

## RECORD OF PROCEEDINGS

Minutes of the Weathersfield Township Trustees

Regular Meeting

Held on Tuesday, October 9, 2018 at 7:00 PM

**Call to order:** Gil Blair**Pledge:** Completed**Prayer:** Gil Blair**Roll Call:** Marvin J. McBride – Present  
H. Gilson Blair - PresentSteven J. Gerberry - Present  
Fred R. Bobovnyk - Present**Correspondence/Announcements:**

- The **Trustees would like to remind everyone that they will be hosting their First Annual Oktoberfest this month.** The event will be held on Saturday, October 13<sup>th</sup>, 2018 from 10:00 AM until 11:00 PM. The Weathersfield Local School Districts 2018 Spirit Day Parade will begin at 10:00 AM, line-up at the high school at 9:00 AM, and the Junior/Senior girl's powder-puff game will begin at 11:00 AM. Other attractions include a bake sale, chili cook-off, bounce houses, haunted history walk, the Frank Gallo Band, the House Band, the firefighters will have a beer tent with sausage and french-fries, and much more.
- The **Trustees are pleased to announce that they have reached an agreement with the city of Niles to provide Township residents reduced rates for the Wellness Center.** These rates are set at \$10 over city of Niles residents rates. The rates are:
  1. General (Track) \$45.00  
Fitness (Individual) \$150.00  
Family Fitness \$250.00
  2. Senior (62) Residents:
  3. General (Track) \$30.00  
Fitness (Individual) \$125.00
- The **Trustees would like to remind everyone that the 2018 Trick or Treat event has been scheduled for Wednesday, October 31<sup>st</sup>, 2017 from 5:30 PM to 7:30 PM** and that the Police Department has Trick-or-Treat bags available at the Administration Building for the children.
- **The Trustees would like to remind our residents that the Warren-Trumbull County Public Library Bookmobile will be at our Community Park twice a month and this will continue through Monday, May 13<sup>th</sup>, 2019.** Please see our social media and website for specific dates and times.
- The **Trustees would like to formally announce that they were awarded a FEMA Assistance to Firefighters Grant (EMW-2017-FR-00117) in the amount of \$524,273.00** on September 14<sup>th</sup>, 2018. The grant amount of \$524,273.00 along with a local match of \$52,427.30 will be used to purchase 83 complete Self Contained Breathing Apparatus (SCBA's) with snap change fittings, 45 minute cylinders, and masks. This was a regional grant award which included the communities of the city of Cortland, the village of Lordstown, the village of McDonald, and Weathersfield Township.
- The **Trustees would like to remind our residents of the 2018 Residential Tree Limb Chipping Program.** The 2018 Residential Tree Limb Chipping Program began on Friday, April 27<sup>th</sup>, 2018 and will continue each Friday through Friday, October 26<sup>th</sup>, 2018. For tree limb pick-up, you must call the Township by Thursday of each week to be placed on the list for a Friday pick-up. Please keep the following rules and procedures in mind:
  - This program is intended for residential tree limbs up to 3 inches in diameter.
  - The tree limbs must be placed at the curbside with all the cut ends aligned with each other toward the street.
  - No shrubs, stumps, roots, lumber, or rail road ties will be accepted. All tree limbs must be free from vines.
  - We are not a tree removal service; if you are having a tree professionally removed let them do the entire job, you must have them take the tree limbs as well.

**Reports:**

- Financial Report – Presented by Fred Bobovnyk

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- Administrator's Report – Presented by David Rouan
- Zoning Report – Presented by Melissa Murphy
- Police Report – Presented by Chief Michael Naples
- Fire Report – Presented by Chief Ken Boring
- Law Director's Report – Presented by Cherry Poteet
- Regional Chambers Report – Presented by Gil Blair

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:**

18-127 Motion to **approve the consent agenda**, which includes the following:

- Minutes **from the Regular Meeting on July 10<sup>th</sup>, 2018** at 7:00 PM;
- To **transfer \$52,024.59 from the General Fund to the Capital Projects Fund** effective September 12<sup>th</sup>, 2018;
- To **transfer \$59,484.09 from the General Fund to the Capital Projects Fund** effective September 25<sup>th</sup>, 2018;
- To **transfer \$5,000.00 from the General Fund to the Cemetery Fund** effective September 26<sup>th</sup>, 2018;
- To **transfer \$8,852.65 from the General Fund to the Capital Projects Fund** effective September 26<sup>th</sup>, 2018;
- To **transfer \$12,968.28 from the General Fund to the Capital Projects Fund** effective October 3<sup>rd</sup>, 2018;
- **Drawing warrants upon our treasury and paying township bills;** and
- **Then and Now's per list provided.**

Motion by: Steve Gerberry

Seconded by: Marvin McBride

Vote: Gil Blair - Yes

Steve Gerberry - Yes

Marvin McBride - Yes

Motion Passed

18-128 Motion to **extend the agreement, as authorized in Resolution Number 15-162, with Browning Ferris Industries of Ohio Inc. dba Republic Services of Youngstown for the collection and disposal of RESIDENTIAL WASTE and RECYCLABLE MATERIAL, for single and two-family dwelling structures within the unincorporated area of Weathersfield Township** pursuant to and in accordance with the original bid package, specifications, bid, and contract documents. The extension includes an \$0.85 increase bringing the monthly bill to \$15.21, all other pricing remains the same. The exclusive contract for collection and disposal of residential refuse and garbage, with recycling, shall be for an additional period of two (2) years commencing January 1<sup>st</sup>, 2019 and ending December 31<sup>st</sup>, 2020, with the potential for one mutually agreed upon extension for a period of two (2) years.

Motion by: Marvin McBride

Seconded by: Gil Blair

Vote: Gil Blair - Yes

Steve Gerberry - Yes

Marvin McBride - Yes

Motion Passed

18-129 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 1<sup>st</sup>, 2019 for a term of 12 months ending December 31<sup>st</sup>, 2019. The premium increase was 11.34%.

Motion by: Steve Gerberry

Seconded by: Marvin McBride

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Vote: Gil Blair - Yes  
Motion Passed

Steve Gerberry - Yes

Marvin McBride - Yes

- 18-130 Motion to **authorize Township Administrator David Rouan to take the necessary steps pursuant to law to dispose of one police cruiser (2002 Ford Police Interceptor)** which is not needed for public use, is obsolete, or is unfit for the use acquired, in the opinion of the Board, the vehicle has a fair market value of less than two thousand five hundred dollars; and to authorize the Township Administrator to sign the Certificate of Title to a Motor Vehicle on behalf of the Trustees for this transaction.

Motion by: Marvin McBride

Seconded by: Steve Gerberry

Vote: Gil Blair - Yes  
Motion Passed

Steve Gerberry - Yes

Marvin McBride - Yes

- 18-131 Motion to **authorize Township Administrator David Rouan to take the necessary steps pursuant to law to dispose of miscellaneous police equipment** which is not needed for public use, is obsolete, or is unfit for the use acquired, in the opinion of the Board, the miscellaneous equipment have a fair market value of less than two thousand five hundred dollars; and to authorize the Township Administrator to sign the Bill of Sale on behalf of the Trustees for this transaction.

Motion by: Marvin McBride

Seconded by: Steve Gerberry

Vote: Gil Blair - Yes  
Motion Passed

Steve Gerberry - Yes

Marvin McBride - Yes

- 18-132 Motion to **adopt the Business Continuity/Disaster Recovery Statement, as recommended by the Ohio Township Association Risk Management Authority;**

The Township is committed to:

- The protection of our residents and other stakeholders due to a disaster;
- Protecting our employees from injury due to a disaster;
- Protection of Township property and resources; and
- The Township's ability to remain in business if faced with a disaster.

The purpose of the Weathersfield Township's Business Continuity/Disaster Recovery Statement is to acknowledge the existence of the Township's Emergency Management Procedures Manual (the manual) to ensure that the Township can restore its mission critical functions, and meet its responsibilities to its residents and other stakeholders in a timely manner.

To ensure that Township facilities and grounds are response-ready in the event of a disaster, when developing the manual, the Township performed threat assessments and readiness assessments of our facilities, our operations, and our personnel. In response to those assessments the Township developed and implemented the manual, which is fully tested and periodically reviewed and updated as needed.

The manual strives to coordinate crisis response and management across the organization in a uniform manner. The manual sets forth guidelines that incorporate best practices for critical business units throughout the organization. The manual's main functions include; critical function assessment; threat assessment; business impact analysis; business continuity plans; testing; and employee training and awareness.

Property protection is a primary goal of the manual therefore; the mitigation strategies in the manual are intended to reduce the extent of possible loss of functionality in terms of property, equipment, and infrastructure that can result in business interruption.

Motion by: Marvin McBride

Seconded by: Marvin McBride

Vote: Gil Blair - Yes  
Motion Passed

Steve Gerberry - Yes

Marvin McBride - Yes

- 18-133 Motion to **direct the Fiscal Officer to advertise for bids to purchase 83 complete Self Contained Breathing Apparatus (SCBA's) with snap change fittings, 45 minute cylinders, and masks.** The proceeds from the FEMA Assistance to Firefighters Grant

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EMW-2017-FR-00117 awarded to the Township on September 14<sup>th</sup>, 2018 in the amount of \$524,273.00 along with a local match of \$52,427.30 will be used for this purchase. This was a regional grant award which included the communities of the city of Cortland, the village of Lordstown, the village of McDonald, and Weathersfield Township.

Motion by: Marvin McBride      Seconded by: Steve Gerberry  
 Vote: Gil Blair - Yes      Steve Gerberry - Yes      Marvin McBride - Yes  
 Motion Passed

- 18-134 Motion to **cause to be installed a street light at the intersection of Garland Drive (TH910) and Austintown-Warren Road (CR67E)** pursuant to Ohio Revised Code §505.17 as the board of Trustees has determined that the public safety or welfare requires this road to be lighted. This street light will be paid for from the General Fund. The Fiscal Officer is hereby directed to contact First Energy/Ohio Edison to make the necessary arrangements to have the street light installed.

Motion by: Marvin McBride      Seconded by: Steve Gerberry  
 Vote: Gil Blair - Yes      Steve Gerberry - Yes      Marvin McBride - Yes  
 Motion Passed

- 18-135 Motion to **place a section of TH439 (Oakwood Street) on non-maintained status pursuant to Ohio Revised Code §5541.05**. This section of roadway being described as follows; beginning at a point at the intersection of the centerline of TH439 (Oakwood Street) and the northern plat limits of Oakwood Estates Plat III and continuing approximately 105.24 lineal feet north to TH438 (Carl Street). This section of roadway is gravel and is intended for first responder access only.

Motion by: Steve Gerberry      Seconded by: Marvin McBride  
 Vote: Gil Blair - Yes      Steve Gerberry - Yes      Marvin McBride - Yes  
 Motion Passed

- 18-136 Motion to authorize **Police Chief Michael Naples to purchase one new 2018 Ford Police Interceptor Utility Vehicles** through Lebanon Ford of Lebanon, Ohio at a total purchase price of \$32,042.00.

Motion by: Marvin McBride      Seconded by: Steve Gerberry  
 Vote: Gil Blair - Yes      Steve Gerberry - Yes      Marvin McBride - Yes  
 Motion Passed

- 18-137 Motion to **authorize Police Chief Michael Naples to enter into an agreement with Rowley Rescue & Response of Niles, Ohio** for a not to exceed amount of \$5,500.00 for the purchase and installation of the necessary equipment for the new 2018 Ford Police Interceptor Utility Vehicles.

Motion by: Marvin McBride      Seconded by: Steve Gerberry  
 Vote: Gil Blair - Yes      Steve Gerberry - Yes      Marvin McBride - Yes  
 Motion Passed

- 18-138 Motion to **go into executive session to discuss personnel matters** at 7:41 PM.

Motion by: Marvin McBride      Seconded by: Steve Gerberry  
 Vote: Gil Blair - Yes      Steve Gerberry - Yes      Marvin McBride - Yes  
 Motion Passed

- 18-139 Motion to **come out of executive session** at 8:38 PM.

Motion by: Marvin McBride      Seconded by: Steve Gerberry  
 Vote: Gil Blair - Yes      Steve Gerberry - Yes      Marvin McBride - Yes  
 Motion Passed

**Public Comments:**

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

**Next Meetings:**

Next Work Sessions: Every Thursday at 7:00 AM. (Except for Caucus Thursday)

Next Caucus: Thursday, November 1, 2018 at 8:00 AM.

Next Meeting: Regular Meeting: Tuesday, November 13, 2018 at 7:00 PM  
The Trustees open forum begins at 6:15 PM.

**Adjournment:**

18-140 Motion to *adjourn the meeting*.

Motion by: Steve Gerberry      Seconded by: Marvin McBride  
Vote: Gil Blair - Yes      Steve Gerberry - Yes      Marvin McBride - Yes  
Motion Passed

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Fred Bobovynk, Fiscal Officer

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H. Gilson Blair, Trustee

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Steven J. Gerberry, Trustee

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Marvin J. McBride, Trustee