

BAZETTA TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

Date: JANUARY 28, 2020 7:00 pm
Bazetta Township Administration Building
3372 State Route 5, N.E.
Cortland, Ohio 44410

Present:

Chairman Trustee Ted Webb - H
Vice Chairman Trustee Frank Parke - H
Trustee Bob McBride - H
Fiscal Officer Cynthia Chapman - H

Chairman Trustee Webb opened the meeting with the Pledge of Allegiance and a moment of silence

Trustee Parke reminded the assemblage of the Public Comment Procedures and that the meeting was being video and audio recorded for informational purposes.

028-20 To accept the meeting minutes from the Jan 7, 2020 reorganizational meeting, Jan 7, 2020 regular meeting, Jan 13, 2020 Special meeting, Jan 22, 2020 Special meeting.

Motion: Trustee ___M___

Second: Trustee ___P___

Vote: Trustee McBride __Y__ Trustee Parke __Y__ Trustee Webb __Y__

029-20 To accept the meeting minutes from the Special Meeting of Jan 15, 2020

Motion: Trustee ___P___

Second: Trustee ___W___

Vote: Trustee McBride _abst__ Trustee Parke __Y__ Trustee Webb __Y__

CORRESPONDENCE (COPIES AVAILABLE UPON REQUEST):

Letter from County Recorder Todd Lattel

ADMINISTRATION:

Trustee Webb thanked and commended everyone for their efforts during the period finding a replacement Fiscal Officer.

030-20 To adopt the attached resolution to maintain bank account with Hunting Bank. See attached

Motion: Trustee ___M___

Second: Trustee ___P___

Vote: Trustee McBride __Y__ Trustee Parke __Y__ Trustee Webb __Y__

031-20

To accept the training proposal for two one hour session of employee and supervisor Drug Free Workplace Training from On Demand Drug Solutions & Work Solutions at a total cost of \$225. Quote attached.

Motion: Trustee ___ P _____

Second: Trustee ___ M _____

Vote: Trustee McBride __ Y __ Trustee Parke __ Y __ Trustee Webb __ Y __

TO TAKE PLACE 3/25/2020 AT 10:00AM AND 11:00 AM

FIRE DEPARTMENT:

2019 Monthly report submitted

BWC grant for hose roller

Perkins fire Business re-opened 16 hours later

032-20

To accept the resignation of part-time FF/EMT Roger Bruce. Resignation attached.

Motion: Trustee ___ M _____

Second: Trustee ___ P _____

Vote: Trustee McBride __ Y __ Trustee Parke __ Y __ Trustee Webb __ Y __

033-20

To accept the resignation of part-time FF/Medic Austin Smith. Resignation attached.

Motion: Trustee ___ P _____

Second: Trustee ___ M _____

Vote: Trustee McBride __ Y __ Trustee Parke __ Y __ Trustee Webb __ Y __

034-20

To accept the BWC Safety Intervention Grant for \$6,250.00. BWC share is \$4,050.85 with our obligation of \$2,199.16. Letter attached.

Motion: Trustee ___ M _____

Second: Trustee ___ P _____

Vote: Trustee McBride __ Y __ Trustee Parke __ Y __ Trustee Webb __ Y __

035-20

To approve the expenditure of \$6,250.00 with RollNRack LLC, PO Box 328 – Mulwonga, WI 53149. Quote and sole source letter attached.

Motion: Trustee ___ M _____

Second: Trustee ___ P _____

Vote: Trustee McBride __ Y __ Trustee Parke __ Y __ Trustee Webb __ Y __

POLICE DEPARTMENT: see agenda items

036-20

To accept the resignation of part-time police officer Nathan Spitzer. Resignation attached.

Motion: Trustee ___ M _____

Second: Trustee ___ P _____

Vote: Trustee McBride __ Y __ Trustee Parke __ Y __ Trustee Webb __ Y __

037-20

To authorize Chief Herlinger to sell the following vehicles obtained via the Police Department Impound Lot, at a sale price not to exceed \$2,500 per ORC 4513.61.

2000 Kia Sportage	KNDJA7234Y5641426
2004 Pontiac Montana	1GMDX03E84D170959
1998 Jeep Cherokee	1J4FJ68S3WL118352
2005 Dodge Caravan	2D4GP44LX5R409869
2001 Ford Focus	1FAFP34321W211071
2005 Chrysler Sebring	1C3EL45RX5N564944
1994 Chevy Cavalier	1G1JF14T6R7125501
2004 Ford Explorer	1FMZU73KX4UB28905

Motion: Trustee ___P___
Second: Trustee ___M___
Vote: Trustee McBride ___Y___ Trustee Parke ___Y___ Trustee Webb ___Y___

ROAD DEPARTMENT: cemetery stones have be leveled and is complete
Issue 1 mistake will not affect Fallehn project
Working on Imagination Station as weather permits
Insulation for Chapel will be done in house

PLANNING DIRECTOR, ZONING INSPECTOR AND CODE ENFORCEMENT OFFICER

Yearend report presented
2136 Howland Wilson problem corrected
Requesting that would like to put lawn service out for bid in February

ZONING COMMISSION AND ZONING BOARD OF APPEALS:

Quarterly meeting is 2/12/2020 at 6:30 pm at Admin

PARKS AND RECREATION BOARD:

Looking for 2 new members

ASKED TO BE PLACED ON THE AGENDA:

no one

PUBLIC COMMENT:

Resident Stan Shrodeck asked if it has been considered to have public comment be for resolution is voted on
2 minutes not enough time for public comment
Thanked Trustees for changing meeting times back to 7:00 pm
Questioned Fire Chief and Police Chief on why people are leaving their departments. - REPLY was For full time positions

038-20

To recess into Executive session at 7:36 pm per ORC121.22 (G)(1) for contract negotiations

Motion: Trustee ___M___
Second Trustee ___P___
Vote: Trustee McBride ___Y___ Trustee Parke ___Y___ Trustee Webb ___Y___

039-20

To reconvene from Executive session at 11:13 pm with no action taken

Motion: Trustee __P____

Second Trustee __M____

Vote: Trustee McBride __Y__ Trustee Parke __Y__ Trustee Webb __Y__

040-20

To adjourn the meeting at 11:14 pm

Motion: Trustee __M____

Second Trustee __P____

Vote: Trustee McBride __Y__ Trustee Parke __Y__ Trustee Webb __Y__

Attested by:

Date

Approved by: Chairman Trustee Ted Webb

Date



Account Number _____

**Copy of Resolution to
Open and Maintain a Bank Account
(Public Entity)**

The undersigned hereby certifies to The Huntington National Bank that: I am the

Trustee
(insert official title)

and, as such, I am familiar with the records and proceedings of:

Bazetta Township
(insert name of governmental entity)

(the "Public Entity"), a governmental entity duly organized and existing under the laws of the
State of Ohio

the following is a true, accurate and compared copy of resolutions duly adopted by the Public Entity, and that the resolutions have not been rescinded, modified or revoked and are in full force and effect.

RESOLVED, that:

- (i) The Huntington National Bank (the "Bank"), as a national banking association, is qualified under applicable law and regulations to be a depository for the Public Entity and is hereby designated as a depository of the Public Entity;
- (ii) one or more account(s) may be opened and maintained in the name of the Public Entity, in accordance with the rules and regulations or procedures of the Bank pertaining to such accounts as amended by the Bank from time to time, or as otherwise amended by a written agreement between the Public Entity and Bank;
- (iii) any of the individuals whose names are set forth in (iv), below or, whose genuine signatures appear on separate cards dated and filed with the Bank, (collectively the "Authorized Signatories" and individually an "Authorized Signatory") are hereby authorized to act individually on behalf of the Public Entity and in its name to:
 - a. sign checks, drafts, notes, bills of exchange, acceptances, or other orders for payment of funds from any account maintained by the Public Entity;
 - b. indorse checks, drafts, notes, bills, certificates of deposit, or other instruments owned or held by the Public Entity for deposit in any such account, or for collection or discount by the Bank;
 - c. identify, approve and guarantee the indorsements of any and all checks and drafts drawn by the Public Entity;
 - d. waive demand, protest, and notice of protest, or dishonor of any check, draft, note, bill, certificates of deposit or other instruments made, drawn, or indorsed by the Public Entity;
 - e. act for the Public Entity in the transaction of all other business (whether or not it is of the kind, nature or character specified in this certificate) on the Public Entity's behalf with the Bank, including but not limited to executing contracts and delegating person to engage in transaction in connection with such contracts;
 - f. open and maintain an account in the name of the Public Entity (any account so opened shall be bound by the provisions of this certificate);
 - g. certify to the Bank the names of the Authorized Signatories and shall certify such change to the Bank, and the Bank shall be fully protected in relying on such certification, or refusing to honor the signature of any individual not so certified;
 - h. delegate other person(s) to perform any of the foregoing acts;

(iv) Names or Titles of Authorized Signatories:

Robert J McBride

Frank Parke

Theodore J Webb

Cynthia L Chapman

(When only titles are used, this resolution must be accompanied by an Incumbency Certificate)

FURTHER RESOLVED, that:

(i) the Bank is authorized to honor, receive, certify, or pay all instruments signed in accordance with this certificate even though drawn or indorsed to the order of any Authorized Signatory signing the same, tendered for cash, or in payment of a personal obligation or for deposit into a personal account of said Authorized Signatory and the Bank is not required or obligated to inquire into the circumstances of the issuance or use of any instrument signed in accordance with this certificate, or the application, or disposition of such instrument, or the proceeds thereof;

(ii) overdrafts, if any, shall not be considered to be a loan; and

(iii) the provisions of this certificate shall remain in full force and effect until written notice of its amendment or rescission shall have been received by the Bank and the Bank has a reasonable amount of time to act upon such notice, and that receipt of such notice shall not affect any action taken by the Bank prior thereto.

FURTHER RESOLVED, that the undersigned be, and hereby is, authorized and directed to certify to the Bank the foregoing resolutions and that the provisions thereof are in conformity with the laws and regulations governing the Public Entity.

I further certify that there is no provision in the law or regulations governing the Public Entity which limits the power of the Public Entity to pass the foregoing resolutions and that the same are in conformity with the law and regulations governing the Public Entity, have not be modified or rescinded and are in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name this _____ day of _____, 2020

Public Official:

Witness:

λ

λ



ON DEMAND DRUG TESTING & WORK SOLUTIONS

Bazetta Township – Training Proposal

DATE: 01/10/2020

Company Name: **Bazetta Township**

Address: **3372 State Route 5**

City: **Cortland**

State: **OH**

Zip: **44410**

Primary Contact: **Dennis Lewis**
Telephone: **3306378816**

Fax #: **3306374588** E-mail: dlewis@bazettatwp.org

Proposal:

On Demand is pleased to offer the services of workplace employee trainings.

Duration:

Service provided under the Agreement ("Initial Term") shall commence on the date of signing. Either party may notify the other of its intention to terminate the Agreement at the end of the Initial Term. Such notice shall be in writing and provided to the other party at least sixty (30) days prior to expiration of the Initial Term.

Commencement of Service:

Immediate

Services Provided:

- Employee Drug Free Workplace Training
 - Supervisor Drug Free Workplace Training
- One (1) hour session to be provided on each topic

Communication:

Toll Free #: (877) 270-3662

Local: (330) 270-3660

Fax: (330) 953-3691

Laurie Robertson Administrative Assistant

lrobertson@ondemanddrugtesting.com

Ruth M. Bowdish Counselor/workforce consultant/Trainer

rbowdish@ondemanddrugtesting.com

Pricing: A total of 2 one-hour sessions at the combined rate of \$225.00

Annual Review:



ON DEMAND DRUG TESTING & WORK SOLUTIONS

Our staff is available to handle any questions, problems or concerns that may arise. Services are reviewed annually for quality assurance purposes and modifications are implemented for reaching future goals.

ON DEMAND DRUG TESTING AND WORK SOLUTIONS

Bazetta Township

By:

By:

Ruth M. Bowdsh - Director of Training and Development

Date:

1-10-2020

Date:

Chief,

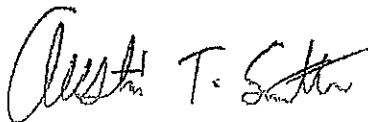
This is my resignation letter. I wish you and the department the best. I thank you for the opportunity to work at your fire department and I, again, wish you the best.

-Roger Bruce

Chief Lewis,

I am writing to inform you of my immediate resignation from the Bazetta Township Fire Department. I would like to thank you for giving me the opportunity to work for the Bazetta Fire Department. I apologize for any inconvenience my recent lack of activity with the fire department may have caused.

Sincerely,

A handwritten signature in cursive script that reads "Austin T. Smith". The signature is written in dark ink and is positioned above the printed name.

Austin Smith



**Bureau of Workers'
Compensation**

13430 Yarmouth Drive
Pickerington, OH 43147

Governor Mike DeWine
Administrator/CEO Stephanie McCloud

www.bwc.ohio.gov
1-800-844-6292
Fax: 1-866-336-8352

January 13, 2020

Mr. Dennis Lewis
Bazetta Township
FIRE DEPT
3000 Warren Meadville Road
Cortland, Ohio 44410

Policy number: 37820104
Application number: 796009819

Dear Mr. Dennis Lewis:

Congratulations! We have approved Bazetta Township's application for the safety intervention grant project requesting \$4,050.84. You may now make your purchase. Your obligation of the total project of \$6,250.00 is \$2,199.16. The following equipment is approved under this grant award as detailed in the attached approved grant budget:

- Large Diameter Hose Roller.

You may expect to receive your award within eight weeks from the date of this letter. If you enrolled in electronic funds transfer, you may expect the direct deposit into the account specified on your vendor information form.

Your deadline to **purchase and implement** the approved intervention is within 90 days after the date on the grant check or electronic fund transfer (EFT).

You must complete the action steps as listed below

- ◊ **Purchase and implement** the approved intervention equipment within 90 days after the date on the grant check or electronic fund transfer (EFT).
- ◊ Forward itemized invoice(s) pertaining to all approved equipment purchased showing either "Stamped" Paid in Full or "Typed" Paid in Full within 120 days of receiving BWC grant check or electronic fund transfer (EFT).
- ◊ Contact the BWC Division of Safety & Hygiene consultant who signed your application for a follow-up visit.
- ◊ On the safety grants progress look-up page on the BWC website you can log in and view important dates that remind you when reporting information is needed. This includes implementation date, proof of spending, annual case study, and 2-year report.

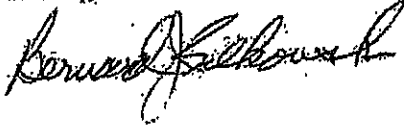
Please see the enclosed *Employer Action Steps* for details on the above items.

Employers participating in the BWC SIG program as of July 1, 2013, may be eligible to apply for up to \$40,000 per eligibility cycle as outlined in the grant application. Based on review of your payroll information for the last full year, your eligibility cycle is 7 years. For employers who previously received grant funds, the eligibility cycle will begin on the date of the earliest check date. Your eligibility cycle began on 07/10/2018

After distribution of the grant funds for this request, you have \$0.00 available in your current eligibility cycle.

BWC stands ready to assist you with your safety needs. If you would like to speak with a Division of Safety & Hygiene consultant or have questions about the SIG program, please call 1-800-644-6292, and listen to the options.

Sincerely,



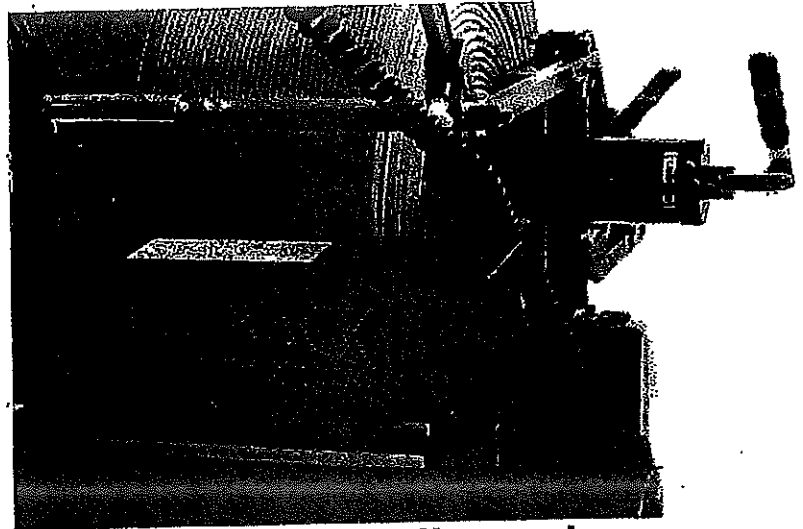
Bernard J. Silkowski
Superintendent
Division of Safety & Hygiene

Enclosure

cc: BWC Finance Division
BWC Field Operations
Rozenblad - smith, B.
File

RollNRack, LLC
 P.O. Box 328
 Mukwonago, WI 53149
 Phone: 262-363-2030 FAX: 262-363-2034
 Email: info@rollnrack.com

QUOTE **Date**
 5/7/2019



To: Bazetta TWP FD
 ATTN: Chief Dennis Lewis
 3000 Warren Meadville RD
 Cortland, OH 44410

Ph: 330-637-4136

dlewis@bazettatwp.org

www.rollnrack.com

Check our website for details on all of our products

Description	Quantity	Price	Total
Power Roller w/5"Storz Jaws	1	\$5,875.00	\$5,875.00
<p>P&S with Guaranteed lift gate delivery Please include a copy of tax exempt certificate Payment in full within 15 days of shipment via check preferred</p>	1	\$375.00	\$375.00
<p>Quote is CASH Discount pricing Charge cards ADD 3% of total for processing When ordering, please include a copy of your tax exempt certificate for our records. Quote prepared by: Javier Fernandez/CEO/Owner RollNRack,LLC</p>	<p>RollNRack products are manufactured in the USA.</p>	<p>RollNRack, LLC is the sole source for our products. products.</p>	
Thank you for your interest in the RollNRack System			

Quote good through July 5th, 2019

Total \$6,250.00



The RollNRack Hose Management System

RollNRack, LLC is the sole source for RollNRack® products and include proprietary materials such as copyrights, trademarks and patents applied for.

These patents protect RollNRack, LLC's inventions and the extensive resources RollNRack, LLC devotes to research, development and design.

In accordance with 35 USC 287, RollNRack, LLC provides notice that the RollNRack products listed at rollnrack.com/patents are protected by the associated patents listed. The list of RollNRack products, patents and trademarks are not all-inclusive. The RollNRack products listed and additional RollNRack products may be protected by one or more additional patents and pending patents in the U.S. and elsewhere.

RollNRack products are manufactured in the United States of America. Any inquiries can be sent to the included e-mail or phone/fax number.

Details on the RollNRack Hose Management System
can be found on our website.

www.rollnrack.com

RollNRack, LLC

PO Box 328

Mukwonago, WI 53149

Phone: 262-363-2030 / Fax: 262-363-2034

E-mail: info@rollnrack.com

BAZETTA

Incident Type Report (Summary)

Alarm Date Between {12/01/2019} And {12/31/2019}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	1	0.95%	\$0	0.00%
	<u>1</u>	<u>0.95%</u>	<u>\$0</u>	<u>0.00%</u>
3 Rescue & Emergency Medical Service Incident				
311 Medical assist, assist EMS crew	1	0.95%	\$0	0.00%
321 EMS call, excluding vehicle accident with	68	64.76%	\$0	0.00%
322 Motor vehicle accident with injuries	1	0.95%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	6	5.71%	\$0	0.00%
	<u>76</u>	<u>72.38%</u>	<u>\$0</u>	<u>0.00%</u>
4 Hazardous Condition (No Fire)				
411 Gasoline or other flammable liquid spill	1	0.95%	\$0	0.00%
412 Gas leak (natural gas or LPG)	1	0.95%	\$0	0.00%
421 Chemical hazard (no spill or leak)	1	0.95%	\$0	0.00%
441 Heat from short circuit (wiring),	1	0.95%	\$0	0.00%
	<u>4</u>	<u>3.80%</u>	<u>\$0</u>	<u>0.00%</u>
5 Service Call				
511 Lock-out	2	1.90%	\$0	0.00%
542 Animal rescue	1	0.95%	\$0	0.00%
553 Public service	1	0.95%	\$0	0.00%
554 Assist invalid	10	9.52%	\$0	0.00%
	<u>14</u>	<u>13.33%</u>	<u>\$0</u>	<u>0.00%</u>
6 Good Intent Call				
611E Dispatched & cancelled en route (EMS /	3	2.85%	\$0	0.00%
611F Dispatched & cancelled en route (Fire /	6	5.71%	\$0	0.00%
	<u>9</u>	<u>8.57%</u>	<u>\$0</u>	<u>0.00%</u>
7 False Alarm & False Call				
745 Alarm system activation, no fire -	1	0.95%	\$0	0.00%
	<u>1</u>	<u>0.95%</u>	<u>\$0</u>	<u>0.00%</u>

Total Incident Count: 105

Total Est Loss: \$0

BAZETTA

Aid Responses by Department

Alarm Date Between {12/01/2019} And {12/31/2019}

Incident	Notified	Type of Aid		Fire	EMS	Resc	Other
STA. 12 CORTLAND FIRE DEPARTMENT FDID 78200							
19-0001180	12/05/2019	3 Mutual aid given	#Personnel	0	0	0	0
Their Inci	1901198	Response Time: 00:10:24	#Appartus	0	0	0	0
19-0001216	12/17/2019	3 Mutual aid given	#Personnel	0	2	0	0
Their Inci	19-1779	Response Time: 00:07:13	#Appartus	0	1	0	0
19-0001235	12/20/2019	1 Mutual aid received	#Personnel	0	0	0	0
Their Inci	191893	Response Time: 00:01:39	#Appartus	0	0	0	0
19-0001248	12/23/2019	1 Mutual aid received	#Personnel	0	0	0	2
Their Inci	1815	Response Time: 00:05:07	#Appartus	0	0	0	1
Subtotal Responses: 4			Average Response Time for Dept: 00:06:06				

STA. 21 CHAMPION FIRE DEPARTMENT FDID 78109							
19-0001189	12/06/2019	1 Mutual aid received	#Personnel	0	2	0	0
Their Inci	1906	Response Time: 00:04:03	#Appartus	0	1	0	0
19-0001263	12/29/2019	4 Automatic aid given	#Personnel	3	0	0	0
Their Inci	1811	Response Time: 00:07:12	#Appartus	1	0	0	0
Subtotal Responses: 2			Average Response Time for Dept: 00:05:38				

STA. 32 HOWLAND FDID 78121							
19-0001243	12/22/2019	2 Automatic aid received	#Personnel	0	0	0	0
Their Inci	19-3757	Response Time: 00:05:17	#Appartus	0	0	0	0
Subtotal Responses: 1			Average Response Time for Dept: 00:05:17				

Response time calculated from time notified to arrival.

BAZETTA

Inspections by Type

Date Completed Between {12/01/2019} And
{12/31/2019} and Inspection Type = "200"

Date	Time	Occupancy	Hrs	Fee
200 INSPECTION - General				
12/05/2019	10:30	CORT03 CORTLAND LANES 3684 WARREN MEADVILLE RD NE	1.00	
12/04/2019		PATRO1 PATRIOT MOTORS 3306 ELM RD NE	0.00	
12/04/2019		CRSC01 CRS & COMPANY SALON 3010 ELM RD NE/D	1.00	
12/04/2019		GS001 GAME STOP 2170 MILLENNIUM BLVD /Suite I	1.00	
12/04/2019		VER VERIZON WIRELESS 2170 MILLENNIUM BLVD NE/SUITE J	1.00	
12/10/2019		ADGA01 ADGATES FLOWERS 2464 ELM RD NE	1.00	
12/10/2019		AINS01 ANISLEY 500 HEATING 2428 ELM RD NE	1.00	
12/10/2019		ATTW01 AT&T WIRELESS 2205 ELM RD NE	1.00	
12/10/2019		CART01 CARTER'S MARKET 959 W STATE ROUTE 305 NE	1.00	
12/10/2019		RIE RIENZI'S QUALITY CAR CARE 3473 ELM RD NE	1.00	
12/10/2019		ROSS02 Ross, Maiorca & Associates CPA Inc. 2202 NILES CORTLAND RD NE	1.00	
Total Activities for Type: 11			10.00	

Grand Total Activities: 11

Grand Totals: 10.00 0.00

Resignation, Nathan Spitler

Nate Spitler <natespit2015@gmail.com>

Wed 12/18/2019 6:28 PM

To: Chris Herlinger <cherlinger@bazettatwp.org>

Chief Herlinger,

I will be resigning from my position as part-time police officer with the township of Bazetta. I recently was offered a full-time employment opportunity. Thank you for your consideration and time.

Signed

Nathan Spitler

Sent from my iPhone

A handwritten signature in black ink, appearing to read 'Nathan Spitler', with a small number '1' written above the final part of the signature.