

The Regular Board of Trustees Meeting, Tuesday, October 20, 2015, was called to order at approximately 7:00 PM by Chairman Weimer, at the Town Hall. After the Pledge of Allegiance roll call was taken. Chairman Weimer, Trustee Campbell, Trustee Tomaino, Fiscal Officer Schulz, Fire Chief Maynard, Zoning Inspector Kurilla, Road & Cemetery Coordinator Lloyd, Police Chief VanDyke and Administrative Assistant Balsinger were all present.

Chairman Weimer moved to approve the minutes from Regular Meeting of September 15, 2015 and the Special Meeting on October 4, 2015, 10-20-15-01, seconded by Trustee Campbell and passed with 3 ayes.

Fiscal Officer Schulz gave the financial report through September 30, 2015 - Total Fund Balances available for Milton Township are \$1,611,798.90. The General Fund balance is \$451,676.43, which represents approximately 28% of all funds available. The Fiscal Officer asked for approval of payments by Warrants #28451 through #28499 and EFT #419 thru #478 totaling \$69,879.55. There were 10 supplemental appropriations. Revenue received to date \$890,615.45; which represents 82% of the total budgeted income for 2015, the budget thus far is \$1,080,288.09. Total expenditures year to date total \$718,726.96 Total appropriations for 2015 are \$1,212,651.27, expenditures represent 59% of all budgeted expenditures. Ms. Schulz also reported all departments are within their budgets and received their departmental reports.

Trustee Campbell moved to approve the financial report, and to approve the payments by Warrants #28451 through #28499 and EFT #419 thru #478 totaling \$69,879.55 and 10 supplemental appropriations, 10-20-15-02, seconded by Trustee Tomaino and passed with 3 ayes.

DEPARTMENT REPORTS

ROAD & CEMETERY DEPARTMENTS:

Road Report:

1. Ditching has been completed on Stoltz Road
2. Mr. Lloyd spoke to Thomas & Fok- On October 27th the points meeting will be held for the OPWC to review the grant we are trying to get. Shortly after that, they will decide who will get the grants this year.
3. The small government meeting in Columbus for grants will be about that same time frame. Mr. Bakalar believes we have more chance in getting this funding than OPWC funding.
4. Department has helped complete repairs on Police and Fire vehicles.
5. Worked on the sign in front of Town hall, replaced a ballast, the replacement items are no longer made, only what is left on shelves at certain suppliers are available, may want to consider purchasing a new sign. A new digital sign would cost approximately \$5,000 - \$7,000.
6. Department has completed ditching on Belmont Street, Maplewood and Evelyn. After power companies did work on these ditches, they were not replaced/repared properly. Some are completely blocked.

Cemetery Report:

1. All foundations have been completed for this season.
2. All seasonal decorations will be removed later in the week. Notice will be placed on our township website to notify everyone this cleaning will take place.
3. Mr. Lloyd thanked Mr. Campbell for mowing on Mahoning Ave.

FIRE DEPARTMENT:

Chief Maynard reported September had a total of 29 calls. 12 in Craig Beach, 17 in Milton Township and no others. Calls were – 0 structure fires, 1 accident, 27 medical, no grass fires, no carbon monoxide, no tree/wires down, no car fire, 1 water emergency rescue, no mutual aid, no burning complaints, no alarm activation and no others. 349 total calls to date this year. Medical Transports by MFD – 4.

1. Chief enclosed a statement form from David Dunn Sr. and Harold Maynard in reference to the accident involving Zackary Hogue for information in regards to the events from time of call to Chief's response to the hospital. He has checked with FF Hogue every few days to see how he is doing. The other party in the accident was found to be at fault and his insurance is covering expenses at this time.
2. Chief received a letter for the post office box, he is submitting to Fiscal Officer Schulz for Township response. Fiscal Officer advised both Fire & Police Chief's that she went to the PO and was advised that each Department PO Box must have contact information form completed and they must go to the post office personally with license and vehicle registration from a township vehicle.
3. The Department received a donation of used fire hose from Champion Township Fire Department, 850' of 3" hose which was recently tested in August and passes inspection. Chief Maynard thanked Chief Hickey for their donation.
4. Chief received a letter from the Mahoning Board of Elections in regards to the upcoming November elections, and also received a visit from the Board of Elections to view our site prior to the elections. Chief received a Rental Agreement from the Board of Elections for the use of the Fire Station as a polling location. One of the questions asked in the Rental Agreement was can you store voting equipment. It was decided to not allow this to happen and to remove the equipment after the elections. Chief Maynard also requested to address a letter to the Board of Elections to not allow food to be given to the voters, since last year it caused a time consuming clean-up and only allow food to be consumed by the poll workers during their lunch breaks.
5. The Health Department records for the Township needs updated. Mr. Maynard will contact the Health Department and update the Township information on-line.
6. MORE Grant, Chief Maynard spoke with the Police Chief and showed him information on signs available for traffic control during accidents or other events where traffic control is needed. This unit could be utilized by both departments. Both Chiefs agreed they would like to make this purchase with MORE Grant funds. The Grant is \$500 and signage will be purchased accordingly.
7. All pump testing was completed on October 12, 2015. Township will receive a report in a few weeks on the findings, but no major issues were found. A minor pump repair was needed on Engine 553.
8. The Department has completed all repairs and lettering on the Squad purchased from Newton Falls and have placed it in service. It seems to be working out without any issues.
9. We have received all items ordered with the Fire Marshal Grant, all fire fighters received new helmets and all the hose that was ordered will be placed in service soon. The department also received a new ground monitor that the department will be trained on. This equipment is used in large fire situations to protect other structures exposed to fire. This information was submitted to the State and this grant is closed.
10. Chief Maynard attended the Public Safety meeting at Craig Beach in regards to the Fire Contract and no recommendation was made by council. No decision will be made until the November 10th Council meeting.
11. Chief Maynard received an application from Tyler Totani, he is requesting the appointment as a probationary fire fighter. Resides on Creed Road and is a student at YSU.

Trustee Tomaino moved to accept Mr. Totani's application as a probationary Fire Fighter for the Township Fire Department, 10-20-15-03, seconded by Trustee Campbell and passed with 3 ayes.

12. Mr. Maynard obtained quotes for a replacement AED for the meeting room, we can purchase this with the \$1,550.00 EMS Grant funds that are still available. He will try to obtain two for this price.
13. Chief also reported concrete patching was done on the parking lot in front of the Fire Station by the Fire Fighters and Road Department.

POLICE DEPARTMENT:

Chief Vandyke reported total calls for service for September was 207. 35 Reports were taken. Investigations 5, alarms 8, accidents 5, medical assists 5, traffic stops 100 with 65 warnings, traffic

citations 48, speeding- most over 12-15 miles over limit, 22, DUS 7, OVI 7 and other miscellaneous charges 12.

Network- No new issues to report. Still waiting on the Grant. New ACP has been functioning properly. The network has not gone down since it was installed. Chief is investigating the donation of a server to the department by ITT Technical Institute which is approximately 10 years old. New licensing will need to be purchased for software. Chief will obtain licensing cost.

Vehicle Impound & Release Program

1. Project temporarily placed on hold.
2. Fenced in lot EST range from \$6,200 to \$12,000
3. Milton Township Police have towed 28 vehicles from January to September 30, 2015. James Lynch from Ravenna came forward to get on the police rotation for towing. All pertinent information i.e. PUCO, tax receipts, etc. have been turned in by Mr. Lynch. We already have three in the rotation. The Trustees decided to *Table this issue until next meeting.*

Training

1. Mandatory training will take place Thursday, Oct. 29th at the Fire Station, which is a three hour TASER In-service and will be hands-on.
2. Mr. Vandyke attended “New Chief’s” Conference in Columbus. Very informative, especially in the liability areas.
3. Chief also attended the Attorney General Law Enforcement Conference. Ten attended and held a round table with the Atty. General. The trend is that there will be more mandatory training hours required for all officers. This may affect our ability to keep our part time officers because of the cost of the training. Also, Chief Vandyke was invited by the Ohio Association of Chief of Police to sit on the Education Legislative Committee, which has a seat at the Blue Ribbon table which meets with the AG. It would require travel to quarterly meetings throughout the State and give the Township a chance to be heard at a State level.

Trustee Tomaino moved to support Chief Vandyke’s desire to accept the Education Legislative Committee position for the Association of Chief’s of Police, 10-20-15-04, seconded by Trustee Campbell, and passed with 3 ayes.

New Employee

1. Timothy Tobias was promoted from part-time to full-time effective October 18, 2015.
2. Officer Tobias was chosen by the School to be assigned as a School Resource Officer effective Monday, October, 26, 2015. Additional training will be required for Officer Tobias.

Vehicle Issues

1. Cruiser 502
 - a. Two new tires. Checked for recall. Check for short, ended up being bad wiring harness.
 - b. Wiring harness replaced (damage from when the vehicle was rear ended) New one was \$900, but used one from another vehicle – labor only \$255. Documentation needs to be provided to insurance company that this was part of the initial accident.
2. Cruiser 505
 - a. Four new tires
 - b. Check engine light on
 - c. Transmission slipping (may need flushed)
 - d. Vehicle missing (may need tune-up)
 - e. Bearing caps are bad (need replaced) Front struts and need replaced, close to 100,000 miles in the dealership now.

ZONING:

Zoning Inspector Kurilla reported six permits were issued for the month of September. Estimated Valuation for month of September \$629,875.00 estimated valuation to date for 2015, \$3,756,500.00, and total amount of permit fees for September \$2,857. Total amount of receipts collected to date for 2015 are \$18,595.00

Permits issued were 2027 – 2032. Two single dwellings, two detached garages, one attached garage and one accessory bldg. The Board has a copy of the activity report.

Mr. Kurilla reported a total of eight new single family dwellings from January – September 2015.

Two (2) cases scheduled for Board of Zoning Appeals, October 19th Hearing. If approved, two additional SFD starts on Willard Place and Pico. Mr. Kurilla noted that for a community the size of Milton Township this is a very impressive number.

Mr. Kurilla was asked to check into the structure being built on Mahoning Ave.

CORRESPONDENCE:

1. Opinion letter dated September 21, 2015 from the Prosecutors Office, advising the ORC Section 505.86 has been amended and now requires a township that wishes to remove an unsafe, insecure or structurally defective building or structure to have a hearing and it also permits a township to borrow money to pay expenses incurred from such a removal if the expenses exceed \$500. This now allows the owner to request a hearing prior to demolition.
2. Email dated October 16, 2015 from Andrew Sanzotta providing a brief summary of all the different services Meritech Inc. provides. Includes tech storage and back up support, etc.
3. Email dated October 1, 2015 from David Turner, External Affairs Manager of First Energy Corp. Mr. Turner is no longer in this area and announced that Laura Tubo has been named new Manager.
4. NOPEC looking for proxy of attendees. Fiscal Officer Schulz will complete the proxy that no one will be attending.
5. Fiscal Officer Schulz was asked to research the establishment of a Corporate drug testing protocol after a work place accident which required an employee to have medical attention at a local medical facility. A drug testing protocol was arranged with all 7 Mercy Hospital facilities for this purpose and all departments will be provided with the information and instructions.
6. Fax from Board of Mahoning County Commissioners dated October 14, 2015. The Board received \$450,000 Community Housing Impact & Preservation Program grant from the Ohio Development Services Agency, Office of Community Development. Lisa Balsinger will post on the website. Home owners can apply for funds for home repairs, etc. Public hearing on Thursday, October 29th at Board of Mahoning Co. Commissioners Meeting room. Lisa reported placing on Facebook and already received several hits.
7. Letter from John Husted, Ohio Secretary of State dated October 8, 2015. Reminder of General Election date and Issue 1, 2 & 3. Utilize www.OhioSecretaryofState.gov and click on “know the statewide issues” button to view pros & cons, as well as language.
8. Letter dated September 2015 from Physco-Control, Inc. regarding storage and tech support.
9. Thank you note dated October 8, 2015 from The Lake Milton Association Fireworks Committee for the \$100 donation to next year’s event from the Fire Department.

OLD BUSINESS

1. Record Retention update provided by Lisa Balsinger, project could be completed by the end of November. Waiting on the approval of the change to the insurance policies retention period from the State.
2. Cell Phone & Driving Policy revisions – in process. Table for Chiefs input
3. Fire loss – Pointview – no activity
4. Wolsonovich – Attorney Finamore filed a motion for contempt.
5. More Grant Purchases – Both Chiefs have agreed on what equipment to purchase and will be used by both departments.
6. Flu clinic is 10/19/15 from noon – 2PM went well.
7. All grant spending was completed on time.

NEW BUSINESS:

1. OPWC Project was submitted 8/31/15. Stoltz Road was submitted again, should know by November.
2. Mercy Health Protocol was initiated and now all 7 Mercy Health Locations are set up to perform post-accident drug testing on any Milton Township Employees. A copy of the protocol will be provided for the Fire, Police, Road and Administration Departments.
3. Fiscal Officer Schulz noted that she provided the Fire Chief and the Police Chief with correspondence from St. Elizabeth Mercy Health regarding a 2 day FREE seminar designed to teach individuals the process by which to conduct a Critical Incident Stress Debriefing. Both Chiefs planned on attending.
4. Fiscal Officer Schulz also noted that she recently provided Fire Chief Maynard with information from the Provident Insurance Company which included a First Responder Assistance Program to help members of the Fire Department and EMS deal with the unique challenges and stressors that first responders face. There is a 24/7 phone Access for all Personal Concerns for all personnel. Chief Maynard will provide an in-service for his Fire Fighters.
5. Halloween Hours will be Saturday, October 31st from 5-7 PM
6. Township Employee recognition dinner will be Thursday December 10th at 6 PM at the Fire Station.
7. Township Pagers – Chief Maynard will collect all the pagers that he has and return them so that we can cancel our American Messaging account. Fiscal Officer will call American Messaging and find out what needs to be done to cancel the pagers.
8. Sale of Township property – Prosecutor’s office, Karen Gaglione has been notified of the interest of a local resident to purchase a strip of land on Forest Ave. The prosecutor’s office will determine who the owner of the property is and provide a legal opinion after reviewing the situation.

Reminders:

*NEXT MEETING – TUESDAY, NOVEMBER 17, 2015 --7 PM-TOWNHALL
TOWNSHIP EMPLOYEE RECOGNITION DINNER – THURSDAY – DEC 10- 6PM
MCTA CHRISTMAS DINNER- THURSDAY DECEMBER 17, AT THE LAKE CLUB*


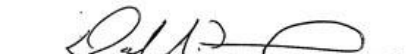
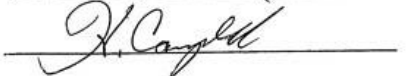
Public Comments: NONE

Trustee Tomaino moved to go into executive session to discuss employment and benefits/ discipline of a public employee, 10-20-15-04, seconded by Trustee Campbell, and passed with 3 ayes.

Trustee Weimer moved to come out of executive session and return to regular session at 8:30, 10-20-15-05, seconded by Trustee Campbell and passed with 3 ayes.

Trustee Tomaino move to instruct the Fiscal Officer to place an ad for employment of a replacement for the current Administrative Assistant as soon as possible, 10-20-15-06, seconded by Chairman Weimer and passed with 3 ayes.

Mr. Weimer moved to adjourn the meeting at approximately 8:35 PM, 10-20-15-12, seconded by Trustee Tomaino and passed with 3 ayes.

Date November 17, 2015