

# BAZETTA TOWNSHIP TRUSTEES

## REGULAR MEETING MINUTES

Date: February 23, 2021 @ 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 Bob McBride - H  
Trustee Frank Parke - H  
Fiscal Officer Cynthia Chapman - A

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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 public comments at the end of this meeting. This meeting is being audio recorded for informational purposes and will be posted on the website.

**044-21** Resolution accepting the meeting minutes from the February 09<sup>th</sup> Regular Meeting and the February 17<sup>th</sup> Emergency Meeting.

**Motion:** Trustee  P

**Second:** Trustee  M

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

**045-21** Resolution to authorize the Fiscal Officer to hire Hoi Wah Yu, Fiscal Consultant, at \$30 per hour (not to exceed \$2,400) to review the UAN set up for 2019 – 2020 reconciliations. This will be paid out of the General Fund Account 1000-110-141. (See attachment)

**Motion:** Trustee  M

**Second:** Trustee  P

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

**046-21** Resolution to officially open the Bazetta Township Park on April 05, 2021.

There was a discussion on this before the vote. Chief Lewis stated we are still in the red category and that someone could submit plans to the health department.

Chairman Webb asked for a motion twice. **Resolution died for lack of a motion.**

**Motion:** Trustee \_\_\_\_\_

**Second:** Trustee \_\_\_\_\_

**Vote:** Trustee McBride \_\_\_\_\_ Trustee Parke \_\_\_\_\_ Trustee Webb \_\_\_\_\_

**047-21** Resolution to approve reopening the Bazetta Township Administration Building on April 01, 2021 for business and township meetings.

**Motion:** Trustee   M  

**Second:** Trustee \_\_\_\_\_

**Vote:** Trustee McBride \_\_\_\_\_ Trustee Parke \_\_\_\_\_ Trustee Webb \_\_\_\_\_

**Resolution died for lack of a motion. This will be reintroduced at the next meeting.**

**048-21**

Resolution to apply for a grant from the State of Ohio for our township park. They are offering 75% pay towards the total. There was a discussion. Trustee McBride is to get in contact with Andrea Drotar, park board member, to see if she would be willing to write the grant.

**Resolution died for lack of a motion. This will be brought up next month for further discussion.**

**Motion:** Trustee \_\_\_\_\_

**Second:** Trustee \_\_\_\_\_

**Vote:** Trustee McBride \_\_\_\_\_ Trustee Parke \_\_\_\_\_ Trustee Webb \_\_\_\_\_

**049-21**

Resolution to go into Executive Session at 7:11 pm per ORC (G) (1) for personnel matters regarding labor contract negotiations.

**Motion:** Trustee   P  

**Second:** Trustee   M  

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

**050-21**

Resolution to reconvene at 7:19 pm with no action taken.

**Motion:** Trustee   M  

**Second:** Trustee   P  

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

**CORRESPONDENCE (COPIES AVAILABLE UPON REQUEST):**

**ADMINISTRATION:**

- Joel stated that he attended the Eastgate Regional Broadband meeting
- Trustee Webb attended the Board of Directors meeting with COG

**FIRE DEPARTMENT:**

- Chief Lewis stated he applied for the following 4 grants
  - Regional Grant – Fit Tester
  - Micro Grant - \$17,000 – F/F Equipment
  - Ambulance Grant
  - Fire Prevention Grant - \$18,000 – Smoke Alarms – Senior Watch

**051-21**

Resolution to move Cole McIssac from Volunteer to Part-time status as a FF/EMT at \$11.00 per hour on an as needed basis effective February 19, 2021.

**Motion:** Trustee   P  

**Second:** Trustee   M  

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

**POLICE DEPARTMENT:**

- New doors are in

**052-21**

Resolution to accept the two attached quotes #00037577 in the amount of \$1,235.10 and #00037578 for the amount of \$1,266.15 for combined total amount of \$2,501.25 from Vance's Law Enforcement in Columbus, Ohio. This is to be paid from the police department equipment fund 2082-210-430-0000. The equipment will be utilized for TASER requalification's to be held in March and the Annual Yearly Firearms requalification's.

**Motion:** Trustee  M

**Second** Trustee  P

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

**ROAD DEPARTMENT:**

- Spring clean up in the cemeteries will be the month of March
- Cold patching this week
- Repair plow frame
- Kris and Trustee Parke went to the Engineers office on February 18<sup>th</sup> the following was discussed
  - They are going to do resurfacing on Hoagland-Blackstub Road from Elm Road to Route 305
  - Chip Sealing Perkins Jones Road from Larchmont to Hoagland-Blackstub Road
  - North Park Ext. and Hoagland-Blackstub Road to Route 88 (Partial Depth Repair)
  - Update Engineer's cost for the Wilshire Drive Project

**PLANNING DIRECTOR, ZONING INSPECTOR AND CODE ENFORCEMENT OFFICER:**

- Update on Millers Landing

**ZONING COMMISSION AND ZONING BOARD OF APPEALS:**

**PARKS AND RECREATION BOARD:**

**ASKED TO BE PLACED ON THE AGENDA:**

**PUBLIC COMMENT:**

- Mike Hovis – When was the revised agenda posted? Trustees Webb stated today and Joel advised him to refresh. Also questioned who was hired to help the fiscal officer. Trustees Webb explained.
- Britney Wilson, LAC - Questioned the status of the park. Trustee Webb stated at this time it is a wait/see.
- Steve Anzevino, Road Union Representative – Stated the contract was reasonable for the township
- Denise Webb – No answer when called on
- Gianfranco Serpone – No comment

**053-21**

Resolution to accept the proposed labor contract presented by the Bazetta Township Road Department International Brotherhood of Teamsters Local 377 retroactive to 1/01/2021.

**Motion:** Trustee  M

**Second:** Trustee  W

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

**054-21**

Resolution to accept the proposed labor contract presented by the Bazetta Firefighters I.A.F.F. Local 3703 effective 3/01/2021.

**Motion:** Trustee P

**Second:** Trustee M

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

**055-21**

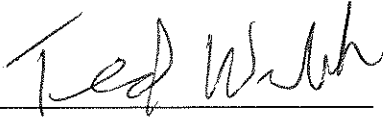
Resolution to adjourn the meeting at 7:49 pm.

**Motion:** Trustee M

**Second:** Trustee P

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

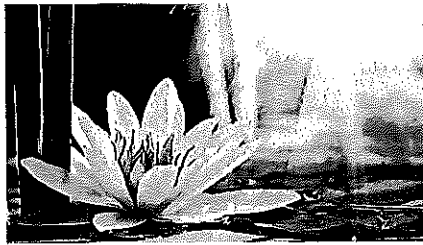
Attested by:



Approved by: Chairman Trustee Ted Webb

Date

Date



## Hoi Wah Yu

Fiscal Consultant

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February 19, 2021

Cynthia Chapman, Fiscal Officer  
Bazetta Township  
3372 St. Rt. 5  
Cortland, OH 44410  
330-637-8816

Dear Ms. Chapman,

Pursuant to your request, I will be reconciling for the Bazetta Township's 2019 and 2020 financial report, assisting with UAN 2020 Year End Procedures using the information provided to myself by you. The work performed by you will be limited to generating computer reports and producing other miscellaneous information needed to complete the bank reconciliation and year end procedures.

As Fiscal Officer for the Township, you will make any decisions involving management functions related to this non-audit services and will accept full responsibility for these decisions. Accordingly, you will review and approve all work products associated with this service.

My cost to you for the bank reconciliation and year end procedure service is \$30.00 per hour. I will keep track of the hours and present to you and the trustees with the invoice. The estimated cost to complete the reconciliation is not to exceed \$2,400.00.

Signing and returning this letter to us indicates you have read this letter and agree with the terms and with the nature and extent of the procedures to this letter.

If you wish to discuss additional procedures or modification to these procedures or terms, please contact myself at any time.

Yours Sincerely,

15120 Sprucevale Road, Unit B,  
East Liverpool, Ohio 43920  
330-303-3092

Hoi Wah Yu

ACCEPTED BY:

*Amitha Channa*

Fiscal Officer

2/19/21

Date

*Hoi Wah Yu* *CHAIRMAN*

Trustee-President

2/26/21

Date



Send PO's To:  
 3723 Cleveland Ave  
 Columbus, OH 43224  
 ph (614)471-0712  
 fx (614)471-2134

Remit Pymt To:  
 4250 Alum Creek Dr  
 Obetz, OH 43207  
 ph (614)489-5025  
 fx (614)489-5077

Account Name BAZETTA TOWNSHIP POLICE DEPARTMENT  
 Contact Name Jake Abbott  
 Bill To 2671 MCCLEARY-JACOBY RD  
 CORTLAND, OH 44410  
 Phone (330) 766-5534  
 Email jabbott@bazettatwp.org

Date 2/6/2021  
 Quote Number 00037577  
 Prepared By Jamie Wilson

Quantity	Style	Product Family	Description	Unit Quantity	Sales Price	Total Price
25.00	22157	Taser	25' Training Smart Cartridge (Blue Blast Door / Non-conductive)	Each	\$33.42	\$835.50
1.00	RA9T	Winchester	9mm Luger 147gr. JHP T-Series	500 rds	\$148.80	\$148.80
2.00	USA9MM1	Winchester	9mm Luger 147gr. FMJ - Flat Nose	500 rds	\$111.40	\$222.80

Subtotal \$1,207.10  
 Shipping and Handling \$28.00  
 Quote Grand Total \$1,235.10

Payment Details

Net 30   
 Check   
 Credit Card

Number of Days  
 Quote Valid

Quote Valid 30 Days

Name \_\_\_\_\_

CC # \_\_\_\_\_

Expires \_\_\_\_\_ CRV CODE \_\_\_\_\_  
 CREDIT CARDS OVER \$1,000 Incur a 3% SURCHARGE



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 Email jabbott@bazettatwp.org

Date 2/6/2021  
 Quote Number 00037578  
 Prepared By Jamie Wilson

Quantity	Style	Product Family	Description	Unit	Quantity	Sales Price	Total Price
7.00	83285	Hornady	.223Rem 62gr. TAP Barrier		200 rds	\$133.05	\$931.35
2.00	USA9MM1	Winchester	9mm Luger 147gr. FMJ - Flat Nose		500 rds	\$111.40	\$222.80
Subtotal							\$1,154.15
Shipping and Handling							\$112.00
Quote Grand Total							\$1,266.15

Payment Details

Net 30   
 Check   
 Credit Card

Number of Days  
 Quote Valid

Quote Valid 30 Days

Name \_\_\_\_\_

CC # \_\_\_\_\_

Expires \_\_\_\_\_ CRV CODE \_\_\_\_\_  
 CREDIT CARDS OVER \$1,000 incur a 3% SURCHARGE