

The Regular Board of Trustees Meeting, Tuesday, December 9, 2014, was called to order at approximately 7:00 PM by Chairman Weimer. After the Pledge of Allegiance roll call was taken. Chairman Weimer, Trustee Campbell, Trustee Tomaino, Fiscal Officer Schulz, Fire Chief Harold Maynard, Police Chief Schaeffer, Road & Cemetery Coordinator Lloyd, Zoning Inspector, Kurilla, and Administrative Assistance Ms. Balsinger were present.

Chairman Weimer introduced NE River Road Walking Path Chairman, Brian Mitchell to address the Trustees. Mr. Mitchell requested support from the Trustee, by way of a Resolution, of the next phase of the project. The new road way will extend from RT. 76 Overpass to the dam, which is 8,600 ft. long by 6-7 ft. wide. The path will be built adjacent to the road. The new path/roadway must meet all County standards for road construction and drainage; those were the two stipulations that were required by Mr. Ginnetti, Mahoning County Engineer when Mr. Mitchell and Trustee Campbell met with him last year.

**Chairman Weimer moved to adopt the attached Resolution supporting the next Phase of the NE River Road walking path/roadway project, 12-09-14-01**, seconded by Trustee Campbell and passed with 3 ayes.

**Chairman Weimer moved to approve the minutes from Regular Meetings 10/21/14 & 11/3/14 and Special meetings 10/21/14 & 11/10/14. 12-09-14-02**, seconded by Trustee Campbell and passed with 3 ayes.

Fiscal Officer Schulz gave the financial report through November 30, 2014 - Total Fund Balances available for Milton Township are \$1,549,178.66. The General Fund balance is \$467,804.63 representing over 30% of all funds available. The Fiscal Officer asked for approval of payments by Warrants #27821 through #27912 and EFT #455 thru #572 totaling \$133,126.65. Revenue status received to date \$1,073,700.61. Also, there were six supplemental appropriations within the same fund. Ms. Schulz reported total expenditures through 11/30/14, were \$831,725.60. Ms. Schulz also reported all departments are within their budget.

**Trustee Campbell moved to approve the electronic funds payment & Warrants #27821 through #27912 and EFT #455 thru #572 totaling \$133,126.65 and six supplemental appropriations, 12-09-14-03**, seconded by Trustee Tomaino and passed with 3 ayes.

**DEPARTMENT REPORTS**

**ROAD & CEMETERY DEPARTMENTS:**

**Road Department:**

1. Road Department received 105 tons of salt. Old supply will be used first.
2. The recent storm last month brought down some trees and branches on several roads. All were cleaned up.
3. There have been instances around the township where people are dumping their personal household trash. We have turned it over to ODNR because it was in their jurisdiction.
4. Mr. Lloyd talked to Mr. Gillespie regarding the \$2,000 fine which was levied upon a trucking company for overloaded weight use on our roadways. The truck weighed over 90,000#.

**Cemeteries Report**

1. There was one funeral this past month.

**Recycling Report**

1. Nothing to report.

## **FIRE DEPARTMENT:**

Chief Maynard reported November had a total of 32 calls. 9 in Craig Beach, 20 in Milton Township and 3 others. Calls were – 3 accidents, 18 medical, 3 trees down, 3 mutual-aid, 1 burning complaint, 1 alarm activation, and 3 other. There was also 1 medical transport, 430 total calls to date this year.

1. All bills have been submitted to the Fiscal Officer for payment.
2. The Department has scrapped the old rescue boat and received approximately \$1200.00 for the boat and trailer. These funds will be used to get the donated Fire/Police Rescue boat ready for service by spring. The motor from the old boat will be sold in the spring.
3. The Department received a Grant for five new sets of gear estimated cost of \$10,000. The Grant was for \$10,000 from the Fire Fighter Recruitment and Retention Grant from FEMA. The new gear will be ordered from Warren Fire Equipment and should be in within six weeks.
4. Four members of the Fire Department will be finishing Fire Fighter 1 class next week and take their State registry test.
5. We are in the process of submitting for a Grant to pay for replacement lighting for the garage area of the fire station, approximately 50% of the lighting is not operational and too expensive to repair.
6. The Chief requested approval to have the Township pay for new recruit, Ken Oles to attend an upcoming basic fire fighter school in Braceville - cost of class \$500. The class will be six Sundays in a row, beginning in January.
7. Chief Maynard reported that the department needs to have copies of Fire Department Protocol printed. Chief will need 14 copies for fire fighters and one for the hospital, and has received a quote of \$400 for the CCA. Each book is 141 pages and will be 3 hole punched for binding.
8. Ms. Vickers has gotten Chief in touch with the State to install a cross over on the east bound traffic portion of the bridge for emergency vehicles.
9. Chief wrote and submitted a 2015 FEMA Grant for \$50,000 for the purchase of a new Jeep/Grass vehicle for the Department. The results of the Grant will be announced before Fall of 2015.

**Trustee Campbell moved to approve expenditures for new recruit, Ken Oles to attend basic fire fighter school, at a cost of \$500 and also to have 14 copies printed of the Fire Department Protocol for the fire fighters & local hospitals to have copies totaling \$400, 12-09-14-04,** seconded by Trustee Tomaino and passed with 3 ayes.

## **POLICE DEPARTMENT:**

Chief Schaeffer provided the following: (See attached). There were 225 calls for service for the month of November. Calls included 8 alarm drops, 1 arrest, 1 towed vehicle, 28 traffic citations, 11 traffic crashes, 130 traffic stops, 87 warnings, 5 suspicious persons, and 26 investigations and 11 cover overs.

1. Chief received word today that Craig Beach Village has laid off their only officer again.
2. There were no burglaries or B&E's during November but in the last few days there were a few incidents and Officer Tyrone is working with other agencies and has some good leads on these.
3. Narcan kits used for overdosed individuals. Chief will meet with Chief Maynard to brainstorm on the training and policies and procedures for the use of these kits for responding EMT's and officers.
4. Chief Schaeffer has been revising Policy & Procedures. Admin. Asst. Balsinger is preparing the edits and revisions. Hard copies will be issued as well as installing them on laptops in the units which can be used by the officers for immediate access in the patrol cars for use on the job. Chief used the Austintown Twp. P&P's as a basis which have been approved and certified by the State of Ohio.
5. Emergency equipment installation- Chief is going to check on a few new vendors to make sure that all of the recording and safety equipment is installed correctly in all the patrol cars.
6. Equipment Bags will be purchased and put in all cruisers to hold the Hazmat suits, gas masks and overalls for protection of the officers.

7. Police Grant – Requires hiring a post 9/11 veteran. \$500 was spent on advertising. All paperwork has been submitted for new part time Officers Snyder & Blank to the State. Chief received notification that they are both up to date on mandated training.
8. Performance evaluations for each position will begin early 2015.

**ZONING:**

Zoning Inspector Kurilla submitted his November 2014 activity report.

Estimated Valuation for Month of November	\$ 21,200.00
Estimated Valuation to Date of year 2014	3,923,200.00
Total Amount of 3 permit Fees received for the Month of Nov.	130.00
Total Amount of Receipts to Date for Year 2014	<b>21,263.00</b>

Mr. Kurilla reported that the Zoning Commission is nearing the final stage of completion of the GIS – new comprehensive map indicating the NEW Lake Front Residential District. Maps will be printed and have yellow distinguishing marks for zone changes, including tonight’s change from the special meeting just held. This will be done before the end of the year.

**CORRESPONDENCE:**

1. Letter from, Dominion. Notification regarding the PUCO requesting an increase in rates.
2. Thank you from Mark & Margie Bretschneider.
3. Letter from Department of Commerce. Notification of expiration on Feb. 1, 2015 of any establishments with a liquor permit/license for renewal application.
4. Ohio Bureau of Workers’ Compensation notifying the Township of acceptance into the Group-Retrospective-Rating program for the policy year beginning January 1, 2015.
5. Letter from Attorney Daniel Daniluk offering legal representation to the Board of Trustees.
6. Letter from Tina Chinchic Assistant Township Legal Counsel for Mark Finamore advising that their office is prepared to continue as legal counsel for the Township.
7. Email regarding the accident at 1350 Grandview Road involving a Dr. Pepper Snapple vehicle. This accident occurred in the County’s jurisdiction.

**OLD BUSINESS**

1. Record Retention update. Lisa Balsinger reported that it is an ongoing project. Ms. Balsinger submitted paper work for transfer from the State Historical Society to the local Historical Society for certain records but has not heard back from the State.
2. Regarding the Agreement for the Fire protection between Milton Township & Craig Beach VFC.

**Chairman Weimer moved to recommend contacting Atty. Comstock to close this matter due to the lack of response from Craig Beach Village. This action is being taken since all attempts, beginning in March of 2014, to arrange meetings were met with no response from Craig Beach Fire or Village Officials, 12-09-14-05,** seconded by Trustee Tomaino and passed with 3 ayes.

3. Cell phone and driving policy revision – in process and will be reviewed at the reorganizational meeting.
4. Trash Removal Contract for the Township – in process. Fiscal Officer Schulz has contacted Hubbard Twp. since they recently went through a similar process. She is waiting for a response from their Trustees.
5. Off Duty Policy for police officers – in process.
6. Shop with Safety forces update. Ms. Balsinger updated that this project will take place this Saturday at K-Mart with 10 students participating / 6 families. It was expanded this year as Christmas to include 4 elderly residents to get groceries and have the Safety forces deliver to them. A person from Lake Milton Pharmacy suggested a gift certificate for maintenance medications. A

local snow plow contractor has offered for \$15 to snow blow another elderly resident's driveway on certain occasions during the winter with the donated funds.

7. Cameras for Police cruisers – less expensive types...this was already discussed.
8. Employee Recognition Dinner will be held Thursday, December 11, 2014 @ 6:00 PM at the Fire Hall. A record number of reservations has been received.

**NEW BUSINESS:**

1. NOPEC Resolution – hearing dates of January 16, 2015@ 10:00 AM and 5:30 PM. Chairman read the Resolution.

**Trustee Campbell moved to enter into an agreement with NOPEC, by way of resolution, (see attached) establishing NOPEC and approving the by-laws of NOPEC and declaring an emergency, 12-09-14-06,** seconded by Trustee Tomaino and passed with 3 ayes.

2. Reorganization Meeting has been set for January 20, 2015 at 10:00, with Regular Meeting at 7:00 PM.
3. Annual check of driving records of all Township employees. Fiscal Officer Schulz maintained the annual check should be done, because it helps keep the insurance costs down.
4. Zoning Board expiring terms – Ad for candidates. Harold Maynard and Sally Smolek's 5 year terms are expiring on 1/1/15. Mr. Maynard & Ms. Smolek must submit letters of interest. An ad will be run for candidates to fill the alternate position.
5. Resolution to continue health care coverage and to reimburse for health care. Fiscal Officer Schulz briefly reviewed the health care resolution for any full time employee and the need to be submitted each December before the term begins to be in compliance.

**Trustee Campbell moved to provide the health care coverage and the reimbursement of self paid premiums, see attached , 12-09-14-07,** seconded by Trustee Tomaino and passed with 3 ayes.

6. Approve Temporary Appropriations for 2015. Fiscal Officer Schulz distributed department breakdown & budget for Milton Township in the amount of \$1,033,151.27. This is through March 2015 until the permanent appropriations are approved.

**Trustee Campbell moved to approve the temporary appropriations totaling \$ 1,033,151.27, 12-09-14-08,** seconded by Trustee Tomaino and passed with 3 ayes.

7. 2014 More Grant. \$500 was received OTARMA to help cover the cost of the custom covers made for the Fire & Police Rescue Boat. \$250 each went to the Fire & Police Departments.
8. Fire loss – There was a fire at 3163 Scott Cliff Drive. Township received \$22,280 from the insurance company for clean-up. Fiscal Officer will hold these funds in escrow until the property is cleaned up. Mr. Lloyd went by the property recently and nothing has been done thus far and it is in dire need of clean-up. If the owners do not have the property cleaned up within a reasonable amount of time the escrowed funds will be used to clean-up the property and the balance left if any, will go to the finance company.

**Chairman Weimer moved to authorize Fiscal Officer Schulz to write a letter to the owners of 3163 Scott Cliff Drive and also send a copy of the letter to the finance company with a deadline to clean-up the property at 3163 Scott Cliff by March 15, 2015, 12-09-14-09,** seconded by Trustee Campbell and passed with 3 ayes.

9. Approve attendance at Winter Conference for Trustees and Fiscal Officer.

**Chairman Weimer moved to approve any expenses incurred for lodging, meals and travel for Trustee Campbell and Fiscal Officer Schulz to attend the OTA Winter Conference, 12-09-14-10,** seconded by Trustee Tomaino and passed with 3 ayes.

**Reminders:**

1. Employee Recognition Dinner on Thursday, December 11, 2014 at the Fire Station beginning at 6 PM.
2. Next Milton Township Board Meeting will be Tuesday, January 20<sup>th</sup> at Town Hall 7 PM.  
Reorganizational meeting will be at 10:00 AM, with the Regular meeting at 7:00 PM.
3. MCTA Meeting will be Thursday, December 18<sup>th</sup> at the new Racino at 6:00 PM.

**Public Comments:**

Clarification on the Walking Path. The Board is supporting the project. The County will maintain the walking path/roadway as they do NE River Road.

Thank you to Sue Tomaino for decorating the Police Station.

**At 8:25 Trustee Campbell moved to go to into executive session to discuss employment for public employees, 12-09-14-11,** seconded by Trustee Tomaino, and passed with 3 ayes.

**Chairman Weimer moved to come out of executive session at 9:25, 12-09-14-12,** seconded by Trustee Tomaino and passed with 3 ayes.

**Mr. Campbell moved to have the Employee Recognition Thursday evening for all employees as described in our reorganizational meeting, 12-09-14-13,** seconded by Chairman Weimer, and passed with 3 ayes.

**Chairman Weimer move to approve the contract submitted by VSP with the same current coverage at the new premium for one year for vision insurance for all full time employees, 12-09-14-14,** seconded by Trustee Tomaino and passed with 3 ayes.

**At 9:40 PM Trustee Tomaino moved to adjourn the meeting 12-09-14-15,** seconded by Trustee Campbell and passed with 3 ayes

  
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Date January 20, 2015