

BAZETTA TOWNSHIP TRUSTEES

REGULAR MEETING MINUTES

Date: June 08, 2021 Caucus @ 6:00pm Meeting @ 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 Stacy Marling - H

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

Trustee McBride reminded the assemblage of the Public Comments Procedure and that the meeting is being video and audio recorded for informational purposes.

132-21 Resolution accepting the meeting minutes from the May 25th regular meeting and June 03rd special meeting.

Motion: Trustee P

Second: Trustee M

Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

CORRESPONDENCE (COPIES AVAILABLE UPON REQUEST):

ADMINISTRATION:

- Trustee Parke – Discussion on a zoom meeting he had with County Engineers and Senator Sandra O'Brien

133-21 Resolution to authorize the Fiscal Officer to pay all outstanding invoices and to approve all warrants from June 09th thru July 13th.

Motion: Trustee M

Second: Trustee P

Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

134-21 Resolution to accept the attached as recommended by the CDC.

Motion: Trustee

Second: Trustee

Vote: Trustee McBride Trustee Parke Trustee Webb

(Failed for lack of motion)

135-21 Resolution to amend resolution 088-21 and resolution 113-21. Change “as Deputy Fiscal Officer” to “as Office Assistant”.
Motion: Trustee P
Second: Trustee M
Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

FIRE DEPARTMENT:

- Monthly Report is attached

POLICE DEPARTMENT:

- Monthly Report is attached

ROAD DEPARTMENT:

- Discussion on new dump truck/Fallehn Drive/Wilshire Drive

ZONING:

- 1 Application for a variance, possibly a second one

PLANNING DIRECTOR, ZONING INSPECTOR AND CODE ENFORCEMENT OFFICER:

ZONING COMMISSION AND ZONING BOARD OF APPEALS:

PARKS AND RECREATION BOARD:

ASKED TO BE PLACED ON THE AGENDA:

- Terry Brannon addressed the Trustees concerning a garbage carrier in his area

PUBLIC COMMENT:

- Deanna Boggess, 2761 Beaver Trail – Discussion on grant for Cares Act money

136-21 Resolution to recess into Executive Session at 7:48 pm per ORC 121.22 (G) (1) for personnel matters concerning employment.

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

137-21 Resolution to reconvene from Executive Session at 9:21 pm with no action taken.

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

138-21

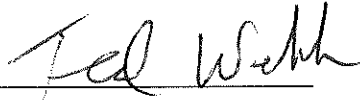
Resolution to adjourn the meeting at 9:22 pm.

Motion: Trustee M

Second: Trustee P

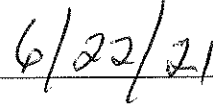
Vote: Trustee McBride Y Trustee Parke Y Trustee Webb Y

Attested by:



Approved by: Chairman Trustee Ted Webb

Date



Date

POLICY TO ADDRESS COVID-19 PRECAUTIONS AND VACCINATIONS

1. COVID-19 PRECAUTIONS

- A. Masks must be worn at all times while at work unless you are alone, in an office, with the door closed.
- B. Masks must be worn while interacting with the public or other employees.
- C. Social distancing must be practiced at all times while at work and while interacting with the public. Per CDC guidelines, a six-foot distance must be maintained between individuals at all times.
- D. Desks and work areas must be sanitized at the beginning and end of your shift. Each employee is responsible for sanitizing their desk and work area including surfaces, doorknobs and handles, light switches, and any surface or area regularly contacted by you or the public. Sanitizing desks and work areas must be done using sanitizing wipes or cleaners provided by the Township.
- E. Work vehicles must be sanitized at the beginning and end of each shift. Each employee is responsible for sanitizing the interior of their vehicle, including steering wheel, gear shift, radio, controls, interior and exterior door handles, front and rear passenger compartments, and any surface or area regularly contacted by you or the public. Sanitizing of work vehicles must be done using sanitizing wipes or cleaners provided by the Township.
- F. Employees are required to wash (for a minimum of 20 seconds using soap and water) or sanitize their hands on a regular basis and after interacting with the public.

2. VACCINATION

- A. All employees are encouraged to receive the COVID-19 vaccine.
- B. If you have been fully vaccinated and have provided proof of vaccination, you will not be required to wear a mask or social distance while at work, will not be required to sanitize your desk, work area, or vehicle at the beginning and end of your shift, and will not be required to wash or sanitize your hands on a regular basis. Regular hand washing is still encouraged, however.
- C. Employees must still wear masks when interacting with the public.
- D. Fully vaccinated means two weeks after you have received your second Pfizer or Moderna shot or two weeks after your Johnson & Johnson shot.
- E. A copy of your completed vaccine card must be provided and will be put in your personnel file.
- F. If you choose to receive a vaccination, you will be provided time during the workday to receive the vaccination.
- G. You will be provided with an additional 24-hours of time off following the vaccination should you have an adverse reaction, flu-like symptoms, or other side effects that prevent normal daily activity. This additional 24-hours of time off must be used within three calendar days of the receipt of the vaccination.

BAZETTA

Incident Type Report (Summary)

Alarm Date Between {05/01/2021} And {05/31/2021}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	1	0.85%	\$100,000	66.66%
122 Fire in motor home, camper, recreational	1	0.85%	\$50,000	33.33%
143 Grass fire	1	0.85%	\$0	0.00%
151 Outside rubbish, trash or waste fire	1	0.85%	\$0	0.00%
	4	3.41%	\$150,000	100.00%
3 Rescue & Emergency Medical Service Incident				
321 EMS call, excluding vehicle accident with	76	64.95%	\$0	0.00%
322 Motor vehicle accident with injuries	3	2.56%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	3	2.56%	\$0	0.00%
353 Removal of victim(s) from stalled elevator	1	0.85%	\$0	0.00%
365 Watercraft rescue	1	0.85%	\$0	0.00%
381 Rescue or EMS standby	1	0.85%	\$0	0.00%
	85	72.64%	\$0	0.00%
4 Hazardous Condition (No Fire)				
412 Gas leak (natural gas or LPG)	2	1.70%	\$0	0.00%
424 Carbon monoxide incident	1	0.85%	\$0	0.00%
444 Power line down	2	1.70%	\$0	0.00%
	5	4.27%	\$0	0.00%
5 Service Call				
522 Water or steam leak	1	0.85%	\$0	0.00%
553 Public service	1	0.85%	\$0	0.00%
554 Assist invalid	2	1.70%	\$0	0.00%
555 Defective elevator, no occupants	1	0.85%	\$0	0.00%
561 Unauthorized burning	5	4.27%	\$0	0.00%
571 Cover assignment, standby, moveup	2	1.70%	\$0	0.00%
	12	10.25%	\$0	0.00%
6 Good Intent Call				
611E Dispatched & cancelled en route (EMS /	2	1.70%	\$0	0.00%
611F Dispatched & cancelled en route (Fire /	4	3.41%	\$0	0.00%
622 No Incident found on arrival at dispatch	2	1.70%	\$0	0.00%
	8	6.83%	\$0	0.00%

BAZETTA

Incident Type Report (Summary)

Alarm Date Between {05/01/2021} And {05/31/2021}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
7 False Alarm & False Call				
731 Sprinkler activation due to malfunction	1	0.85%	\$0	0.00%
735 Alarm system sounded due to malfunction	1	0.85%	\$0	0.00%
745 Alarm system activation, no fire -	1	0.85%	\$0	0.00%
	3	2.56%	\$0	0.00%

Total Incident Count: 117

Total Est Loss:

\$150,000

BAZETTA

Aid Responses by Department

Alarm Date Between {05/01/2021} And {05/31/2021}

Incident	Notified	Type of Aid		Fire	EMS	Resc	Other
STA. 12 CORTLAND FIRE DEPARTMENT FDID 78200							
21-0000453	05/14/2021	3 Mutual aid given	#Personnel	0	0	0	1
Their Inci 679		Response Time: 00:20:55	#Appartus	0	0	0	1
21-0000459	05/15/2021	1 Mutual aid received	#Personnel	0	3	0	0
Their Inci 2100690		Response Time: 00:05:04	#Appartus	0	1	0	0
21-0000466	05/17/2021	1 Mutual aid received	#Personnel	0	0	0	1
Their Inci 698		Response Time: 00:06:13	#Appartus	0	0	0	1
21-0000503	05/26/2021	1 Mutual aid received	#Personnel	0	0	0	0
Their Inci 758		Response Time: 00:15:16	#Appartus	0	1	0	0
21-0000504	05/26/2021	3 Mutual aid given	#Personnel	0	2	0	0
Their Inci 760		Response Time: 00:08:54	#Appartus	0	1	0	0
21-0000516	05/29/2021	3 Mutual aid given	#Personnel	0	0	0	0
Their Inci 210779		Response Time: 00:05:44	#Appartus	0	0	0	0
Subtotal Responses: 6				Average Response Time for Dept: 00:10:21			

STA. 21 CHAMPION FIRE DEPARTMENT FDID 78109							
21-0000422	05/04/2021	3 Mutual aid given	#Personnel	0	2	0	0
Their Inci 665		Response Time: 00:07:50	#Appartus	0	1	0	0
21-0000471	05/19/2021	1 Mutual aid received	#Personnel	0	0	0	0
Their Inci 21-0758		Response Time: 00:06:58	#Appartus	0	0	0	0
21-0000496	05/25/2021	1 Mutual aid received	#Personnel	0	2	0	0
Their Inci 0791		Response Time: 00:06:57	#Appartus	0	1	0	0
21-0000498	05/26/2021	3 Mutual aid given	#Personnel	0	2	0	0
Their Inci 795		Response Time: 00:09:58	#Appartus	0	1	0	0
21-0000502	05/26/2021	1 Mutual aid received	#Personnel	0	2	0	0
Their Inci 797		Response Time: 00:10:08	#Appartus	0	1	0	0
Subtotal Responses: 5				Average Response Time for Dept: 00:08:22			

STA. 30 HOWLAND FDID 78121							
21-0000458	05/15/2021	3 Mutual aid given	#Personnel	2	0	0	0
Their Inci 2101686		Response Time: 00:11:04	#Appartus	1	0	0	0
21-0000527	05/31/2021	1 Mutual aid received	#Personnel	0	2	0	0
Their Inci 1625		Response Time: 00:05:03	#Appartus	0	1	0	0

Response time calculated from time notified to arrival.

BAZETTA

Aid Responses by Department

Alarm Date Between {05/01/2021} And {05/31/2021}

Incident	Notified	Type of Aid		Fire	EMS	Resc	Other
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STA. 30 HOWLAND FDID 78121

Subtotal Responses: 2

Average Response Time for Dept: 00:08:04

STA. 32 HOWLAND FDID 78121

21-0000457	05/15/2021	3 Mutual aid given	#Personnel	0	2	0	0
Their Inci	2101685	Response Time: 00:00:04	#Appartus	0	1	0	0
21-0000495	05/25/2021	2 Automatic aid received	#Personnel	2	0	0	0
Their Inci	1802	Response Time: 00:06:33	#Appartus	1	0	0	0
21-0000505	05/26/2021	1 Mutual aid received	#Personnel	0	2	0	0
Their Inci		Response Time: 00:06:55	#Appartus	0	1	0	0
21-0000527	05/31/2021	1 Mutual aid received	#Personnel	2	0	0	0
Their Inci	1625	Response Time: 00:05:03	#Appartus	1	0	0	0

Subtotal Responses: 4

Average Response Time for Dept: 00:04:39

STA. 38 MECCA FIRE DEPARTMENT FDID 78133

21-0000461	05/16/2021	4 Automatic aid given	#Personnel	0	0	0	0
Their Inci	21-0146	Response Time: 00:11:38	#Appartus	0	0	0	0
21-0000515	05/29/2021	4 Automatic aid given	#Personnel	4	0	0	0
Their Inci	154	Response Time: 00:10:50	#Appartus	1	0	0	0

Subtotal Responses: 2

Average Response Time for Dept: 00:11:14

Response time calculated from time notified to arrival.

May 2021 Bazetta Police Department Activity



Published Date: June 7, 2021

Activity	Total
Calls for Service	378
Incident Reports Filed	84
Traffic Crash Investigations	3
Number of Persons Arrested	22
Traffic Offenses	6
Traffic Citations Issued	6
Vehicle Miles Traveled	n/a
Office Contacts	168

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

Bazetta Township Police Department

Year to Date Analysis May 2020 Comparison to May 2021

Chief Christopher G. Herlinger

Sgt. Jake Abbott



↑↓Percentage Difference
from 2020 - 2021

	2020	2021	
Calls for Service	374	378	1.07 ↑
Incidents Filed	99	84	-15.15 ↓
Traffic Crash Investigations	10	3	-70 ↓
Number of Persons Arrested	29	22	-24.138 ↓
Traffic Offenses	15	6	-60 ↓
Miles Traveled	6937.1	n/a	n/a

