

The Regular Board of Trustees Meeting, Monday, September 16, 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 Lloyd were present.

Mr. Campbell moved to approve the minutes from the August 8, 2013, Regular Meeting 09-16-13-01 seconded by Mr. Weimer and passed with 3 ayes.

Fiscal Officer Schulz gave a financial report and stated that as of August 8, 2013. Total Fund Balances in all funds is \$1,467,431.93. The General Fund balance is \$458,457.10 which represents approximately 31% of all funds available. The Fiscal Officer asked for approval of payments by warrants #27103 through #27167 and EFT #330 thru #395 totaling \$91,696.15. Ms. Schulz also reported that total revenue budgeted for 2013 is \$929,035.96 of which a total received to date is \$828,962.46. Ms. Schulz reported that the total Appropriations to date are \$1,315,852.77 and the amount spent to date is \$649,425.74, which is approximately 49.28% of budgeted expenditures. There were 14 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 #27103 through #27167 and EFT #330-395 totaling \$91,696.15, and approve the 14 Supplemental Appropriations, 09-16-13-2, seconded by Trustee Tomaino and passed with 3 ayes.

DEPARTMENT REPORTS

ZONING:

1. Mr. Kurilla reported that there were 4 permits issued for the month of August. A written report was supplied to Board and Fiscal Officer. Permit # 1933, 1935, 1936, & 1938, totaling \$1,289.00.
2. There will be a special variance hearing held by the Board of Trustees on Tuesday September 17, 2013 at 6:30 PM, 2013-MZC-002, Hutton Growth LLC for a map amendment, zone change.

POLICE DEPARTMENT:

Chief Schaeffer provided the following: (See attached) There were 193 calls to service, 15 reports taken, 28 investigations, 2 burglaries, over 1100 security checks on residences and business, 4 arrests, 3 assists with fire department and 6 domestic violence calls. Detective Hyshaw has met several times with individuals who might be involved in the robberies. Other communities had more burglaries than Milton Township did, hopefully the stepped up patrols and visibility were a deterrent to more burglaries.

1. Chief Schaeffer reported that the fireworks went off with no incident, very little traffic congestion. There were two additional officers on duty, the ODNR & Fire Department helped. Very well organized, the Fireworks display was excellent.
2. An in-service at Jackson Milton for the teachers and how they should respond to a major incidence and what they should do in case of an emergency was conducted by Officer Rob Elston and Sgt. Terry was there to answer questions. They were limited to one hour and hopefully next year they will be granted more time as the teachers really appreciated the information. Officer Dusney is the new SRO; Chief Schaeffer has worked with him in the past.
3. Chief Taillone from Jackson plans to work with the department regarding buying OVI kits, Taser cartridges and ammunition to cut costs, between the 2 departments.
4. There were 569 traffic stops so far this year, the majority of which have been verbal warnings. The Chief believes that this keeps our crime down. Many communities use this as a crime deterrent and statistics show that this works.

5. Crime watch has had a decent turn out. Chief mentioned to change name to Community Awareness program. Discussed advertising the next meeting on the Township Town Hall sign for more awareness.
6. Chief would like to establish a “We Care Program” for seniors, shut ins, & handicap to discuss at the next meeting. The Chief has a list of all the churches in the community to help get names and family information to provide information of those that need this service.
7. Reserve Program. Begin looking at applicants for two new positions, township will provide initial uniforms and they would provide their own firearms. The cost will be approximately \$2,000 to begin the program for the first year. Hours vary from 24 – 36 a week.
8. New cruiser – Chief talked to Statewide Ford regarding the schedule for completing the new cruiser decal package. Pick up will be between 16th - 19th. Parts have been ordered. Cruiser should be in service by the end of the month.
9. Policy & Procedures require that Chief Schaeffer and Secretary Balsinger apply for their notary...costs would be approximately \$150 plus stamp.
10. Trustee Tomaino asked if the vehicles were being rotated so that mileage was equally divided between all the vehicles. Chief stated that he recently implemented a rotation that now does provide for all the vehicles to be driven equally.

FIRE DEPARTMENT:

Fire Chief Maynard reported there were 40 calls for the month of August. Milton Township had 25 responses, Craig Beach Village 15 responses. 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. Chief Maynard is working with State Farm Marshall investigating on Scott Street fire. Also, working with Family Dollar Store to get plans and designs in compliance with Fire Code.
2. ISO rating must be maintained by testing the air packs, ladders and pumps on trucks. Need to keep records of this testing. The cost will be approximately \$4,000.00- \$5,000.00.
3. Sept. 30th will hold Quick Clear program at the station which is provided by State Patrol, ODOT and Youngstown firefighters instructing safety forces on how to deal with accidents on highways. Chief has invited many surrounding fire departments as well as Milton police department.
4. Alarm monitors – contacted two more companies and neither showed up. It was decided to pay the current vendors invoice.
5. York Mahoning contacted Chief this week to begin repair of roof, and leaks on the flashings. Dave & Kevin began working on insulating the area above the bay doors, this will help with heating costs this winter, Chief thanked them for their help.
6. Chief and Assistant Chief Pellin are working with Maplewood Career Center to set up First Responder and EMS classes. This includes training on taking vital signs and administering oxygen. The department may institute mandatory dual certification for all members to be certified fire fighters and First Responders. The members of the department are being asked for their input. The classes will be held at the fire station and the cost will be approximately \$250/per person. Will cover costs with EMS Grant. Chief has contacted other local departments, and the class could take up to 12 people.
7. Need to meet with school officials regarding fire drills and alarms drops which have been going off at the schools. Chief has tried to contact JM School Board members and the Superintendent at the school and has stopped at their homes since none of the contact information seems to be current or valid. No school officials or Board Members have responded to the Chiefs requests or have offered any help. Chief will attend board meeting to resolve fire drill and fire alarm issues while all parties are in attendance. There is also non-compliance with fire drill procedures.
8. Canfield Fair display looked very nice this year. Sherry Maynard did a great job. Thank you Sherry.
9. Fireworks went great, uneventful, it was run very safely.
10. Two applicants for two new Jr. Firefighters, Brandon Gregory & Matt Rozhen References will be checked on both individuals. Also received an application from female moving to Lake Milton who worked with Lane Ambulance.

11. Scott Street structure fire remains need to be demolished. Fire Marshall still investigating cause. Chief Maynard will contact the insurance company advising them of the ORC requiring them to set aside a bond or necessary funding to pay for demolition and cleanup to protect the Township.
12. There was a call Saturday evening at Lake Milton State Park 64 year old male with a bee sting, there was no mention of NO SIRENS, NO LIGHTS.

Mr. Campbell moved to approve the applications of Brandon Gregory & Matt Rozhen, as Junior Firefighters for Milton Township after references are verified and approved, 09-16-13-3, seconded by Mr. Tomaino and passed with 3 ayes.

Mr. Tomaino moved to approve necessary testing of all department air packs, pumps and ladders to maintain department favorable ISO ratings, 09-16-13-4, seconded by Mr. Campbell and passed with 3 ayes.

Mr. Campbell commented that the department's favorable ISO rating which is equivalent to Boardman and Canfield's rating helps all residents by lowering their homeowner's insurance rates.

ROAD DEPARTMENT:

Mr. Lloyd reported:

1. The Pickering project is still not finished waiting on the contractor to smooth out the roadway so the chip and seal can be applied. Hopefully that will be soon.
2. The trees were removed on Scottcliff. This will really help in the winter. Thanks to Weimer Enterprises.
3. Contacted the county in regards to the trees on Grandview by the tavern and car wash. The trees needed to be trimmed back because they were hitting vehicles as they passed by. The county said they could not get out there to do this for quite sometime. With their permission we trimmed everything back and it is now safe. County came out then to clean out ditch.
4. Installed a culvert on Lawnview, 60 ft. for a new construction.
5. Mr. Lloyd has spoken with Mr. Dave Bakalar at Thomas Fok about submitting Stoltz Road for the next project after Canyon Blvd. and he thinks it will be a good one especially because there is a great need for the culvert work to be done.
6. The No Littering signs for NE and SE River Road have been installed.
7. The mowing is completed for the year.
8. Thirty NEW reflective compliance stop signs were installed in the township.
9. Our old 1973 mower tractor engine has blown up and is no longer usable. Palmyra Township has said that they were interested in purchasing the tractor for \$600 as is.
10. We had to repair the IH yellow truck; the leaf springs needed replaced in the front.
11. Received estimate from J W Canvas Co. to put a front cover on the salt shed. Estimate was \$406.50. This will better protect the salt from the elements, it includes a pulley system.

Mr. Campbell moved to sell the tractor for \$600 to Palmyra Township and approve the purchase of a front cover on salt shed from J W Canvas for \$406.50, 09-16-13-5, seconded by Mr. Weimer and passed with 3 ayes.

Mr. Lloyd raised concerns regarding the hours of operations of companies associated with the pipeline throughout the township. The Trustees stated that at this time that this is out of their jurisdiction and the Township is not able to restrict times of operations.

The American Legion would like to put up a sign advertising their fish fry at the Milton-Mahoning intersection. The Trustees approved the request of the American Legion to put up a sign on as long as it is not in the Road-Right-Of-Way. The Legion will post their sign from Thursday through Saturday, only during their fish fry season.

If anyone is posting a sign they must get permission from private property owners to put it on private property. If a sign is posted anywhere it MUST NOT BLOCK A DRIVERS VISION OF ON COMING TRAFFIC or IT MUST NOT IMPAIR THE ROADWAY FIELD OF VISION.

CEMETERY:

There were no funerals for the month of August.

CORRESPONDENCE:

1. Jackson Milton ½ page ad for Annual Band Calendar for \$38.
2. There has been considerable correspondence received from Medical Mutual and Burnham and Flowers regarding the ACA. With the increase of medical insurance premiums of over 26%, the Township has had to go on a month to month basis and continue to shop for more affordable medical insurance or consider alternative coverage levels
3. Armstrong Cable - effective Oct. 1st some channels will not be available unless box is obtained.
4. Approval for Township credit, up to \$2,500 from Allstate Peterbilt Group.
5. Patrick Ginnetti the Mahoning County Engineer regarding the Roadway Improvement maintenance & Repair Agreement for the conduction of Non-Destructive Siesmic tests being done on various County & Township roads. We received a Road Use Mileage check in the amount of \$1,320.00 based on \$600 per mil of Township Roads.
6. Round Tree is a new fire department vendor that took the place of PMI. New contact person and account number was given to Chief Maynard.
7. Collins Equipment submitted solicitation for working on diesel engines, this information was given to Mr. Lloyd for future work that might need done on township equipment.
8. Ohio Department of Transportation notified us of Bid awarded to Karvo Paving Company in the amount of \$3,037,565.81 to begin work on Rt. 534 and US224. Preconstruction meeting was August 22nd.

Mr. Weimer moved to approve the advertising on the Jackson Milton Band Calendar, 09-16-13-6, seconded by Mr. Tomaino and passed with 3 ayes.

OLD BUSINESS-

1. County Land Re-utilization first cost packet was submitted for reimbursement. Invoice to the State of Ohio was \$9,926.00 Land bank will take 2% of that, should give us a check back for \$9,700.
2. Asbestos testing has been completed on the other three remaining structures. Results should be back this week. Then we will know how much the abatement needs to be done. Should be able to package all three together. We may not need to advertise for bids since it is under the required amount for public bid. May ask the same two contractors for bids.
3. Records retention update- Ms. Balsinger reported she will set aside a few hours each week to work on the project. May need additional volunteers.
4. Update of the Water & Sewer Project...Fiscal Officer Schulz called Sanitary Engineer, Bill Coleman, his department is doing studies and design work now so that they will be prepared to apply for grants, Federal State and any other type of funding which becomes available. They are doing this so that the future project will comply with EPA guidelines. They are doing the studies and environmental reports to comply with EPA and USDA issues, so that they can address them in their design work before they apply for grants. They are doing preliminary engineering drawings based on these requirements so that next fall they will be able to submit to ALL agencies and ask to be in their budget. In addition they are currently discussing funding with the State. They are in the early stages of the project and not ready to present anything to the Township residents or County Commissioners at this time.

NEW BUSINESS –

1. Resolution to accept the amounts and rates from the County. Fiscal Officer Schulz reported that all reports have been reviewed and all rates and amounts have been determined to be correct.

Mr. Weimer moved to accept Rates and Amounts submitted by the Auditor's Office, 09-16-13-7,
seconded by Mr. Tomaino and passed with 3 ayes.

2. Trustees signed the letters waiving post audit conference for Bi-Annual State Audit of 2011 & 2012.
3. Flu Clinic will be held on Thursday, Oct. 24th at the Fire Station. Ms. Balsinger will distribute flyers around the Township businesses and post on Township web site with hours and cost.
4. Renewal Workers' Compensation Group. The Fiscal Officer reported that she was able to negotiate with Frank Gates a 20% reduction in their fee for 2014 and recommended that the Township accept the proposal from Frank Gates since the Township will not be in a Group Rating program because of claims but did qualify for a Group Retro Program which requires some additional training.

Mr. Weimer moved to sign the Group Retro program for 2014 with Frank Gates, 09-16-13-8,
seconded by Mr. Tomaino and passed with 3 ayes.

5. The Fiscal Officer recommended that since the Fire Department's levy passed it was in the Township and Fire Departments best interest to pay off the loan for the Sutphen Pumper Truck and save over \$2,100.00 in interest which could be better utilized by the department.

Upon the recommendation of the Fiscal Officer, Mr. Weimer moved to instruct the Fiscal Officer to pay off the loan for Sutphen Fire truck which is approximately \$23,100.00, 09-16-13-9, seconded by Mr. Campbell and passed with 3 ayes.

6. Use \$500 "MORE" grant to apply for Road Department expenses which were "Excavation Safety Training classes and new Stop Signs.

Mr. Tomaino moved to accept the recommendation of the Fiscal Officer to submit Road Department Training Classes and Stop Sign Replacement invoices for the \$500.00 "MORE" Grant offered by OTARMA, 09-16-13-10, seconded by Mr. Campbell and passed with 3 ayes.

7. Fiscal Officer provided copies for all department heads of the new Drug Free Safety Workplace policies. Any employees hired whether directly or through Callos, full or part time, **MUST read, sign and be in-serviced by supervisor prior to first day of employment.**
8. Harold Maynard – Fire on Scott Street used over 30 gallons of foam. Palmyra Township, as a thank you for prior use of Milton Township Fire trucks passed a resolution at their last meeting to purchase approximately \$400 worth of foam for Milton Fire Department.
9. Chief Maynard brought to the Trustees attention that he has concerns about the sound barrier walls approved for the area along Route 76. He is suggesting that the contractor installing the barriers include somewhere in the wall were there are access points some type of removable panels for firefighting and emergency access to the roadway for water. The Trustees instructed Chief Maynard to put his concerns and suggestions in the form of a written document addressed to the agency providing the funding so that the Trustees can sign the letter. Other similar projects have openings where the fire hydrants are located.
10. NE River and Catherine –Mr. Lloyd requested authority to draft and send a letter to residence on NE River Road who last winter had their driveways plowed and at the same time plowed gravel from the driveways into the ditches across the street. This summer the road department had to clean out the ditches and remove all the gravel as it was clogging the ditch. The Trustees approved Mr. Lloyd's request.

Reminders:

1. Next meeting will be Tuesday, October 15, 2013 at Town Hall, 7:00 PM
2. MCTA Fall Dinner meeting will be this Thursday 9/19/13at 5:30
3. Zoning Hearing is tomorrow, Sept. 17th at 6:30.
4. Wednesday is AFLAC meeting 2:00-4:00 with the representative available to review your benefits.

Public Comments:

Chief Maynard will be on vacation from October 4th – October 13th. Department will be left in the capable hands of all the officers. Assistance Chief will also be on vacation.

At approximately 9:00 PM Mr. Tomaino moved to go to into executive session, 09-16-13-11 seconded by Trustee Campbell, and passed with 3 ayes.

At approximately 9:35 PM Mr. Campbell moved to go back into regular session, 09-16-13-12, seconded by Trustee Tomaino, and passed with 3 ayes.

There being no further business or action required, **at approximately 9:40 PM Trustee Campbell moved to adjourn, 09-16-13-13,** seconded by Trustee Tomaino and passed with 3 ayes.







Date October 15, 2013