

The Regular Board of Trustees Meeting, Tuesday, January 19, 2016, was called to order at approximately 7:00 PM by Chairman Tomaino, at the Town Hall. After the Pledge of Allegiance roll call was taken. Chairman Tomaino, Trustee Weimer, Trustee Campbell, Fiscal Officer Schulz, Fire Chief Maynard, Road & Cemetery Coordinator Lloyd, Police Chief VanDyke, Zoning Inspector Kurilla, Administrative Assistant Balsinger, and new Administrative Assistant Nicole Phillips were all present.

Chairman Tomaino moved to approve the minutes from Regular Meeting of 12/14/15, 01-19-16-01, seconded by Trustee Campbell and passed with 3 ayes.

Fiscal Officer Schulz gave the financial report through December 31, 2015 - Total Fund Balances available for Milton Township are \$1,617,257.52. The General Fund balance is \$449,707.41, which represents approximately 28% of all funds available. The Fiscal Officer asked for approval of payments by Warrants #28611 through #28675 and EFT #556 thru #633 totaling \$122,690.15. There were 9 supplemental appropriations. Revenue received to date \$1,167,449.47; which represents over 100% of the total budgeted income for 2015. Total expenditures for 2015 \$988,993.13; total appropriations for 2015 were \$1,233,351.27. 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 #28611 through #28675 and EFT #553 thru #633 totaling \$122,690.15 and 9 supplemental appropriations, 01-19-16-02, seconded by Trustee Tomaino and passed with 3 ayes.

DEPARTMENT REPORTS

ROAD & CEMETERY DEPARTMENTS:

Road Report:

1. Cleaned up roadways of trash and tires.
2. Repaired some potholes on Stoltz Road
3. Maintenance on township buildings
4. Department only needs two more deliveries to reach the goal of 90% of salt, which is 46.9 ton.

Cemetery Report:

1. Four funerals this past month.

No recycling report at this time.

POLICE DEPARTMENT:

1. Chief Vandyke reported many residents want to drop off old medications. Other departments have drop boxes; unfortunately we missed the Grant funds to obtain one. A box can be acquired at a cost of \$800 to place in the lobby. Fire Chief is willing to split the cost, so it will not come completely out of the Police Department budget.
2. In the past the Crisis Program has asked for a donation of \$2,000.
3. Monthly fire arms training – 9 millimeters quote was \$356.90. Requesting permission to purchase.
4. CPT – should be receiving a check in the amount of \$960 for reimbursement for this year.
5. Total calls for the month of December 196. Alarm drops 15, Arrests misc. / felony 2, assaults 2, assist Fire Dept. 1, breaking & entering 1, burglaries 2, court appearances 11, court papers served 5, cover over 6, crime damage, vandalism 2, destroy animal 2, disturbances (fight) 1, domestic violence 2, hit skip 1, investigation 8, juvenile calls 1, lock outs 2, menacing 2, open doors 1, OVI arrests 3, property damage 1, thefts 1, seat belt violation 3, suspicious person 2, suspicious vehicles

8, towed vehicles 4, traffic citations 28, traffic crashes 16, traffic stops 69, traffic warnings 58, and Welfare check 1.

6. Total recap of calls for service 2015 for Milton Township Police. Department responded to approximately 3000 calls for service, documented 258 incident reports, and conducted 1493 traffic stops, issuing 452 citations and 1021 warnings. The department suffered some cruiser setbacks, being forced to replace one damaged cruiser while repairing another.

Trustee Campbell moved to authorize the purchase of the ammunition needed and the medication drop box 01-19-16-03, seconded by Chairman Tomaino and passed with 3 ayes.

7. Officer requested the use of a Police cruiser for transportation to a funeral of another officer killed in the line of duty.
8. In addition, Chief provided a written recap of 2015.

ZONING:

Zoning Inspector Kurilla reported three permits were issued for the month of December \$286,000.00, estimated valuation to date for year 2015 \$4,291,675.00. Total amount of permit fee for the month of December \$1,285.00. Total amount of receipts collected to date for 2015 are \$21,513.00. Permit numbers 2042 SF dwelling, 2043 room additions/pavilion, & 2044 detached garage. Single family dwellings are up from last year...9 to 12.

Four board of appeal cases were heard.

The Trustees thanked Mr. Kurilla for the 2015 Annual Zoning Report Package he put together.

FIRE DEPARTMENT:

Chief Maynard reported December had a total of 32 calls. 12 in Craig Beach, 17 in Milton Township and 3 others. Calls were – 1 structure fire, 3 accidents, 19 medical, 0 grass fires, 1 carbon monoxide, 2 trees/wires down, 0 car fire, 0 water emergency/rescue, 3 mutual aid, 0 burning complaints, 1 alarm activations, 0 gas leak and 2 other. 441 total calls for 2015. Medical Transports in December by MFD – 6.

1. All bills have been submitted for payment to the Fiscal Officer. Board of Elections lease agreement for use of station will need completed and returned, Chief asked the Fiscal Officer to complete.
2. Chief requested that the Trustees pass a resolution pertaining to the call on SR 5; where there was a tanker spill in Paris Township and that MTVFD did respond and incurred expenses and request that the responsible oil company pay the \$2,752.00 of expenses incurred by the MTVFD. An invoice was submitted covering the cost incurred for our response per the request of Paris Twp., Fire and the Portage County Prosecutor. The Prosecutor collects all bills for all responding fire departments and submits them in cases like this.

Trustee Campbell moved to pass a resolution certifying to Portage County Prosecutors Office, that Milton Township did in fact incur expenses including, investigating, mitigating, minimizing, removing, or abating an unauthorized spill and release of material upon the environment and requesting civil action be commenced against the parties responsible, (Incident: 11/22/15; SR 5 in Township of Paris, Portage County, Ohio) See attached Resolution, 01-19-16-04, seconded by Chairman Tomaino and passed with 3 ayes.

3. Correspondence: Chief wrote a letter to the Lake Milton Boat Club which was included with the gate controllers that were returned by mail to the Boat Club Commodore by the Fiscal Officer.
4. The Department has two fire fighters starting the First Responder EMS training class on January 19th, the cost of the class is approximately \$500 per student. The cost of the class will be paid for with EMS Grant Funds.
5. A medical release was received by Chief Maynard for Zachery Hogue for return to service without restrictions.
6. Tyler Totani is attending the 36 Hour Basic Fire Fighter course and will be taking his State mandated test on February 1st, after he passes he will be able to assist in firefighting activities. He will then begin

his Fire Fighter 1 course on February 9th. This will be paid for by a firefighter safety grant so no Township funds will be used for this course which is approximately \$1,100.

7. Grant Info: Chief has completed and submitted the 2016 FEMA Grant, and is requesting funds to replace the out of date air packs. In the Grant, Chief requested funding for 23 new packs, facemask and spare air bottles for a total cost of \$180,000.00. If awarded this Grant, township match will be \$8,000. Results of the grant awards should be known in about 6-8 months. The grant application format has changed and there was approximately 40 hours spent completing the grant.
8. The department will need to spend some funds to replace a few items which were returned to Craig Beach at the end of the Contract. Currently the department is looking on the web for any items that can be found at a lower cost. The item that needs replaced first is the thermal imaging camera as soon as possible. One was found, which is equal to the one purchased with Craig Beach Funds it is a used camera for \$2,700. Chief would like to see if this is still available. Many of the other items will be shopped for and should not be as expensive.
9. All the medical billing has been completed and sent back to Life Force.
10. Chief Maynard has been working with the Police Chief to establish an electrical connection for the training trailer to be brought in for the Police Department; Chief will need to purchase several items to create a 220volt connection at the rear of the fire department.
11. Chief provided a complete outline of the items and the process used and to whom the items were returned to Craig Beach and also attached an inventory of items returned.

Trustee Weimer moved to authorize Chief Maynard to move forward with the purchase of the thermal imaging camera for an estimated cost of \$2,700, 01-19-16-05, seconded by Trustee Campbell and passed with 3 ayes.

CORRESPONDENCE:

None to report

OLD BUSINESS

1. Record Retention update provided by Lisa Balsinger and Fiscal Officer Schulz. Julie Meehan made a great effort and accomplished the completion of the project before Christmas. She created a complete spreadsheet of all of the years of records that are left after the flood and the fire that the Township had several years ago. She created a list of the contents in every box. Contents date back to early 1900's and beyond. Fiscal records will be stored in the records room at the Fire Station.
2. Fire loss – Pointview. Some debris is still stored in the rear, but new construction should be taking place.
3. Wolsonovich – Attorney for defendant asked for a continuation. Originally scheduled for February 2nd, but Mike Kurilla will not be returning to town until February 3rd, so the mutual date decided on was February 19th.
4. Return of the Fire Department pagers. Mr. Maynard returned all the equipment and the account is closed.
5. Off-site back up and driving policy to be reviewed by Police Chief. Needs to be revamped, so project is in limbo. Received a pre-approval letter for the grant but waiting on signature page. All financials have been submitted. Still waiting on the second grant. Cost to get the entire system up and running would be approximately \$20,000. Driving Policy is partially benched.
6. Letter to Craig Beach Fire Department, asking for information prior to responding to fire related calls the Township is requesting information on WC, liability insurance, roster and current testing of apparatus. Newton Falls has suggested that they also intend to ask for the same information. Second letter is regarding EMS. Per their contract, they are using a company out of Ravenna. Trustee Weimer read the letters and they are OK to send.

NEW BUSINESS:

1. Annual review of driving record of all Township employees has been submitted to Columbus roster of 36 is now complete and ready to submit.

Reminders:

*NEXT MEETING – TUESDAY, FEBRUARY 16, 2016 --7 PM-TOWNHALL REGULAR MEETING
MCTA BUSINESS MEETING- THURSDAY FERUARY 18, 2016, 7 PM CANFIELD TOWNHALL*

Public Comments:

Nathan Bacorn, new pastor at Lakeview Assembly of God Church. Wanted to introduce him and offer the Church if the Township ever needs to use it. Church address is 17930 Grandview, and parsonage is 17928 Grandview. The church has a gym which can be used for basketball. Chief Maynard suggested the pastor’s parishioners be made aware of the medication drop box. Policy Chief mentioned the elderly check policy of checking on local residents in need of assistance and hoped the pastor might make his church members aware to register with his department. There is no cost for this service. Pastor Bacorn announced the installation service on February 21, 2016 at 10:30 AM with a dinner afterwards. He extended an invitation for everyone to attend.

Chief Maynard reported that with the balances left on the Walmart gift cards purchased for shop with the safety forces he and Ms. Balsinger went to Walmart and purchased 2 bikes and helmets to be given away at the spring Bike Safety Day.

Trustee Campbell moved to go into executive session at approximately 7:45 PM, 01-19-16-06, seconded by Trustee Weimer, and passed with 3 ayes.

Trustee Campbell moved to come out of executive session and return to regular session at 8:30, 01-19-16-07, seconded by Trustee Tomaino and passed with 3 ayes.

Trustees agreed that it was not in the Township’s best interest to use a cruiser to attend the funeral.

Trusted Campbell moved to approve payment of \$1,000 for annual contribution to support Crisis Response Team with a letter explaining that the Township can only afford this amount at this time, 01-19-16-08, seconded by Trustee Weimer and passed with 3 ayes.

Mr. Campbell moved to adjourn the meeting, 01-19-16-09, seconded by Trustee Weimer and passed with 3 ayes.

February 16, 2016



The image shows three handwritten signatures, each written on a horizontal line. The top signature is the most legible and appears to be 'R. Weimer'. The middle signature is more cursive and less legible. The bottom signature is also cursive and appears to be 'H. Campbell'.