

The Regular Board of Trustees Meeting, Tuesday, March 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, Police Chief Robert Schaeffer, Fire Chief Harold Maynard, Road and Cemetery Coordinator Kevan Lloyd and Zoning Inspector Mike Kurilla were present.

**Mr. Weimer moved to approve the minutes from the February 7, 2013 meeting 03-19-13-01** seconded by Mr. Tomaino and passed with 3 ayes.

Fiscal Officer Schulz gave a financial report and stated that as of March 19, 2013 Total Fund Balances in all funds is \$1,336,994.33. The General Fund balance is \$439,263.75 which represents approximately 32% of all funds available. The Fiscal Officer asked for approval of payments by warrants #26745 through #26815 and EFT #62 thru #119 totaling \$101,839.56. Ms. Schulz also reported that total revenue budgeted for 2013 is \$828,200.00 of which a total received to date is \$216,204.98, this represents 26% of all revenues budgeted. Ms. Schulz reported that the total Original Appropriations for 2013 are \$1,171,102.77 and the amount spent to date is \$167,105.86. There were 3 Supplemental Appropriations, see the attached list.

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

**Mr. Campbell moved to accept the financial report as submitted and approve payment of warrants #26745 through #26815 and EFT #62-119 totaling \$101,839.56, 03-19-13-2,** seconded by Trustee Tomaino and passed with 3 ayes

**Mr. Weimer moved to approve the 3 supplemental appropriations (2 in Fund #1000 and 1 in fund #2191) per the attached list 03-19-13-3,** seconded by Trustee Weimer and passed with 3 ayes.

**ROAD DEPARTMENT:**

Mr. Lloyd reported the following:

1. Patched hole in the roads will continue through March and April.
2. Disposed of cement slabs behind the building.
3. Assisted the FD and PD with cleaning the carpets.
4. Trees were trimmed around the township that were affecting traffic.
5. Attended Commissioners meeting downtown regarding the CDBG grants for 2013. The amount available is still certain.
6. Ordered signs for Lakeview and recycling.

**RECYCLING:** Mr. Doug Lyons at the ODNR office advised that the ODNR will be holding the area clean up on April 27<sup>th</sup> from 9 AM to 2 PM. He thanked Mr. Lloyd and the Township for their help in coordinating and participating in Spring recycling events. The Township will be holding a tire and appliance drive on May 18<sup>th</sup> from 9AM to 2 PM, at the ODNR garage area. The Green Team has been notified of the Townships intent to hold the tire and appliance drive. There are 2 grants which the Township will receive to help with the cost of these recycling events. The price had to be increased because the cost of recycling tires has increased dramatically. **Trustee Weimer moved to approve for the Township to contract with the Green Team for the tire and appliance recycling drive and that Mr. Lloyd would coordinate the event, 03-19-13-4,** seconded by Mr. Tomaino and passed with 3 ayes.

**CEMETERY:**

There were no funerals for the month of February.

The Vaughn Cemetery erosion problem was helped by the efforts of a local business man and his crew. They have donated all of their time, equipment and manpower to help resolve the erosion taking place along the lake side of Vaughn Cemetery. Mr. Lloyd invited everyone to see what a beautiful job was done by Mr. Annichenni and his crew; it can be seen from Grandview Ave. The Trustees thanked Mr. Annichenni for all his time, expertise and community minded service. There is still some cleanup to be done over the next few weeks.

**FIRE DEPARTMENT:**

Fire Chief Maynard reported there were 25 calls for the month of February, Craig Beach Village 6 responses, and Milton Township 19 responses and 2 other. The Department responded to 25 calls in February. See attached document for detailed report.

1. Firefighter Dave Forgacs has requested a 90 day leave of absence from the department, effective February 1, 2013.
2. Zachary Hogue has notified Chief Maynard that he is attending the Basic Fire Fighter school at his own expense and if he passes he would like to become an active member of the department.
3. All the invoices for the department have been submitted to the Fiscal Officer for payment.
4. A letter was received from the State of Ohio declining the Wildland Fire Grant due to lack of funding.
5. Chief Maynard will attend the ribbon cutting for the new Mahoning County 911 System, the system will help track cell phone calls, but will not be able to dispatch fire or EMS calls.
6. The Chief is arranging training for fire fighters and EMT's and will make it available to all members of the department.
7. The Chief provided the information requested by Fiscal Officer Schulz to submit with the billing contract.
8. Chief Maynard will arrange to have the annual testing done for the sprinkler system at the Fire Station and all the Township fire extinguishers.
9. The Portage County Prosecutors office will do the billing for reimbursement for Palmyra and Milton Township Fire departments for recent hazmat calls which occurred on the Portage-Mahoning County Line.
10. Notification was received from FEMA that due to budget issues there is a hold on grants at this time and that Milton Township has been selected for a random audit of the 2012 grant received for the new fire truck, the audit will be the week of 4/8/13.
11. Chief Maynard will organize a meeting with Craig Beach Police, Milton Police, ODNR, Mahoning County Sheriffs and Milton Fire Department in order to prepare for the upcoming season and emergency response coordination for the beach.
12. Reminder that April 6<sup>th</sup> & 7<sup>th</sup> Palmyra Township Fire will be using Milton Fire Station for classroom training and the State Park for driver testing. Passing this training will be mandatory to continue to drive Township apparatus.
13. Chief Maynard share information he received from Do-Cut regarding the damaging effects that today's gasoline can have on engines of smaller life- saving equipment. To remedy this situation the Stihl Brand and other manufacturers are marketing pure gasoline with an octane rating of 92 to 94, with a shelf life of 2 years.

**POLICE DEPARTMENT:**

1. Chief Schaeffer reported that there were 151 Calls to service, 12 reports taken and 102 calls to the police department, 1244 security checks on residences and business and 45 investigations, see detailed report attached for more statistics,

2. Chief Schaeffer met with Deputy Taillon at the JM Schools and did a walkthrough of the buildings and a book was created of all the logistics of the building to be used in case of an emergency so that the safety forces which respond would have the information needed to address the situation.
3. Crime Watch meetings are being held the second Wednesday of the month. The last meeting was not well attended. The Chief hopes that the residents will begin attending because every month there is a speaker who provides excellent information for community and personal safety. Last month the topic was Non-Emergency 211 Help Hot Line which will connect a caller with any agency that is needed such as elderly abuse, child and juvenile abuse. There is a list of all the agency numbers available at the Police Station.
4. One of the Units #504 had some damage but it is now back in service just waiting on graphics to be applied.
5. Two of the department computers are out for repair, waiting on a price to see what is needed to repair them, if it is feasible or not.
6. The recording system cameras have been rearranged and the locks changed to better serve the needs of the department. Chief Maynard installed the Low Band Radios and the reception is excellent and clear.
7. The cameras are not installed in the cruisers yet but Chief Schaeffer has been in touch with Youngstown Radio and provided them the correct information for the cables needed to make the cameras operational. The Chief will follow up on this.
8. Detective Hyshaw will be attending training classes concerning the Drug Task Force. He will also attend Juvenile Victim Investigation Classes.
9. Some supplies are needed for evidence handling, such as tubes and biohazard stickers etc. Also crime watch signs have been requested by some residents.

**ZONING:**

Mr. Kurilla reported that there were 2 permits issued for the month of February. Valuation for February was \$220,000.00, YTD Evaluation of \$697,600.00, Total receipts for February were \$990.00 and YTD Receipts are \$3,157.00.

Mr. Kurilla provided a copy of the informal discovery that was filed with the Common Pleas Court and served on Mr. Wolsonovich and his legal counsel. Trustee Campbell commented that the package Mr. Kurilla provided was well documented and thorough and thanked him for his efforts.

Mr. Kurilla asked that the board adopted the Nuisance Resolution pursuant to Section 505.86, which he provided, which is the Board of Health Condemnation Order.

**Chairman Weimer read into the record the Nuisance Resolution, see attached, 03-19-13-5,** seconded by Trustee Tomaino and passed with 3 ayes.

Mr. Campbell asked what the status of the Zoning Resolution recommendation that he had prepared was. Mike Kurilla reported that it is in the hands of the Zoning Commission and they are in the process of reviewing it and upon completion will hold a formal hearing to present their recommendations at which time the Trustees will hold a public hearing to present to the public the recommendations.

Mr. Weimer wanted to take a minute to introduce Doug Lyons who is the new ODNR Park Manager and thanked him for all of his help in coordinating the work at the Cemetery on the lake side. Mr. Lyons reported that he was glad to help and that the Park office hours for the summer will be from 8 AM – 4 PM, Monday through Friday. The two ladies who will be in the office during those hours are Lois and Miranda both from the West Branch Office.

### CORRESPONDENCE:

1. Trustee Weimer reported that the Trustees had submitted a letter to the Mahoning County Commissioners requesting Economic Development Infra-structure Grant money to extend the sewer line on Rt. #534.
2. Notification was received that surveying in the southwest quadrant of the township for sewer and water would be taking place.
3. Metro Parks sent information regarding their 10 year plan.
4. A list of ODOT classes was received and offered to the Road Department.
5. Historical Society requesting applications for projects which qualify for grant money.
6. MCTA Spring dinner Thursday March 28 at 6PM in Canfield.
7. Fiscal Officer Schulz provided the OPERS poster to Ms. Balsinger to display in the police station office, so it is visible by all OPERS employees.
8. Ms. Schulz provided the new Workers Comp certificates to be posted in all the Township buildings.
9. Lowe's provided a notice that they now have a contract with the State of Ohio and will provide a 5% point of sales discount on all products purchased for government agencies.
10. Tri-County Asphalt sent new pricing.
11. Board of Health meeting notice.
12. Ohio Safety Congress & Expo for 2013.

### OLD BUSINESS-

1. Mr. Kurilla gave an update in his zoning report.
2. Security Cameras for Fire Station are in and Trustee Tomaino requested that Yo. Radio look at the Police Station cameras and make recommendations. Chief Schaeffer will follow up on the police vehicle cameras.
3. Battery Back-ups for police station computers have been ordered.
4. Fire Station roof repairs, Fire Chief sent a list of the recommendations received from the architect to Roth Brothers for pricing and as soon as the weather permits they will come out to inspect the roof. He will get 3 quotes.
5. The new radios took care of the police radios reception problems.
6. Fire Dept. billing service contract- Fire Chief provided the Fiscal Officer with the last of the information required and it will be submitted so that a Medicare number for billing purposes can be assigned.
7. Seismic testing permit and road bond. Trustee Campbell reported that they have 18 months to sign people up for the project. Ms. Balsinger reported that she is still working with the company involved to secure a bond for our roads.
8. The Lake Milton Women's League would like to put up a sign advertising their classes for the next 6-8 weeks. The Zoning Inspector and the Trustees gave their approval.

### NEW BUSINESS -

1. Fiscal Officer Schulz presented to the Trustees and asked for approval of Permanent Appropriations for 2013, totaling \$1,171,102.77. **Trustee Weimer moved to approve 2013 Permanent Appropriations as presented by the Fiscal Officer totaling \$1,171,102.77, 03-19-13-6,** seconded by Trustee Campbell and passed with 3 ayes.
2. The Fiscal Officer reported that she had met with Robert Fleet a surveyor to discuss the surveying needs of the township for the newly acquired properties and the land where the current township buildings are located and the property that was given to the Township at Vaughn Cemetery. The Fiscal Officer presented the proposal for the 3 projects.

**Trustee Campbell moved to approve the surveying proposal submitted, 03-19-13-7 to:** seconded by Mr. Tomaino and passed with 3 ayes.

- a. **Perform a boundary survey and mark the property lines and corners at 15992 Milton Ave (including all the Fire, Police and Town Hall property, for \$595.00**
  - b. **Survey and prepare a re-plat drawing of 3 parcels creating one parcel of the Mahoning Ave. and Milton Ave. property for \$1,475.00.**
  - c. **Perform a boundary survey and mark the parcel situated between Pine Drive and Vaughn Cemetery, for \$350.00.**
3. Records retention organizational meeting. Monday March 25<sup>th</sup> at 3:30PM at the road department office. Fiscal Officer Schulz thanked Mr. Lloyd and Ms. Balsinger for helping with the project.
  4. Advertising for bids for Canyon Blvd Phase 4 and 5 will take place in May and will be opened at the June meeting and awarded after July 1, 2013. Phase 2 of Pickering is being surveyed and submitted for approval.
  5. Snow plowing resolution – Several months ago it was requested that snow plowing guidelines be implemented so that vehicles are required, during severe weather conditions, to refrain from parking on the streets so that snow plowing can be done. However, a snow plowing resolution must be in place before these regulations can be enforced. The Trustees, Mr. Lloyd and Chief Schaeffer will confer on this and review other communities snow plowing polices and report back.
  6. IT Service Contract – Fiscal Officer Schulz presented a contract from Bazetta Township for IT Service which will make it easier and more efficient to have someone that is readily available for IT support for the computers and security system the cost is \$35.00 per hour and there is no obligation to the Township.
- Trustee Campbell moved to enter into the IT Service Cooperative Agency Use Agreement, 03-19-13-8,** seconded by Mr. Tomaino and passed with 3 ayes.

**Reminders:**

1. Next MCTA Spring Dinner Meeting is Thursday March 28<sup>th</sup> at 6 PM.
2. Milton Township next meeting is Tuesday, April 16, 2013 at 7:00 PM

**Public Comments:**

Doug Lyons from ODNR reported that the LMA is planning to have fireworks at the lake sometime in August. A meeting is scheduled for tomorrow. LMA Board Member Tom Treptow is meeting with Mr. Lyons to organize the event. Mr. Lyons commented that this event will take a great deal of coordination between all safety forces in Jackson and Milton Township as well as the ODNR, Sheriff's Department, Craig Beach Village and asked that everyone be prepared to work together. A location has not been decided yet. Fire Chief Maynard asked

There being no further comments **at approximately 8:00 PM Trustee Campbell moved to go into executive session to discuss employment of township personnel, 03-19-13-9** seconded by Trustee Tomaino, and passed with 3 ayes.

**At approximately 8:15 PM Trustee Weimer moved to come out of executive session and go back into regular session, 03-19-13-10,** seconded by Mr. Tomaino and passed with 3 ayes.

**At approximately 8:16 PM Trustee Weimer moved to adjourn, 03-19-13-11,** seconded by Trustee Tomaino and passed with 3 ayes.

Date: 04/16/13

  
  
