

September 11, 2012

Mr. Gerberry called the meeting to order.

Roll call: H. Gilson Blair - present Steven J. Gerberry – present
 Marvin J. McBride - present Fred R. Bobovnyk – present

Correspondence/Announcements:

- CSX was contacted regarding water coming from their bridge over Rte 46. They stated that it is happening at the bridge over the bike trail too. They are unsure what is happening, but will continue to look into the issue.
- The ODNR, Governor Kasich, Senator Cafaro, Representative O’Brien, Representative Letson, Representative Gerberry, and the City of Niles received letters of objection to Brine Injection Wells located in our township.
- September 7, 2012 at 2 pm we will have a Levy Endorsement Meeting with the Tribune.
- November 20, 2012 at 6 pm there will be a Meet the Editor Presentation with the Tribune.
- Like the Mineral Ridge Fire Department, Station 41 and the Weathersfield Township Police Department on Facebook.
- Remember to sign up at Nixle.com to receive text and email alert from Weathersfield Township.

Financial Report –Fred Bobovnyk

1. Monthly report was given to the Board
2. Drawing of warrants
3. Transfer (1)
4. Minutes (1 set)

Administrator’s Report – Dave Pugh

Administrator Report

Date
 Sept. 11, 2012

Cemetery Report

In the month of August

Funerals	Opening & Closings		Sales
Resident	0		\$0.00
Non-Resident	3	\$1,800.00	\$0.00
Saturday Funerals	0		
Revenue Total	3	\$1,800.00	\$0.00

Total Revenue

Total Cost 36 hours
 0 ot hrs

Road Dept. Report

Last month we did the Following:

Checked Signs		1 days	
Cold Patched		2 days	
Cut Grass		14 days	
Ditching or roadside cutting		4 days	
Plow snow man-hours		0 hours	OT hours
Installed pipe	40'	feet	
Vacation hours		120 hours	

September 11, 2012

Zoning Report – Dave Pugh

**WEATHERSFIELD TOWNSHIP ZONING OFFICE
MONTHLY REPORT · August 2012**

I. TOTAL – 20

- | | |
|-------------------------------|-----------------------------|
| Permits – 5 | Variances – 0 |
| Zoning – 5 | Conditional Use Permits – 1 |
| Gas/Oil Well – 0 | Zone Change Petitions – 0 |
| Occupancy – 0 | Zoning Amendments – 0 |
| Road Cut - 0 | Replat Petitions – 0 |
| NCU – 0 | General Inquiries – 13 |
| Violations/Complaints – 1 | Other Misc. – 0 |
| Vehicles – 0 | Appeal - 0 |
| Debris – 0 | |
| Prop. Maint. & high grass – 0 | |
| Other – 1 | |

II. FEES COLLECTED (See attachment I and II)

	\$	Value (\$):	
Zoning Permit Fees	250.75	53,153.00	
Occupancy Permit Fees	0.00		
C.U.P Application Fees	275.00		
Variance Application Fees	0.00		
Zone Change Fees	0.00		
Special Hearing Fees	0.00		(appeal and conditional use hearing)
Zoning Maps - Full	0.00	# Sold	0
Zoning Maps - Neighborhood	0.00	# Sold	0
Zoning Maps - Index	0.00	# Sold	0
Zoning Regulation Book	0.00	# Sold	0
Copies	0.00	# Sold	0
Misc. Fees	0.00	Road Cut Permit	
TOTAL:	\$ 525.75		

III. ZONING COMMISSION MEETING August 8, 2012
A business meeting was held.

IV. BOARD OF ZONING APPEALS August 9, 2012
A public hearing was held for a conditional use permit to construct and operate a daycare center on vacant lots located on McDonald Ave. and Seventh Ave., McDonald in Weathersfield Township.

V. OPEN COMPLAINTS/VIOLATIONS – There are twenty five (22) open violation cases.

VI. HEALTH DEPARTMENT – There are () open cases involving properties in Weathersfield Township.
Septic – 0
Health – 0

VII. NILES MUNICIPAL COURT – Complaints
There are (5) case(s) pending at this time.

VIII. TRUMBULL COUNTY COMMON PLEAS COURT – Appeals/Lawsuits
There is (0) case(s) pending at this time.

September 11, 2012

Police Report – Chief Joe Consiglio

**WEATHERSFIELD TWP POLICE DEPT
1451 PROSPECT ST.
MINERAL RIDGE, OH 44440**

Citations
Charge
RMS Statistics for Month: 08 Year: 2012

Code	Description	Count
4503.11(A)	EXPIRED TAGS-ANNUAL RENEWAL	3
4503.21	DISPLAY OF LICENSE PLATES	2
4507.05	TEMPORARY PERMIT WITHOUT LICENSED DRIVER	2
4510.11(A)	DRIVING UNDER SUSPENSION	21
4510.12	OPERATING VEHICLE WITHOUT VALID LIC.	9
4510.14	DRIVING UNDER OVI SUSPENSION	3
4510.16	FRA SUSPENSION	11
4510.21	OPER. BEFORE COMPLY WITH REINSTATEMENT	2
4511.12	OBEYING TRAFFIC CONTROL DEVICES	6
4511.19(A)(1)	DRIVING UNDER THE INFLUENCE	1
4511.19(A)(1)-A	DRIVING UNDER THE INFLUENCE - PRIOR	1
4511.19(A)(1)-B	DRIVING UNDER THE INFLUENCE - TWO PRIORS	1
4511.19(A)(2)-A	DRIVING UNDER THE INFLUENCE - PRIOR	1
4511.20	RECKLESS OPERATION OF VEHICLES	1
4511.202	OPERATING MOTOR VEHICLE WITHOUT CONTROL	1
4511.203	WRONGFUL ENTRUSTMENT	1
4511.21	SPEED LIMITS	2
4511.21	SPEEDING	26
4511.33(A)	DRIVING IN MARKED LANES	1
4511.45	RIGHT-OF-WAY PUBLIC SAFETY VEHICLES	1
4513.02	UNSAFE VEHICLE	1
4513.03	NO LIGHTS	1
4513.04	HEADLIGHTS	1
4513.05	TAIL-LIGHTS AND REAR LICENSE PLATE LIGHTS	1
4513.15(A)	FAILURE TO DIM LIGHTS	1
4513.22	FAULTY EXHAUST	1
4513.241	TINTED GLASS	1
4513.263	NO SEAT BELT	1
4513.263(B)(1)	SEATBELT DRIVER	3
	** TOTAL **	107

**WEATHERSFIELD TWP POLICE DEPT
1451 PROSPECT ST.
MINERAL RIDGE, OH 44440**

Arrests
Charge
RMS Statistics for Month: 08 Year: 2012

Code	Description	Count
		22
2151.022	UNRULY CHILD	5
2905.02(A)(2)	ABDUCTION	1
2907.09A1	PUBLIC INDECENCY - EXPOSURE	1
2909.05(B)(1)(a)	VANDALISM	1
2911.02(A)(2)	ROBBERY	1
2911.21	CRIMINAL TRESPASS	2
2913.02(A)	THEFT	1
2913.02(A)(1)	PETTY THEFT	3
2917.11	DISORDERLY CONDUCT	2
2919.24(A)(1)	CONTRIBUTING TO UNRUL OR DELINQ OF CHILD	1
2919.25(A)	DOMESTIC VIOLENCE	2
2921.31	OBSTRUCTING OFFICIAL BUSINESS	1
2921.32	OBSTRUCTING JUSTICE	2
2921.32(A)(1)	OBSTRUCTING JUSTICE	1
2921.33	RESISTING ARREST	1
2921.33(A)	RESISTING ARREST	2
2921.331(B)	FAILURE TO COMPLY WITH ORDER OR SIGNAL OF POLICE OFFICER	1
2923.12	CARRYING CONCEALED WEAPON	2
2925.11	DRUG ABUSE	4
2925.11(C)(3)(a)	POSSESSION OF DRUGS - MARIJUANA	2
2925.12	POSSESSION OF DRUG ABUSE INSTRUMENTS	12
2925.14	DRUG PARAPHERNALIA	2
2925.14(C)(1)	DRUG PARAPHERNALIA	3
4301.62(B)(4)	OPEN CONTAINER IN MOVING VEHICLE	1
4503.11(A)	EXPIRED TAGS-ANNUAL RENEWAL	1
4510.14	DRIVING UNDER OVI SUSPENSION	1
4511.12	OBEYING TRAFFIC CONTROL DEVICES	1
4511.19	DRIVING WHILE UNDER THE INFLUENCE OF ALCOHOL/DRUGS	1
4511.19(A)(1)	DRIVING UNDER THE INFLUENCE	3
4511.20	RECKLESS OPERATION OF VEHICLES	1
4549.03	FAIL TO STOP AFTER ACCIDENT	1
	** TOTAL **	85

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WEATHERSFIELD TWP POLICE DEPT
1451 PROSPECT ST.
MINERAL RIDGE, OH 44440

Crashes
Type
 RMS Statistics for Month: 08 Year: 2012

Type	Count
Highway Injury	3
Highway PDO	9
** TOTAL **	12

WEATHERSFIELD TWP POLICE DEPT
1451 PROSPECT ST.
MINERAL RIDGE, OH 44440

Incident Reports
Type
 RMS Statistics for Month: 08 Year: 2012

Offense	Offense Code	Count
		2
ABDUCTION	2905.02(A)(2)	1
AGGRAVATED BURGLARY	2911.11	1
AGGRAVATED MENACING	2903.21	3
ASSAULT	2903.13	1
ASSIST POLICE DEPARTMENT	APD	3
BREAKING & ENTERING	2911.13(A)	1
BREAKING AND ENTERING	2911.13	2
BREAKING AND ENTERING - COMMIT THEFT OFFENSE	2911.13A	1
BURGLARY	2911.12	3
BURGLARY	2911.12(A)(1)	1
BURGLARY	2911.12(A)(3)	5
BURGLARY	2911.12(A)(4)	1
CARRYING CONCEALED WEAPON	2923.12	1
CONTRIBUTING TO UNRUL OR DELINQ OF CHILD	2919.24(A)(1)	1
CORRUPTION OF A MINOR	2907.04(A)	1
CRIMINAL DAMAGING	2909.06(A)(1)	3
CRIMINAL MISCHIEF	2909.07(A)(1)	2
CRIMINAL TRESPASS	2911.21	3
CURFEW / LOITERING	90 B	1
CUSTODY DISPUTE PROBLEMS	CUS	1
DISORDERLY CONDUCT	2917.11	2
DISPLAY OF LICENSE PLATES	4503.21	3
DISTURBANCE	DIS	1
DOMESTIC VIOLENCE	2919.25(A)	2
DOMESTIC VIOLENCE - KNOWINGLY CAUSE PHYSICAL HA	2919.25A	1
DOMESTIC VIOLENCE - KNOWINGLY FORCE, THREAT OF	2919.25C	1
DRIVING LEFT OF CENTER	4511.30	1
DRIVING UNDER OVI SUSPENSION	4510.14	1
DRIVING UNDER SUSPENSION	4510.11(A)	5
DRIVING UNDER THE INFLUENCE	4511.19(A)(1)	3
DRIVING WHILE UNDER THE INFLUENCE OF ALCOHOL/DR	4511.19	1
DRUG ABUSE	2925.11	4
DRUG ABUSE - SCHEDULE III, IV, OR V SUBSTANCE	2925.11B	1
DRUG PARAPHERNALIA	2925.14	3
DRUG PARAPHERNALIA	2925.14(C)(1)	3
DUMPING	DUM	1
EXPIRED TAGS-ANNUAL RENEWAL	4503.11(A)	1
FAIL TO STOP AFTER ACCIDENT	4549.03	1
FAILURE TO COMPLY WITH ORDER OR SIGNAL OF POLICE	2921.331(B)	1
FAILURE TO DIM LIGHTS	4513.15(A)	1
FAULTY EXHAUST	4513.22	1
FELONIOUS ASSAULT - VICTIM HARMED	2903.11A1	1
HEADLIGHTS REQUIRED	4513.15	1
IDENTITY FRAUD - OBTAIN, POSSESS, OR USE TO HOLD O	2913.49(B)(1)	1
IDENTITY FRAUD - OBTAIN, POSSESS, OR USE TO REPRES	2913.49(B)(2)	1
INTIMIDATION - VICTIM, CRIME WITNESS	2921.04A	1
LANES OF TRAVEL UPON ROADWAYS: UPON ALL ROADWA	4511.25	2
LITTERING	3767.32	1
MEDICAL CALL	MC	1
MENACING	2903.22	3
MENACING BY STALKING (IF AGAINST SAME PERSON)	2903.211	1
MISC	MS	1
NEIGHBORHOOD PROBLEM	NP	1
OBEYING TRAFFIC CONTROL DEVICES	4511.12	1
OBSTRUCTING JUSTICE	2921.32	1
OBSTRUCTING JUSTICE	2921.32(A)(1)	1
OBSTRUCTING OFFICIAL BUSINESS	2921.31	1
OPEN CONTAINER IN MOVING VEHICLE	4301.62(B)(4)	1
OPERATING VEHICLE WITHOUT VALID LIC.	4510.12	1

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WEATHERSFIELD TWP POLICE DEPT
1451 PROSPECT ST.
MINERAL RIDGE, OH 44440

Incident Reports
Type
 RMS Statistics for Month: 08 Year: 2012

Offense	Offense Code	Count
PETTY THEFT	2913.02(A)(1)	4
PETTY THEFT	2913.02(A)(2)	5
POSSESSION OF DRUG ABUSE INSTRUMENTS	2925.12	7
POSSESSION OF DRUGS - HEROIN	2925.11(C)(6)(a)	2
POSSESSION OF DRUGS - MARIJUANA	2925.11(C)(3)(a)	7
POSSESSION OF DRUGS - SCHEDULE III,IV	2925.11(C)(2)(a)	2
PROPERTY DAMAGE	S 54	1
PUBLIC INDECENCY - EXPOSURE	2907.09A1	1
RECKLESS OPERATION OF VEHICLES	4511.20	1
RECOVERED PROPERTY	RP	3
RESISTING ARREST	2921.33	1
RESISTING ARREST	2921.33(A)	1
ROBBERY	2911.02(A)(2)	1
SEATBELT DRIVER	4513.263(B)(1)	1
TAIL-LIGHTS AND REAR LICENSE PLATE LIGHTS	4513.05	1
TELEPHONE HARASSMENT	2917.21(A)(5)	1
THEFT	2913.02(A)	1
THEFT - WITHOUT CONSENT	2913.02A1	3
THEFT (IF DATA ELEMENT 20 PROPERTY DESC. IS A: MOTO	2913.02	4
UNRULY CHILD	2151.022	1
UNSAFE VEHICLE	4513.02	2
VANDALISM	2909.05(B)(1)(a)	1
WARRANT SERVICE	WAR	21
WELFARE CHECK	WLC	1
WINDOW TINT	4513.241(C)	1
	** TOTAL **	171

September 11, 2012

Fire Report – Chief Randy Pugh

District Summary

August 2012

District	Situation Type	Dollar Loss	# of Incid's	F.S. Injury	Civ. Injury	F.S. Death	Civ. Death
40	142 Brush, or brush and grass mixture fire		1	0	0	0	0
	Totals for All Fires in District:		1	0	0	0	0
40	251 Excessive heat, scorch burns with no ign		1	0	0	0	0
40	561 Unauthorized burning		1	0	0	0	0
40	651 Smoke scare, odor of smoke		1	0	0	0	0
40	661 EMS call, party transported by non-fire		6	0	0	0	0
40	700 False alarm or false call, other		1	0	0	0	0
	Totals for All Non-Fire in District:		10	0	0	0	0
	Totals for All Incidents in District		11	0	0	0	0
41	113 Cooking fire, confined to container		1	0	0	0	0
	Totals for All Fires in District:		1	0	0	0	0
41	322 Vehicle accident with injuries		2	0	0	0	0
41	440 Electrical wiring/equipment problem, ot		1	0	0	0	0
41	444 Power line down		1	0	0	0	0
41	561 Unauthorized burning		1	0	0	0	0
41	571 Cover assignment, standby, moveup		1	0	0	0	0
41	661 EMS call, party transported by non-fire		6	0	0	0	0
41	700 False alarm or false call, other		2	0	0	0	0
	Totals for All Non-Fire in District:		14	0	0	0	0
	Totals for All Incidents in District		15	0	0	0	0
42	111 Building fire		1	0	0	0	0
	Totals for All Fires in District:		1	0	0	0	0
42	322 Vehicle accident with injuries		2	0	0	0	0
42	561 Unauthorized burning		1	0	0	0	0
42	661 EMS call, party transported by non-fire		2	0	0	0	0
42	736 CO detector activation due to malfuncio		1	0	0	0	0
	Totals for All Non-Fire in District:		6	0	0	0	0
	Totals for All Incidents in District		7	0	0	0	0
Grand Total for All Incidents			33	0	0	0	0

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Attorney’s Report – Atty. Dan Daniluk and Atty. Doug Ross

ATTORNEYS’ REPORT

TO: MR. STEVEN J. GERBERRY, TRUSTEE
 MR. MARVIN MCBRIDE, TRUSTEE
 MR. GIL BLAIR, TRUSTEE
 MR. FRED R. BOBOVNYK, FISCAL OFFICER
 MR. DAVID E. PUGH, TOWNSHIP ADMINISTRATOR

FROM: DANIEL P. DANILUK, ESQ.
 DOUGLAS W. ROSS, ESQ.

DATE: September 6, 2012

Below is an updated summary of all active Township litigation files:

1. **Weathersfield Township v. W. Richard Mattessich**
 The parties have agreed to attend a settlement conference with Anthony Cornicelli.
2. **Christopher Hall, et al. v. Kris W. Hodge**
 On August 24, 2012, a Motion for Summary Judgment was filed on behalf of Patrolman Hodge. On August 28, 2012, Michael Rossi, the Plaintiff’s attorney, filed a motion to withdraw as counsel. A final pretrial is scheduled for October 25, 2012 at 9:45 a.m., and Trial remains scheduled for November 5, 2012 at 9:00 a.m.
3. **Richard Mattessich v. Weathersfield Township, et al.**
 The parties have agreed to attend a settlement conference with Anthony Cornicelli.

If you have any questions or comments regarding this Attorneys’ Report or any pending Township legal matters, please feel free to contact us.

Sincerely,
 Daniel P. Daniluk, Esq.
 Douglas W. Ross, Esq.

New Business:

12-096 Mr. McBride made a motion to approve the consent agenda, which includes
 Consent the following:
 Agenda

- Drawing warrants upon our treasury and paying township bills
- Minutes of the Regular Meeting on August 14, 2012

Mr. Blair seconded the motion.
 Vote: Mr. McBride - yes Mr. Blair - yes Mr. Gerberry – yes
 Motion carried.

12-097 Mr. Blair made a motion to transfer \$30,000 from the General Fund to the
 Transfer Cemetery Fund eff. August 29, 2012.
 Mr. McBride seconded the motion.
 Vote: Mr. Blair - yes Mr. McBride - yes Mr. Gerberry – yes
 Motion carried.

September 11, 2012

12-098
accept rates
from TCA

Mr. McBride made a motion for a resolution accepting the amount and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the Trumbull County Auditor.

Mr. Blair seconded the motion.

Vote: Mr. McBride - yes Mr. Blair - yes Mr. Gerberry – yes

Motion carried.

12-099
RUMA

Mr. McBride made a motion to participate in the shared service of the RUMA Coordinator, with the Trumbull County Engineer’s Office, for the purpose of coordinating, monitoring, and administrating all well related activity on any roads within the Township.

MEMORANDUM OF UNDERSTANDING

COPY

WHEREAS, various Trumbull County entities anticipate a substantial amount of oil and gas exploration activity associated with the Utica and Marcellus Shale plays, as a result it is recognized that additional staffing will be necessary to coordinate, monitor, and administrate permit applications, road maintenance and highway improvements;

WHEREAS, it is recognized that a collaborative regional effort will ensure a cost effective approach to project management and coordination as well as provide for efficient use of public funds;

FURTHERMORE, various Trumbull County entities have requested that the Trumbull County Engineer’s Office assume the leadership position with this endeavor;

THEREFORE, the Trumbull County Engineer’s Office is committed to partnering and taking the leadership role of coordinating, monitoring, and administrating said permit applications, road maintenance and highway improvement activities;

WHEREAS, the Engineer’s Office has calculated the cost associated with funding the position of a RUMA Coordinator as follows:

Wages	(\$21.63/hr.)	\$44,990.40	Annually
Standard Benefit Package		\$27,565.08	Annually
Vehicle Usage		\$5,000.00	Annually
Fuel		\$5,200.00	Annually
Supplies		\$3,000.00	Annually
Miscellaneous		\$1,435.26	Annually
Total Annual Expenses		\$87,190.74	

Trumbull County is proposing a cost participation as follows:

1. Fifty (50%) percent to be incurred by the Trumbull County Engineer: \$43,595.37
2. Remaining fifty (50%) percent to be incurred and shared by participating member communities: \$1,743.81 (Divided by 25 participating community blocks)

In the event of limited participation the member community shall be based upon the actual dollar figure above. The Trumbull County Engineer’s Office will absorb any cost associated with a block wishing not to participate.

1. Fifty (50) percent to be incurred by the Trumbull County Engineer

Based upon the forecasted drilling operations the Trumbull County Engineer’s Office desires to enter into a five (5) year memorandum of understanding with participating communities.

Those communities opting to participate in this collaborative effort will be billed in annual installments that will be payable within forty five (45) days of invoice receipt. This agreement will have an option to renew at the end of said five (5) year term for an additional three (3) year renewal term.

FURTHERMORE, each participating entity agrees to meet on an annual basis at which time the Trumbull County Engineer will provide a detailed statement of actual operating costs for review;

FURTHERMORE, all participating entities reserve the right to opt out of this memorandum of understanding should the invoice cost exceed 10% of the initial estimate;

It is hereby noted that the RUMA Coordinator will act under the authority of the Trumbull County Engineer, but will be responsive to the member communities and will be utilized solely for the purposes relating to the services set forth in this memorandum of understanding.

Should the impacts associated with the drilling operations exceed forecasted predictions; other alternative measures will be brought before the member communities for consideration.

Mr. Blair seconded the motion.

Vote: Mr. McBride - yes Mr. Blair - yes Mr. Gerberry -yes

Motion carried.

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- 12-100 Mr. McBride made a motion to promote Firefighter Michael O’Connell to the promote FF position of Lieutenant for the Weathersfield Township Fire Department, Station 40, M. O’Connell effective September 11, 2012.
Mr. Blair seconded the motion.
Vote: Mr. McBride - yes Mr. Blair– yes Mr. Gerberry - yes
Motion carried.
- 12-101 Mr. Blair made a motion to accept a donation of \$1000 to the Weathersfield Donation to Township Police Dept. from All American USA Taxi. Police Dept. Mr. McBride seconded the motion.
Vote: Mr. Blair – yes Mr. McBride - yes Mr. Gerberry -yes
Motion carried.
- 12-102 Mr. McBride made a motion to hire John P. McIntyre as a part-time Police hire J McIntyre Officer for the Weathersfield Township Police Department effective P/T Officer September 1, 2012.
Mr. Blair seconded the motion.
Vote: Mr. McBride - yes Mr. Blair– yes Mr. Gerberry - yes
Motion carried.
- 12-103 Mr. Blair made a motion to approve the amended Weathersfield Township Canine Policy Police Dept. Canine Policy.

I. POLICY

A. Canine Control

The following will apply when working a Canine:

1. Use caution and discretion in the utilization of canines at all times.
2. Discourage person(s) attempting to pet, touch, or otherwise come into physical contact with the canine at any time.
3. Keep the canine under complete physical control at all times and leashed.
4. When necessary, release the canine, maintaining verbal control to:
 - a. Accomplish training objectives in the training setting;
 - b. Pursue and stop a fleeing forcible felon or person whom the officer has reasonable grounds to believe is about to commit a forcible felony;
 - c. Restrain and/or guard an arrested forcible felon;
 - d. Protect a citizen or police officer from physical attack.
 - e. Searching a building or enclosure to locate hidden suspect(s).
 - f. When searching school buildings with a canine, handlers will use a 4' - 6' lead unless officers' safety is compromised.

B. Crowd Control Utilitization

Crowd control utilizing canines will be done at the direction of the Chief of Police or his designee. This policy also applies to mutual aid requests for crowd control.

C. Mutual Aid Requests

September 11, 2012

The Department will provide services of canine teams to requesting law enforcement agencies as dictated by the situation and the operational needs of the Weathersfield Township Police Department. Request will be directed as follows:

1. Emergency requests for canine team services will be directed to the Captain and will be authorized at his discretion. An "assist other Agency" incident report will be completed for each incident by the canine officer.
2. Requests for future assistance/details will be directed to the Chief/Captain for his approval in writing, at least seven (7) days in advance.

D. Canine Team Appearances

1. Canine teams will be available for public appearance unless precluded by department needs.
2. Requests for such appearances will be directed to the Chief for his approval, in writing, at least seven (7) days in advance.
3. Canine teams will not appear before any group or organization where the team is included in advance publicity of the event or function for the sole purpose of stimulating a ticket selling campaign for private gain.
4. All Canine performances will be coordinated through the Canine officer.

II. ORGANIZATION

The Canine Section is a component of the Operations Division and composed of an appropriate number of officers and canines. The Captain will have the ultimate responsibility of the Canine Section.

A. Captain of Operations will ensure;

1. Appropriate and proper scheduling of canine teams;
 - a. Duty/Watch hours
 - b. Special Assignments
 - c. Training and
 - d. Veterinary Service
2. Maintenance of a current records system;
3. Inspections of all the section's canine related items;
4. Budgeting for the Canine Section;
5. Tasks assigned by the Chief of Police are completed.

B. The Captain or his designee will:

1. Ensure canine teams are scheduled for
 - a. Special assignments;
 - b. Training; and
 - c. Veterinary Services.
2. Ensure a current records system is maintained to include:
 - a. A personnel file on each canine;
 - b. Canine apprehensions;
 - c. Arrests;
 - d. Training, other than that given by the Canine Training Officer, copies of documentation will also be forwarded to the Training and Education Section
 - e. Evaluations;
 - f. Inventory;
 - g. Licensing; and
 - h. Inoculations.
3. Oversee inspection of
 - a. Canine teams;
 - b. Canine vehicles; and
 - c. Kennel areas.
4. Budget for the Canine Section

C. The Canine Handler

1. Review and forward canine reports to the Captain including:
 - a. Apprehension reports;
 - b. Arrest reports;
 - c. Activity cards and summaries; and
 - d. Training documentation.
2. Inspect monthly and report on:

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- a. Canine teams;
 - b. Canine vehicles; and
 - c. Kennel areas.
3. Supervise canine's health requirements.

If neglect or abuse of a canine is discovered, the officer will contact the OIC immediately. The Canine will be taken for veterinary treatment if necessary. If treatment is not required, the canine will be taken to the department kennels for kenneling. Full documentation, including photographs, will be made and a Complaint Report will be initiated

4. Requisition:

- a. Identification and Rabies registration;
- b. Veterinary services;
- c. Equipment; and
- d. Supplies

D. The Canine handler will:

1. Properly care for his canine partner
2. Properly maintain canine Kennel areas and equipment;
3. Allow unscheduled inspections of canines, home kennels, and any equipment

E. The Canine Team will perform watch patrol duties:

1. Foot patrol in the following areas:
 - a. Central business district
 - b. Industrial parks;
 - c. Residential neighborhoods; and
 - d. Shopping centers
2. Supplementary patrol duties:
 - a. Burglary and robbery alarms;
 - b. Felonies in progress;
 - c. Insecure structures, i.e., open door/window;
 - d. Prowlers;
 - e. Suspicious vehicle stops;
 - f. Drug/evidence searches; and
 - g. Lost person/evidence searches
3. Canine demonstrations.
4. Other duties as assigned.

III. ADMINISTRATIVE

A. Canine Standards

Only male un-neutered dogs will be used in the section. Handlers will not use or permit the use of a department canine for stud purposes without the permission of the Chief of Police.

B. Equipment and Supplies

Equipment, materials, and supplies to care for canines and maintain kennel areas will be furnished by and remain the property of the Weathersfield Police Department.

C. Inspections

Inspections of kennels and all other canine equipment will be done on a regular and continual basis by supervisors of the canine section.

D. Canines

1. Kenneling

a. Normal Circumstances

- 1) Canines will be kenneled at the residence of their handler.
- 2) The Canine will be locked in the kennel with a lock provided by the Department. The canine will not run free unless the handler is physically present and in control of the canine.

b. Extraordinary Circumstances

A canine may be kenneled at other appropriate locations with approval of the Canine Supervisor. The handler will submit a written request in advance, or a report as soon as possible, to the Canine Sergeant, stating the reasons for kenneling and the estimated required number of days.

1) Illness or Injury

- a) The ill or incapacitated canine may be kenneled at the handler's residence or veterinarian's clinic as approved.

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b) When the handler is ill or injured, the handler's ability to care for the canine will determine kenneling of the canine. The canine may be housed by other handlers as assigned or housed at an approved veterinary kennel.

2) Authorized time off

When a handler elects to spend his authorized time off away from his residence and the city, the canine will be placed in an assigned kennel unless otherwise approved.

2. Veterinary Services

a. Emergency

1) In an emergency, handlers may take their canine to the Animal Emergency Clinic for treatment. In such emergencies, an attempt to contact the Department veterinarian will be made.

2) After emergency treatment for a canine, a verbal report will be submitted immediately to the OIC followed by a written report with appropriate copies.

b. Scheduled

A veterinarian designated by the Department will provide services. Department canines will be examined according to a schedule established by the veterinarian and any treatment will be governed by his directions.

3. Canine Apprehensions

a. In all incidents where a person has been apprehended by a Department canine, the canine's handler will insure the victim receives prompt medical attention.

b. The handler will forward a written report, including all pertinent facts of the incident to

the Chief/Captain with copies to the Legal Advisor.
The OIC will forward copies to the Chief of Police.

c. Photographs of the person(s) apprehended will be taken by OIC.

d. If the canine bites a suspect, the shot records will be produced as part of the report.

4. Lost Canines

a. When the handler realizes his canine is missing from a kennel or physical control, the handler will:

- 1) Immediately contact the Captain
- 2) Begin a search of the area
- 3) Coordinate efforts of the search with on duty personnel
- 4) Submit a written report to Captain within twenty-four hours of the incident. Copies will be forwarded to the Chief

b. The OIC will:

- 1) Provide personnel to assist in locating the Canine;
- 2) Direct Communications personnel to contact the following personnel in order listed:
 - a) Captain
 - b) Chief of Police
 - c) Legal Advisor

5. Acquisition of Canine Prospects

Canines may be acquired by purchase or donation. Acquisition and evaluation will be done through procedures set by the Administrative Services Division.

6. Reutilization of Department Canines.

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Upon the implementation of any personnel actions which permanently removes a member of the department from the duties as a canine handler, the Canine Supervisor will cause an appropriate evaluation of the members' canine to determine whether the dog should be reassigned or retired from police service.

7. Retirement of Department Canines

Upon the decision to retire a department canine from police service, the canine may be given to its handler or another acceptable person upon approval of the Chief of Police and completion of a Waiver of Liability.

8. Death of a Department Canine.

a. Upon the death of a department canine, the following action will be taken by the assigned handler:

- 1) Immediately notify the Chief and/or Captain of the death.
- 2) Submit a written report to the Chief/Captain.

b. Upon notification the Canine officer will:

- 1) Make arrangements for internment if the immediate cause of death is known, including a headstone for the grave.
- 2) Request that an autopsy be performed prior to internment if the cause of death is unknown.
- 3) Arrange for storage of deceased Canine if autopsy is necessary.
- 4) Make notifications up the Chain of Command to include:
 - a) Captain
 - b) Chief of Police
 - c) Legal Advisor

E. Handlers

1. Duty Hours

- a. Canine teams will be assigned and scheduled in accordance with Department policy. Hours will be flexible to address actual needs.
- b. The last hour of each watch will be scheduled for canine care and kennel maintenance.
- c. Illness/Injury

1) To the canine:

- a) If the affected canine is kenneled at the handler's residence, the last hour of the shift will be scheduled for canine care.
- b) If canine is kenneled with a veterinarian, the handler will work a normal watch.

2) To the handler:

If a handler reports sick, current sick leave policies will apply and the handler will care for canine.

2. Uniforms

Handlers will be provided uniforms as specified by current policy and provisions of the working agreement.

a. In an emergency situation, the OIC may authorize Section personnel to report for duty in non-uniform, but appropriate attire.

b. Personnel will wear suitable clothing for training.

IV. TRAINING

A. Monthly Training

Handlers and Canines will participate in at least one (1) refresher training day per month under the supervision of the canine trainer or his designee who will:

1. Notify Captain in writing, of any problems(s) encountered by the canine team.

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2. Contact the Captain schedule a make-up day for any missed training.

B. Absence from Training

The Captain must give approval for a canine team to miss a scheduled training day.

C. Additional Training

The Canine Training Officer may require any canine and/or handler to attend additional training.

D. Training Day Notification

Timely and prior notice will be given to the Captain at least one (1) month before a scheduled training day.

V. Procedures

A. Canine Team Effectiveness

The effectiveness of a Canine Team at a scene will be enhanced by officers:

1. Protecting the area/scene from contamination;

a. Restrict access by curious onlookers and unnecessary officers to area(s) where Canine Teams are to be used.

b. Control activity, confusion or noise at the area/scene which may distract or excite the canine.

c. Secure the believed trail or search area, unless the lost or wanted individual is in view. The scent if any should be left undisturbed.

d. Secure any evidence, item or material dropped or discarded by a lost or wanted individual, including the surrounding area.

e. Tactfully requesting the owner of a pet to remove it away from the scene/area.

f. When a request for a drug search is made, prior to the canine team's arrival the officer should do the following:

1) Secure the premises by closing the windows if possible.

2) Remove all animals from the premises.

3) Remove people from the vehicle or restrict them to one room in the structure.

g. For a vehicle search, the engine should be shut off but the blower motor should be left on.

2. Maintaining distance from a canine that is working, unless specifically requested by a handler to assist; and

3. Requesting back-up units responding to the scene to be positioned around the perimeter of the incident. The back-up units will seal off the general area to contain an individual so that a Canine Team may track him with a reasonable assumption that the individual has been contained the general area.

B. Canine Team Response

1. A Canine team on patrol need not wait for an express order to respond to Supplementary Patrol as specified in Officer-Canine Team responsibilities of this Procedures Manual. However, the handler will notify Communications personnel that the team is responding and an estimated time of arrival.

Mr. McBride seconded the motion.

Vote: Mr. Blair – yes

Mr. McBride - yes

Mr. Gerberry -yes

Motion carried.

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- 12-104
Canine
w/ Hodge
- Mr. McBride made a motion to accept the canine “Donna” into the Weathersfield Township Police Department Canine Unit. Donna and Officer Hodge have been certified by the Ohio Peace Officer Training Commission, and she successfully completed her 90 day trial period.
Mr. Blair seconded the motion.
Vote: Mr. Blair – yes Mr. McBride - yes Mr. Gerberry -yes
Motion carried.
- 12-105
support
RG Steel
- Mr. Blair made a motion of The Weathersfield Township Board of Trustees offering its support to the salaried employees, union employees, and retirees of the RG Steel facility which is located in the City of Warren and borders our township. It is our hope that the new ownership will work with the employees and retirees to restore production at the RG facility and maintain this valuable asset to our community.
Mr. McBride seconded the motion.
Vote: Mr. Blair – yes Mr. McBride - yes Mr. Gerberry -yes
Motion carried.
- 12-106
Heaton
Initiative
- Mr. McBride made a motion stating that The Weathersfield Township Board of Trustees hereby initiates a program as the Heaton Initiative. This initiative is to be a coordinated effort to restore property values and address quality of life issues in the Heaton neighborhood off of State Route 169 in Weathersfield Township. The purposes of this initiative will include but not be limited to addressing blight in the community, revitalizing the business district along State Route 169, attempting to address septic and drainage issues faced by residents of the neighborhood, and cooperating with other state, county and federal agencies in an effort to find solutions. The trustees acknowledge that some of these issues cannot be resolved immediately, but recognize that many of them will require sustained long term effort.
Mr. Blair seconded the motion.
Vote: Mr. McBride - yes Mr. Blair – yes Mr. Gerberry -yes
Motion carried.
- 12-107
Trick/Treat
- Mr. Blair made a motion to set Trick or Treat hours from 5:00p.m. to 7:00p.m. on Wednesday, October 31, 2012.
Mr. McBride seconded the motion.
Vote: Mr. Blair– yes Mr. McBride - yes Mr. Gerberry - yes
Motion carried.
- 12-108
Exec. In
- Mr. Blair made a motion to go into Executive Session at 8:03 p.m. to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official and to discuss pending litigation.
Mr. McBride seconded the motion.
Vote: Mr. Blair– yes Mr. McBride - yes Mr. Gerberry - yes
Motion carried.
- 12-109
Exec Out
- Mr. McBride made a motion to come out of Executive Session at 11:32 p.m.
Mr. Blair seconded the motion.
Vote: Mr. McBride - yes Mr. Blair – yes Mr. Gerberry -yes
Motion carried.

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12-110 Mr. Blair made a motion to accept on this date the retirement and resignation
D. Pugh of David Pugh from all positions with Weathersfield Township. The
Retirement resignation is effective immediately, but David Pugh will remain an employee
of Weathersfield Township until June 1, 2013 and his last day in the office will
be on January 31, 2013.
Mr. McBride seconded the motion.
Vote: Mr. Blair– yes Mr. McBride - yes Mr. Gerberry - yes
Motion carried.

12-111 Mr. Blair made a motion to adjourn.
Adjourn Mr. Gerberry seconded the motion.
Vote: Mr. Blair – yes Mr. McBride - yes Mr. Gerberry -yes
Motion carried.

Caucus: September 27, 2012 at 8:30 a.m.
Next meeting: October 9, 2012 at 7:00 p.m.

Fred R. Bobovnyk, Fiscal Officer

Steven J. Gerberry, Chairman

Marvin J. McBride, Vice-Chairman

H. Gilson Blair, Trustee