

BAZETTA TOWNSHIP TRUSTEES

REGULAR MEETING MINUTES

Date: June 09, 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 to open the meeting with the Pledge of Allegiance and to follow with a moment of silence

Trustee Webb stated this meeting is being conducted via teleconference following the current guidelines defined by State of Ohio Open Meetings Law and in accordance under recommendations of legal counsel and Governor DeWine. There will be no public comments at the end of this meeting. This meeting is being audio recorded for informational purposes and will be posted on the website.

093-20 Resolution accepting the meeting minutes from the May 12 regular meeting.
Motion: Trustee P
Second: Trustee M
Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

CORRESPONDENCE (COPIES AVAILABLE UPON REQUEST):

ADMINISTRATION:

Trustee McBride stated that there is temporary electric service at the cemetery chapel. We will now move forward to get the drywall done.

Trustee Webb will be attending a Council of Government Board of Directors on Monday night.

094-20 Resolution authorizing the Fiscal Officer to pay all outstanding invoices and to approve all warrants incurred from June 10 thru July 14, 2020.
Motion: Trustee M
Second: Trustee P
Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

095-20 Resolution amending resolution 086-20 deleting and modifying "D.4" "Personal Travel" of the Township Building and Work Place Policy replacing with Exhibit A. (See attached)
Motion: Trustee P
Second Trustee M
Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

096-20 Resolution awarding abatement contract for the 2020 season to Cody Lawn Service. Program not to exceed \$5,000.
Motion: Trustee M
Second Trustee P
Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

FIRE DEPARTMENT:

- May 2020 monthly report is attached

Trustee Webb sent out a thank you to the entire fire department for their active participation to get the information out to get the levy passed.

097-20 Resolution to remove part-time FF/Medic Josh Cleland as of May 21, 2020 and part-time FF/Medic Abbie Buday as of June 1, 2020 from the Bazetta Fire Department Roster.
Motion: Trustee P
Second Trustee M
Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

098-20 Resolution to accept a then and now expenditure of \$3,586.82 with JED Services to replace the security cameras and recording device at the fire station. (See attached)
Motion: Trustee M
Second Trustee P
Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

099-20 Resolution to hire Cole McClisac as a Volunteer Firefighter with a probationary period of one year, this is a non paid position, pending physical, background investigations, and pre-employment drug screen with a one year probation.
Motion: Trustee P
Second Trustee M
Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

100-20 Resolution to hire Gianfranco Serpone as a part-time Firefighter/Medic, on an as needed basis with a probationary period of one year at a rate of \$14.00 per hour pending physical, background investigations, and pre-employment drug screen.
Motion: Trustee M
Second Trustee P
Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

101-20 Resolution to hire David West as a full-time Firefighter/Medic with a hire date of June 28, 2020, pending Police and Fire pension physical, background investigation, and pre-employment drug screen. Pay rate and probationary period will be per the Collective Bargaining Unit of the International Association of Fire Fighters Local #3703 dated March 1, 2018 to February 28, 2021.

Motion: Trustee P
Second Trustee M
Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

POLICE DEPARTMENT:

- Submitted monthly report

ROAD DEPARTMENT:

- Discussion on road department levy coming up in the November election
- Thank you to Trustee McBride for his assistance in getting a radiator for the 97 International

PLANNING DIRECTOR, ZONING INSPECTOR AND CODE ENFORCEMENT OFFICER:

- Submitted Monthly Report
- -3 Properties mowing nuisance

Trustee Webb questioned if a zoning permit was issued for a garage on Tall Oaks Circle.

Zoning Inspector Pizzulo will check into.

102-20 Resolution to approve the Abatement of Weeds and Grass only 505.87 (B) O.R.C. for the properties listed. (See attached)

- 1611 Johnson Plank Road (Parcel #31-901068)
- 2227 Cadwallader-Sonk Road (Parcel #33-071300)
- 369 Bianca Lane (Parcel #33-076303)

Motion: Trustee M
Second Trustee P
Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

ZONING COMMISSION AND ZONING BOARD OF APPEALS:

- All meetings have been cancelled due to the Covid-19 until further notice

Trustee Webb directed all department heads to work together to implement what needs to be done in the township buildings for when they are to open.

There was a discussion on the budget meeting.

PARKS AND RECREATION BOARD:

- Park will be closed indefinitely until further notice

103-20 Resolution to cancel the June 23, 2020 meeting.

Motion: Trustee M

Second Trustee P

Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

ASKED TO BE PLACED ON THE AGENDA:

PUBLIC COMMENT:

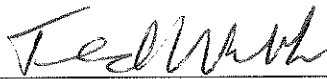
104-20 To adjourn the meeting at 7:38pm

Motion: Trustee P

Second Trustee M

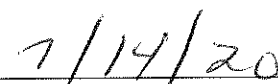
Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

Attested by:



Approved by: Chairman Trustee Ted Webb

Date



Date

Exhibit A

Bazetta Township Guidance on Employees That Have been Out of State for Vacation or That Have Been Exposed to a Person Under Investigation (PUI)

Bazetta Township Employees that have vacationed out of the State of Ohio will follow the steps below.

This requires:

- A. Any Bazetta Township employee going on vacation outside the State of Ohio to contact their supervisor so that their travel and PPE use can be reviewed.
- B. If the department supervisor cannot obtain the details needed from the employee, letter (E) of this document will be implemented.
- C. Employees that are planning a vacation to travel outside of the State of Ohio, it will be assumed that have been exposed to COVID 19 and/or a PUI can return to work if they wore full PPE at all times, and are asymptomatic.
- D. Employees that return to work shall be required to monitor for symptoms, obtain twice daily temperatures, and wear a surgical/cloth mask while on duty for 14 calendar days.
- E. If the department supervisor determines that the employee that was outside the State of Ohio on vacation did not meet the above requirements will require employees to stay at home for 14 calendar days after returning from out of state vacation. The department supervisor will grant you the Time Off to meet this requirement during the quarantine period, by using vacation time, personal time, or comp time and in some circumstances may be placed on leave without pay. Absent an actual illness, this time likely would not qualify for sick leave or FMAL leave.

Effective Date - 6-10-2020 Expiration - Until State of Ohio Health Directors order of April 20, 2020 Stay Safe Ohio ordered lifted.

BAZETTA

Incident Type Report (Summary)

Alarm Date Between {05/01/2020} And {05/31/2020}

| Incident Type | Count | Pct of Incidents | Total Est Loss | Pct of Losses |
|--|-------|------------------|----------------|---------------|
| 1 Fire | | | | |
| 138 Off-road vehicle or heavy equipment fire | 1 | 0.90% | \$0 | 0.00% |
| 142 Brush or brush-and-grass mixture fire | 1 | 0.90% | \$0 | 0.00% |
| 154 Dumpster or other outside trash receptacle | 1 | 0.90% | \$0 | 0.00% |
| | 3 | 2.70% | \$0 | 0.00% |
| 3 Rescue & Emergency Medical Service Incident | | | | |
| 311 Medical assist, assist EMS crew | 1 | 0.90% | \$0 | 0.00% |
| 321 EMS call, excluding vehicle accident with | 65 | 58.55% | \$0 | 0.00% |
| 322 Motor vehicle accident with injuries | 8 | 7.20% | \$0 | 0.00% |
| 324 Motor Vehicle Accident with no injuries | 8 | 7.20% | \$0 | 0.00% |
| | 82 | 73.87% | \$0 | 0.00% |
| 5 Service Call | | | | |
| 511 Lock-out | 1 | 0.90% | \$0 | 0.00% |
| 552 Police matter | 1 | 0.90% | \$0 | 0.00% |
| 554 Assist invalid | 6 | 5.40% | \$0 | 0.00% |
| 561 Unauthorized burning | 5 | 4.50% | \$0 | 0.00% |
| | 13 | 11.71% | \$0 | 0.00% |
| 6 Good Intent Call | | | | |
| 611E Dispatched & cancelled en route (EMS / | 3 | 2.70% | \$0 | 0.00% |
| 611F Dispatched & cancelled en route (Fire / | 4 | 3.60% | \$0 | 0.00% |
| 622 No Incident found on arrival at dispatch | 2 | 1.80% | \$0 | 0.00% |
| 631 Authorized controlled burning | 1 | 0.90% | \$0 | 0.00% |
| 652 Steam, vapor, fog or dust thought to be | 1 | 0.90% | \$0 | 0.00% |
| | 11 | 9.90% | \$0 | 0.00% |
| 7 False Alarm & False Call | | | | |
| 741 Sprinkler activation, no fire - | 1 | 0.90% | \$0 | 0.00% |
| | 1 | 0.90% | \$0 | 0.00% |
| 8 Severe Weather & Natural Disaster | | | | |
| 813 Wind storm, tornado/hurricane assessment | 1 | 0.90% | \$0 | 0.00% |
| | 1 | 0.90% | \$0 | 0.00% |

BAZETTA

Aid Responses by Department

Alarm Date Between {05/01/2020} And {05/31/2020}

| Incident | Notified | Type of Aid | | Fire | EMS | Resc | Other |
|--|------------|-------------------------|---|------|-----|------|-------|
| STA. 12 CORTLAND FIRE DEPARTMENT FDID 78200 | | | | | | | |
| 20-0000452 | 05/16/2020 | 3 Mutual aid given | #Personnel | 0 | 2 | 0 | 0 |
| Their Inci | 632 | Response Time: 00:18:57 | #Appartus | 0 | 1 | 0 | 0 |
| 20-0000481 | 05/24/2020 | 3 Mutual aid given | #Personnel | 0 | 1 | 0 | 0 |
| Their Inci | 676 | Response Time: 00:04:53 | #Appartus | 0 | 1 | 0 | 0 |
| 20-0000496 | 05/30/2020 | 1 Mutual aid received | #Personnel | 0 | 2 | 0 | 0 |
| Their Inci | 702 | Response Time: 00:09:05 | #Appartus | 0 | 1 | 0 | 0 |
| Subtotal Responses: 3 | | | Average Response Time for Dept: 00:10:58 | | | | |

| | | | | | | | |
|--|------------|-------------------------|---|---|---|---|---|
| STA. 21 CHAMPION FIRE DEPARTMENT FDID 78109 | | | | | | | |
| 20-0000398 | 05/04/2020 | 3 Mutual aid given | #Personnel | 2 | 0 | 0 | 0 |
| Their Inci | 20-0626 | Response Time: 00:03:51 | #Appartus | 1 | 0 | 0 | 0 |
| 20-0000442 | 05/15/2020 | 1 Mutual aid received | #Personnel | 0 | 0 | 0 | 2 |
| Their Inci | 677 | Response Time: 00:02:47 | #Appartus | 0 | 0 | 0 | 1 |
| 20-0000490 | 05/28/2020 | 3 Mutual aid given | #Personnel | 0 | 2 | 0 | 0 |
| Their Inci | 746 | Response Time: 00:09:16 | #Appartus | 0 | 1 | 0 | 0 |
| Subtotal Responses: 3 | | | Average Response Time for Dept: 00:05:18 | | | | |

| | | | | | | | |
|-----------------------------------|------------|-------------------------|---|---|---|---|---|
| STA. 30 HOWLAND FDID 78121 | | | | | | | |
| 20-0000391 | 05/01/2020 | 4 Automatic aid given | #Personnel | 8 | 0 | 0 | 1 |
| Their Inci | 20-1161 | Response Time: 00:09:36 | #Appartus | 3 | 0 | 0 | 1 |
| Subtotal Responses: 1 | | | Average Response Time for Dept: 00:09:36 | | | | |

| | | | | | | | |
|---|------------|-------------------------|---|---|---|---|---|
| STA. 38 MECCA FIRE DEPARTMENT FDID 78133 | | | | | | | |
| 20-0000451 | 05/16/2020 | 3 Mutual aid given | #Personnel | 0 | 2 | 0 | 0 |
| Their Inci | 121 | Response Time: 00:21:21 | #Appartus | 0 | 1 | 0 | 0 |
| Subtotal Responses: 1 | | | Average Response Time for Dept: 00:21:21 | | | | |

Response time calculated from time notified to arrival.

JED SERVICES

INVOICE

DATE June 2, 2020

3031 Fallehn Drive
Cortland, OH 44410
330-540-0577

Bill To:

Bazetta Township Fire Department
3000 Warren Meadville Rd.
Cortland, Ohio 44410

Prepared by: Joel

330-637-8816

Location: Station # 11

Notes: Commercial Grade - 3 Year
Warranty on all Hardware.

| Description | AMOUNT |
|---|-------------------|
| 1 - 16 Channel NVR | \$ 849.99 |
| 1 - 8TB Purple Hard Drive | \$ 279.00 |
| 8 - IP Cameras (@169.99 Each) | \$ 1,359.92 |
| 8 Outside Junction Boxes | \$ 167.92 |
| 1 Box Cat5e | \$ 129.99 |
| Installation, Wiring, Networking, Misc. I.T. Services | \$ 800.00 |
| | |
| | |
| | \$3,586.82 |

If you have any questions concerning this invoice, please contact: Joel Davis, 330-540-0577,
joeldavis@neo.rr.com

THANK YOU FOR YOUR BUSINESS!

May 2020 Bazetta Police Department Activity



Published Date: June 5, 2020

| Activity | Total |
|------------------------------|----------|
| Calls for Service | 374 |
| Incident Reports Filed | 99 |
| Traffic Crash Investigations | 10 |
| Number of Persons Arrested | 29 |
| Traffic Offenses | 15 |
| Traffic Citations Issued | 11 |
| Vehicle Miles Traveled | 6,937.10 |
| Office Contacts | 179 |

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

Bazetta Township Police Department

Year to Date Analysis May 2019 Comparison to June 2020

Chief Christopher G. Herlinger

Sgt. Jake Abbott



↑↓Percentage Difference
from 2019 - 2020

| | 2019 | 2020 | |
|------------------------------|---------|---------|-----------|
| Calls for Service | 526 | 374 | -28.897 ↓ |
| Incidents Filed | 148 | 99 | -33.108 ↓ |
| Traffic Crash Investigations | 20 | 10 | -50 ↓ |
| Number of Persons Arrested | 80 | 29 | -75.410 ↓ |
| Traffic Offenses | 31 | 21 | -32.258 ↓ |
| Miles Traveled | 6896.50 | 6937.10 | .588 ↑ |

2020 Zoning Permits Issued

| Date | Permit | Parcel | Owner | Address | Type | Fee |
|-------|--------|-----------|-----------------------------|----------------------------|----------------------|----------|
| 01/18 | 4152 | 33-020800 | Ann Estenzo | 2020 Howland Wilson Rd | Residential Addition | 383.50 |
| 01/28 | 4153 | 31-062885 | V.T. Larrey LTD | 2305 Elm Rd | Sign | 96.00 |
| 3/17 | 4153-A | | Amendment | | Added signage | 243.00 |
| 02/04 | 4154 | 31-025260 | Trevor Penn | 2980 North Park Ext | Shed >200sf | 35.80 |
| 02/09 | 4155 | 33-076484 | Byers T&A | 2151 Stonegate Drive | Porch addition | 64.00 |
| 02/12 | 4156 | 31-900532 | MPT of Warren Steward LLC | 2600 Elm Rd | New Signage | 614.82 |
| 3/17 | F20-01 | 31-902103 | Cortland BTS Retail | 3290 Hoagland Blackstub Rd | Fence | 35.00 |
| 3/17 | 4157 | 33-076448 | Storage Zone Ent | 2500 Niles Cortland | New Signage | 88.50 |
| 3/31 | F20-02 | 31-034280 | Glancy, Carol | 3699 Hoagland Blackstub Rd | Fence | 35.00 |
| 3/31 | 4158 | 33-075907 | Cooper / Tharp | 2496 McCleary Jacoby | Pool | 113.00 |
| 4/10 | 4159 | 31-901658 | Hatfield, Alex | 3204 Deer Trial U-B | Deck fence | 49.50 |
| 4/21 | 4160 | 33-075825 | Delacimo, D&K | 2500 Uplands | New Residence | 858.12 |
| 4/21 | 4161 | 31-100300 | Berry Management | 2229 Elm Rd | Commercial Addition | 1,250.00 |
| | | | Sunbelt Rentals | | | |
| 4/28 | F20-03 | | Joseph Sproviero | 2133 Stonegate Dr | Fence | 35.00 |
| 5/5 | 4162 | 33-071900 | Barbara Howard | 2618 Wilson Sharpville | Garage attached | 100.00 |
| 5/5 | 4163 | 33-075972 | Bandon Kirk | 2060 Timber Creek | Pool, 27' above | 143.00 |
| 5/5 | 4164 | 33-076178 | Brown J&D | 2251 Howland Wilson | Garage addition | 77.00 |
| 5/12 | 4165 | 33-051175 | Serotko | 2544 McCleary Jacoby | Shed | 20.00 |
| 5/12 | 4166 | 33-075347 | Divieste, Joe | 2209 McCleary Jacoby | New Garage | 375.00 |
| | | | DM-01 | | Demo-old | 50.00 |
| 5/12 | DM-02 | 31-017080 | TC Land Riut | 3238 North Park | Demo | 50.00 |
| 5/11 | F20-04 | 33-076591 | DeJulio, R&L | 2558 North View | Fence | 35.00 |
| 5/ | 4167 | 33-076329 | Waid, Mark and Amy | 2011 Niles Cortland Rd | Garage addition att | 600.00 |
| 5/19 | 4168 | 31-092100 | Beardsley, Shawn | 3714 Hoagland Blackstub rd | Deck | 120.00 |
| 5/26 | 4169 | 33-030421 | Parks, Jones | 3473 SR 5 | Sign | 100.00 |
| 5/26 | 4170 | 33-076052 | McCelland, David and Cheryl | 2024 Red Fox rm | Shed | 30.00 |
| 5/26 | 4171 | 33-076469 | Bowman | 2128 Stonegate | Pool | 150.00 |
| 6/02 | 4172 | 33-076106 | Rich, Mark & Erin | 2888 Beaver Trail | Pool | 143.00 |
| 6/02 | 4173 | 33-076336 | Bertuzzi, Frank & Kelly | 2583 Niles Cortland Rd | Garage | 180.00 |



Bazetta Township Trustees

3372 State Route 5, N.E.- Cortland, Ohio 44410-1699
Office Phone: 330-637-8816 / Fax: 330-637-4588
www.bazettatwp.org



ABATEMENT OF WEEDS AND GRASS ONLY

505.87 (B) O.R.C.

RESOLUTION No. _____

BE IT RESOLVED, that legal notice of the Bazetta Township Board of Trustee's intention to remove and or abate the vegetation, noxious weeds and overgrown grass upon following premises, being given in accordance with Section 505.87 (B) O.R.C., and seven (7) days having passing, the Bazetta Township Board of Trustees hereby orders commencement of the abatement, control and removal of the vegetation, garbage, refuse or debris as provided in Section 505.87 (C) O.R.C.:

Parcel # 31-901068

**aka :1611Johnson Plank Rd , Bazetta
Township**

Trumbull County, OHIO

AND BE IT FURTHER RESOLVED, that the Board of Trustees enter in to a contract with Cody's lawn Care, at a total cost of \$ (per Hourly service bid dated 4/10/20 submitted by Cody's lawn Services, LLC), to provide for the abatement, control and removal of the vegetation, garbage, refuse or debris.



Bazetta Township Trustees

3372 State Route 5, N.E.-Cortland, Ohio 44410-1699
Office Phone: 330-637-8816 / Fax: 330-637-4588
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ABATEMENT OF WEEDS AND GRASS ONLY

505.87 (B) O.R.C.

RESOLUTION No. _____

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Parcel # 33-071300

**aka :2227 Cadwallader Sonk Rd , Bazetta
Township**

Trumbull County, OHIO

AND BE IT FURTHER RESOLVED, that the Board of Trustees enter in to a contract with Cody's lawn Care, at a total cost of \$ (per Hourly service bid dated 4/10/20 submitted by Cody's lawn Services, LLC), to provide for the abatement, control and removal of the vegetation, garbage, refuse or debris.



Bazetta Township Trustees

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ABATEMENT OF WEEDS AND GRASS ONLY

505.87 (B) O.R.C.

RESOLUTION No. _____

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Parcel # 33-076303

aka :369 Bianca Lane, Bazetta Township

Trumbull County, OHIO

AND BE IT FURTHER RESOLVED, that the Board of Trustees enter in to a contract with Cody's lawn Care, at a total cost of \$ (per Hourly service bid dated 4/10/20 submitted by Cody's lawn Services, LLC), to provide for the abatement, control and removal of the vegetation, garbage, refuse or debris.