River Travis deSylvester	10/10/2019 Schultz	100		25	PENDING						
19-10-042	Pontiac	White	NH	Grand Prix	o=Scott White d=Charles 2007 Snyder	10/11/2019 Emerines	100	25	25	10/11/2019	150	50				
19-10-058	Ford	Silver	CH	F150	O=Larry E Bryszc (Deceased) D=	10/13/2019 Buds	100	125	25	10/17/2019	250	150				
19-10-064	Chrysler	Black	CH	200	2018 Larry T Bryszc 2011 Sherr'yash Donald	10/15/2019 Schultz	100	50	25	10/16/2019	175	75				
19-10-069	Ford	White	CH	F150	2008 Denovatek	10/16/2019 Emerines	100	75	25	10/18/2019	200	100				
19-10-075	Chevy	Black	CH	Cavalier	1994 Ryan Brewer	10/18/2019 Schultz	100		25							
19-10-083	Chrysler	Silver	CH	Sebring	2005 Kelly Koska	10/20/2019 Emerines	100		25	PENDING						
19-10-084	Chevy	Malibu	NH	Malibu	o=Ludy Roszak deLessica 2012 Rosak	10/20/2019 Buds	100	50	25	10/17/2019	175	75				
19-10-090	Pontiac	Orange	NH	Aztek	o=Heaven Grabill deRobert	10/20/2019 Emerines	100		25	PENDING						
19-10-108	Subaru	White	NH		2004 Mahan O= Jane M. Lessor D=	10/25/2019 Schultz	100	50	25	10/26/2019	175	75				
OCTOBER TOTALS													1525	725	1525	725

2019 YTD 17100 10500

Bazetta Park Board Minutes ~ October 15, 2019

Members Present

Andrea Drotar

Jane Lewis

Ryan Stowell

Laura Yarabenetz

Member Absent

Beth Petracco

- I. Meeting Called to Order /Attendance/ 9-7-19 Minutes. Motion to accept Ryan. Jane, 2nd by Jane. All-yes
- II. Treasury Report – Jane confirmed with Fiscal Officer that the Park ‘New Improvement’ Account Balance of \$22,220.24 given to Park Board on 10/01/19 was incorrect. ‘New Improvement’ Balance was put into ‘Appropriation’ – this was never done before. Will this happen every year and carry-over? 2019 ‘New Improvement Balance’ = \$30,397.53 (outstanding \$1,567.38 to be paid to Play By Design) 2019 ‘Maintenance’ Appropriation recorded as \$19,217.38. Balance = \$11,200.10 (as of 9/30/19) Can leftover Appropriation \$ be used for additional maintenance?
- III. Items discussed
 - A. Quorum – Chairman Hovis reported that a ‘quorum’ is based on number of seats filled.
 - B. Playground – Supervisor Chris Parke to submit estimates on S-hook tool, maintenance and labor costs for Play By Design (PBD) inspection report Priority #1’s
 - C. Local tree service company trimmed tree and will return to trim more around Playground after Park closes in November under the supervision of Chris Parke.
 - D. Eagle Scout Project – Awaiting update and approval from Trustees.
 - E. Fundraising – Church of Warren voiced interest in hosting a fundraiser for the Park at Jerico Center in winter and another at the Park in spring including bouncy houses. Board will contact.
 - F. Grants – Jane reported that Walmart distributes community grants. Board to review requirements.
 - G. 2020 meeting dates and Board positions to be discussed at next meeting.
- IV. Open to Public - Nobody in attendance
- V. Next Meeting: November 19, 2019 at 7:00pm
- VI. Meeting Adjourned at 8:08pm



Eagle Scout Service Project Workbook



BOY SCOUTS OF AMERICA

Eagle Scout candidate's full legal name Ryan James Kurtz

Please give a name to your project Park Entrance Refurbishment

Message From the Chief Scout Executive

Greetings Eagle Scout Candidate!

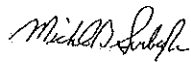
Congratulations on earning the rank of Life Scout. You are among approximately 55,000 youth who year after year, achieve that important milestone. As you ponder the meaning behind the Life patch, I encourage you to think about the symbol of the heart. Historically in Scouting, it was a fitting symbol of health and fitness, but it also represents the spirit of caring and giving that's behind the Eagle Scout service project.

Service to other people is what Scouting is all about. In many ways, your service project is a reflection of who you are as a youth leader. Your result should be of significant impact in your community to be special, and should represent your very best effort.

Your proposal, the logical first step, should emphasize your intention to give leadership to others through proper planning and development. Communicate with the beneficiary often to ensure the project meets the organization's needs once it's completed.

I encourage you to seek guidance from your unit leader and project coach as you need help. Your *Eagle Scout Service Project Workbook*, much like a compass, will help navigate your way to a life of service as a proud Eagle Scout.

Wishing you all the best in your journey on the Trail to Eagle!



Michael B. Surbaugh
Chief Scout Executive



Scouts and Parents or Guardians

Please read "Message to Scouts and Parents or Guardians" on pages 5 and 6. This includes excerpts and summaries from the *Guide to Advancement* that may help ensure requirements are properly administered according to national BSA policies and procedures. Please note, also, that when Eagle Scout candidates submit their project proposal they will promise they have read this entire workbook. Doing so will be important to their success.

Only the Official Workbook May Be Used

Eagle Scout candidates must use the official *Eagle Scout Service Project Workbook*, No. 512-927, as produced by the BSA and found at www.scouting.org/advancement. Although it is acceptable to copy and distribute the workbook, no council, district, unit, or individual has the authority to produce or require additional forms, or to add or change requirements, or to make any additions, deletions or changes in the text, outlines, links, graphics, or any other elements of the workbook.

Attention: Unit, District, and Council Reviewers

Eagle Scout projects must be evaluated primarily on impact—the extent of benefit to the religious institution, school, or community, and on the leadership provided by the candidate. There must also be evidence of planning and development. This is not only part of the requirement but relates to practicing the Scout motto, Be Prepared. *However*, in determining if a project meets Eagle Scout requirement 5, reviewers must not require more planning and development than necessary to execute the project. These elements must not overshadow the project itself, as long as the effort was well led and resulted in otherwise worthy results acceptable to the beneficiary.

Eagle Scout Service Project Workbook

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Navigating the Eagle Scout Service Project, Information for Project Beneficiaries	

How to Use This Workbook

This workbook includes valuable information that can help ensure your success. It includes four project forms: a proposal, a plan, a fundraising application, and a report. Following the project report you will find "Navigating the Eagle Scout Service Project," an information sheet that you should provide to the project beneficiary before the beneficiary approves your proposal. You will find it helpful to take the entire workbook—even the parts that have not yet been prepared—with you to all meetings and discussions concerning your project.

Before preparing any of the four forms, read with your parent or guardian, the "Message to Scouts and Parents or Guardians" found on pages 5 and 6. If your project is worthy and meets Eagle Scout requirement 5 as written, the message will help you successfully present your proposal through the approval process.

Preparing the Project Proposal

[Go to Project Proposal](#)

Your proposal must be completed first. It is an overview, but also the beginnings of planning. Be sure to read "Instructions for Preparing Your Proposal" which appears right after the proposal cover page in this workbook.

The Project Plan

[Go to Project Plan](#)

Prepare your project plan after your proposal has been approved, but before you begin work on your project. The Project Plan form is a tool for your use. No one approves it, although your project beneficiary has the authority to review it and require changes in it. Your project plan can also be important in showing your Eagle Scout board of review that you have planned and developed your project as required. And you are **strongly encouraged** to share your project plan with an Eagle Scout service project coach. Doing so can help you avoid many problems associated with service projects. Be sure to check with the council or district person who approved your proposal to learn how project coaches are designated in your community.

The Fundraising Application

[Go to Fundraising Application](#)

If your fundraising effort involves contributions **only** from the beneficiary, or you, your parents or relatives, your unit or its chartered organization, or parents or members in your unit, then you do not need a fundraising application. If you will be obtaining money, materials, supplies, or donations from other sources, you may need to submit an application. See "Procedures and Limitations on Eagle Scout Service Project Fundraising," which appears on page B of the fundraising application.

The Project Report

[Go to Project Report](#)

Prepare the project report after the project has been executed. You must sign it to confirm you led and executed the project. Note also, the signature lines for the beneficiary's and your unit leader's approval that your project fulfilled Eagle Scout requirement 5.

Meeting Eagle Scout Requirement 5

Eagle Scout Requirement 5

While a Life Scout, plan, develop, and give leadership to others in a service project helpful to any religious institution, any school, or your community. (The project must benefit an organization other than the Boy Scouts of America) A project proposal must be approved by the organization benefiting from the effort, your unit leader and unit committee, and the council or district before you start. You must use the Eagle Scout Service Project Workbook, No. 512-927, in meeting this requirement.

Project Purpose

In addition to providing service and fulfilling the part of the Scout Oath, "To help other people at all times," one of the primary purposes of the Eagle Scout service project is to learn leadership skills, or to improve or demonstrate leadership skills you already have. Related to this are important lessons in project management and taking responsibility for a significant accomplishment.

Choosing a Project

Your project must be for any religious institution, any school, or your community. It is important to note, however, that the BSA has defined "your community" to include the "community of the world." Normally, "your community" would not refer to individuals, although a council or district advancement committee may consider scenarios in which an individual in need can affect a community. It is then a matter of identifying a source representing the "community" who will provide approvals. For more information, see the *Guide to Advancement*, No. 33088, topic 9.0.2.5.

Your project must present an opportunity for planning, development, and leadership. For example, if a blood drive is chosen and the blood bank provides a set of "canned" instructions to be implemented with no further planning, the planning effort would not meet the test. You may need to meet with blood bank officials and work out an approach that requires planning, development, and leadership. This might involve developing and carrying out a marketing and logistics plan, reaching a challenging collection goal, or coordinating multiple blood collection events.

An Internet search can reveal hundreds of service project ideas. Your project does not have to be original, but it could be. It might be a construction, conservation, or remodeling project, or it could be the presentation of an event with a worthwhile purpose. Conversations with your unit leader, teachers, your religious leader, or the leaders of various community organizations can also uncover ideas. In any case, be sure the project presents a challenge that requires leadership, but also something that you can do with unskilled helpers, and within a reasonable period of time.

Restrictions and Other Considerations

- There are no required minimum hours for a project. No one may tell you how many hours must be spent on it.
- Routine labor is not normally appropriate for a project. This might be defined as a job or service you may provide as part of your daily life, or a routine maintenance job normally done by the beneficiary (for example, pulling weeds on the football field at your school).
- While projects may not be of a commercial nature or for a business, this is not meant to disallow work for community institutions, such as museums and service agencies (like homes for the elderly, for example), that would otherwise be acceptable. Some aspect of a business operation provided as a community service may also be considered; for example, a park open to the public that happens to be owned by a business, but primarily benefits the community.
- A project may not be a fundraiser. In other words, it may not be an effort that primarily collects money, even for a worthy charity. Fundraising is permitted only for securing materials and facilitating a project, and it may need to be approved by your council. See "Eagle Scout Service Project Fundraising Application" later in this workbook.
- No more than one Eagle Scout candidate may receive credit for working on the same Eagle Scout service project.
- Projects must not be performed for the Boy Scouts of America, or its councils, districts, units, or properties.

Collecting Service Project Data

The BSA collects information on hours worked on Eagle Scout projects because it points to achievement of our citizenship aim. Please assist with data collection by keeping a list of people who help and the number of hours they work. When you prepare your project report you will need to include this data on page B of the report. Providing accurate information will also help your unit leadership enter your project into the BSA's Journey to Excellence tracking system.

Message to Scouts and Parents or Guardians

The Eagle Scout service project requirement has been widely interpreted—both properly and improperly. This message is designed to share with you, the Eagle Scout candidate, and your parents or guardians the same information BSA provides to council and district volunteers responsible for project proposal approvals throughout the Boy Scouts of America.

In addition to reading this entire workbook, you and your parents or guardians should consult the *Guide to Advancement*, No. 33088, beginning with topic 9.0.2.0, "The Eagle Scout Service Project." The *Guide* may be accessed at www.scouting.org/advancement.

The current *Guide to Advancement*, No. 33088, along with the *Scouts BSA Requirements* book, No. 33216, and this workbook, are the primary official sources on policies and procedures for Eagle Scout service projects. The *Guide to Advancement* and *Scouts BSA Requirements* book are available in Scout shops or on www.scoutshop.org. Your local council and district are important resources for information and guidance and can tell you where to submit service project proposals.

The council and district may also establish limited local procedures as necessary. However, all of this must be done in harmony with the official sources mentioned above. Councils, districts, units, and individuals must not add requirements or ask you to do anything that runs contrary to, or that exceeds, the policies, procedures, or requirements of the Boy Scouts of America.

Available from your Scout Shop or on www.scoutshop.org is an Eagle Project plaque to place at your project location at the completion of the project (<https://www.scoutshop.org/catalog/product/view/id/6831>).

What an Eagle Scout Candidate Should Expect

The Eagle Scout service project belongs to the Eagle Scout candidate. The candidate's parents and others may help, but the Scout must be the leader. Nonetheless, while working toward completion of the project, especially during the proposal approval process, a candidate has the right to expect the following, as reprinted from the *Guide to Advancement*, topic 9.0.2.1.

1. Questioning and probing for their understanding of the project, the proposal, and what must be done, shall be conducted in a helpful, friendly, courteous, and kindhearted manner. We will respect the Scout's dignity. Scouts will be allowed, if they choose, to have a parent, unit leader, or other adult present as an observer at any time while they are discussing their proposal or project with someone who is reviewing it.
2. Project expectations will match Eagle Scout requirement 5, and we will not require proposals to include more than described in the *Eagle Scout Service Project Workbook*.
3. If requested by the Scout or the Scout's parent or guardian, an explanation of a proposal rejection will be provided in writing, with a copy sent to the council advancement chair and staff advisor. It will indicate reasons for rejection and suggestions concerning what can be done to achieve approval.
4. Guidance that maximizes the opportunity for completion of a worthwhile project will be readily available and strongly recommended. Ultimately, however, the responsibility for success belongs to the Scout, and final evaluation is left to the board of review.
5. Candidates who believe they have been mistreated or their proposal wrongfully rejected, will be provided a method of redress. This will include the opportunity for a second opinion and approval, either through another volunteer or professional advancement administrator*, or the Scout executive, as determined by the council advancement committee or executive board.

*An "advancement administrator" is a member or chair of a council or district advancement committee, or a volunteer or professional designated according to local practices, to assist in advancement administration.

Excerpts and Summaries From the *Guide to Advancement*

Eagle Scout Service Project Coaches (See the *Guide to Advancement*, topic 9.0.2.9)

Many units, districts, and councils use Eagle Scout service project “coaches,” because the advice they provide after approval of a proposal can be invaluable as candidates develop their project plan. A coach can help Scouts see that if a plan is not sufficiently developed then projects can fail. Assistance can come through evaluating a plan and discussing its strengths, weaknesses, and risks, but coaches do not have the authority to dictate changes, or take any other such directive action. Instead, coaches must use the BSA method of positive adult association, logic, and common sense to help the candidate make wise decisions.

It is up to the council to determine who may serve as project coaches and how they might be assigned or otherwise provided to candidates. Coaches must be registered with the BSA (in any adult position) and be current in BSA Youth Protection training, and may come from the unit, district, or council level. For examples of how a service project coach can assist, please see the *Guide to Advancement*, topic 9.0.2.9. Note that there should be only one coach that is *designated* for you by your council or district; but your unit may also provide people to coach you.

What Is Meant by “Give Leadership to Others ...?” (See the *Guide to Advancement*, topic 9.0.2.4)

“Others” means at least two people besides the Scout. Helpers may be involved in Scouting or not, and of any age appropriate for the work. Councils, districts, and units shall not establish requirements for the number of people led, or their make-up, or for time worked on a project.

Evaluating the Project After Completion (See the *Guide to Advancement*, topic 9.0.2.13)

Eagle Scout projects must be evaluated primarily on impact—the extent of benefit to the religious institution, school, or community, and on the leadership provided by the candidate. There must also be evidence of planning and development. This is not only part of the requirement, but relates to our motto to, “Be Prepared.” However, in determining if a project meets requirement 5, reviewers must not require more planning and development than necessary to execute the project. These elements must not overshadow the project itself, as long as the effort was well led, and resulted in an otherwise worthy outcome acceptable to the beneficiary.

There may be instances where, upon its completion, the unit leader or project beneficiary chooses not to approve a project. One or the other may determine, for example, that modifications were so significant that the extent of the service or impact of the project was insufficient to warrant approval. The candidate may be requested to do more work or even start over with another project. The candidate may choose to meet these requests, or may decide—if he or she believes the completed project worthy and in compliance—to complete an Eagle Scout Rank Application and submit the project workbook without final approval. If requested, the candidate must be granted a board of review. If it is thought a unit board may not provide a fair hearing, a board of review under disputed circumstances may be initiated according to the *Guide to Advancement*, topic 8.0.3.2.

Risk Management and Eagle Scout Service Projects (See the *Guide to Advancement*, topic 9.0.2.14)

All Eagle Scout service projects constitute official Scouting activity and thus are subject to Boy Scouts of America policies and procedures. Projects are considered part of a unit’s program and are treated as such with regard to policies, procedures, and requirements regarding Youth Protection, two-deep leadership, etc. The health and safety of those working on Eagle projects must be integrated into project execution. Since an Eagle Scout service project is a unit activity, unit leadership has the same responsibility to assure safety in conducting a project as with any other unit activity. The unit leader or unit committee should reject proposals for inherently unsafe projects. The candidate should plan for safe execution, but it must be understood that minors cannot and must not be held *responsible* for safety concerns. As with any Scouting activity, the *Guide to Safe Scouting* applies. The “Sweet 16 of BSA Safety” must also be consulted as a planning tool. It can be found at: <https://www.scouting.org/health-and-safety/gss/sweet16/>. The *Guide to Safe Scouting* may be accessed at <https://www.scouting.org/health-and-safety/gss/>.

Insurance and Eagle Scout Projects (See the *Guide to Advancement*, topic 9.0.2.15)

The Boy Scouts of America General Liability Policy provides general liability insurance coverage for official Scouting activities. Registered adult leaders are provided primary coverage. Unregistered adults participating in a Scouting activity are provided coverage in excess of their personal insurance. Every council has the opportunity to participate in the BSA Accident and Sickness insurance program. It provides some insurance for medical and dental bills arising from Scouting activities. If councils do not purchase this, then units may contract for it. In some cases, chartered organizations might provide insurance, but this must not be assumed. Most of these programs provide only secondary coverage, and are limited to registered youth and adults and those interested in becoming members.



Eagle Scout Service Project Proposal



BOY SCOUTS OF AMERICA®

Eagle Scout candidate's full legal name Ryan James Kurtz

Eagle Scout Service Project Name Park Entrance Refurbishment

Eagle Scout Requirement 5

While a Life Scout, plan, develop, and give leadership to others in a service project helpful to any religious institution, any school, or your community. (The project must benefit an organization other than the Boy Scouts of America.) The project proposal must be approved by the organization benefiting from the effort, your unit leader and unit committee, and the council or district before you start. You must use the *Eagle Scout Service Project Workbook*, No. 512-927, in meeting this requirement.

Instructions for Preparing Your Proposal

Meeting the Five Tests of an Acceptable Eagle Scout Service Project

Your proposal must be prepared first. It is an overview, but also the beginnings of planning. It must show your unit leader, unit committee, and council or district that your project can meet the following tests.

1. **It provides sufficient opportunity to meet the Eagle Scout service project requirement.** You must show that planning, development, and leadership will take place; and how the three factors will benefit a religious institution, a school, or your community.
2. **It appears to be feasible.** You must show the project is realistic for you to carry out.
3. **Safety issues will be addressed.** You must show you have an understanding of what must be done to guard against injury, and what will be done if someone gets hurt.
4. **Action steps for further detailed planning are included.** You must make a list of the key steps you will take to make sure your plan will have enough details so it can be carried out successfully.
5. **You are on the right track with a reasonable chance for a positive experience.**

When completing your proposal you only need enough detail to show a reviewer that you can meet the tests above. If showing that you meet the tests requires a lengthy and complicated proposal, your project might be more complex than necessary. Remember, the proposal is only the *beginnings* of planning. Most of your planning will come with the next step, preparation of your project plan.

If your project does not require materials or supplies, etc., simply mark those spaces "not applicable." As a reminder, do not begin any work, or raise any money, or obtain any materials, until your project proposal has been approved.

Consider also, that if you submit your proposal too close to your 18th birthday, it may not be approved in time to finish planning and executing the project.

Working with Your Project Beneficiary

On the last two pages of this workbook there is an information sheet called, "Navigating the Eagle Scout Service Project." This is for you to print and give to the religious institution, school, or community that will benefit from your efforts. You should do this as part of your first meeting with your beneficiary and use the sheet to help explain how the Eagle Scout service project works. Be sure to read it carefully so you can explain what it says.

"Navigating the Eagle Scout Service Project" will help you communicate a number of things to your beneficiary. For example, it provides thanks and congratulations for accepting the project; and it gives some background, discusses the requirements, and points out the responsibilities connected with approving your project proposal. It also explains that the beneficiary has the right to review, and also to require changes in your project plan.

Again, be sure to read carefully "Navigating the Eagle Scout Service Project" so you will have a full understanding of the role of your beneficiary.

Next Step: Your Project Plan

Once your proposal is approved, you are **strongly encouraged** to prepare your project plan using the form in this workbook. Doing so increases the likelihood your project will be approved at your Eagle Scout board of review. As you begin preparing it, you should meet with a project coach. Check with the person who handled the approval of your project proposal to learn how coaches are designated in your community.

Your designated coach can help you avoid the common pitfalls associated with Eagle Scout service projects and be a big part of your success. You may also want to talk to your unit leader. There may be adults in your troop who are experts in conducting the kind of project you are planning. It's ok for you to work with them as well. The more coaching you get, the better your results will be.

Beginning Work on Your Project

Once your proposal has been fully approved and you have finished your project planning, only then, may you begin work on your project.

Contact Information

Eagle Scout candidates should know who is involved, but contact information may be more important to unit leaders and others in case they want to talk to one another. While it is recognized that not all the information will be needed for every project, Scouts are expected to provide as much as reasonably possible. Approval representatives must understand, however, that doing so is not part of the service project requirement.

Eagle Scout Candidate

Name: Ryan James Kurtz		Birth date: 4/26/2004	
Email address: rkurtz426@cloud.com		BSAPID number*: 124886892	
Address: 266 Cricklewood Dr	City: Cortland	State: OH	Zip: 44410
Preferred telephone(s): 330-891-9242		Life board of review date: 9/4/2018	

*BSAPID No., found on the BSA membership card

Current Unit Information

Check one: <input checked="" type="checkbox"/> Troop <input type="checkbox"/> Crew <input type="checkbox"/> Ship	Unit Number: 4050
Name of District: Arrowhead	Name of Council: Great Trail

Unit Leader Check one: Scoutmaster Crew Advisor Skipper

Name: Steve Kurtz		Preferred telephone(s): 330-980-8714	
Address: 266 Cricklewood Dr	City: Cortland	State: OH	Zip: 44410
Email address: kurtz421@hotmail.com			

Unit Committee Chair

Name: Tim Sandor		Preferred telephone(s): 330-565-8560	
Address: 264 N Colonial Dr	City: Cortland	State: OH	Zip: 44410
Email address: timinohio@gmail.com			

Unit Advancement Coordinator (If your unit has one)

Name:	Preferred telephone(s):		
Address:	City:	State:	Zip:
Email address:			

Project Beneficiary (Name of religious institution, school, or community)

Name: Bazetta Park Board		Preferred telephone(s): 330-637-8816	
Address: 3372 State Route 5	City: Cortland	State: OH	Zip: 44410
Email address: parks@bazettatwp.org			

Project Beneficiary Representative (Name of contact person for the project beneficiary)

Name: Laura Yarabenez		Preferred telephone(s): 330-398-9396	
Address:	City:	State:	Zip:
Email address:			

Your Council Service Center

Contact name: Jason Pavone - District Exec		Preferred telephone(s): 330-773-0415	
Address: 4500 Hudson Dr	City: Hudson	State: OH	Zip: 44224

Council or District Project Approval Representative

(Your unit leader, unit advancement coordinator, or council or district advancement chair may help you learn who this will be.)

Name:	Preferred telephone(s):		
Address:	City:	State:	Zip:
Email address:			

Project Coach (Your council or district project approval representative may help you learn who this will be.)

Name:	Preferred telephone(s):		
Address:	City:	State:	Zip:
Email address:			




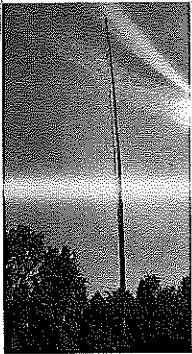
Project Description and Benefit

Briefly describe your project.

I am going to install a new flag pole at the entrance to Bazetta Park, behind the current Imagination Station sign. I am also going to restore the sign, and landscape the surround area.

Attach sketches or "before" photographs if these will help others visualize the project.

Please click below to add images (JPEG, JPG, BMP, GIF, TIF, PNG, etc.)

	X		X
The entrance to Bazetta Park		The current sign at the entrance to the park	
	X		X
The current flag pole base		The curved flag pole	

Add Additional Image Field

Tell how your project will be helpful to the beneficiary. Why is it needed?

This will be helpful to the Bazetta Parks Board because it has been over 20 years since the entrance has had an upgrade. The flag pole that is there is curved from age and flags have been stolen when flown. Currently, the township and park is struggling financially and without volunteers, projects like these would not get done.

When do you plan to begin carrying out your project? August 2019

When do you think your project will be completed? Summer 2020

Giving Leadership

Approximately how many people will be needed to help on your project? 10

Where will you recruit them (unit members, friends, neighbors, family, others)? Explain:

I will get them from my unit members and my family. My unit is good at supporting each other's projects and my family support me in Scouting.

What do you think will be most difficult about leading them?

The hardest part will be understanding that other people will do things differently than I would do them and accepting that, as long as the job is done correctly.

Materials

Materials are things that become part of the finished project, such as lumber, nails, and paint.

What types of materials, if any, will you need? You do not need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required. For example, for lumber, include basic dimensions such as 2 x 4 or 4 x 4.

I will need to purchase a flag pole that has a lock for security, landscaping tarps, landscaping stakes, rocks, mulch, paint, stain, nails, and cement.

Supplies

Supplies are things you use up, such as food and refreshments, gasoline, masking tape, tarps, safety supplies, and garbage bags.

What kinds of supplies, if any, will you need? You do not need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required.

I will need sandpaper, water, refreshments and garbage bags.

Tools

Include tools, and also equipment, that will be borrowed, rented, or purchased.

What tools or equipment, if any, will you need? You do not need a detailed list, but you must show you have a reasonable idea of what is required.

I will need shovels, a wheelbarrow, work gloves, pressures washer, hammer, paint brushes and rollers, and a grass edger.

Other Needs

Items that don't fit the above categories; for example, parking or postage, or services such as printing or pouring concrete, etc.

What other needs do you think you might encounter?

I might need delivery of the flag pole.

Permits and Permissions

Note that property owners should obtain and pay for permits.

Will permissions or permits (such as building permits) be required for your project? Who will obtain them? How long will it take? I

will not need permits for this project and I have the permission of the Bazetta Township Parks Board.

Preliminary Cost Estimate

You do not need exact costs yet. Reviewers will just want to see if you can reasonably expect to raise enough money to cover an initial estimate of expenses. Include the value of donated material, supplies, tools, and other items. It is not necessary to include the value of tools or other items that will be loaned at no cost. Note that if your project requires a fundraising application, you do not need to submit it with your proposal.

Enter estimated expenses below: <i>(Includes sales tax if applicable)</i>		Fundraising: Explain how you will raise the money to pay for the total costs. If you intend to seek donations of actual materials, supplies, etc., then explain how you plan to do that, too. I will seek donations from local services groups like the Lions Club and the Rotary Club, also from veterans groups such as the Veterans of Foreign Wars and the Disabled American Veterans. I can also raise funds by planning a fund raiser in my town like a car wash or garage sale.
Materials:	\$1,350.00	
Supplies:	\$30.00	
Tools:	\$20.00	
Other:	\$0.00	
Total costs:	\$1,400.00	

Project Phases

Think of your project in terms of phases, and list what they might be. The first may be to prepare your project plan. Other phases might include fundraising, preparation, execution, and reporting. You may have as many phases as you want, but it is not necessary to become overly complicated; brief, one line descriptions are sufficient.

1. Project Planning - visiting the site and laying out a time line and more specific costs.
2. Fundraising - Soliciting donations from local groups and planning additional fund raisers if needed.
3. Preparing the area - removing sod from under the sign, removing lettering for painting.
4. Restoring the sign area - finish the sign by staining and hanging lettering.
5. Purchase the flag pole and arrange for delivery
6. Install the flag pole - dig hole, mix concrete.
7. Unveil to Parks Board
8. Send thank you letters to donors

Add a Phase

Logistics

How will you handle transportation of materials, supplies, tools, and helpers?

My family will help with transportation of smaller materials and tools. I will rely on my helpers to provide their own transportation and I will need a delivery truck for the flag pole.

Safety Issues

The Guide to Safe Scouting is an important resource in considering safety issues.

Describe the hazards and safety concerns you and your helpers should be aware of.

The safety issues that concern me are working close to an intersection. My helpers will need to be made aware to stay away from the street. Another concern will be to keep people hydrated working in the summer heat. Another issue could be from tools. I will need to make sure that people know the safe way to use any tool.

Project Planning

You do not have to list every step, but it must be enough to show you have a reasonable idea of how to prepare your plan.

List some action steps you will take to prepare your project plan. For example "Complete a more detailed set of drawings."

I will visit Western Reserve Flag & Sports Ltd in Boardman to get an estimate on a flag pole and delivery. I will research methods to request donations from the groups that I have previously listed and either attend their meetings or write letters. Find dates that work for my helpers so that we can start some of the project this summer.

Candidate's Promise* Sign below before you seek the other approvals for your proposal.

On my honor as a Scout, I have read this entire workbook, including the "Message to Scouts and Parents or Guardians" on page 5. I promise to be the leader of this project, and to do my best to carry it out for the maximum benefit to the religious institution, school, or community I have chosen as beneficiary.

Signed

Date

07/17/19

*Remember: Do not begin any work on your project, or raise any money, or obtain any materials, until your project proposal has been approved.

Unit Leader Approval*

I have reviewed this proposal and discussed it with the candidate. I believe it provides impact worthy of an Eagle Scout service project, and will involve planning, development, and leadership. I am comfortable the Scout understands what to do, and how to lead the effort. I will see that the project is monitored, and that adults or others present will not overshadow him.

Signed

Date 07/17/19

Name (Printed) Stephen Kurtz

Unit Committee Approval*

This Eagle Scout candidate is a Life Scout, and registered in our unit. I have reviewed this proposal, I am comfortable the project is feasible, and I will do everything I can to see that our unit measures up to the level of support we have agreed to provide (if any). I certify that I have been authorized by our unit committee to provide its approval for this proposal.

Signed

Date

Name (Printed)

Beneficiary Approval*

This service project will provide significant benefit, and we will do all we can to see it through. We realize funding on our part is not required, but we have informed the Scout of the financial support (if any) that we have agreed to. We understand any fund raising the Scout conducts will be in our name and that funds left over will come to us if we are allowed to accept them. We will provide receipts to donors as required.

Our Eagle candidate has provided us a copy of "Navigating the Eagle Scout Service Project, Information for Project Beneficiaries."

Yes No

Signed

Date

Name (Printed)

Council or District Approval

I have read topics 9.0.2.0 through 9.0.2.15, regarding the Eagle Scout service project, in the *Guide to Advancement*, No. 33088. I agree on my honor to apply the procedures as written, and in compliance with the policy on "Unauthorized Changes to Advancement." Accordingly, I approve this proposal. I will encourage the candidate to prepare a project plan and share it with the designated project coach.

Signed

Date

Name (Printed)

While it makes sense to obtain approvals in the order they appear, there shall be no required sequence for the order of obtaining those approvals marked with an asterisk (). Council or district approval, however, must come after the others.

Payment Listing

10/16/2019 to 11/12/2019

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
142-2019	08/31/2019	09/12/2019	CH	ANTHEM BCBS OH GROUP	\$7,783.69 *	V
142-2019	10/22/2019	10/22/2019	CH	ANTHEM BCBS OH GROUP	-\$7,783.69	V
161-2019	10/25/2019	10/22/2019	CH	DISCOVERY BENEFITS	\$50.00	O
162-2019	10/22/2019	10/22/2019	CH	CENTRAL STATES FUND	\$6,536.00	O
163-2019	10/22/2019	10/22/2019	CH	ANTHEM BCBS OH GROUP	\$7,783.69	O
164-2019	10/22/2019	10/22/2019	CH	HUNINGTON BANK	\$21.76	O
172-2019	10/31/2019	10/23/2019	EW	Federal Tax Payee	\$9,699.03	O
173-2019	10/31/2019	10/23/2019	EW	State Tax Payee	\$3,284.99	O
174-2019	10/31/2019	10/23/2019	EW	Ohio Public Employees Retirement System	\$17,352.58	O
175-2019	10/25/2019	10/23/2019	EW	Ohio Police & Fire Pension Fund	\$18,570.44	O
180-2019	11/08/2019	11/07/2019	EW	Federal Tax Payee	\$7,991.96	O
181-2019	11/08/2019	11/07/2019	EW	AFLAC	\$253.18	O
34702	10/11/2019	10/09/2019	WH	OHIO CHILD SUPPORT PAYMENT CENTRA	\$717.99 *	V
34702	10/21/2019	10/21/2019	WH	OHIO CHILD SUPPORT PAYMENT CENTRA	-\$717.99	V
34705	10/16/2019	10/16/2019	WH	LISBON INCOME TAX	\$13.29	O
34706	10/16/2019	10/16/2019	AW	ADVANCE AUTO PARTS	\$25.74	O
34707	10/16/2019	10/16/2019	AW	AINSLEY OIL COMPANY	\$93.18	O
34708	10/16/2019	10/16/2019	AW	ALERT-ALL	\$695.50	O
34709	10/16/2019	10/16/2019	AW	AMERICAN TIRE DISTRIBUTORS	\$1,790.66	O
34710	10/16/2019	10/16/2019	AW	BORTNICK TRACTOR	\$9.00	V
34710	10/28/2019	10/28/2019	AW	BORTNICK TRACTOR	-\$9.00	V
34711	10/16/2019	10/16/2019	AW	BRADLEY'S PRO PRESSURE WASH INC.	\$750.00	O
34712	10/16/2019	10/16/2019	AW	BUDS TOWING & RECOVERY, LLC	\$200.00	O
34713	10/16/2019	10/16/2019	AW	BUSINESS PLANS	\$40.00	O
34714	10/16/2019	10/16/2019	AW	CAPITAL ONE COMMERCIAL	\$153.27	O
34715	10/16/2019	10/16/2019	AW	CDW GOVERNMENT	\$126.00	O
34716	10/16/2019	10/16/2019	AW	CITY OF WARREN UTILITY DEPARTMENT	\$167.62	O
34717	10/16/2019	10/16/2019	AW	COLE VALLEY	\$663.93	O
34718	10/16/2019	10/16/2019	AW	COUNTRY FRESH FARMS	\$100.00	O
34719	10/16/2019	10/16/2019	AW	DOMINION ENERGY OHIO	\$179.51	O
34720	10/16/2019	10/16/2019	AW	FUSION, LLC	\$175.07	O
34721	10/16/2019	10/16/2019	AW	HANDYMAN HARDWARE HOLDINGS, LLC	\$37.73	O
34722	10/16/2019	10/16/2019	AW	HANLEY PRINT AND PROMOTIONS	\$148.00	O
34723	10/16/2019	10/16/2019	AW	HOMETOWN AUTO PARTS, LLC	\$241.86	O
34724	10/16/2019	10/16/2019	AW	JED SERVICES	\$870.00	O
34725	10/16/2019	10/16/2019	AW	MARK THOMAS FORD	\$725.42	O
34726	10/16/2019	10/16/2019	AW	OHIO BILLING	\$1,352.00	O
34727	10/16/2019	10/16/2019	AW	OHIO CAT	\$901.00	O
34728	10/16/2019	10/16/2019	AW	OHIO DEPARTMENT OF COMMERCE	\$150.00	O
34729	10/16/2019	10/16/2019	AW	OHIO EDISON	\$56.78	O
34730	10/16/2019	10/16/2019	AW	ON DEMAND DRUG TESTING & WORK SOL	\$192.00	O
34731	10/16/2019	10/16/2019	AW	PETE PIZZULO	\$171.17	O
34732	10/16/2019	10/16/2019	AW	PURCHASE POWER	\$142.34	O
34733	10/16/2019	10/16/2019	AW	RICOH USA, INC.	\$94.35	O
34734	10/16/2019	10/16/2019	AW	SCHULTZ TOWING, INC.	\$300.00	O
34735	10/16/2019	10/16/2019	AW	SUNBURST	\$226.82	O

Payment Listing

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Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
34736	10/16/2019	10/16/2019	AW	TARTAN BENEFIT SERVICES LTD.	\$2,400.00	O
34737	10/16/2019	10/16/2019	AW	TIME WARNER CABLE-NORTHEAST	\$580.27	O
34738	10/16/2019	10/16/2019	AW	TIREHUB	\$834.00	O
34739	10/16/2019	10/16/2019	AW	TONY LONG - UAN CONSULTANT	\$213.40	O
34740	10/16/2019	10/16/2019	AW	TRACTOR SUPPLY CREDIT PLAN	\$35.96	O
34741	10/16/2019	10/16/2019	AW	TRIBUNE CHRONICLE	\$1,169.41	O
34742	10/16/2019	10/16/2019	AW	TRUMBULL COUNTY 911	\$3,208.88	O
34743	10/16/2019	10/16/2019	AW	TRUMBULL COUNTY WATER & SEWER AC	\$351.26	O
34744	10/16/2019	10/16/2019	AW	US SAFETYGEAR, INC.	\$397.50	O
34745	10/17/2019	10/17/2019	WH	LISBON INCOME TAX	\$7.59	O
34746	10/21/2019	10/21/2019	AW	HANLEY PRINT AND PROMOTIONS	\$16.61	O
34747	10/21/2019	10/21/2019	WH	OHIO CHILD SUPPORT PAYMENT CENTRA	\$717.99	O
34748	10/25/2019	10/23/2019	PR	JACOB J. ABBOTT	\$1,955.77	O
34749	10/25/2019	10/23/2019	PR	MICHAEL P ARNAL	\$1,315.61	O
34750	10/25/2019	10/23/2019	PR	TERESA M BOTT	\$391.81	O
34751	10/25/2019	10/23/2019	PR	ROGER BRUCE	\$443.57	O
34752	10/25/2019	10/23/2019	PR	JOSHUA A CLELAND	\$178.26	O
34753	10/25/2019	10/23/2019	PR	JOSEPH T DENVIR	\$88.93	O
34754	10/25/2019	10/23/2019	PR	STEVEN DIXON	\$122.70	O
34755	10/25/2019	10/23/2019	PR	ZACHARY T. DZURINDA	\$1,384.99	O
34756	10/25/2019	10/23/2019	PR	JEREMY A GLESS	\$121.60	O
34757	10/25/2019	10/23/2019	PR	JOHN G. GOVERNOR	\$44.42	O
34758	10/25/2019	10/23/2019	PR	NATHAN S. GREATHOUSE	\$1,298.82	O
34759	10/25/2019	10/23/2019	PR	NICHOLAS I. GREGORY	\$1,572.75	O
34760	10/25/2019	10/23/2019	PR	SCOTT W. GUBANYAR	\$2,072.83	O
34761	10/25/2019	10/23/2019	PR	BRADLEY A. HALL	\$1,405.05	O
34762	10/25/2019	10/23/2019	PR	CHANCE A. HANSHAW	\$435.36	O
34763	10/25/2019	10/23/2019	PR	AARON S. HANSON	\$1,622.61	O
34764	10/25/2019	10/23/2019	PR	CHRISTOPHER G. HERLINGER	\$1,417.16	O
34765	10/25/2019	10/23/2019	PR	DENNIS K. LEWIS	\$1,453.33	O
34766	10/25/2019	10/23/2019	PR	BRIAN C MACKKEY	\$428.52	O
34767	10/25/2019	10/23/2019	PR	CALLIE MALLORY	\$1,705.17	O
34768	10/25/2019	10/23/2019	PR	MICHAEL MANNELLA	\$1,863.23	O
34769	10/25/2019	10/23/2019	PR	ROBYN A. METHENY	\$1,214.74	O
34770	10/25/2019	10/23/2019	PR	KRISTOPHER W PARKE	\$2,044.47	O
34771	10/25/2019	10/23/2019	PR	JANESSA J PATRICK	\$313.06	O
34772	10/25/2019	10/23/2019	PR	PHILLIP J. PELLEY	\$1,246.82	O
34773	10/25/2019	10/23/2019	PR	THOMAS S. RINK	\$1,571.16	O
34774	10/25/2019	10/23/2019	PR	BRIAN J SCHOTSCH	\$105.17	O
34775	10/25/2019	10/23/2019	PR	TODD M SHAFER	\$237.71	O
34776	10/25/2019	10/23/2019	PR	WILLIAM G STEINER III	\$1,402.65	O
34777	10/25/2019	10/23/2019	PR	PATRICK M. SWIGER	\$1,472.58	O
34778	10/25/2019	10/23/2019	PR	MARCUS J. TEMPESTA	\$1,422.86	O
34779	10/25/2019	10/23/2019	PR	THAD R WAJDA	\$1,200.98	O
34780	10/25/2019	10/23/2019	PR	MICHAEL K. WALKER	\$1,279.43	O
34781	10/25/2019	10/23/2019	PR	DAVID A. WALTER	\$2,102.29	O

Payment Listing

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Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
34782	10/25/2019	10/23/2019	PR	GARY W. WALTERS	\$1,123.17	O
34783	10/25/2019	10/23/2019	PR	ROBERT A. WASSER	\$1,403.54	O
34784	10/25/2019	10/23/2019	PR	DAVID A WEST	\$631.64	O
34785	10/31/2019	10/23/2019	PR	JEAN M EDDY	\$1,597.38	O
34786	10/31/2019	10/23/2019	PR	PAUL W HOVIS	\$93.24	O
34787	10/31/2019	10/23/2019	PR	FRANK W PARKE	\$973.59	O
34788	10/31/2019	10/23/2019	PR	PETER J PIZZULO	\$878.52	O
34789	10/31/2019	10/23/2019	PR	THAD R WAJDA	\$220.03	O
34790	10/31/2019	10/23/2019	PR	THEODORE J WEBB	\$954.75	O
34791	10/25/2019	10/23/2019	WH	FATERNAL ORDER OF POLICE	\$237.96	O
34792	10/25/2019	10/23/2019	WH	OHIO CHILD SUPPORT PAYMENT CENTRA	\$810.75	O
34793	10/25/2019	10/23/2019	WH	PRUDENTIAL RETIREMENT	\$1,725.00	O
34794	10/25/2019	10/23/2019	WH	SEVEN SEVENTEEN CREDIT UNION, INC.	\$835.00	O
34795	10/25/2019	10/23/2019	WH	SEVEN SEVENTEEN CREDIT UNION, INC.	\$360.00	O
34796	10/25/2019	10/23/2019	WH	TEAMSTERS LOCAL 377	\$296.00	O
34797	10/31/2019	10/23/2019	WH	OHIO PUBLIC EMPLOYEES DEFFERED	\$1,975.00	O
34798	10/31/2019	10/23/2019	WH	BAZETTA TOWNSHIP	\$1,720.28	O
34799	10/30/2019	10/30/2019	AW	ARROWHEAD SERVICES, INC.	\$138.57	O
34800	10/30/2019	10/30/2019	AW	BOB WOOFER	\$79.95	O
34801	10/30/2019	10/30/2019	AW	BOUND TREE	\$593.87	O
34802	10/30/2019	10/30/2019	AW	BUSINESS PLANS	\$40.00	O
34803	10/30/2019	10/30/2019	AW	CARTER LUMBER	\$125.77	O
34804	10/30/2019	10/30/2019	AW	CENTERRA CO-OP	\$6.89	O
34805	10/30/2019	10/30/2019	AW	CITY OF WARREN UTILITY DEPARTMENT	\$181.57	O
34806	10/30/2019	10/30/2019	AW	COLE VALLEY	\$823.39	O
34807	10/30/2019	10/30/2019	AW	COMMERCIAL TRUCK AND TRAILER	\$19.56	O
34808	10/30/2019	10/30/2019	AW	CURTIS LONSBROUGH	\$25.00	O
34809	10/30/2019	10/30/2019	AW	D&T.P.M. & TRUCK REPAIR, LLC	\$1,697.39	O
34810	10/30/2019	10/30/2019	AW	DELTA DENTAL	\$895.23	O
34811	10/30/2019	10/30/2019	AW	EMERINES TOWING, INC.	\$100.00	O
34812	10/30/2019	10/30/2019	AW	GILSBAR	\$2,228.69	O
34813	10/30/2019	10/30/2019	AW	HOWARD WETZEL	\$25.00	O
34814	10/30/2019	10/30/2019	AW	JANESSA PATRICK	\$25.00	O
34815	10/30/2019	10/30/2019	AW	MAHONING VALLEY LAW ENFORCEMENT I	\$25.00	O
34816	10/30/2019	10/30/2019	AW	MICRO DOCTOR IT	\$37.50	O
34817	10/30/2019	10/30/2019	AW	OHIO EDISON	\$1,774.63	O
34818	10/30/2019	10/30/2019	AW	RED DIAMOND UNIFORM & POLICE SUPPL	\$4,409.76	O
34819	10/30/2019	10/30/2019	AW	SCHULTZ TOWING, INC.	\$200.00	O
34820	10/30/2019	10/30/2019	AW	STANDARD INSURANCE COMPANY	\$301.60	O
34821	10/30/2019	10/30/2019	AW	TRACTOR SUPPLY CREDIT PLAN	\$186.89	O
34822	10/30/2019	10/30/2019	AW	TIME WARNER CABLE-NORTHEAST	\$43.22	O
34823	10/30/2019	10/30/2019	AW	TREASURE, STATE OF OHIO	\$50.00	O
34824	10/30/2019	10/30/2019	AW	TRUMBULL COUNTY TREASURER	\$486.00	O
34825	10/30/2019	10/30/2019	AW	TRUMBULL COUNTY WATER & SEWER AC	\$300.77	O
34826	10/30/2019	10/30/2019	AW	VERIZON WIRELESS	\$436.58	O
34827	10/30/2019	10/30/2019	AW	VISION SERVICE PLAN-(OH)	\$334.10	O

Payment Listing

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Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
34828	10/30/2019	10/30/2019	AW	WALTER MAYCHER	\$25.00	O
34829	10/30/2019	10/30/2019	AW	W.I. MILLER AND SONS	\$67.00	O
34830	11/08/2019	11/06/2019	PR	JACOB J. ABBOTT	\$1,643.95	O
34831	11/08/2019	11/06/2019	PR	MICHAEL P ARNAL	\$1,187.97	O
34832	11/08/2019	11/06/2019	PR	TERESA M BOTT	\$467.31	O
34833	11/08/2019	11/06/2019	PR	ROGER BRUCE	\$865.35	O
34834	11/08/2019	11/06/2019	PR	ABIGAIL BUDAY	\$403.86	O
34835	11/08/2019	11/06/2019	PR	JOSHUA A CLELAND	\$171.86	O
34836	11/08/2019	11/06/2019	PR	JOSEPH T DENVIR	\$487.31	O
34837	11/08/2019	11/06/2019	PR	ZACHARY T. DZURINDA	\$1,285.80	O
34838	11/08/2019	11/06/2019	PR	JEREMY A GLESS	\$242.78	O
34839	11/08/2019	11/06/2019	PR	JOHN G. GOVERNOR	\$88.71	O
34840	11/08/2019	11/06/2019	PR	NATHAN S. GREATHOUSE	\$1,018.88	O
34841	11/08/2019	11/06/2019	PR	NICHOLAS I. GREGORY	\$1,431.01	O
34842	11/08/2019	11/06/2019	PR	SCOTT W. GUBANYAR	\$1,274.70	O
34843	11/08/2019	11/06/2019	PR	BRADLEY A. HALL	\$1,019.99	O
34844	11/08/2019	11/06/2019	PR	CHANCE A. HANSHAW	\$435.36	O
34845	11/08/2019	11/06/2019	PR	AARON S. HANSON	\$1,283.72	O
34846	11/08/2019	11/06/2019	PR	CHRISTOPHER G. HERLINGER	\$1,417.16	O
34847	11/08/2019	11/06/2019	PR	DENNIS K. LEWIS	\$1,453.33	O
34848	11/08/2019	11/06/2019	PR	BRIAN C MACKEY	\$438.46	O
34849	11/08/2019	11/06/2019	PR	CALLIE MALLORY	\$1,016.60	O
34850	11/08/2019	11/06/2019	PR	MICHAEL MANNELLA	\$1,357.45	O
34851	11/08/2019	11/06/2019	PR	ROBYN A. METHENY	\$1,081.37	O
34852	11/08/2019	11/06/2019	PR	KRISTOPHER W PARKE	\$1,911.31	O
34853	11/08/2019	11/06/2019	PR	JANESSA J PATRICK	\$308.11	O
34854	11/08/2019	11/06/2019	PR	PHILLIP J. PELLEY	\$1,405.40	O
34855	11/08/2019	11/06/2019	PR	THOMAS S. RINK	\$1,880.41	O
34856	11/08/2019	11/06/2019	PR	DANIEL S RITCHIE	\$307.99	O
34857	11/08/2019	11/06/2019	PR	BRIAN J SCHOTSCH	\$809.28	O
34858	11/08/2019	11/06/2019	PR	TODD M SHAFER	\$243.40	O
34859	11/08/2019	11/06/2019	PR	PATRICK M. SWIGER	\$1,378.29	O
34860	11/08/2019	11/06/2019	PR	MARCUS J. TEMPESTA	\$1,535.55	O
34861	11/08/2019	11/06/2019	PR	THAD R WAJDA	\$1,076.65	O
34862	11/08/2019	11/06/2019	PR	MICHAEL K. WALKER	\$1,163.61	O
34863	11/08/2019	11/06/2019	PR	DAVID A. WALTER	\$1,851.50	O
34864	11/08/2019	11/06/2019	PR	GARY W. WALTERS	\$1,309.75	O
34865	11/08/2019	11/06/2019	PR	ROBERT A. WASSER	\$1,725.78	O
34866	11/08/2019	11/06/2019	PR	DAVID A WEST	\$308.53	O
34867	11/08/2019	11/07/2019	WH	OHIO CHILD SUPPORT PAYMENT CENTRA	\$810.75	O
34868	11/08/2019	11/07/2019	WH	OHIO PUBLIC EMPLOYEES DEFERRED	\$1,065.00	O
34869	11/08/2019	11/07/2019	WH	PRUDENTIAL RETIREMENT	\$1,825.00	O
34870	11/08/2019	11/07/2019	WH	SEVEN SEVENTEEN CREDIT UNION, INC.	\$835.00	O
34871	11/12/2019	11/12/2019	AW	AINSLEY OIL COMPANY	\$40.37	O
34872	11/12/2019	11/12/2019	AW	BONEZZI SWITZER POLITO & HUPP CO. L.I	\$81.00	O
34873	11/12/2019	11/12/2019	AW	BORTNICK TRACTOR	\$13.36	O

Payment Listing

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Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
34874	11/12/2019	11/12/2019	AW	BUDS TOWING & RECOVERY, LLC	\$300.00	O
34875	11/12/2019	11/12/2019	AW	BURROWS CONSULTING SERVICES	\$100.00	O
34876	11/12/2019	11/12/2019	AW	CDW GOVERNMENT	\$4,141.92	O
34877	11/12/2019	11/12/2019	AW	CERNI MOTOR SALES INC.	\$61.67	O
34878	11/12/2019	11/12/2019	AW	D&T.P.M. & TRUCK REPAIR, LLC	\$400.00	O
34879	11/12/2019	11/12/2019	AW	NEOFCA	\$100.00	O
34880	11/12/2019	11/12/2019	AW	DOMINION ENERGY OHIO	\$231.43	O
34881	11/12/2019	11/12/2019	AW	FUSION, LLC	\$175.95	O
34882	11/12/2019	11/12/2019	AW	HANDYMAN HARDWARE HOLDINGS, LLC	\$70.53	O
34883	11/12/2019	11/12/2019	AW	HOMETOWN AUTO PARTS, LLC	\$585.24	O
34884	11/12/2019	11/12/2019	AW	JED SERVICES	\$990.00	O
34885	11/12/2019	11/12/2019	AW	KINGS BROS. FEED AND SUPPLY	\$230.50	O
34886	11/12/2019	11/12/2019	AW	MARK THOMAS FORD	\$136.62	O
34887	11/12/2019	11/12/2019	AW	OHIO BILLING	\$1,170.00	O
34888	11/12/2019	11/12/2019	AW	SCHULTZ TOWING, INC.	\$200.00	O
34889	11/12/2019	11/12/2019	AW	SUNBURST	\$201.82	O
34890	11/12/2019	11/12/2019	AW	TIME WARNER CABLE-NORTHEAST	\$537.24	O
34891	11/12/2019	11/12/2019	AW	TRIBUNE CHRONICLE	\$1,443.46	O
34892	11/12/2019	11/12/2019	AW	TRUMBULL COUNTY TREASURER	\$20,812.95	O
34893	11/12/2019	11/12/2019	AW	VERIZON WIRELESS	\$435.64	O
Total Payments:					\$226,498.19	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$226,498.19	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.



Eagle Scout Service Project Plan



BOY SCOUTS OF AMERICA™

Eagle Scout candidate's name Ryan James Kurtz

Eagle Scout Service Project Name Park Entrance Refurbishment

Planned start date _____

Planned completion date _____

Eagle Scout requirement 5 says you must "plan" and "develop" your service project. Though this project plan is a tool for your use, and is not approved or signed, it is important in helping to show you have done the required planning and development. You should take this project plan with you to your Eagle Scout board of review. Note that you are not required to provide more details than are necessary for the accomplishment of your project.

A Scout who is prepared will complete the project plan, and then review it with the designated project coach before carrying out the project. The council or district representative who approved your proposal may have agreed to serve as your project coach, or someone else may be designated to take this important role. A project coach's involvement and review of your project plan is optional, but it can help you avoid many problems or mistakes. This can also improve your chances of passing the Eagle Scout board of review.

You should also show your project plan to your beneficiary prior to carrying out your project. This will help ensure your plans agree with the beneficiary's expectations. Remember, the project beneficiary has the authority to require and approve a project plan. Be sure to read "Navigating the Eagle Scout Service Project" at the end of this workbook.

Comments From Your Proposal Review

What suggestions were offered by the council or district representative who approved your proposal?

Project Description and Benefit—Changes From the Proposal

As projects are planned, changes are usually necessary. If they are major, it is important to confirm they are acceptable to the beneficiary. You should also discuss major changes with those who approved your proposal, and also with your coach, to get an idea if the changes will be acceptable to your board of review.

How will your project be different from your approved proposal?

Will the changes make the project more, or less, helpful to the beneficiary? Explain:

Present Condition or Situation

Include "before" photographs to show the board of review in Attachments section below.

Describe the present condition of the worksite. For an event or activity, describe your biggest obstacles.

Project Phases

You may have more than eight phases, or fewer, as needed; if more, you may add them below, or place in an attachment.

Look at the phases from your proposal. Make any changes, then provide a little more detail, including approximate starting and ending dates for each phase.

1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	

Add a Phase

Work Processes

Prepare a step-by-step list of what must be done and how everything comes together: site preparation, sizing, assembly, fastening of materials, finishes to be used (paint, varnish, etc.), uses of supplies and tools, etc. Your project coach may be able to assist.

Attachments

If you are unable to attach items within this workbook, or if they don't attach to your satisfaction, please put them in separate documents that you may send along with your workbook. Attachments might include such things as additional plans, drawings, diagrams, maps, and pictures that will help you carry out your project. They may also be helpful to your workers, your coach, the project beneficiary, and to your board of review. Drawings, if needed, should be to scale. If you are planning an event or activity, something like a program outline or a script would be appropriate.

<div style="border: 1px solid black; width: 100%; height: 100%;"></div>	X	<div style="border: 1px solid black; width: 100%; height: 100%;"></div>	X
Click above box to add an image. Click here to add an image caption.		Click above box to add an image. Click here to add an image caption.	

Add Additional Image Field

Permits and Permissions

If you will need permissions or permits*, what is being done to obtain them, and when will they be issued?

*Could include building or electrical permits, dig permits, event permits, permission to access property, wilderness or back country permits, etc.

Materials List each item, description, quantity, unit cost, total cost, and source. For donated items show value in cost columns. See example.

Plywood	3/4", 4'x8', B-C interior grade	3	20.00	60.00	ABCH hardware donation*
Item	Description	Quantity	Unit Cost	Total Cost	Source
Add Item	Total cost of materials				

*If you plan for donations such as the one shown in the example above, you will most likely need to submit the Eagle Scout Service Project Fundraising Application. It can be found later in this workbook.

Giving Leadership

Fill out the chart below, telling about specific jobs that need to be done, the skills needed to do them, whether they must be adults or may be youth, how many helpers are needed, and how many you have so far (if any). For example:

Work at car wash	Able to drive or wash cars	Adult drivers/supervisors, youth to wash	2 adults, 10 youth	1 adult, 5 youth
Job to Be Done	Skills Needed (If any)	Adult or Youth	Helpers Needed	Helpers So Far

Add Job Row

What are your plans for briefing helpers, or making sure they know how to do what you want them to do?

What is your plan for communicating with your workers to make sure they know how to get to the site and where to park, that they will be on time and they will have with them what they need?

Logistics

How will the workers get to and from the place where the work will be done?

How will you transport materials, supplies, and tools to and from the site?

How will you assure the tools used are in good condition, that clearance and barriers needed between users are considered, and that the tools are properly used and stored?

How long will your helpers be working each day? (Recommended no more than eight hours per day)

How will the workers be fed?

Where will restrooms be located?

Safety

Will a first-aid kit be needed for this project? If so, where will it be kept?

Will any hazardous materials or chemicals be used? If so, how will you see that they are properly handled?

List hazards you might face. These could include severe weather, wildlife, hazardous tools or equipment, overhead or underground utilities, sunburn, etc. What will you do to prevent problems? For example, "Hazardous tools will be operated by adults only."

Potential Hazard	What will you do to prevent problems?

Add Hazard Row

How do you plan to communicate these safety issues and hazards to your helpers?

What personal protective equipment or supplies may be needed? (For example, gloves, goggles, hard hats, etc.)

When will you hold a safety briefing? _____ Who will conduct it? _____

Who will be your first-aid specialist? _____

How may emergency vehicles access the site? _____

Contingency Plans

What could cause postponement or cancellation of the project? What will you do should this happen?

Comments From Your Project Coach About Your Project Plan

A project coach's comments can be extremely helpful in assuring your project is successful.

Eagle Scout Service Project Fundraising Application

Before filling out this application, it is important to read "Procedures and Limitations on Eagle Scout Service Project Fundraising." This can be found on the next page: "Fundraising Application Page B." Once completed, you must obtain approval from the project beneficiary and your unit leader, and then submit the fundraising application to your council service center at least two weeks in advance of your fundraising efforts. You will be contacted if it cannot be approved or if adjustments must be made. Use this form, not the Unit Money-Earning Application.

Eagle Scout Candidate

Name: Ryan James Kurtz		Preferred telephone(s): 330-891-9242	
Address: 266 Cricklewood Dr		City: Cortland	State: OH Zip: 44410
Email address: rkurtz426@cloud.com			
Check one	<input checked="" type="checkbox"/> Troop	<input type="checkbox"/> Crew	<input type="checkbox"/> Ship
Unit No. 4050		Name of council: Great Trail	
Name of district: Arrowhead			

Project Beneficiary (Name of the religious institution, school, or community)

Name: Bazetta Park Board		Preferred telephone(s): 330-637-8816	
Address: 3372 State Route 5		City: Cortland	State: OH Zip: 44410
Email address: parks@bazettatwp.org			

Project Beneficiary Representative (Name of contact person for the project beneficiary)

Name: Laura Yarabenez		Preferred telephone(s): 330-398-9396	
Address:		City:	State: Zip:
Email address:			

Describe how funds will be raised:

I will seek donations from local services groups like the Lions Club and the Rotary Club, also from veterans groups such as the Veterans of Foreign Wars and the Disabled American Veterans. I can also raise funds by planning a fund raiser in my town like a car wash or garage sale.

Proposed date the service project will begin: 08/01/19

Proposed dates for the fundraising efforts: 08/01/19

How much money do you expect to raise? \$1,400.00

If people or companies will be asked for donations of money, materials, supplies, or tools, how will this be done and who will do it?*

Lions Club of Cortland; Disabled American Veterans; Veterans of Foreign Wars; Rotary Club; American Legion will be asked for donations of money to raise funds for the flag pole. Lowe's, Home Depot, and Menards will be asked for donations of materials (concrete, landscaping materials, paint, stain).

**You must attach a list of prospective donor names and what they will be asked to donate. This is not required for an event like a car wash.*

Are any contracts to be signed? No If so, by whom?

Contract details:

Approvals

The beneficiary and unit leader sign below, in any order, before authorized council approval is obtained.

Beneficiary		Unit Leader		Authorized Council Approval*	
Signed	Date	Signed	Date	Signed	Date

**Councils may delegate approval to districts or other committees according to local practices.*

Procedures and Limitations on Eagle Scout Service Project Fundraising

The Eagle Scout Service Project Fundraising Application must be used in obtaining approval for service project fundraising of monies and for in-kind donations of materials, supplies, tools, or other needs.* Send the completed form with any attachments to your local council service center, where it will be routed to those responsible for approval. This may be a district executive or another staff member, the council or district advancement committee, a finance committee, etc., as determined by your council. Only one form is required per service project even if there will be multiple events, participants, or donors. It is not required to submit this form with your project proposal.

**This application is not necessary for contributions from the candidate, the candidate's parents or relatives, unit or its chartered organization, unit's parents or members, or the beneficiary. All proceeds left over from fundraising or donations, whether money, materials, supplies, etc., regardless of the source, go to the beneficiary. If the beneficiary is not allowed, for whatever reason, to retain any excess funds or materials, etc., the beneficiary should designate a suitable charity to receive them, or allow the unit to retain them. The unit must not influence this decision.*

If the standards below are met, your fundraising effort likely will be approved.

1. Eagle Scout service projects may not be fundraisers. In other words, the candidate may not stage an effort that primarily collects money, even if it is for a worthy charity. Fundraising is permitted only for securing materials, etc., and otherwise facilitating a project. Unless the effort involves contributions only from the beneficiary, the candidate, the candidate's parents or relatives, unit or its chartered organization, unit's parents or members, it must be approved by the local council. This is achieved by submitting the Eagle Scout Service Project Fundraising Application.
2. It must be clear to all donors or event participants that the money is being raised on behalf of the project beneficiary. Once collected, money raised must be turned over to the beneficiary or to the candidate's unit for deposit until needed for the project. If the unit receives the funds, it must release them to the beneficiary once expenses have been paid.
3. Any contracts must be signed by a responsible adult, acting as an individual, without reference to the Boy Scouts of America. The person who signs the contract is personally liable. Contracts must not and cannot bind the local council, the Boy Scouts of America, or the unit's chartered organization.
4. If something is to be sold, we want people to buy it because it is a quality product, not just because of an association with Scouting. Buyers or donors must be informed that the money will be used for an Eagle Scout service project to benefit the school, religious institution, or community chosen, and any funds left over will go to that beneficiary.
5. Any products sold, or fundraising activities conducted, must be in keeping with the ideals and principles of the BSA. For example, they must not include raffles or other games of chance.
6. Should any donors want documentation of a gift, this must be provided through the project beneficiary, not the Boy Scouts of America. If a donor or fundraising participant wants a receipt, this too, must be provided in the name of the beneficiary.
7. Youth are not normally permitted to solicit funds on behalf of other organizations. However, a local council may allow an exception for Eagle Scout service projects.
8. Local councils may determine that certain types of fundraisers such as bake sales and car washes do not require a fundraising application. Councils may also establish dollar thresholds, as well; for example, "Any effort expected to raise less than \$500 does not require an application."



Eagle Scout Service Project Report



BOY SCOUTS OF AMERICA®

Eagle Scout candidate's name Ryan James Kurtz

Eagle Scout Service Project Name Park Entrance Refurbishment

Project start date _____ Project completion date _____

This report is to be prepared after your service project has been concluded. It is not necessary to provide lengthy answers. Be prepared to discuss your project and this report at your board of review.

Project Execution:

Once planning was completed, when did the work begin? _____ When was it finished? _____

Project Description

Please provide a brief description of your project and the impact it will have.

Describe what you did after your proposal was approved to complete the planning of your project.

Observations

What went well?

What was challenging?

Changes

Many successful projects require changes from the original proposal. What significant changes did you make and why did you make them (be brief)?

Leadership

In what ways did you demonstrate leadership?

What was most difficult about being the leader?

What was most rewarding about being the leader?

What did you learn about leadership, or how were your leadership skills further developed?

Materials, Supplies, Tools, Other

Were there significant shortages or overages of materials, supplies, tools, and other? If so, what effect did this have?

Entering Service Project Data

The BSA collects information on the hours worked on Eagle Scout service projects* because it points to achievement of our citizenship aim. To assist with the data collection, please refer to your list of people who helped and the number of hours they worked. Then please provide the information requested below. Include hours spent doing planning under Total Hours Worked.

Be sure to include yourself, and the time spent on planning.

	Number of Workers	Total Hours Worked
The Eagle Scout candidate	1	
Registered BSA youth members		
Other youth (brothers, sisters, friends, etc., who are not BSA members)		
Registered BSA adult Scouting volunteers and leaders		
Other adults (parents, grandparents, etc., who are not BSA members)		
Grand Total of Hours (Enter here and on your Eagle Scout Rank Application.)	1	

*** There is no requirement for a minimum number of hours that must be worked on an Eagle Scout service project.**

If you have been told you must meet a minimum number of hours then you may lodge a complaint with your district or council. If you have given leadership to an otherwise worthy project and are turned down by your board of reviews solely because of a lack of hours, you should appeal the decision.

2019 Zoning Permits Issued

Date	Permit #	Parcel	Owner	Address	Type	Fee
01/07	19-D-01	33-026090	Evan, A&C	3251 Circle	Dumpster	5.00
02/06	DM-01	33-030000	Naughton, B	4624 Phillips Rice	Demolition	50.00
02/25	4104	31-040005	Higgins/Rihel	305 Johnson Plank	Residential Addition	170.00
02/26	4105	31-902149	Calvey, C & P	2315 Wilshire Dr.	Garage	324.00
03/05	4106	33-076374	Ferraro, N&D	2319 Cornerstone	Pool	125.00
03/26	F-001	31-017500	Fetty, Michael	956 Everett Hull Rd	Fence	35.00
XXXX	4107	XXXXXXXXXX	Missing	XXXXXX	XXXX	XXXX
03/26	TV-001	XXXXXXXXXX	Zabinski, Jeffery	1455 ST RT 534, NF, 44444	Food Concession Trailer Adgate Garden Center	100.00
03/26	4108	31-029400	Whitman, Craig	654 Johnson Plank Rd	Garage	192.00
04/02	4109	31-018825	Thacker, P&A	1057 Wilson Sharpsville	Pole Barn / Garage	240.00
04/02	4110	33-076591	DeJulio, R&L	2558 Northview	In ground Pool and Fence	225.00
04/02	4111	33-076471	Falter, M&K	2116 Stonegate	New Residence	676.25
04/09	4078-RI	31-902176	ElmHurst Properties	2171 Millenium Blvd	Signage upgrade Re-issued permit due to lack of commencing work (1 time at 50% of original) 6-1-19 start date	30.00
04/09	TV-002	XXXXXX	Vlahos Gyro			100.00
04/17	19-D-02	33-024500	Straniak, Paul	2421 SR 305	Dumpster	5.00
04/11	4112	33-024500	Straniak, Paul	2421 SR 305	Residential Addition	66.00
04/23	4113	33-075899	Wakefield, R	3361 Warren Meadville	Shed	48.00
4/23	19-D-03	33-076197	ARAM Enter	2910 Fallehn	Dumpster	5.00
04/30	TV-003	XXXXXXXXXX	Murfello, Fredrick	13326 Caves Rd, Chesterland, Oh 44026	Food Concession Stand at Menards	100.00
5/02	4114	31-011400	Ainsley / Lawrence	2438 ST RT 5	Sign, double sided	100.00
5/02	4115	33-076108	Elliott T & J	2868 Beaver Trail	Shed	26.25
5/07	F-003	33-034530	Badell / Orr	4669 Warren Meadville (SR-5)	Fence	35.00
5/07	F-004	33-073733	Callagan	2625 ST Rt 46 (Niles Cortland Rd)	Fence	35.00
5/07	4116	31-901154	Menard Inc	2057 Elm Rd,	Yard Gate Expansion	187.50
5/28	4117	33-049953	Safreen	2408 Cadwallader Sonk	Green House (shed)	22.00

2019 Zoning Permits Issued

5/17	F-005	31-901615	Rogers-Clark	3297A Eagles Loft JUNE 2019	Fence	35.00
6/04	F-006	31-033975	Young, Pam	1105 Prince Drive	Fence	35.00
06/04	4118	33-024725	Beil, Kevin	3268 Morrow	Pole Barn	320.00
06/04	4119	31-031900	Lee, P	2634 Hoagland Blackstub Rd	Pool Deck	63.00
06/04	4120	33-054420	Brown	3200 Morrow	Pre fab shed	22.00
06/04	19-D-04	33-074225	Vega	3300 McCleary Jacoby	Dumpster delivered 6/1	5.00
06/11	4121	31-009800	Fridley C	2755 Warren Meadville Rd	Deck	18.00
06/27	F-007	31-901846	Burns	3270 Deer Trail Unit D	Fence	35.00
06/27	4122	31-042100	Mills / Jarvis	4138 Hoagland Blackstub Rd	Pool with Deck	199.50
06/27	4123	31-005651	Scott	3560 Hoagland Blackstub Rd	Deck	26.25
06/27	4124	33-031300	Swaikwick	2445 Niles Cortland, (SR 46)	Resid. Addition	191.00
07/09	19-D-05	31-044449	DeVengencie	3967 Lake Shore Drive	Dumtper 7-3	5.00
07/09	4125	31-902102	Church of Christ	2330 Hoagland Blackstub	Pavilion	216.00
07/09	4126	31-079151	Griffiths	3724 Hoagland Blackstub	Lean-to storage rear of garage	41.25
07/23	4127	31-090000	Eat n Park	2057 Walmart Dr	Signage Pd by Cocigna	146.25
7/30	F-008	31-048380	Kittle, J	4756 Durst Clagg Rd	Fence,	35.00
7/30	MG-01		E&N Vintage Entertainment LLC	5265 North Park Ext.	Rockabilly Ruckus 19 Trumbull County Fairgrounds	750.00
8/6	4128	31-902103	Cortland BTS Retail	(new) 3290 Hoagland Blackstub Rd	Retail Com	2843.75
8/01	19-D-06	33-029350	Bob Luscher Const.	2342 McCleary Jacoby Rd	Dumpster	5.00
8/06	Appeal	33-902103	Cortland BTS Retail	3290 Hoagland Blackstub Rd	Appeal Variance , Parking	600.00
8/06	4129	33-076479	Lazzari, G&C	2121 Stonegate	New Residence	723.50
08/13	4130	31-021900	Nigrin, Michael	2990 North Park ave	Garage	337.50
08/13	4131	31-902144	My Legacy LLC	2346 Wilshire Dr	New Residence	427.25
08/13	4132	33-076270	Matheson	2479 Niles Cortland Rd	Bill Board	600.00
08/26	19-D-07	33-029350	Bob Luscher Const.	2342 McCleary Jacoby Rd	Dumpster	5.00
08/27	4133/4134			Missing		

