

BAZETTA TOWNSHIP TRUSTEES

REGULAR MEETING MINUTES

Date: December 12, 2023, 7:00 pm
Bazetta Township Administration Building
3372 State Route 5, N.E.
Cortland, Ohio 44410

Present:

Chairman Trustee Michael Hovis YES
Vice Chairman Trustee Bob McBride YES
Trustee Michael Morelli YES
Fiscal Officer Stacy Marling YES

Chairman Trustee Hovis opened the meeting with the Pledge of Allegiance and followed with a moment of silence.

Trustee McBride reminded the assemblage of the Public Comment Procedures and that the meeting was being video, and audio recorded for informational purposes.

CORRESPONDENCE (COPIES AVAILABLE UPON REQUEST: None

ADMINISTRATION: The Fiscal Officer's monthly financial report will be posted to the township web site. Please visit at www.bazettatwp.org, under the tab titled Administration, Financial page and Reports. See attached agenda items

- Chairman Trustee Hovis – Please visit, follow, and share our new “Bazetta Township Ohio” Facebook page for updates and community events
- As a reminder our Administration Office is open Monday-Friday, 10:00AM-2:00PM to serve our residents
- We would like to remind everyone our Fire Department holds a “Coffee with the Crew” every Tuesday Morning from 8:30AM – 9:30AM. Please stop by!

174-23 Resolution to accept the meeting minutes from the Trustees Regular Meeting on November 14, 2023, and the Special Meeting Minutes From December 11, 2023.

Motion: Trustee McBride
Second: Trustee Morelli
Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES

175-23 Resolution to authorize the Fiscal Officer to pay all outstanding invoices and approve all warrants incurred from December 12, 2023, through January 9, 2024.

Motion: Trustee Morelli

Second: Trustee McBride

Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES

176-23 Resolution to set the Trustees Regular Year End meeting to December 26, 2026, at 7:00PM.

Motion: Trustee McBride

Second: Trustee Morelli

Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES

177-23 Resolution to approve the 2024 Permanent Appropriations:

Fund 1000 General Fund \$500,000
Fund 2011 Motor Vehicle License Tax Fund \$42,500
Fund 2021 Gasoline Tax Fund \$136,100
Fund 2031 Road and Bridge Fund \$286,540
Fund 2041 Cemetery Fund \$70,000
Fund 2081 Police District Fund \$976,350
Fund 2082 Police Equipment Fund \$55,000
Fund 2111 Fire District Fund \$1,629,300
Fund 2401 Special Assessment Fund \$11,500
Fund 3101 Bond Retirement Debt Fund \$119,624

Motion: Trustee Morelli

Second: Trustee McBride

Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES

178-23 Resolution to appropriate \$50,000.00 dollars from the General Fund to go towards the Township to State Economic & Tourism Development Collaboration Project if the Township is Approved for the Appalachian Community Development Grant through the Ohio Department of Development, as our local contribution toward the project. .

Motion: Trustee McBride

Second: Trustee Morelli

Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES

Comments: None

FIRE DEPARTMENT: See agenda items and monthly reports

Report from Chief Rink:

- Month of November 108 Calls for service, two public events, 56 hours of training and 20 inspections
- Reminder of the Smoke detector program call the station if you are interested

Comments: None

179-23 Resolution to promote Phillip Pelley from Firefighter/Paramedic to the rank of Captain / Paramedic replacing retired Captain Gary Walters, with a start date of January 7, 2024. The pay rate and probationary period will be per the current collective bargaining agreement of the International Association of Fire Fighters Local #3703.

Motion: Trustee Morelli

Second: Trustee McBride

Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES

Comments: Congratulations to Captain Pelley

POLICE DEPARTMENT: See agenda items and monthly reports

Report from Chief Herlinger:

- Shop W A Cop this Saturday December 16, 2023, at 2:00PM at Walmart
- Five cars in the Impound Lot

Comments: None

180-23 Resolution to rescind previous passed resolution 019-23 from the January 10, 2023, Regular meeting.

019-23 Resolution to raise the hourly rate of Part Time Police Secretary/Records Clerk Teresa Bott from \$13.00/Hour (Current Rate) to \$16.00/Hour in 2023, \$17.00/Hour in 2024 and \$18.00/Hour in 2025 on an as needed basis. This is to be Retroactive back to January 8, 2023.

Motion: Trustee McBride

Second: Trustee Morelli

Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES

181-23 Resolution to raise the hourly rate of Part Time Police Secretary/Records Clerk Teresa Bott from \$16.00/Hour (Current Rate) to \$18.00/Hour in 2024 and \$20.00/Hour in 2025 on an as needed basis. To be effective on December 24, 2023.

Motion: Trustee Morelli

Second: Trustee McBride

Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES

182-23 Resolution to rescind previous passed resolution 087-23 from the May 23,2023 Regular meeting.

087-23 Resolution to raise the part-time police officer wage from \$13.00 dollars per hour to \$16.00 dollars per hour effective May 28, 2023, on an as needed basis.

Motion: Trustee McBride

Second: Trustee Morelli

Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES

183-23 Resolution to raise the part- time police officer wage from \$16.00/Hour (Current Rate) to \$18.00/Hour in 2024 and \$20.00/Hour in 2025 on an as needed basis. To be effective on December 24, 2023.

Motion: Trustee Morelli

Second: Trustee McBride

Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES

Comments: None

ROAD DEPARTMENT: See agenda items

Report from Superintendent Arnal:

- Undercoated the salt Trucks for \$177.00 Dollars by doing it ourselves
- Cleaned a couple ditches
- Cold Patching roads
- Installed snow sticks at the cemetery
- Sold the S10 Pickup Truck. Thank you to Chief Herlinger for helping us with that sale on Gov Deals
- Relisted the International Dump Truck for sale

184-23 Resolution to hire Joel Davis on an as needed basis as a truck driver. The rate of hourly compensation will be in accordance with Article 33 Wages of the Collective Bargaining Contract between the Bazetta Township Board of Trustees and International Brotherhood of Teamsters Local 377.

Motion: Trustee McBride

Second: Trustee Morelli

Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES

Comments: None

PLANNING DIRECTOR, ZONING INSPECTOR AND CODE ENFORCEMENT OFFICER: Nothing for the agenda

Zoning Inspector Pete Pizzulo to report:

- There were three zoning permits issued for the month of November in the amount of \$438.00
- Asked to have the Property Maintenance Agreement to be removed temporarily until it is researched for accuracy. Trustee Hovis advised Inspector Pizzulo to have Joel remove it from the website, send it to him and he will forward it to the township attorney for review

Comments: None

ZONING BOARD OF COMMISSIONERS AND ZONING BOARD OF APPEALS: Nothing for the agenda

Report from Chairman Longo:

- The Zoning Commission held its fourth Quarterly Meeting and set the Reorganizational meeting for January 3, 2024, at 6:00PM

PARKS AND RECREATION BOARD: Nothing for the agenda

Trustee Morelli to give update:

- No meeting in December but will resume on January 8, 2024, at 6:00PM
- Wants to thank Secretary Longo as she was instrumental in renting out the pavilions at the park. We had a record year of rentals
- Thank Mike and his staff for clearing the park for the Easter Egg Hunt from the spring storms
- Meeting with the Cortland N=Band to use our Park for some of their events

Comments:

- From Trustee McBride - the Trumbull County Engineers' office is requesting an easement for the Elm Road Waterline Project. It will save money on the overall project cost for the residents

ASKED TO BE PLACED ON THE AGENDA: No one

PUBLIC COMMENT: We will accept public comment at this time

If anyone has a question or comment

- Raise your hand
- The Chairman will recognize you
- State your name and address for the record

Multiple speakers at the same time will not be allowed

Comments:

David Thomas, Ashtabula County Auditor and Candidate for State of Ohio 65th District introduced himself to the Trustees and residents

185-23

Resolution to adjourn meeting at 7:20.

Motion: Trustee Morelli

Second: Trustee McBride

Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES


Chairman Trustee Michael J. Hovis

12-26-2023
Date


Vice Chairman Trustee Bob McBride

12-26-2023
Date


Trustee Michael Morelli

12/26/2023
Date

Deanna Longo

From: Fiscal Officer
Sent: Sunday, December 10, 2023 9:02 PM
To: Deanna Longo
Subject: Agenda Item

Hello,
Please add the following item to the agenda:

Resolution to approve the 2024 Permanent Appropriations:

- Fund 1000 General Fund \$500,000
- Fund 2011 Motor Vehicle License Tax Fund \$42,500
- Fund 2021 Gasoline Tax Fund \$136,100
- Fund 2031 Road and Bridge Fund \$286,540
- Fund 2041 Cemetery Fund \$70,000
- Fund 2081 Police District Fund \$976,350
- Fund 2082 Police Equipment Fund \$55,000
- Fund 2111 Fire District Fund \$1,629,300
- Fund 2401 Special Assessment Fund \$11,500
- Fund 3101 Bond Retirement Debt Fund \$119,624

Stacy A. Marling

FISCAL OFFICER
BAZETTA TOWNSHIP
3372 STATE ROUTE 5
CORTLAND, OHIO 44410
P: 330-637-8816
F: 330-637-4588

BAZETTA FIRE DEPARTMENT



Date: 12/07/2023
To: Trustee Hovis, Trustee McBride, Trustee Morelli
From: Chief Tom Rink
Re: 12/12/2023 Trustee's Meeting

Agenda items:

- Resolution to promote _____ from Firefighter/Paramedic to the rank of Captain / Paramedic replacing retired Captain Gary Walters, with a start date of January 7, 2024. The pay rate and probationary period will be per the current collective bargaining agreement of the International Association of Fire Fighters Local #3703.

Non agenda items:

- Monthly report attached.

Deanna Longo

From: Tom Rink
Sent: Thursday, December 7, 2023 2:27 PM
To: Deanna Boggess; Michael Hovis
Subject: Fire department agenda
Attachments: AGENDA 12-12-23.pdf; november.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Deanna,

Attached is my agenda and monthly report.

Thanks,
Tom



Bazetta Fire

November 2023

Total Incidents - 108

Fire Calls – 6

E.M.S – 80

Rescue Calls – 9

Other Calls – 13

Total Training Hours - 56

On Station Training – 36

Off Site Training – 10

Officers Training – 2

Drivers Training – 6

Preplans/Inspections - 2

Public Events Total - 2

Public Education Classes – 0

Smoke Alarms Installed – 2

Lock Boxes Installed – 0

Senior Watch Signup – 0

Inspections Total - 20

Business Inspections – 20

Home Inspections – 0

Fireworks Inspections – 0

Print Review - 0

Deanna Longo

From: Chris Herlinger
Sent: Monday, December 11, 2023 8:50 AM
To: Deanna Longo; Michael Morelli; Michael Hovis; Bob McBride
Subject: Meeting Agenda Items/Month End Report
Attachments: Agenda Items-November 2023 Month End Reports.pdf

Deanna,

Please find attached two items for the agenda for the meeting for the police department. Also attached is the November Month End Report. Thank You.

Christopher G. Herlinger, Chief of Police
Bazetta Township Police Department
2671 McCleary Jacoby Road
Cortland, Ohio 44410
Office: (330) 638-5503
Fax: (330) 638-9927
cherlinger@bazettatwp.org

Resolution to rescind previous passed resolution 019-23 from the January 10,2023 Regular meeting.

019-23 Resolution to raise the hourly rate of Part Time Police Secretary/Records Clerk Teresa Bott from \$13.00/Hour (Current Rate) to \$16.00/Hour in 2023, \$17.00/Hour in 2024 and \$18.00/Hour in 2025 on an as needed basis. This is to be Retroactive back to January8,2023

New Resolution to raise the hourly rate of Part Time Police Secretary/Records Clerk Teresa Bott from \$16.00/Hour (Current Rate) to \$18.00/Hour in 2024 and \$20.00/Hour in 2025 on an as needed basis. To be effective on 12/24/2023.

Resolution to rescind previous passed resolution 087-23 from the May 23,2023 Regular meeting.

087-23 Resolution to raise the part-time police officer wage from \$13.00 dollars per hour to \$16.00 dollars per hour effective 5/28/2023 on an as needed basis.

New Resolution to raise the part- time police officer wage from \$16.00/Hour (Current Rate) to \$18.00/Hour in 2024 and \$20.00/Hour in 2025 on an as needed basis. To be effective on 12/24/2023.

BAZETTA TOWNSHIP POLICE DEPARTMENT

SHIFT COVERAGE REPORT

MONTH : NOVEMBER 2023

DATE	TIME OFF	SHIFT	# OFC'S	#OFC'S	#OFC'S			SINGLE OFC HOURS
11/1/2023	C,V	0700-1600	2	1600-1900	1	1900-0700	2	3
11/2/2023		0700-1500	3	1500-1900	3	1900-0300	2 0300-0700	4
11/3/2023		0700-1500	3	1500-1900	3	1900-0300	2 0300-0700	4
11/4/2023	V	0700-1900	1			1900-0700	1	24
11/5/2023	C,V	0700-1900	1			1900-0700	2	12
11/6/2023	V	0700-1900	1			1900-0700	2	12
11/7/2023	V	0700-1900	1			1900-0700	2	12
11/8/2023	V	0700-1900	1			1900-0300	2 0300-0700	16
11/9/2023	V	0700-1500	3	1500-1900	3	1900-0300	2 0300-0700	4
11/10/2023	C,V	0700-1500	2	1500-1900	2	1900-0700	1	12
11/11/2023	C,M	0700-1500	1	1500-1900	2	1900-0300	2 0300-0700	12
11/12/2023	V	0700-1900	1			1900-0700	2	12
11/13/2023	C	0700-1900	1			1900-0700	2	12
11/14/2023	C	0700-1900	1			1900-0700	2	12
11/15/2023	C,P	0700-1500	2	1500-1900	1	1900-0700	1	16
11/16/2023	V,M	0700-1500	2	1500-1900	2	1900-0700	1	12
11/17/2023	C,V,M	0700-1100	2	1100-1500	1	1500-1900	2 1900-0300	8
11/18/2023	C,M	0700-1900	1			1900-0700	1	24
11/19/2023	M	0700-1900	1			1900-0700	2	12
11/20/2023	V	0700-1900	1			1900-0700	2	12
11/21/2023	V	0700-1900	1			1900-0700	2	12
11/22/2023	V	0700-1500	2	1500-1900	3	1900-0300	2 0300-0700	4
11/23/2023	V,M	0700-1500	1	1500-1900	2	1900-0300	2 0300-0700	12
11/24/2023	C,V,M	0700-1900	1			1900-0300	2 0300-0700	16
11/25/2023	C,M	0700-1900	1			1900-0300	2 0300-0700	16
11/26/2023	M	0700-1900	1			1900-0700	2	12
11/27/2023	P	0700-1900	1			1900-0700	2	12
11/28/2023	P	0700-1900	1			1900-0700	2	12
11/29/2023	P	0700-1900	2			1900-0700	1	12
11/30/2023	P,M	0700-1500	1	1500-1900	2	1900-0300	2 0300-0700	12

DAYS: 30

HRS/DAY:24

724 HOURS

355 HRS- 1 OFFICER

49%

TIME OFF:

S

SICK

C

COMP

V

VACATION

P

PERSONAL

M

MEDICAL

Nov-23

23-0003666	Pontiac	Gray	NH	Sunfire	2003	o a Gladys Shope d= Tara Shope	11/10/2023	Triple M	150		25	PENDING						mailed cert. titr. to reg owner and lien holder 11/27/2023	1334
23-0003655	Lincoln	Dark Blue	CH	Town Car	1998	Michele Dray o= Ean Holdings LLC	11/8/2023	Buds	150	200	25	11/15/2023	375	275					1334
23-0003786	Nissan	Black	CH	Altima	2023	d= Elizabeth Muzyka	11/27/2023	Triple M	150	200	25	12/4/2023	375	275					1340

NOVEMBER TOTALS

\$ 750.00 \$ 550.00 \$ 730.00 \$ 550.00

2022-2023

[illegible]

November 2023

Bazetta Police Department Activity



Published Date: December 8, 2023

Activity	Total
Calls for Service	231
Incident Reports Filed	49
Traffic Crash Investigations	7
Number of Persons Arrested	10
Traffic Offenses	7
Traffic Citations Issued	6
Vehicle Miles Traveled	n/a
Office Contacts	132

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

Bazetta Township Police - 2022-2023 Monthly Comparison Chart

2022	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Calls for Service	252	237	326	360	361	507	429	427	355	379	350	295	4278
Incidents Filed	59	56	71	80	75	72	79	65	76	84	70	60	847
Traffic Crash Investigations	2	9	7	10	13	8	5	5	9	6	12	0	86
Persons Arrested	13	15	24	30	24	20	21	28	24	23	20	12	254
Traffic Offenses	7	4	11	9	12	8	4	8	18	10	6	6	103
Office Contacts	150	149	197	187	191	184	196	190	183	135	228	182	2172
Miles Traveled	5979.2	5099.6	6075.8	5428	4685.3	6330.7	5466.8	5966.6	5864.1	5113.4	4399.7	4727.8	65137

2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Calls for Service	275	311	345	330	358	469	454	411	357	306	231		275
Incidents Filed	48	64	58	48	60	68	73	74	46	55	49		643
Traffic Crash Investigations	4	4	6	4	2	8	5	6	4	4	7		54
Persons Arrested	10	17	24	12	15	15	16	26	19	10	10		174
Traffic Offenses	7	15	18	11	9	19	15	11	17	5	7		134
Office Contacts	193	144	174	129	160	162	171	194	143	124	132		1726
Miles Traveled	3776	5459.2	6063.3	5595	4515.15	5862.3	5237.9	4911.1	5096.6	N/A	N/A		46516.55

Bazetta Township Police Department

Year to Date Analysis November 2022 Comparison to November 2023

Chief Christopher G. Herlinger

Sgt. Nathan Greathouse • Sgt. Jake Abbott



↑↓Percentage Difference from 2022 - 2023

	2022	2023	
Calls for Service	350	231	-34 ↓
Incidents Filed	70	49	-30 ↓
Traffic Crash Investigations	12	7	-41.666 ↓
Number of Persons Arrested	20	10	-50 ↓
Traffic Offenses	6	7	16.666 ↑
Miles Traveled	4399.7	n/a	n/a
Office Contacts	228	132	-42.105 ↓

Deanna Longo

From: Michael Arnal
Sent: Thursday, December 7, 2023 7:16 AM
To: Deanna Longo; Meeting Agenda Reminder
Subject: RE: REMINDER: Trustees Regular Meeting Agenda December 12, 2023

Follow Up Flag: Follow up
Flag Status: Flagged

Agenda item for road department.

Resolution to hire Joel Davis on a as needed basis as a truck driver. The rate of hourly compensation will be in accordance with Article 33 Wages of the Collective Bargaining Contract between the Bazetta Township Board of Trustees and International Brotherhood of Teamsters Local 377.
Have a nice day.

Michael Arnal
Road Superintendent
Bazetta Township
(330)637-8311
marnal@bazettatwp.org
www.bazettatwp.org

From: Deanna Longo
Sent: Monday, December 4, 2023 4:04 PM
To: Meeting Agenda Reminder <MeetingAgendaReminder@bazettatwp.org>
Subject: REMINDER: Trustees Regular Meeting Agenda December 12, 2023
Importance: High

Friendly Reminder,

Please have your agenda items into me by this Friday December 8, 2023 for the Trustees upcoming Regular Meeting. This is the last Regular meeting of the year.

Thank you!

Deanna Longo
Bazetta Township
Administrative Secretary
3372 State Route 5 N.E.
Cortland, OH 44410
dlongo@bazettatwp.org
PH: 330-638-5503
C: 330-360-7920

REGULAR MEETING DECEMBER 12, 2023 7:00PM

[illegible]