

BAZETTA TOWNSHIP TRUSTEES

REGULAR MEETING MINUTES

Date: November 10, 2020 @ 7:02 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

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.

207-20 Resolution accepting the meeting minutes from the October 27th Regular Meeting.

Motion: Trustee P

Second: Trustee M

Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

CORRESPONDENCE (COPIES AVAILABLE UPON REQUEST):

ADMINISTRATION:

208-20 Resolution authorizing the Fiscal Officer to pay all outstanding invoices and to approve all warrants incurred from December 09th thru December 31th.

Motion: Trustee M

Second: Trustee P

Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

209-20 Resolution to authorize the Fiscal Officer to enact the following Supplemental Appropriations for items to be purchased with grants and a donation received by the Fire Department and for items to be paid for from the Coronavirus Relief Fund, per the attached Bazetta Township Appropriation Status, dated November 10, 2020.

\$194,000.00 to Fund 2111 (Fire Department)

\$318,389.83 to Fund 2272 (Coronavirus Relief)

Motion: Trustee P

Second: Trustee M

Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

210-20 Resolution to authorize the Fiscal Officer to revise the 2020 Certificate of Estimated Resources for grants and a donation received by the Fire Department and for the Coronavirus Relief Fund, per the attached Township Certificate of Estimated Resources, dated November 10, 2020.

\$294,000.00 to Fund 2111 (Fire Department)
\$318,389.83 to Fund 2272 (Coronavirus Relief)

Motion: Trustee M

Second: Trustee P

Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

211-20 Resolution to reimburse the general fund for 17 zoom meetings April 14 through November 10 invoiced to the township from JED in the amount of \$1,020. The necessary expenditures are incurred due to the public health emergency with respect to COVID and will be paid from Fund 2272-519.

Motion: Trustee P

Second: Trustee M

Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

FIRE DEPARTMENT:

- October Monthly Report is attached
- Request that MES Warren Fire Equipment be awarded the PPE Bid (Not Cares Act money)

212-20 Resolution to award the lowest and best bid submitted by MES Warren Fire Equipment, 6880 Tod Avenue SW, Warren, Ohio 44481 for 892 Isolation Gowns, Reusable (AAMI Level 3) at \$87.00 each, for a total of \$77,604.00 with a delivery date of not less than 7 seven days. The 2020 Assistance to Firefighters Grant Program – COVID-19 Supplemental (AFG-S) which 90% of the total will be paid from and the remaining 10% will be divided by 26 fire departments

Motion: Trustee M

Second: Trustee P

Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

(Other Bids Submitted)

Flashover Fire Apparatus & Equipment **\$85,632.00**

409 Walnut St., Suite 203
McKeesport, PA 15132
Bid Specifications met

UniPak Corp **\$6,244.00**

PO Box 300027
Blyn, NY 11230
Did not meet Bid Specifications

Telesource Service, Inc.
41 Main Street
Bolton, MA 01740
Did not meet Bid Specifications

\$5,798.00

POLICE DEPARTMENT:

- October Monthly Report is attached

ROAD DEPARTMENT:

- Nothing to report

PLANNING DIRECTOR, ZONING INSPECTOR AND CODE ENFORCEMENT OFFICER:

- No Monthly Report
- Church of Warren – Letter from Attorney FInamore
- State Route 46 property – Working with him to clean up the property

ZONING COMMISSION AND ZONING BOARD OF APPEALS:

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

PARKS AND RECREATION BOARD:

- Park closed for the season

213-20

Resolution to cancel the November 24th meeting.

Motion: Trustee P

Second: Trustee M

Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

214-20

Resolution to remove the amount of \$1,779.00 to replace the hot water heater from resolution 204-20 and the adjustment for the corrected amount should be \$1,485.00. The expense as identified in quote Q5818 in the amount of \$1,779.00 should be paid from the police equipment fund.

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:

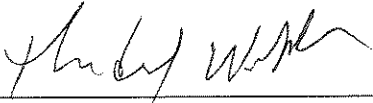
There was discussion on purchasing a laptop and printer for both the zoning inspector and the fiscal officer. Joel will supply prices for the next meeting.

215-20 Resolution to adjourn the meeting at 7:46 pm.

Motion: Trustee P

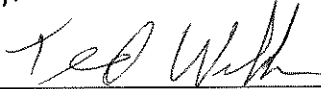
Second: Trustee M

Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y



Attested by:

_____ Date



Approved by: Chairman Trustee Ted Webb

_____ Date

Appropriation Status
BAZETTA TOWNSHIP, TRUMBULL COUNTY
As Of 11/10/2020

FUND	FINAL APPROPRIATION
GENERAL FUND	\$518,477.00
MOTOR VEHICLE LICENSE FUND	\$7,500.00
GASOLINE TAX FUND	\$99,500.00
ROAD & BRIDGE FUND	\$266,211.00
CEMETERY FUND	\$163,107.58
POLICE DISTRICT FUND	\$917,000.00
POLICE DISTRICT EQUIPMENT FUND	\$86,900.00
POLICE DISTRICT OMVI FUND	\$3,000.00
FIRE DISTRICT	\$1,558,400.00
DRUG LAW ENFORCEMENT	\$3,000.00
SPECIAL ASSESSMENTS	\$14,284.09
GENERAL NOTE BOND RETIREMENT FUND	\$118,031.03
PRIVATE PURPOSE TRUST FUND	\$0.00
CORONAVIRUS RELIEF FUND	\$318,389.83
	\$4,073,800.53

TOWNSHIP CERTIFICATE OF ESTIMATED RESOURCES
 BAZETTA TOWNSHIP, TRUMBULL COUNTY, OHIO
 as of November 10, 2020

FUND	UNENCUMBERED BALANCE 01-01-20	PROPERTY TAX		OTHER SOURCES		TOTAL
GENERAL	\$ 600,631.71	\$ -	\$ -	\$ 67,966.79	\$ -	\$ 996,598.50
		\$ 20,000.00	\$ -	\$ -	\$ 144,000.00	
		\$ -	\$ 184,000.00	\$ 211,966.79	\$ -	
MOTOR VEHICLE LICENSE	\$ 11,809.42	\$ -	\$ -	\$ 8,000.00	\$ -	\$ 19,809.42
GASOLINE TAX	\$ 157,481.38	\$ -	\$ (6,142.06)	\$ 124,200.00	\$ -	\$ 281,681.38
ROAD & BRIDGE	\$ 191,393.58	\$ 264,542.06	\$ -	\$ 24,000.00	\$ -	\$ 473,793.58
CEMETERY	\$ 139,179.82	\$ -	\$ -	\$ 268,915.00	\$ -	\$ 408,094.82
POLICE DISTRICT	\$ 567,784.43	\$ 835,000.00	\$ -	\$ 76,200.00	\$ -	\$ 1,478,984.43
POLICE DISTRICT EQUIPMENT	\$ 23,437.91	\$ 65,000.00	\$ -	\$ -	\$ -	\$ 88,437.91
POLICE DISTRICT OMVI	\$ 4,169.15	\$ -	\$ -	\$ -	\$ -	\$ 4,169.15
FIRE DISTRICT	\$ 137,724.30	\$ (114,960.00)	\$ -	\$ 596,800.00	\$ -	\$ 1,659,524.30
		\$ 1,039,960.00	\$ -	\$ -	\$ -	
DRUG LAW ENFORCEMENT	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00
SPECIAL ASSESSMENTS	\$ 2,958.74	\$ -	\$ -	\$ 12,000.00	\$ -	\$ 14,958.74
GENERAL BOND NOTE RETIREMENT	\$ 21,997.65	\$ 140,000.00	\$ -	\$ 11,000.00	\$ -	\$ 172,997.65
PRIVATE PURPOSE TRUST	\$ 3,818.71	\$ -	\$ -	\$ -	\$ -	\$ 3,818.71
CORONAVIRUS RELIEF FUND	\$ -	\$ -	\$ -	\$ 318,389.83	\$ -	\$ 318,389.83
	\$ 1,865,386.80	\$ 2,407,400.00	\$ -	\$ 1,651,471.62	\$ -	\$ 5,924,258.42

BAZETTA

Incident Type Report (Summary)

Alarm Date Between {10/01/2020} And {10/31/2020}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	1	1.16%	\$0	0.00%
	1	1.16%	\$0	0.00%
3 Rescue & Emergency Medical Service Incident				
321 EMS call, excluding vehicle accident with	62	72.09%	\$0	0.00%
322 Motor vehicle accident with injuries	5	5.81%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	5	5.81%	\$0	0.00%
	72	83.72%	\$0	0.00%
4 Hazardous Condition (No Fire)				
444 Power line down	1	1.16%	\$0	0.00%
	1	1.16%	\$0	0.00%
5 Service Call				
553 Public service	1	1.16%	\$0	0.00%
	1	1.16%	\$0	0.00%
6 Good Intent Call				
611E Dispatched & cancelled en route (EMS /	2	2.32%	\$0	0.00%
611F Dispatched & cancelled en route (Fire /	2	2.32%	\$0	0.00%
651 Smoke scare, odor of smoke	1	1.16%	\$0	0.00%
	5	5.81%	\$0	0.00%
7 False Alarm & False Call				
736 CO detector activation due to malfunction	2	2.32%	\$0	0.00%
741 Sprinkler activation, no fire	2	2.32%	\$0	0.00%
743 Smoke detector activation, no fire	2	2.32%	\$0	0.00%
	6	6.97%	\$0	0.00%
Total Incident Count:	85		Total Est Loss:	\$0

BAZETTA

Aid Responses by Department

Alarm Date Between {10/01/2020} And {10/31/2020}

Incident	Notified	Type of Aid	Fire	EMS	Resc	Other
STA. 12 CORTLAND FIRE DEPARTMENT FDID 78200						
20-0000934	10/02/2020	1 Mutual aid received	#Personnel	0	0	0
Their Inci	2001327	Response Time: 00:03:32	#Appartus	0	0	0
20-0000968	10/17/2020	1 Mutual aid received	#Personnel	0	0	0
Their Inci	2001394	Response Time: 00:06:21	#Appartus	0	0	0
20-0000972	10/18/2020	1 Mutual aid received	#Personnel	0	0	0
Their Inci	2001398	Response Time: 00:11:14	#Appartus	0	0	0
20-0001000	10/26/2020	1 Mutual aid received	#Personnel	0	2	0
Their Inci	2001441	Response Time: 00:10:02	#Appartus	0	1	0
20-0001006	10/29/2020	4 Automatic aid given	#Personnel	4	0	0
Their Inci	2001451	Response Time: 00:07:38	#Appartus	1	0	0
Subtotal Responses: 5			Average Response Time for Dept: 00:07:45			
STA. 21 CHAMPION FIRE DEPARTMENT FDID 78109						
20-0000947	10/06/2020	3 Mutual aid given	#Personnel	0	0	0
Their Inci	1300	Response Time: 00:06:11	#Appartus	0	0	0
Subtotal Responses: 1			Average Response Time for Dept: 00:06:11			
STA. 30 HOWLAND FDID 78121						
20-0000955	10/11/2020	3 Mutual aid given	#Personnel	0	2	0
Their Inci	2002770	Response Time: 00:14:32	#Appartus	0	1	0
Subtotal Responses: 1			Average Response Time for Dept: 00:14:32			
STA. 32 HOWLAND FDID 78121						
20-0000953	10/09/2020	1 Mutual aid received	#Personnel	0	0	0
Their Inci	2751	Response Time: 00:04:20	#Appartus	0	0	0
20-0000957	10/12/2020	2 Automatic aid received	#Personnel	0	3	2
Their Inci	2777	Response Time: 00:10:13	#Appartus	0	2	1
Subtotal Responses: 2			Average Response Time for Dept: 00:07:17			

Response time calculated from time notified to arrival.

BAZETTA TWP. FIRE/EMS

Chief's Office

INTEROFFICE MEMORANDUM

Date: 11/3/2020

To: Trustee McBride, Trustee Parke, Trustee Webb,

From: Chief Dennis Lewis

Re: November 10, 2020 Trustee's Special Meeting

Trustee McBride -- Trustee Parke -- Trustee Webb,

Agenda items: **For Administration**

Agenda items: **For Fire Department**

1. To award the lowest and best bid submitted by **MES Warren Fire Equipment**, 6880 Tod Ave. SW, Warren, Ohio 44481 for 892 Isolation Gowns, Reusable (AAMI Level 3) at \$87.00 each for a total of \$77,604.00 with a delivery date of not less than 7 days. The 2020 Assistance to Firefighters Grant Program - COVID-19 Supplemental (AFG-S) which 90% of the total will be paid from and the remaining 10% will be divided by 26 fire departments.

Other Bids Submitted	
1. Flashover Fire Apparatus & Equipment Co.	\$85,632.00
409 Walnut St., Suite 203 McKeesport, PA 15132 Bid Specifications met	
2. UniPak Corp	\$6,244.00
P.O. Box 300027 BLYN, NY 11230 Did not meet Bid Specifications	
3. Telesource Service, Inc	\$5,798.00
41 Main Street Bolton, MA 01740 Did not meet Bid Specifications	

Non agenda items:

October 2020 Monthly report submitted.

Professionally,
Dennis Lewis
Fire Chief

October 2020 Bazetta Police Department Activity



Published Date: November 9, 2020

Activity	Total
Calls for Service	N/A
Incident Reports Filed	91
Traffic Crash Investigations	7
Number of Persons Arrested	42
Traffic Offenses	15
Traffic Citations Issued	10
Vehicle Miles Traveled	N/A
Office Contacts	245

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

Bozetta Township Police - 2019-2020 Monthly Comparison Chart

2019	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Calls for Service	391	380	486	425	526	619	683	668	543	531	501	430	6183
Incidents Filed	92	85	136	133	148	126	132	124	145	137	134	85	1477
Traffic Crash Investigations	18	11	15	12	20	10	9	6	11	13	20	12	157
Number of Persons Arrested	21	28	66	67	80	54	39	55	55	55	60	32	612
Traffic Offenses	22	37	57	60	61	31	38	23	61	49	49	33	521
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	8,335.90	8,300	92,999.20

2020	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Calls for Service	393	393	304	234	374	442	426	492	419	N/A			3477
Incidents Filed	99	84	89	53	99	121	94	105	104	91			939
Traffic Crash Investigations	12	10	4	5	10	9	9	6	5	7			77
Number of Persons Arrested	38	35	28	7	29	60	36	26	42	42			343
Traffic Offenses	30	25	13	2	15	21	30	17	15	15			183
Miles Traveled	8017.9	6772.3	6511.5	5929.4	6937.1	6952.3	6927	6544.8	6426.3	N/A			61018.6

Bazetta Township Police Department

Year to Date Analysis October 2019 Comparison to October 2020

Chief Christopher G. Herlinger

Sgt. Jake Abbott



↑↓Percentage Difference
from 2019 - 2020

	2019	2020	
Calls For Service	531	N/A	
Incidents Filed	137	91	-33.577 ↓
Traffic Crash Investigations	13	7	-46.154 ↓
Number of Persons Arrested	55	42	-23.636 ↓
Traffic Offenses	49	15	-69.388 ↓
Miles Traveled	8662.50	N/A	

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