

REORGANIZATIONAL AND REGULAR MEETING AGENDA
BOARD OF LIBERTY TOWNSHIP TRUSTEES January 13, 2025 6:00 p.m.

Pledge of Allegiance

Chairman calls meeting to order.

Roll Call:

Trustee Clebone ___ Present ___ Absent/Excused
Trustee Cizmar ___ Present ___ Absent/Excused
Trustee Stanley ___ Present ___ Absent/Excused

25-01 Motion to appoint Chairperson for 2025 _____.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar ___ yes ___ no
Mr. Stanley ___ yes ___ no
Mr. Clebone ___ yes ___ no

25-02 Motion to appoint Vice Chairperson for 2025 _____.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar ___ yes ___ no
Mr. Stanley ___ yes ___ no
Mr. Clebone ___ yes ___ no

25-03 Motion to adjourn the Reorganizational Meeting and begin the Regular Meeting.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar ___ yes ___ no
Mr. Stanley ___ yes ___ no
Mr. Clebone ___ yes ___ no

Correspondence:

Fiscal Officers Report

Reports:

Administrator’s Report – Mrs. Martha Weirick
Fire Department – Chief Douglas Theobald
Police Department – Chief Toby Meloro
Road Department – Mr. DeWayne Hickman
Zoning Department – Mr. Jim Rodway

25-04 Motion to approve the minutes of the December 20, 2024 regular meeting.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar ___ yes ___ no
Mr. Stanley ___ yes ___ no
Mr. Clebone ___ yes ___ no

Motion passed or failed.

25-05 Motion to approve warrant/eft expenditures for the month of December 2024 in the amount of \$698,231.79 and warrants #26596 through #26689 inclusive and Then and Now purchase orders.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar ___ yes ___ no
Mr. Stanley ___ yes ___ no
Mr. Clebone ___ yes ___ no

Motion passed or failed.

25-06 Motion that the Board of Liberty Township Trustees shall conduct its meetings in full compliance with the Ohio Sunshine Law and accordingly establishes the following rules for the scheduling and notice of all meetings:

REGULAR MEETINGS – The Board of Trustees will hold Regular monthly evening meetings the 2nd Monday of every month, at 6:00 p.m. beginning January 13, 2025 **except** for Monday, October 13, 2025 Columbus Day Holiday that meeting will be moved to Monday, October 6, 2025 at 6:00 p.m.. Starting January 24, 2025 the Board will also hold a second regular meeting, once a month, on a **Thursdays at 8:00 a.m.** Please refer to the below 2025 schedule * or the township website (www.libertytwp.com) for dates and times. **NO REGULAR MEETINGS ARE HELD IN AUGUST.** All meetings will be held at the Township administration building. Notice of the Regular Meetings or changes shall be posted on the Township website. The Township will provide notice of changes to the meeting date or times to the Vindicator, Warren Tribune and any other media that requests the same at least 24 hours in advance of the meeting, except in an emergency in which case the notices shall be given as soon as practicable.

SPECIAL MEETINGS – Notice of special meetings of the Board of Trustees shall be given by posting notice of the meeting on the Township website. Notice of all special meetings shall be given to the Vindicator, Warren Tribune Chronicle and any other newspaper or media that requests the same at least 24 hours in advance of the meeting, except in an emergency in which case the notices shall be given as soon as practicable. Additionally, the Township will provide advance notice of regular or special meetings to anyone who provides the Township with postage pre-paid, self-addressed postcards or email address.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no
Mr. Stanley _____ yes _____ no
Mr. Clebone _____ yes _____ no

Motion passed or failed.

25-07 Motion to set the salaries for the Trustees of Liberty Township for 2025 at the maximum compensation permitted by Ohio Revised Code §505.24(C) Compensation of Trustees, to be paid in equal monthly payments.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no
Mr. Stanley _____ yes _____ no
Mr. Clebone _____ yes _____ no

Motion passed or failed.

25-08 Motion to set the salary for the Fiscal Officer of Liberty Township for 2025 at the maximum compensation permitted by Ohio Revised Code §507.09 Compensation of Fiscal Officer, to be paid in equal monthly payments.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no
Mr. Stanley _____ yes _____ no
Mr. Clebone _____ yes _____ no

Motion passed or failed.

25-09 Motion to renew the appointment of Cherry Lynne Poteet as Township Law Director pursuant to Ohio Revised Code Section 504.15 at a contract rate of \$3,800 per month (no increase), effective January 1, 2025.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Stanley _____ yes _____ no
Mr. Cizmar _____ yes _____ no
Mr. Clebone _____ yes _____ no

Motion passed or failed.

25-10 Motion to authorize membership for the Trustees and Fiscal Officer in the Ohio Township Association, and attendance at the OTA annual Winter Conference in Columbus, and to pay the dues or expenses from the General Fund pursuant to Ohio Revised Code §505.241.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no
Mr. Stanley _____ yes _____ no
Mr. Clebone _____ yes _____ no

Motion passed or failed.

25-11 Motion to reappoint Alan Friedkin to the Liberty Township Zoning Commission term commencing January 1, 2025 and term ending December 31, 2029.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no

Mr. Stanley _____ yes _____ no

Mr. Clebone _____ yes _____ no

Motion passed or failed.

25-12 Motion to reappoint Jeff Mrosko to a five (5) year term on the Liberty Township Zoning Board of Appeals, term commencing January 1st, 2025 and term ending December 31st, 2029.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no

Mr. Stanley _____ yes _____ no

Mr. Clebone _____ yes _____ no

Motion passed or failed.

25-13 Motion to set the compensation for the members of the Township Zoning Commission at \$45 per meeting and Zoning Board of Appeals at \$45 per meeting for 2025, which is the current rate, pursuant to Ohio Revised Code §519.13.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no

Mr. Stanley _____ yes _____ no

Mr. Clebone _____ yes _____ no

Motion passed or failed.

25-14 Motion to set the 2025 mileage reimbursement rate for authorized travel by township officials and employees outside of Liberty Township at \$0.70 cents per mile, which is the maximum rate per mile permitted by the IRS for 2025.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no

Mr. Stanley _____ yes _____ no

Mr. Clebone _____ yes _____ no

Motion passed or failed.

25-15 Motion to acknowledge and authorize township officers and full-time employees and their respective immediate dependents who are not covered by a collective bargaining agreement are entitled to the same rights and coverage under any and all health care insurance policies and programs currently in effect or subsequently procured by the Township in accordance with Ohio Revised Code §505.60 et seq. and to set health insurance premium co-payments for the non-bargaining unit employees rate of fifteen percent (15%) of the monthly premium costs of their enrollment in the township Health Insurance Benefit Program.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no

Mr. Stanley _____ yes _____ no

Mr. Clebone _____ yes _____ no

Motion passed or failed.

25-16 Motion to approve an annual conversion plan pursuant to Section 145.01 of the Ohio Revised Code and Ohio Administrative Code 145-1-26 for Liberty Township for the conversion of vacation time that is accrued, but not used, during the calendar year, defined as January 1 to December 31, 2025. these earnings are earnable salary on which employee and employer contributions shall be remitted to OPERS. See File for complete conversion plan.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no

Mr. Stanley _____ yes _____ no

Mr. Clebone _____ yes _____ no

Motion passed or failed.

25-17 Motion to authorize the Fiscal Officer to prepare and use super blanket certificates for the 2025 fiscal year for the statutorily permitted purposes of: the services of an accountant, architect, attorney at law, physician, professional engineer, construction project manager, consultant, surveyor, or appraiser; fuel oil, gasoline, food items, roadway materials and utilities; purchases exempt from competitive bidding under O.R.C. 125.04 and

any other specific expenditure that is a recurring and reasonably predictable operating expense. Each super blanket certificate must identify the specific line-item appropriation account to which it applies, and an itemized statement of obligations incurred, and expenditures made under each super blanket certificate shall be maintained by the Fiscal Officer. Each super blanket certificate shall be in an amount not to exceed \$25,000.00 with the exception of the hospitalization super blanket certificate which shall be in an amount not to exceed \$100,000.00.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no

Mr. Stanley _____ yes _____ no

Mr. Clebone _____ yes _____ no

Motion passed or failed.

25-18 Motion to request from the Trumbull County Auditor advances on Real Estate Property Taxes, and Personal Property Taxes pursuant to Ohio Revised Code §321.34.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no

Mr. Stanley _____ yes _____ no

Mr. Clebone _____ yes _____ no

Motion passed or failed.

25-19 Motion to authorize payment of expenses for township officials and employees to attend meetings, seminars, workshops, conferences, schools, training or conventions for fiscal year 2025, after a formal request has been processed and approved.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no

Mr. Stanley _____ yes _____ no

Mr. Clebone _____ yes _____ no

Motion passed or failed.

25-20 Motion to authorize the expenditure of township general funds for public community functions to organizations that serve a community purpose and are non-profit under IRS Code 501(c)(3), in an amount not to exceed \$500 per event, upon approval by the Board of Trustees.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no

Mr. Stanley _____ yes _____ no

Mr. Clebone _____ yes _____ no

Motion passed or failed.

25-21 Resolution of intent to sell unneeded, obsolete or unfit for use personal property by internet auction for the calendar year 2025.

A RESOLUTION DECLARING THE INTENT OF LIBERTY TOWNSHIP TO CONDUCT INTERNET AUCTIONS FOR THE SALE OF UNNEEDED, OBSOLETE OR UNFIT PERSONAL PROPERTY OF LIBERTY TOWNSHIP FOR THE CALENDAR YEAR 2025

WHEREAS, Section 505.10 of the Ohio Revised Code permits a board of township trustees to sell personal property, including motor vehicles, road machinery, equipment, tools, or supplies, which is not needed for public use, or is obsolete, or is unfit for the use for which it was acquired; and

WHEREAS, the Board of Township Trustees of Liberty Township, Trumbull County, Ohio has determined that an internet auction is a cost-effective method of disposing of such property; and,

WHEREAS, Section 505.10(D) of the Ohio Revised Code permits a board of township trustees to sell such property by internet auction after adopting a resolution expressing its intent to do so;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Liberty Township, Trumbull County, Ohio, that:

Section 1: Pursuant to Ohio Revised Code Section 505.10(D), the Board of Trustees of Liberty Township hereby expresses its intent to sell personal property, including motor vehicles, road machinery, equipment,

tools, or supplies, which is not needed for public use, or is obsolete, or is unfit for the use for which it was acquired, by internet auction in 2025.

Section 2: The Board of Trustees of Liberty Township hereby will conduct internet auctions through GovDeals, Inc., 100 Capitol Commerce Boulevard, Suite 110, Montgomery, Alabama, 36117 or Knight’s Auction Service, 1330 Seaborn St., Mineral Ridge, Oh 44440.

Section 3: Such internet auctions shall be conducted according to the requirements of R.C. 505.10(D) under the following general terms and conditions:

1. All property will be offered for sale to the public on the www.govdeals.com website for a minimum of ten (10) days, including Saturdays, Sundays and legal holidays;
2. The Township reserves the right to establish a minimum price for any item and to establish other terms and conditions of sale, including but not limited to requirements for pick-up or delivery;
3. Township property auctioned via internet auction shall be sold to the highest qualified bidder at the conclusion of the auction;
4. The highest qualified bidder shall be required to pay in full for the property at the auctioned price plus the stated buyer’s premium and all applicable taxes within five business days from the conclusion of the sale, and to comply with any other conditions or terms of sale;
5. All property is offered for sale “As-Is Where-Is” with Liberty Township making NO warranty, guarantee or representation of any kind, express or implied as to the condition of such property;
6. All vehicles will be sold with a Salvage Title; and
7. The Board of Township Trustees, Liberty Township, Trumbull County, Ohio reserves the right to reject any bids and to withdraw from sale any items listed on its internet auction.

Section 4: In the event that the Township reclaims the auctioned property as a result of the highest qualified bidder’s failure to comply with the terms and conditions stated above or in the event that there are no bidders for the auctioned property who meet the terms and conditions established for the auction, the Township reserves the right, at its sole discretion, to re-auction the property or to dispose of the property without auction, as permitted by R.C. 505.10(B).

Section 5: That after adoption of this Resolution, the Fiscal Officer shall publish, in a newspaper of general circulation in the township, notice of Liberty Township’s intent to sell unneeded, obsolete, or unfit-for-use township personal property by internet auction. The notice shall include a summary of the information provided in this resolution. Information regarding the internet auction shall be published on the Township website and posted at the Township office.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____no
 Mr. Stanley _____ yes _____no
 Mr. Clebone _____ yes _____no

Motion passed or failed.

25-22 Motion to allocate and authorize the Fiscal Officer to deposit into the General Fund, and then transfer each month to the Police Fund immediately upon receipt, all funds received as reimbursement for police overtime and fifty percent of all other funds received by Liberty Township from the Traffic Camera Program, and all funds received as Court fines.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____no
 Mr. Stanley _____ yes _____no
 Mr. Clebone _____ yes _____no

Motion passed or failed.

25-23 Motion to authorize the Fiscal Officer to move money within a fund from one line item to another in cases where funds must be made available before the next trustees meeting.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____no
 Mr. Stanley _____ yes _____no
 Mr. Clebone _____ yes _____no

Motion passed or failed.

25-24 No objection to a liquor permit for Columbiana Foods Inc DBA Giant Eagle 6384, 4700 Belmont Ave., Liberty Township, Youngstown, Oh 44505.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no

Mr. Stanley _____ yes _____ no

Mr. Clebone _____ yes _____ no

Motion passed or failed.

25-25 Motion to hire Brian Gordon as a part time Firefighter/EMT-B at \$20.00 per hour, no benefits, pending pre-employment drug testing and successful background check. First day worked is his hire date.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no

Mr. Stanley _____ yes _____ no

Mr. Clebone _____ yes _____ no

Motion passed or failed.

25-26 Motion to increase temp appropriations in the Drug Law Enforcement line # 2221-210-490-0000 – Other – Supplies and Materials – for replace the Intoximeters for the Police Dept’s use in the amount of \$15,000.00.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no

Mr. Stanley _____ yes _____ no

Mr. Clebone _____ yes _____ no

Motion passed or failed.

25-27 Motion to certify road mileage as of December 31, 2024 at 62.146 and to return the Annual ODOT Mileage Certificate form to the County Engineers Office.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no

Mr. Stanley _____ yes _____ no

Mr. Clebone _____ yes _____ no

Motion passed or failed.

Trustee Remarks:

Motion to adjourn the meeting at _____.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no

Mr. Stanley _____ yes _____ no

Mr. Clebone _____ yes _____ no

Motion passed or failed.

Next regular business meeting is Thursday, January 23, 2025 at 8:00 a.m.

2025 Meeting Calendar

January 1st Closed

January 13th - meeting 6:00 p.m.

January 20th Closed MLK Day

January 23rd – meeting 8:00 a.m.

February 10th – meeting 6:00 p.m.

February 17th Closed Presidents Day

February 20th – meeting 8:00 a.m.

March 10th – meeting 6:00 p.m.

March 20th – meeting 8:00 a.m.

April 14th – meeting 6:00 p.m.

April 24th – meeting 8:00 a.m.

May 12th – meeting 6:00 p.m.

May 22nd – meeting 8:00 a.m.

May 26th Closed Memorial Day

July 4th Closed

July 14th – meeting 6:00 p.m.

July 24th- meeting 8:00 a.m.

August NO Regular Meetings

September 1st Closed Labor Day

September 8th – meeting 6:00 p.m.

September 18th – meeting 8:00 a.m.

October 6th – meeting 6:00 p.m.

October 13th Closed Columbus day

October 23rd – meeting 8:00 a.m.

November 10th - meeting 6:00 p.m.

November 11th Closed Veterans Day

November 20th – meeting 8:00 a.m.

June 9th – meeting 6:00 p.m.
June 18th – meeting 8:00 a.m. (Wednesday)
June 19th Closed Juneteenth

November 27th Closed Thanksgiving

December 8th – meeting 6:00 p.m.
December 18th – meeting 8:00 a.m.
December 25th Closed