

RECORD OF PROCEEDINGS

Minutes of the Weathersfield Township Trustees Regular Meeting

Held on Tuesday, December 14, 2021 at 7:00 PM

Call to order: Steve Gerberry

Pledge: Completed

Prayer: Steve Gerberry

Roll Call: Marvin J. McBride - Present Steven J. Gerberry - Present
 Rich Harkins - Present Fred R. Bobovnyk - Present

Correspondence/Announcements:

- The **Trustees would like to thank Governor DeWine for visiting us today to announce the award of \$3 million from the Water and Wastewater Infrastructure Grant Program through the Department of Development for our elevated water storage tank and booster pump station project.** This project will resolve long-standing water pressure and volume problems for the residents in this water district.
- The **Trustees would like to mention that the annual Tree Lighting Ceremony went well.**
- Our **CARES Act Monitoring Visit was completed this month by the Office of Budget and Management, Ohio Grants Partnership.**

Reports:

- Financial Report – Presented by Fred Bobovnyk
- Administrator’s Report – Presented by David Rouan
- Zoning Report – Presented by David Rouan
- Police Report – Presented by Captain Kris Hodge
- Fire Report – Presented by Fire Chief Tom Lambert
- Lane LifeTrans Report – Presented by Lane's Chief Tom Lambert
- Law Director’s Report – Presented by Cherry Poteet

Note: All reports are on file in the Fiscal Officer’s office.

Comments from the public will be heard on agenda items at this time; there will still be an opportunity for individuals to address the Board during our public comments part of the meeting.

Old Business:

None

New Business:

21-119 Motion to **approve the consent agenda**, which includes the following:

- **Minutes from the Regular Meeting** Tuesday, November 9, 2021 at 7:00 PM;
- **Drawing warrants upon our treasury and paying township bills;** and
- **The Then and Now’s pursuant to the list provided by the Fiscal Officer.**

Motion by: Marvin McBride Seconded by: Rich Harkins
 Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

21-120 Motion to **transfer \$25,00.00 from the General Fund to the Road and Bridge Fund** effective November 12, 2021 and to **transfer \$1,524.64 from the General Fund to the Public Works Commission Projects Fund** effective November 15, 2021.

Motion by: Rich Harkins Seconded by: Marvin McBride
 Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

RECORD OF PROCEEDINGS

Minutes of the Weathersfield Township Trustees Regular Meeting

Held on Tuesday, December 14, 2021 at 7:00 PM

- 21-121 Motion to ***establish the following rules for the scheduling and notice of meetings of the board of Trustees for 2022 calendar year.***

REGULAR MEETINGS – The regular monthly meetings of the board of Trustees will be held on the second Tuesday of each month at 7:00 PM and on the following Thursday's at 3:30 PM; January 6, January 20, February 3, February 17, March 3, March 17, April 7, April 21, May 5, May 19, June 9, June 23, July 7, July 21, August 4, August 18, September 8, September 22, October 6, October 20, November 3, November 17, December 8, and December 22. All meetings will be held at the Township administration building or by virtual technology as permitted by law. Notice of these regular meetings will be posted on the Township bulletin board and website. Any changes to this meeting schedule will be posted on the Township bulletin board and website.

SPECIAL MEETINGS – Notice of special meetings of the board of Trustees will be posted on the Township bulletin board, website, and will be provided by email to the local newspapers (the Youngstown Vindicator and the Warren Tribune-Chronicle) and any other person that requests same, at least twenty-four (24) hours in advance of such meeting, except in an emergency in which case the notice shall be given as soon as practicable.

Motion by: Marvin McBride Seconded by: Rich Harkins
 Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

- 21-122 Motion to ***set the date and time for the board of Trustees Reorganizational*** meeting for Tuesday, January 11, 2022 at 6:30 PM.

Motion by: Rich Harkins Seconded by: Marvin McBride
 Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

- 21-123 Motion to ***request an advance on the 2021 Real Estate Property Tax:***

WHEREAS, the township Board of Trustees of Weathersfield Township is authorized to request an advance of Real Estate Property Taxes and Delinquent Real Estate Property Taxes pursuant to ORC § 321.34

WHEREAS, the Township Board of Trustees of Weathersfield Township does hereby request an advance of Real Estate Property Taxes and Delinquent Real Estate Property Taxes pursuant to ORC § 321.34.

NOW, THEREFORE BE IT RESOLVED that the Township Board of Trustees of Weathersfield Township does hereby request the Trumbull County Auditor to advance any Real Estate Property Tax and Delinquent Real Estate Property Tax money in the Treasury of the Trumbull County to the account of the Township of Weathersfield.

Motion by: Marvin McBride Seconded by: Rich Harkins
 Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

- 21-124 Motion to ***request an advance on the 2021 Personal Property Tax:***

WHEREAS, the Township Board of Trustees of Weathersfield Township is authorized to request an advance of Personal Property Taxes and Delinquent Personal Property Taxes pursuant to ORC § 321.34;

WHEREAS, the Township Board of Trustees of Weathersfield Township does hereby request an advance of Personal Property Taxes and Delinquent Personal Property Taxes pursuant to ORC § 321.34.

NOW, THEREFORE BE IT RESOLVED that the Township Board of Trustees of Weathersfield Township does hereby request the Trumbull County Auditor to advance

RECORD OF PROCEEDINGS

Minutes of the Weathersfield Township Trustees Regular Meeting

Held on Tuesday, December 14, 2021 at 7:00 PM

any Personal Property Tax and Delinquent Personal Property Tax money in the Treasury of the Trumbull County Auditor to the account of the Township of Weathersfield.

Motion by: Marvin McBride Seconded by: Rich Harkins
 Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

21-125 Motion to ***request an advance on the 2021 Estate Taxes:***

WHEREAS, the Township Board of Trustees of Weathersfield Township is authorized to request an advance of Estate Taxes pursuant to ORC § 321.34 and:

WHEREAS, the Township Board of Trustees of Weathersfield Township does hereby request an advance of Estate Taxes pursuant to ORC § 321.34.

NOW, THEREFORE BE IT RESOLVED that the Township Board of Trustees of Weathersfield Township does hereby request the Trumbull County Auditor to advance any Estate Tax money in the Treasury of the Trumbull County Auditor to the account of the Township of Weathersfield.

Motion by: Rich Harkins Seconded by: Marvin McBride
 Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

21-126 Motion to ***approve membership in the Ohio Township Association, National Association of Towns and Townships, Trumbull Township Association, Ohio Township Administrators Network, NE Ohio Township Association, and the Coalition of Large Ohio Urban Townships*** for Trustees, Fiscal Officer, Administrator, and others as designated by the Board.

Motion by: Marvin McBride Seconded by: Rich Harkins
 Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

21-127 Motion to ***approve payment of expenses to attend conferences and other work-related events***, on a case-by-case basis, for the Trustees, Fiscal Officer, Administrator, and others as designated by the Board. Those individuals wishing to attend a conference and other work-related events shall receive written approval from the board of Trustees prior to booking the event.

Motion by: Rich Harkins Seconded by: Marvin McBride
 Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

21-128 Motion ***to acknowledge and authorize Township full-time employees and their respective dependents who are not covered by a collective bargaining agreement are hereby entitled to the same rights and coverage under any and all insurance policies and insurance programs*** procured and/or administered by the Weathersfield Township Board of Trustees for the benefit of its full-time employees covered by collective bargaining agreements as aforesaid, including the right to reimbursements, to contributions, and participation in the Medical Expense Reimbursement Plan (MERP); and to acknowledge and authorize Township full-time employees who are not covered by a collective bargaining agreement are hereby entitled to the same annual pay raises, if any, as those full-time employees covered by collective bargaining agreements.

Motion by: Marvin McBride Seconded by: Rich Harkins
 Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

21-129 Motion to ***set mileage reimbursement rate at the maximum permitted by the IRS for 2022.***

Motion by: Rich Harkins Seconded by: Marvin McBride

RECORD OF PROCEEDINGS

Minutes of the Weathersfield Township Trustees Regular Meeting

Held on Tuesday, December 14, 2021 at 7:00 PM

Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
Motion Carried

- 21-130 Motion to **adopt the Weathersfield Township Trustees salaries** for 2022 to be set at the maximum amount permitted by the ORC § 505.24 and to be paid in equal monthly payments.

Motion by: Marvin McBride Seconded by: Rich Harkins
Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
Motion Carried

- 21-131 Motion to **adopt the Weathersfield Township Fiscal Officer's salary** for 2022 to be set at the maximum amount permitted by the ORC § 507.09 and to be paid in equal monthly payments.

Motion by: Marvin McBride Seconded by: Rich Harkins
Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
Motion Carried

- 21-132 Motion pursuant to ORC § 309.09 (B) **to employ Cherry Lynne Poteet, Esq. as the Township Legal Counsel, effective January 1, 2022, to represent the Township** and its officers, boards, and commissions in their official capacities and to advise them on legal matters, on an annual basis, for the sum of \$3,500.00 per month, which is hereby appropriated for such purpose.

Motion by: Rich Harkins Seconded by: Steve Gerberry
Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
Motion Carried

- 21-133 Motion to **AUTHORIZE DAVID ROUAN, TOWNSHIP ADMINISTRATOR, TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND / OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED:**

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and

WHEREAS, the Weathersfield Township is planning to make capital improvements for the 2022 Resurfacing Program, and

WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs,

NOW THEREFORE, BE IT RESOLVED by Weathersfield Township:

Section 1: David Rouan, Township Administrator, is hereby appointed the Chief Executive Officer for the project;

Section 2: Fred R. Bobovnyk, Fiscal Officer, is hereby appointed the Chief Financial Officer for the project;

Section 3: David Rouan, Township Administrator, is hereby authorized to apply to the OPWC for funds as described above; and

Section 4: David Rouan, Township Administrator, is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

Motion by: Rich Harkins Seconded by: Marvin McBride
Vote: Steve Gerberry - Abstained Rich Harkins - Yes Marvin McBride - Yes
Motion Carried

RECORD OF PROCEEDINGS

Minutes of the Weathersfield Township Trustees Regular Meeting

Held on Tuesday, December 14, 2021 at 7:00 PM

- 21-134 Motion to **CERTIFY THE NECESSARY AMOUNT TO BE USED TO PAY THE LOCAL SHARE NECESSARY TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND / OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM:**

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements for the 2022 Resurfacing Program infrastructure, and

WHEREAS, the Weathersfield Township is planning to make capital improvements to the 2022 Resurfacing Program, and

WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs,

NOW THEREFORE, BE IT RESOLVED by Weathersfield Township:

Section 1: Weathersfield Township has the amount of \$74,901.00 in the General Fund and that this amount will be used to pay the local share for the herein above described project when it is required; and

Section 2: Fred R. Bobovnyk, Fiscal Officer, is hereby directed to complete the Chief Financial Officer's Certification of Local Funds for the project.

Motion by: Marvin McBride Seconded by: Rich Harkins

Vote: Steve Gerberry - Abstained Rich Harkins - Yes Marvin McBride - Yes

Motion Carried

- 21-135 Motion to **accept a \$400 donation from the owner of Wholesale Fireworks, Inc., Mr. Richard Naples.** The donation is to be split equally between our police department and our fire department. Mr. Naples is a long-time resident of Weathersfield Township and has always supported the Township.

Motion by: Rich Harkins Seconded by: Marvin McBride

Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes

Motion Carried

- 20-136 Motion to **elect David Rouan and Michael J. Naples, Jr. as Board Members for the 2022 Volunteer Firefighters' Dependents Fund**, as administered by the Department of Commerce Division of State Fire Marshal, **as the legislative authority appointments; and to acknowledge the election of Fire Chief Thomas Lambert and Fire Captain Raymond Knepper as the elected Board Members by the Fire Department.** The two legislative authority appointments shall serve a one-year term commencing on January 1st, 2022. The Fiscal Officer is hereby directed to complete and file the 2022 Volunteer Firefighters' Dependents Fund Certificate of Current Assessed Valuation form no later than January 31st, 2022.

Motion by: Marvin McBride Seconded by: Rich Harkins

Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes

Motion Carried

- 21-137 Motion to **authorize Township Administrator David Rouan to take the necessary steps pursuant to law to dispose of video cameras, monitor, and a DVR** which are not needed for public use, are obsolete, or are unfit for the use acquired; and in the opinion of the Board, the equipment has a fair market value of less than two thousand five hundred dollars each.

Motion by: Marvin McBride Seconded by: Rich Harkins

Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes

Motion Carried

- 21-138 Motion to **authorize Township Administrator David Rouan to execute, on behalf of the board of Trustees, and file with the Ohio Utilities Commission the Renewal**

RECORD OF PROCEEDINGS

Minutes of the Weathersfield Township Trustees Regular Meeting

Held on Tuesday, December 14, 2021 at 7:00 PM

Certification Application for Ohio Natural Gas and Electric Governmental Aggregators. The renewal is for a term of two (2) years, term ending March 25th, 2024.

Motion by: Rich Harkins Seconded by: Marvin McBride
 Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

- 21-139 Motion to ***authorize Township Administrator David Rouan to execute, on behalf of the board of Trustees, the necessary health insurance documents to continue coverage with Medical Mutual Insurance of Ohio***, commencing January 1st, 2022 for a term of one (1) year, term ending December 31st, 2022.

Motion by: Rich Harkins Seconded by: Marvin McBride
 Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

- 21-140 Motion to ***authorize Township Administrator David Rouan to enter into a five-year lease agreement, on behalf of the board of Trustees, with Pitney Bowes, of 27 Waterview Drive, Shelton, Connecticut 06468, for a digital mailing system at a rate of \$53.33 per month.*** The Township has an existing lease agreement with Pitney Bowes that will be expiring soon, the prior lease rate was at \$52.34 per month.

Motion by: Rich Harkins Seconded by: Marvin McBride
 Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

- 21-141 Motion to ***hire Dominic James Crago as a Junior Firefighter*** effective December 14, 2021. As Junior Firefighters Dominic will begin training pursuant to the Junior Firefighter Program as previously established by the Fire Chief and the board of Trustees. The board of Trustees would like to thank Dominic for his interest in becoming a Weathersfield Township Firefighter, for his volunteerism, and for his commitment to the residents of our Township.

Motion by: Rich Harkins Seconded by: Marvin McBride
 Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

- 21-142 Motion to ***amend Resolution #18-121 and adopt the revised Cemetery Rules, Regulations, and Fees***; the board of Trustees may revise the Cemetery Rules, Regulations, and Fees from time to time through subsequent motions.

Motion by: Marvin McBride Seconded by: Rich Harkins
 Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

- 21-143 Motion to ***certify that, as of December 31, 2021, the Township was responsible for maintaining 40.164 miles of public roads.*** This certification is made in accordance with Ohio Revised Code § 4501.04.

Motion by: Rich Harkins Seconded by: Marvin McBride
 Vote: Steve Gerberry - Abstained Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

RECORD OF PROCEEDINGS

Minutes of the Weathersfield Township Trustees Regular Meeting

Held on Tuesday, December 14, 2021 at 7:00 PM

21-144 Motion to **reappoint Dave Sylak to a five (5) year term on the Township Zoning Commission**, term commencing January 1st, 2022 and term ending December 31st, 2026; and to set the Zoning Commission rate of compensation at \$25 per meeting attended for the commission members and for the alternate commission members. The Trustees would like to thank Dave for his interest in continuing to serve on the commission.

Zoning Commission	
Member	Term Ending
Joe Carl	December 31 st , 2022
Jonathan Noel	December 31 st , 2023
William Henning	December 31 st , 2024
Linda Ference	December 31 st , 2025
Dave Sylak	December 31 st , 2026
Alternate Member	Term Ending
Vacant	December 31 st , 2026

Motion by: Marvin McBride Seconded by: Rich Harkins
 Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

21-145 Motion to **reappoint Patrick Glunt to a five (5) year term on the board of Zoning Appeals**, term commencing January 1st, 2022 and term ending December 31st, 2026; and to set the board of board of Zoning Appeals rate of compensation at \$25 per meeting attended for the board members and for the alternate board members. The Trustees would like to thank Pat for his interest in continuing to serve on the board.

Board of Zoning Appeals	
Member	Term Ending
Jamie Bailey	December 31 st , 2022
Cathy Zapka	December 31 st , 2023
Charles Colburn	December 31 st , 2024
Richard Cross	December 31 st , 2025
Patrick Glunt	December 31 st , 2026
Alternate Member	Term Ending
Vacant	December 31 st , 2023

Motion by: Rich Harkins Seconded by: Marvin McBride
 Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

21-146 Motion to **go into Executive Session** at 7:46 PM to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

Motion by: Rich Harkins Seconded by: Marvin McBride
 Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

21-147 Motion to **come out of executive session** at 7:55 PM.

Motion by: Marvin McBride Seconded by: Rich Harkins
 Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

21-148 Motion to **appoint Brad Lang to the full-term of five (5) years on the Township Zoning Commission as an alternate member**, term commencing January 1st, 2022 and term ending December 31st, 2026. The Trustees would like to thank Brad for his interest in serving on the commission.

RECORD OF PROCEEDINGS

Minutes of the Weathersfield Township Trustees Regular Meeting

Held on Tuesday, December 14, 2021 at 7:00 PM

Zoning Commission	
Member	Term Ending
Joe Carl	December 31 st , 2022
Jonathan Noel	December 31 st , 2023
William Henning	December 31 st , 2024
Linda Ference	December 31 st , 2025
Dave Sylak	December 31 st , 2026
Alternate Member	Term Ending
Brad Lang	December 31 st , 2026

Motion by: Marvin McBride Seconded by: Rich Harkins
 Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

21-149 Motion to **appoint Donald Johnson to the unexpired term on the board of Zoning Appeals as an alternate member**, term commencing January 1st, 2022 and term ending December 31st, 2023. The Trustees would like to thank Don for his interest in serving on the board.

Board of Zoning Appeals	
Member	Term Ending
Jamie Bailey	December 31 st , 2022
Cathy Zapka	December 31 st , 2023
Charles Colburn	December 31 st , 2024
Richard Cross	December 31 st , 2025
Patrick Glunt	December 31 st , 2026
Alternate Member	Term Ending
Donald Johnson	December 31 st , 2023

Motion by: Rich Harkins Seconded by: Marvin McBride
 Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

Public Comments:

Open Comments

Next Meetings:

Next Meetings: Thursday, December 23, 2021, at 3:30 PM; Thursday, January 6, 2022 at 3:30 PM; Tuesday, January 11, 2022 at 6:30 PM, and Tuesday, January 11, 2022 at 7:00 PM.

Adjournment:

21-150 Motion to **adjourn the meeting**.

Motion by: Marvin McBride Seconded by: Rich Harkins
 Vote: Steve Gerberry - Yes Rich Harkins - Yes Marvin McBride - Yes
 Motion Carried

 Fred Bobovnyk, Fiscal Officer

 Steven J. Gerberry, Trustee

 Richard T. Harkins, Trustee

 Marvin J. McBride, Trustee