

The Regular Board of Trustees Meeting, Tuesday, November, 19, 2013 was called to order at 7:00 PM by Chairman Weimer. After the Pledge of Allegiance, roll call was taken. Chairman Weimer, Trustee Tomaino, Trustee Campbell, Fiscal Officer Schulz, Fire Chief Harold Maynard, Zoning Inspector Kurilla, Police Chief Schaeffer, Police Secretary, Lisa Balsinger and Cemetery Coordinator Kevan Lloyd were present.

**Mr. Weimer moved to approve the minutes from the October 15, 2013 Regular Meeting and (2) November 1, and November 4, 2013 Special Meetings, 11-19-13-01** seconded by Mr. Campbell and passed with 3 ayes.

Fiscal Officer Schulz gave a financial report and stated that as of November 19, 2013, Total Fund Balances in all funds is \$1,548,669.58. The General Fund balance is \$472,740.45 which represents approximately 31% of all funds available. The Fiscal Officer asked for approval of payments by Warrants #27231 through #27298 and EFT #441 thru #504 totaling \$78,377.42. Ms. Schulz also reported that total revenue budgeted for 2013 is \$1,096,441.66 of which over 99.66% has been received to date totaling \$1,092,756.11. Ms. Schulz reported that the total Appropriations to date are \$1,371,804.71 and the amount spent to date is \$831,981.74, which is approximately 60.56% of budgeted expenditures. There were 7 Supplemental Appropriations, see attached reports.

Fiscal Officer Schulz also noted that all Trustees had been given a copy of all of the above reports and the Department Heads a copy of their specific department reports.

**Mr. Campbell moved to accept the financial report as submitted by the Fiscal Officer and approve payment of warrants #27231 through #27298 and EFT #441-504 totaling \$78,377.42, and approve the 7 Supplemental Appropriations, 11-19-13-02,** seconded by Trustee Tomaino and passed with 3 ayes.

**DEPARTMENT REPORTS**

**ROAD DEPARTMENT:**

Mr. Lloyd:

1. Canyon Blvd. Phase 4 & 5 will have the final walk through this Friday, everything looks good.
2. No information on the Eastgate Regional meeting today for Stoltz Road.
3. Work was performed on the yellow dump truck, but it had to be towed to Cerni's.
4. Work was performed on the police cars and some wiring issues with the fire trucks.
5. Quotes were submitted for a new truck.

**CEMETERY:**

There was one funeral for the month of October.

**RECYCLING REPORT:**

Mr. Lloyd will attend a meeting with the Green Team on December 9<sup>th</sup> to discuss many changes that are taking place regarding the bin maintenance and funding. There was also a request for Special Olympics bins to be placed in the area. The clothing collected in these bins stay in the local area and surrounding states and the bins are maintained more frequently. Mr. Lloyd will have more information regarding the Ohio Mills Corp, who is the company responsible for the new bins and their relationship with the Green Team, after the December 9<sup>th</sup> meeting.

**FIRE DEPARTMENT:**

Fire Chief Maynard reported there were 29 calls for the month of October. Milton Township had 19 responses, Craig Beach Village 7 responses and 3 other; 3 Accidents, 19 medical, 1 car fire, 3 mutual aid, 1 gas leak and 2 burning complaints. See attached document for detailed report. He also reported the following: All invoices have been submitted to the Fiscal Officer for approval and payment.

1. On November 9<sup>th</sup> and 10<sup>th</sup>, Chad Wells, Zack Williams, Dave Dunn and Chief Maynard attended the OOGEEP Gas Well Training in Apple Creek, Ohio at the Wayne County Fire Training Center, the training was very hands on will assist us in any event that may occur in the township, four additional classes will be offered next year and the Chief would like to send additional fire fighters to this training. All expenses were refunded from the gas and oil well companies to offset all the costs.
2. Chief Maynard was contacted by the billing company and they are prepared to begin the billing for Milton Township calls. Chief will be setting up a meeting to finalize the last details within the next couple of weeks.
3. All department trucks were washed and waxed last week.
4. Chief Maynard asked anyone using the outside wood burners to control the smoke that they create; Chief Maynard has received numerous calls from people complaining of the smoke and smoke blowing across the roadways impairing visibility, or reporting a fire when it is not a fire but a neighbor's smoke from a wood burner.
5. We are going to do some training in the homes scheduled to be torn down on Recreation Drive before they are taken down, the Zoning Inspector checked with the County and they stated it would be acceptable to do this. Should occur within the next ten days.
6. Chief Maynard is going to submit the paperwork to the Fiscal Officer for fire fighter expenses form January 2013 to November 2013.
7. All trucks were pump tested and ladders tested, with a couple of issues to repair on the couple of the truck which many have already been completed. These annual tests cost approximately \$6,000.
8. Two packs that had failed in the network of the packs and were taken back for testing. The cost to repair both air packs is \$550.00

**Mr. Tomaino moved to repair the air packs for a total of \$550.00, 11-19-13-03**, seconded by Mr. Campbell and passed with 3 ayes.

**POLICE DEPARTMENT:**

Chief Schaeffer provided the following: (See attached). There were 16 alarm drops, 5 court appearance, 2 arrests, 7 assists with fire department, 24 investigations, 6 suspicious persons, covered over 10 other jurisdictions, 1 property damage, 6 domestic disputes.

1. Two officers attended Quick Clear training at Jackson Township last night, with three officers attending Chief Maynard's last month, equaling a total of five for the month. Officer Hyshaw attended a 3 day school.
2. Chief reported he was with Deputy Duzzny presenting a new emergency plan to the schools. We were with the elementary and high school teachers on Nov. 18<sup>th</sup> & 19<sup>th</sup> reviewing the plan with them. Friday there will be a practice lockdown. There will be joint training in the future at the schools.
3. New cruiser is on the road and the trunk is filled with supplies. No radar, video, the long rifle or the laptop are completed yet. Waiting on Grant funds, which may be sometime next year. Estimated amount \$7,500 - \$8,000 to make these necessary purchases. Trustee Tomaino again reported and thanked Ron Crum for his assistance in obtaining these grants.
4. Kevin & Dave have assisted in getting all the other cruisers ready for winter, including the purchase of new tires.
5. Crime watch meeting was held last week. The speaker discussed construction and emergency situations, 11 people attended. Next month's speaker will be Deputy Duzzny. There will be more advertising of the meeting and changing of the name of the organization to Community Awareness.

**ZONING:**

1. Mr. Kurilla reported that there were 4 permits issued for the month of October. A written report was supplied to Board and Fiscal Officer. Permit #1946 through #1949 totaling \$184.00. Estimated valuation for the month of October \$30,000 estimated valuation, TYD \$2,925,700 in valuation and receipts for permits TYD \$15,518.00.
2. The MC Land Reutilization 2<sup>nd</sup> project is moving along smoothly and should be completed on schedule after learning all the necessary procedures from the 1<sup>st</sup> project.

3. Update on the Nicholas P. Wolsonovich case. Mr. Wolsonovich will now be represented by Attorney Mark Hanni, so the case has been delayed in order for Atty. Hanni to prepare.
4. Calendar update on the zoning amendments. Zoning Commission meets on Nov. 20<sup>th</sup>; they will discuss a motion to proceed with a hearing to discuss the proposed text amendments. If this happens, the MC Planning Commission can have this on their December meeting agenda, and then the Zoning Commission will have their public hearing in December or January 2014. The final step will be for the Trustees to have their public meeting in February to present the final amendments. The entire Zoning Resolution with all the changes will require a complete re-type; the cost will be approximately \$200-\$300 for all the copies.
5. Land reutilization – list is in order for 2014, depending on funding available.

#### **CORRESPONDENCE:**

1. Notification of approval for Phase II for Pickering for 2013-2014. All work must be completed in the year 2014.
2. Department of Commerce. Notification of any permit holders who sell alcoholic beverages in political subdivision will expire on February 1, 2014. Every permit holder must file a renewal application. The Police Department must notify the Trustees if they wish to object to any renewals and the department must submit a written objection to the Division of Liquor Control.
3. Green Team notification that the rental income received for the drop off sites will be reduced to \$3,540. Instead of \$6,000. At their meeting on December 9, 2013 there will be available information on 2014 budget amounts for bin maintenance, site improvements, special collection, and lease agreement changes for 2014 & 2015, drop-off site, leaf collection, etc.
4. Dave Yost, Auditor of State. Letter thanking us for effort in transitioning to the new UAN computer systems. A one year UAN Hardware Surcharge holiday will be implemented on January 2, 2014 and continue through December 31, 2014. The current UAN Hardware Surcharge will be \$50/month less, so each client will see a savings of \$600 in 2014 for maintaining of our computers.

#### **OLD BUSINESS-**

1. Record Retention. Lisa Balsinger reported the Police Records have been reviewed; the first sort items that can be immediately destroyed have been pulled out. Approximately eight boxes still need to be gone through; the next project is to go through the reports.
2. Update on the new cruiser- Report was given by Chief Schaeffer.
3. Sound barrier update. Harold Maynard emailed Mr. Marsico at MS Consultants on the status. No update/response has been given.
4. Fiscal Officer from Palmyra Township will be sending the check for the tractor purchased.
5. Received 2013 MORE Grant Program money in the amount of \$500 for the Road Department.
6. State & Federal Surplus Membership approved. There are sites in Cleveland & Columbus to attend. Fiscal Officer Schulz has instructions and how to obtain lists of items on-line.
7. Fire loss claim check for Scott St. has been received. Permit has been issued and work is set to begin demo at the end of November.
8. Pest Control update – Lisa Balsinger reported that all buildings had been sprayed on 1 day.
9. Police Department vest grants – funds have not been received via electronic deposit. Chief Schaeffer said the funds were sent, but Fiscal Office Schulz has not yet received. Chief will check on the status.

#### **NEW BUSINESS –**

1. Barb Neill, resident of Milton Township and retired Park Manager. Read a letter regarding the fire of two homes and the matter of Milton Township utilizing Craig Beach services. She provided documentation that will answer questions. Copy of non-profit status for Craig Beach, Liability Insurance good through August, 2014. Workers comp is valid through 2/2014, FDID # is not necessary to respond if they are not the primary responder, Safety ODO Public Safety, documentation of their training, Ms. Neill's question is, why don't we utilizing both departments, one on each side of the lake,

for safety purposes. Her request is that the Board takes a look at this information, and let her know if any additional information is needed, she will obtain it. Ms. Neill said that she also has the training and safety records that are completed and current.

Chairman Weimer commended Ms. Neill for her research and concern. Milton Township has been requesting this information for six years. So the Board was very appreciative of her efforts.

Also, the Grant for NE River will be submitted before the February 1<sup>st</sup> deadline.

2. Review the enclosure cost and schedule for the pavilion. Trustee Campbell reported all the material is sitting on the trailer. He submitted the bill from Carter Lumber. Weather permitting, work will begin next week.

**Mr. Campbell moved to enclose the pavilion behind the fire station for storage and complete the project before year end at a cost of approximately \$2,000.00, 11-19-13-04**, seconded by Mr. Tomaino and passed with 3 ayes.

3. Clothing drop off at recycling site. Coordinator Lloyd will attend the meeting on December 9<sup>th</sup> and provide an update. If agreeable to do away with the yellow bin and replace with the Special Olympics container.
4. Cemetery Rules and Regulations. Fiscal Officer Schulz provided everyone with a copy of all of the information from the prosecutor's office regarding cemeteries in townships. The township is running out of space and question if when a township has the responsibility of burying an indigent person. New Cemetery Rules, Regulations and Policies need to be reviewed and adopted regarding all matters pertaining to cemeteries. This matter will be discussed at future meetings.
5. First Energy critical facilities information. FE is requesting information on all government buildings to indicate which is more critical, all forms have been completed by department heads, and they have invited the Township to be added to a link to our website to allow residents to go to their computers to find out if an outage has been reported.
6. Pickering Phase II engineering contracts with Thomas & Fok. All documents were signed.
7. Zoning Boards ad for expiring terms. Number is one each. **Mr. Tomaino moved to place the ad to fill the positions 11-19-13-05**, seconded by Mr. Campbell and passed with 3 ayes.

#### **Reminders:**

1. Next meeting is Tuesday, December 17, 2013
2. MCTA is November 21, 2013 at pre-meeting at 6:30, followed by the actual 7:00 PM meeting at Canfield
3. Monday, November 25, 2013 Elected Officials meeting at Squaw Creek will attended by Trustee Weimer

#### **Public Comments: None**

**At approximately 8:00 PM Mr. Tomaino moved to go to into executive session, 11-19-13-06**, seconded by Trustee Campbell, and passed with 3 ayes.


**At approximately 8:20 PM Mr. Tomaino moved to go back into regular session, 11-19-13-07**, seconded by Trustee Campbell, and passed with 3 ayes.

After much discussion regarding the information that Chief Maynard provided to the Trustees on the poor condition of one of the Fire Trucks after the last inspection was done,

**Mr. Tomaino moved to authorize Fire Chief Maynard to investigate the possibility of purchasing a used fire truck for approximately \$20,000, and to make the necessary arrangements with the Fiscal Officer, authorizing her to issue the payment for the purchase, 11-19-13-08,** seconded by Mr. Campbell, and passed with 3 ayes.

**Mr. Campbell moved to hold an Employee Recognition and Accomplishment Dinner on December 16<sup>th</sup> from 4:00 – 6:00, 11-19-13-09,** seconded by Mr. Tomaino, and passed with 3 ayes.

There being no further business or action required, **Trustee Weimer moved to adjourn, 11-19-13-10,** seconded by Trustee Campbell and passed with 3 ayes.



Date December 17, 2013



