

The Regular Board of Trustees Meeting, Tuesday, October, 15, 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 were present. Cemetery Coordinator Kevan Lloyd was absent.

Mr. Weimer moved to approve the minutes from the Regular Meeting and Special Zoning Meeting September 16, 2013, Regular Meeting 10-15-13-01 seconded by Mr. Campbell and passed with 3 ayes.

Fiscal Officer Schulz gave a financial report and stated that as of October 15, 2013. Total Fund Balances in all funds is \$1,525,949.59. The General Fund balance is \$466,805.03 which represents approximately 31% of all funds available. The Fiscal Officer asked for approval of payments by warrants #27168 through #27230 and EFT #396 thru #440 totaling \$84,210.53. Ms. Schulz also reported that total revenue budgeted for 2013 is \$929,035.96 of which over 100% has been received to date totaling \$1,000,359.60. Ms. Schulz reported that the total Appropriations to date are \$1,339,854.71 and the amount spent to date is \$762,305.22, which is approximately 56.814% of budgeted expenditures. There were 3 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 and approve payment of warrants #27168 through #27230 and EFT #396-440 totaling \$84,210.53, and approval of 3 Supplemental Appropriations, 10-15-13-02, seconded by Trustee Tomaino and passed with 3 ayes.

DEPARTMENT REPORTS

FIRE DEPARTMENT:

Fire Chief Maynard reported there were 33 calls for the month of September. Milton Township had 18 responses, Craig Beach Village 13 responses and 2 other. 3 Accidents, 23 medical, 1 tree/wires down, 1 car fire, 1 water emergency, 2 mutual aid and 2 burning complaint. Also, 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 September 30th, the department held a Quick Clear Program presented by ODOT, Ohio State Patrol, and Youngstown Fire Department. All Milton fire fighters attended this class, and 3 Milton police officers and 10 from Jackson Fire Dept.
2. On October 2nd we had a pump & ladder testing of all Township apparatus. Results were quite detailed and lengthy, so a summary will be presented to all Trustees.
3. Requesting the appointment of JC Greaver to the department, she is a trained paramedic and fire fighter and is employed with Lanes Ambulance. Her 240 fire card was already given to Fiscal Officer Schulz along with her application. She moved into the community and is living on Grandview.
4. On November 9th & 10th four township fire fighters will be attending oil well training class in Wooster. The cost of the class will be paid for with training grant dollars and township funds.
5. Sunday October 20th, there will be a confined rescue class taught by Cleveland State University. Grant was obtained to pay for this class. Dealing with confined rescue and collapse situations.
6. Alarm system was turned back on and found it did not work. Simplex performed the repair at no charge.
7. New door handles need to be repaired and paid for.
8. All roof repairs have been completed on the building. All material was brought down off the roof to show cause of leak due to incorrect materials used originally.
9. Contacted ODOT regarding the sound wall insulation. Referred to MS Consultants, and working with Mr. Marsico. All parties will meet to resolve the emergency access issue.

10. Scott Street fire, no payments have been received. Insurance company has been contacted by Mr. Maynard. Anticipate receiving approximately \$20,000. Limitation needs to be stipulated regarding clean-up / demolition.
11. Room has been made available for the upcoming November 5th elections. Plus, dates for the 2014 elections, which are May 6th for the primary
12. Trick or treat candy will be picked up by Chief Maynard.

Mr. Campbell moved to appoint JC Greaver to the Fire Department, 10-15-13-03, seconded by Mr. Weimer and passed with 3 ayes.

POLICE DEPARTMENT:

Chief Schaeffer provided the following: (See attached). There were 166 calls to service, 11 reports taken, 3 arrests, 3 theft offenses, 3 assists with fire department, 28 investigations, 7 property damage, and 10 to assist other communities, 6 domestic violence, and 2 burglaries.

1. Three officers attended training with Fire Department.
2. Fire arms training – off duty, shot guns, SMG, Machine Guns and Taser training.
3. Two officers attended crisis intervention training to learn how to handle special circumstances. Role playing training was performed by Dan Barb and Officer Frankle.
4. Detective Hyshaw went to a three day school and asked to attend another week long training dealing with death investigations. This will be coming up in November. He is requesting EOS to help with payment of this class.
5. Lt. Solic, from the drug task force, was requesting assistance of interdiction operation they will be conducted under Larry McLaughlin. Looking for 8 hours a week, but Detective Hyshaw is already giving assistance to drug task force on Tuesdays.
6. Six applicants for reserve officer will be interviewed.
7. No new news on the cruiser. Statewide still has the unit.
8. Crime watch meeting was held with only two participants. Fiscal Officer Schulz received a brochure for a portable sign made from recycled material, which might help increase attendance by posting for next upcoming meetings so residence are aware of topics as well as time and date.
9. Experiencing some issues with the cars, with fuse being somehow removed from the box.
10. New Mission Statement – Mr. Tomaino asked Chief Schaeffer to draft a new mission statement for the department. Chief submitted the attached mission statement and after the Trustees reviewed it, **Mr. Campbell moved to adopt the new mission statement submitted by Chief Schaeffer, 10-15-13-04**, Mr. Tomaino seconded and passed with 3 ayes
11. Trustee Campbell alerted Chief Schaeffer of a 4 wheeler on Palmyra Road close to our jurisdiction shooting a deer in the early morning.

ZONING:

1. Mr. Kurilla reported that there were 8 permits issued for the month of September. A written report was supplied to Board and Fiscal Officer. Permit #1945, for \$3,375.00, for the new Family Dollar \$750,000 value. Totals TYD \$2.9 million in valuation and receipts for permits TYD \$15,334.00.
2. Everything is moving along smoothly for the new Family Dollar, building permit may have been issued. Demolition on remaining two family dwellings will be cleaned out shortly. Contract was awarded, so construction should begin shortly.

ROAD DEPARTMENT:

Mr. Weimer reported for Mr. Lloyd:

1. The Pickering and Oakwood section first phase is completed with the Chip and Seal.
2. Canyon Blvd. Phase 4 & 5 started on Monday.
3. Meeting with the OPWC regarding the Stoltz Road project, decision will not be made before December.
4. Some road patching has taken place.
5. The tarp for the salt shed was installed.

CEMETERY:

There were no funerals for the month of September.

CORRESPONDENCE:

1. Burnham & Flower Insurance Group. Lots of changes in insurance with Portability & Accountability Act. 1996. HIPPA Rules requires that covered entities and business associates enter into contract with Burnham & Flower to ensure the business associates will appropriately safeguard protected health information. Privacy Act needs signatures in order to be in compliance.
2. Regional Chamber Youngstown & Warren 9.30.13 letter. The State of Ohio announced there will be Capital Bill in 2014 that will include the funding of local and regional economic development project. The Trustees feel the sewer project may fall under this category and will investigate further with Tom Humphries, President & CEO of the Chamber. Meeting will be set-up to discuss.

OLD BUSINESS-

1. County Land Re-utilization demo bid, phase two update. Asbestos testing has been completed Somerset was found to be clean; two on Recreation have minor signs of asbestos, requiring \$950 worth of abatements. They were given the ok to perform the abatement. Separate meeting will need to be held to discuss the three informal bids for demolition. Mr. Kurilla had delivered a check for \$9,926 to the Fiscal Officer for payment of Holliday Drive demolition costs.
2. Mr. Weimer submitted the letter was received from Mr. Roger Smith from Landbank requesting information from us on recent and ongoing demolition activities throughout Mahoning County in 2014. Mr. Smith is requesting list of structures requiring demolition since 2009, list of vacant properties, and most recent residential demolition list for our community.
3. Update on \$9,000 lien to be filed. Fiscal Officer Schulz talked to Sherry Dinofrio from the Auditor's office, said no that was not the way to handle. Resolution needed to be passed and added as a special assessment. Then call was made to Prosecutor, Attorney Tom Michaels will handle the matter for us and make sure it is filed.
4. The Wolsonovich court date has been set for October 22, 2013 regarding zoning violations.
5. Trustee Campbell asked Mr. Kurilla, if a letter could be sent to property owner Chelsea Fincham on SE River Road regarding the campers and trailers in the front yard.
6. Record Retention report from Lisa Balsinger. Completed with zoning, but want to get with Chief Maynard regarding election approaching. Start on Police next. In order to continue working, the boxes will be covered, with the exception of the ones being worked on; they will be moved to the day room. On Wednesday, October 22nd, Lisa Balsinger & Fiscal Officer Schulz will participate in a Webinar regarding record retention. The cost is \$20 in lieu of traveling to Columbus.
7. New cruiser is still at Statewide and they will update Chief Schaeffer.
8. Road Department letter to NE River residents regarding plowing. Letters were already sent by Kevan Lloyd.
9. Tractor for Palmyra Township. No check has been received. Purchase Order has been received. Update is anticipated.
10. Fire Station repairs have been completed. Fire Chief Maynard reported the job was well done.
11. J & W Canvas has not been installed. Needs to be completed.

NEW BUSINESS –

1. Pest control of the four township buildings. Ms. Balsinger has interviewed several companies. Expert Pest Control has been performing the service and he has asked to please be given another opportunity to

continue to do the pest control. After much discussion it was determined to give Expert one more chance to see if they can improve their scheduling and do all four buildings at the same time.

2. Signatures for UAN software obtained from Trustees, Trustees agreed to use auto sign on all checks and purchase orders. **Mr. Weimer moved to approve the use of auto signatures by the Trustee for checks and purchase order by the UAN approved software, 10-15-13-05**, seconded by Mr. Tomaino and passed with 3 ayes.
3. Trick or Treat hours are 5:00 PM – 7:00 PM on Thursday, October 31st. Jackson will be held at the same time and day.
4. Prices to pave Willard. There has been a precedent set in the past where the township pays half and residents pay half for road repairs. It will be determined if repairs are done this year; otherwise we will have to apply for another grant. Grants could take 3-5 years. The bid was \$16,500 and the Township will pay \$8,250 as their half. Carl's / Everbrite / Butch McCree were the three bids. Two others were contacted, but never responded. The old road repairs would be dug out 8" and then 1-1/2" on top.

Reminders:

1. Next meeting is Tuesday, November 19, 2013
2. MCTA is November 21, 2013
3. Flu Clinic is October 24, 2013 at the Fire Station from 12:00 PM – 2:00 PM. Ms. Balsinger will distribute flyers, to local stores and businesses. Your insurance will be billed.

Public Comments:

Chief Maynard received a letter from Lake Milton Association to say thank you for the assistance during the fireworks and the LMA also made a donation to the Fire Department in the amount of \$100. This money will be given to Fiscal Officer to be used for shops for the safety forces Christmas project.



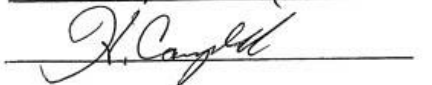
Jim Kolatt residing at 15867 Palmyra Road reported signs posted on Palmyra between SE River and 534 for hidden driveway. Posts are rotted at the base. Please bring to Kevan Lloyd's attention to address. One is by Jim Kolatt's house on Palmyra & the other is Ray Carroll's. Trustee Campbell will contact Mr. Lloyd to obtain green posts and take care of repairs.

At approximately 9:00 PM Mr. Tomaino moved to go to into executive session, 10-15-13-06, seconded by Trustee Campbell, and passed with 3 ayes.

At approximately 9:20 PM Mr. Tomaino moved to go back into regular session, 10-15-13-07, seconded by Trustee Campbell, and passed with 3 ayes.

Mr. Campbell moved to look into the leases and viability of additional property for future uses, 10-15-13-08, seconded by Mt. Tomaino, and passed with 3 ayes.

There being no further business or action required, **at approximately 9:30 PM Trustee Weimer moved to adjourn, 10-15-13-09**, seconded by Trustee Tomaino and passed with 3 ayes.

Date November 19, 2013