

# BAZETTA TOWNSHIP TRUSTEES

## REORGANIZATIONAL MEETING AGENDA

Date: January 05, 2021 @ 6:45 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

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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.

At this time Fiscal Officer Chapman will take over the meeting.

**001-21** Resolution to appoint Trustee Webb as Chairman of the Bazetta Township Board of Trustees for Fiscal Year 2021.

**Motion:** Trustee  P

**Second:** Trustee  M

**Vote:** Trustee McBride  Y  Trustee Parke  Y  Trustee Webb  Y

**002-21** Resolution to appoint Trustee McBride as Vice Chairman of the Bazetta Township Board of Trustees for Fiscal Year 2021.

**Motion:** Trustee  W

**Second:** Trustee  P

**Vote:** Trustee McBride  Y  Trustee Parke  Y  Trustee Webb  Y

**003-21** Resolution to schedule the Trustee's Regular Meetings for the second and fourth Tuesdays of each month at 7:00pm. A caucus with department heads will be at the first regular meeting of each month at 6:00pm.

**Motion:** Trustee  M

**Second:** Trustee  W

**Vote:** Trustee McBride  Y  Trustee Parke  Y  Trustee Webb  Y

**004-21** Resolution to adopt the attached Resolution of Compliance with Ohio Sunshine Law and accordingly establish the following rules for the scheduling and notice of all meetings for 2021. (See attachment)

**Motion:** Trustee  W

**Second:** Trustee  M

**Vote:** Trustee McBride Y Trustee Parke Y Trustee Webb Y

**005-21**

Resolution to approve the continued employment of the following non-bargaining unit full-time and part-time employees at their current rates of pay.

Sexton Thad Wajda	\$350/month
Clayton LeJeune	\$8.80/hr
Ptl. Brian Mackey	\$13.00/hr
Ptl. Chance Hanshaw	\$13.00/hr
PD Sec'y Teresa Bott	\$11.00/hr
PD Sec'y Janessa Patrick	\$11.00/hr
Zoning Inspector Pete Pizzulo	\$1,100.00/month
Zoning Sec'y Janessa Patrick	\$10.00/hr
FF/Medic Todd Shafer	\$14.00/hr
FF/Medic Callie Mallory	\$14.00/hr
FF/Medic Eric Ginn	\$14.00/hr
FF/Medic Bill Steiner	\$14.00/hr
FF/Medic Brian Schotsch	\$14.00/hr
FF/Medic Daniel Ritchie	\$14.00/hr
FF/EMT Steven Dixon	\$11.00/hr
FF/EMT Jeremy Gless	\$11.00/hr
FF/EMT Chris Shafer	\$11.00/hr
FF/Medic GianFanco Serpone	\$14.00/hr

**Motion:** Trustee P

**Second:** Trustee M

**Vote:** Trustee McBride Y Trustee Parke Y Trustee Webb Y

**006-21**

Resolution to approve the continued compensation of Zoning Commissioners, Zoning Board of Appeals Members, and Zoning Secretary at \$25 per meeting date.

**Motion:** Trustee W

**Second:** Trustee M

**Vote:** Trustee McBride Y Trustee Parke Y Trustee Webb Y

**007-21**

Resolution to approve a new five year term for Curtis Lonsbrough ending December 31, 2025 for the Zoning Commission Board.

**Motion:** Trustee P

**Second:** Trustee W

**Vote:** Trustee McBride Y Trustee Parke Y Trustee Webb Y

**008-21**

Resolution to approve a new five year term for David Ross ending December 31, 2025 for the Zoning Board of Appeals.

**Motion:** Trustee M

**Second:** Trustee P

**Vote:** Trustee McBride Y Trustee Parke Y Trustee Webb Y

**009-21** Resolution to appoint Andrea Drotar to a one year term on the Park Board ending December 31, 2021.

**Motion:** Trustee  P   
**Second:** Trustee  W   
**Vote:** Trustee McBride  Y  Trustee Parke  Y  Trustee Webb  Y

**010-21** Resolution to approve retention of the following firms as Township Legal Counsel, at their respective rates as approved in 2020, for the fiscal year 2021 as listed below.

Bonezzi, Switzer, Polito & Hupp  
Mazanec, Raskin & Ryder Co., L.P.A.  
Turner, May & Shepherd

**Motion:** Trustee  W   
**Second:** Trustee  M   
**Vote:** Trustee McBride  Y  Trustee Parke  Y  Trustee Webb  Y

**011-21** Resolution to continue the Policy wherein all contact with Township Legal Counsel must be conducted only by the Chairman of the Board or the Chairman's designee.

**Motion:** Trustee  P   
**Second:** Trustee  W   
**Vote:** Trustee McBride  Y  Trustee Parke  Y  Trustee Webb  Y

**012-21** Resolution to approve the attendance of Trustees and Fiscal Officer at any Fiscal Year 2021 meetings, seminars, workshops, schools, trainings, conferences, or conventions necessary for the betterment of the township with allowable expenses and gas mileage being reimbursed per the Township Administrative Policy and IRS approved rate of \$0.58 per mile respectively.

**Motion:** Trustee  W   
**Second:** Trustee  M   
**Vote:** Trustee McBride  Y  Trustee Parke  Y  Trustee Webb  Y

**013-21** Resolution to approve the attendance of Township Employees, Park & Recreation Board Members, Zoning Commissioners, and Zoning Board of Appeals Members to any Fiscal Year 2021 meetings, seminars, workshops, schools, trainings, conferences, or conventions necessary for the betterment of the township, after a formal request has been approved by their Department Heads and Trustees, with allowable expenses and gas mileage being reimbursed per the Township Administrative Policy and IRS approved rate of \$0.58 per mile respectively.

**Motion:** Trustee  P   
**Second:** Trustee  W   
**Vote:** Trustee McBride  Y  Trustee Parke  Y  Trustee Webb  Y

014-21

Resolution to establish the following Trustee/Department Heads Liaisons for Fiscal Year 2021

Fire Department – Trustee McBride  
Police Department – Trustee Webb  
Road Department – Trustee Parke  
Zoning Boards - Trustee Webb

**Motion:** Trustee W

**Second:** Trustee M

**Vote:** Trustee McBride Y Trustee Parke Y Trustee Webb Y

015-21

Resolution to adjourn the meeting at 7:11pm.

**Motion:** Trustee P

**Second:** Trustee M

**Vote:** Trustee McBride Y Trustee Parke Y Trustee Webb Y

\_\_\_\_\_  
Attested by:

*Ted Webb*

Approved by: Chairman Trustee Ted Webb

\_\_\_\_\_  
Date

*1/26/21*

\_\_\_\_\_  
Date

## **RESOLUTION OF COMPLIANCE WITH OHIO SUNSHINE LAW**

The Board of Trustees shall conduct its meetings in full compliance with the State of Ohio Sunshine Law and accordingly establishes the following rules for scheduling and notice of all meetings;

### **RESOLVED,**

- 1. REGULAR MEETINGS:** Regular Meetings of the Board of Trustees shall be held on the second and fourth Tuesdays of each month at 7:00pm. A caucus with department heads will be at the first regular meeting of each month at 6:00pm at the Township Administration Building located at 3372 State Route 5, and notice of said meetings shall be posted in a conspicuous Township Bulletin Board or sign provided for that purpose.
- 2. SPECIAL/EMERGENCY MEETINGS:** Notice of Special Meetings of the Board of Trustees shall be given by posting advance written notice of the same in a conspicuous place outside the Administration Building on a Bulletin Board or Sign provided for that purpose. Additionally, notice of all Special Meetings will be given to any media that requests the same. Notice of a Special Meeting shall be given at least 24 hours in advance of the meeting, except in an emergency in which case the notice shall be given as soon as possible.
- 3. CONTENT OF NOTICE:** Notice of Special Meetings of the Board of Trustees shall contain the following information; (i) shall state; Notice of Special Meeting of the Bazetta Township Board of Trustees; (ii) Date; (iii) Time; (iv) Place; and (v) Purpose of the Meeting.
- 4. WRITTEN NOTICE UPON REQUEST:** Additionally, the Township will provide advance written notice of regular and special meetings directly to anyone who requests same and provides the Township with an e-mail address or pre-paid postage, self-addressed envelopes or post cards.
- 5. MINUTES OF THE MEETING:** Full and accurate minutes of the meeting shall be taken, properly filed and maintained. The minutes shall include sufficient information to enable the public to understand and appreciate the rationale for the Board's decisions. The minutes shall be promptly prepared and made available to any person who so requests to inspect or receive a copy of the same.