

The Board of Liberty Township Trustees met in a Public Meeting at 5:30 p.m. to host the second public hearing for PY 2022 Community Development Block Grant Program, with Julie Green, Director of the Trumbull County Planning Commission and Grant Coordinator Emily Moran.

Ms. Moran explained the grant which would benefit Townsend to Logan West, helping to reduce or eliminate flooding in that area. A low to moderate income survey was conducted with an estimated cost of \$424,000.00 with a 10% local match. Should the township be successful in receiving the grant, new asphalt, pipes, culverts and connection pipes will be include in the grant. Photos and letters of support were discussed. The grant will be submitted on January 25, 2023.

The meeting concluded at 5:54 p.m.

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The Board of Liberty Township Trustees met in Regular Session at the township administration office on Monday, January 9, 2023 at 6:00 p.m. with the following members in attendance, Mr. Arnie Clebone, Mr. Gregory Cizmar and Mr. Devon Stanley, presiding.

23-01 Motion made by Mr. Clebone to appoint Trustee Devon Stanley as Chairperson for 2023.

Motion: Mr. Clebone. Second. Mr. Cizmar.

Roll Call: Mr. Clebone, Yes. Mr. Cizmar, Yes. Mr. Stanley, Yes. Motion carried.

23-02 Motion made by Mr. Stanley to appoint Trustee Greg Cizmar as Vice Chairperson for 2023.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

23-03 Motion to adjourn the Reorganizational Meeting and begin the Regular Meeting.

Motion: Mr. Cizmar. Second: Mr. Stanley.

Roll Call: Mr. Cizmar, Yes. Mr. Stanley, Yes. Mr. Clebone, Yes. Motion carried.

Condolences to the family of William "Mickey" McGuire. Police Captain McGuire proudly served the residents of Liberty Township from 1963 to 1989. May his memory be eternal.

Julie Green, Director, Trumbull County Planning Commission spoke to the Board of Trustees and citizens in attendance on the Youngstown Air Reserve Station (YARS). Ms. Green explained she had been working on a Joint Land Use study with the Department of Defense, completed in 2019 to enhance military and community compatibility that surround the Youngstown ARS. Twenty-six Communities are included in the comprehensive compatibility plan. Two key components needed from the communities are adopting the comprehensive plan (which is in draft phase currently) and zoning changes by end of 2023. For more information, please contact Director Julie Green.

#### Reports:

Fiscal Officer Mr. Matthew Connelly offered the financial report. He reported we spent less than we made last year. This is a very busy time of year closing out last year, preparing W2's/1099's, and preparing next year's permanent budget. The Auditor of state bi-annual audit was concluded a few days ago. Once Mr. Connelly has a chance to review the document with the Board, he will have a complete report next month, but it was a good report.

Administrator Mrs. Martha Weirick thanked everyone involved in the recent Holiday Celebration and especially wanted to thank Ryan Luther for his role as Santa Claus. Exciting things will be happening this upcoming year, new roads and celebrations. Just go to the township website for updates and information.

Fire Chief Douglas Theobald noted the department made the front page of the papers. The Fire Department was the 2<sup>nd</sup> busiest department in Trumbull County exceeding last years runs. In the past four days they ran 80 runs. Trumbull County was awarded a Fire Dept. Grant, of which Chief is applying for \$10,00.00. It's a no match grant. He is also applying for a FEMA grant with a 5% match. He met with the ISO Inspector who said we lowered our score which will benefit the township and residents. Industry wide there are struggles to provide emergency services, Chief explained. He met with a company new to the area who can assist with things like telemedicine or areas where home health visits may be the answer, rather than calling an ambulance.

Police Chief Toby Meloro sends condolences to the family of Mickey McGuire, who passed away. Captain McGuire was the 1<sup>st</sup> Civil Service Police Officer with badge #1. The Chief is sending heartfelt prayers to his family. Chief said the year end report is not completed but will have it finished soon.

Road Superintendent Mr. DeWayne Hickman reported we are in full winter mode now. We have plenty of salt and are maintaining the equipment, he stated. It is pothole season. The department has gone through a large amount of cold mix. Wayne received some complaints about the orange signs still out at last years paving program. Those areas still need additional work, like shoulder berms, before the 2022 paving project can be considered complete, at which time, the contractors will remove the signs. Arnie thanked Wayne for his help with the CDBG Grant despite the fact he was off sick.

Zoning and Code Enforcement Officer Mr. Jim Rodway expressed his appreciation to Police Chief Toby Meloro and his department. Of the six Chiefs Jim has worked with, Toby has shown outstanding leadership and should be commended for his exceptional department. The Senior Loft project is progressing nicely.

A resident spoke on finding two dogs. When contacting the police, she was misinformed regarding the animal shelter's policy. Chief Meloro said he'd speak with her after the meeting to find out more. The dogs were chipped and subsequently returned to the owner.

A resident pointed out we had the American flag on the wrong side of the room and it was corrected.

Several residents were not pleased concerning the maintenance performed by the Road Department along the right of way in front of their homes. Unfortunately, established bushes and vegetation was destroyed when road department workers bush wacked along the right of way, in an effort to maintain the roads longevity. The residents asked when the township planned to clean up their damaged frontages. Trustee Stanly appreciated they had reached out to the Board members and recognized that valued vegetation was eliminated, leaving rubble, even after a truck load of debris was removed. The Board all agreed they would make it right. Because of this occurrence, the townships' goal, moving forward, is to establish a protocol for contacting homeowners when vegetation encroaches onto roadways.

Assistant Director of the Planning Commission, Nick Coggins asked the Board to consider a point person be named regarding the Belmont Enterprise Zone.

23-04 Motion to approve the minutes of the November 14, 2022 Regular Meeting, the December 2, 2022 Regular Meeting, and the December 8, 2022 Special Meeting.

Motion: Mr. Cizmar. Second: Mr. Stanley.

Roll Call: Mr. Cizmar, Yes. Mr. Stanley, Yes. Mr. Clebone, Yes. Motion carried.

23-05 Motion to approve warrant/eft expenditures for the month of November 2022 in the amount of \$1,148,243.99 warrants #24395 through #24639 inclusive and for the month of December 2022 in the amount of \$775,157.11 warrants #24622 through #24749 inclusive and Then and Now purchase orders.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

23-06 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 2<sup>nd</sup> Monday of every month, at **6:00 p.m.** beginning January 9, 2023, except for Monday, October 9, 2023, Columbus Day, which will be moved to Tuesday October 10, 2023. The Board of Trustees will also hold regular weekly meetings on Fridays at 8:30 a.m. (no Friday meeting prior to or following a Monday evening meeting). **NO REGULAR MEETINGS IN AUGUST.** All meetings will be held at the Township administration building unless otherwise advertised. 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.

Motion: Mr. Cizmar. Second: Mr. Stanley.

Roll Call: Mr. Cizmar, Yes. Mr. Stanley, Yes. Mr. Clebone, Yes. Motion carried.

23-07 Motion to set the salaries for the Trustees of Liberty Township for 2023 at the maximum compensation permitted by Ohio Revised Code §505.24(C) Compensation of Trustees, to be paid in equal monthly payments.

Motion: Mr. Cizmar. Second: Mr. Clebone.

Roll Call: Mr. Cizmar, Yes. Mr. Clebone, Yes. Mr. Stanley, Yes. Motion carried.

23-08 Motion to set the salary for the Fiscal Officer of Liberty Township for 2023 at the maximum compensation permitted by Ohio Revised Code §507.09 Compensation of Fiscal Officer, to be paid in equal monthly payments.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

23-09 Motion to renew the appointment of Cherry Lynne Poteet as Township Law Director pursuant to Ohio Revised Code Section 504.15 at the monthly contract rate of \$3,800 per month, effective January 1, 2023.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

23-10 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.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

23-11 Motion to appoint Frank Dirubba to a five (5) year term on the Liberty Township Zoning Board of Appeals and appoint Gary Pontuti to a five (5) year term on the Liberty Township Zoning Commission, terms commencing January 1st, 2023 and term ending December 31st, 2027.

Motion: Mr. Cizmar. Second: Mr. Stanley.

Roll Call: Mr. Cizmar, Yes. Mr. Stanley, Yes. Mr. Clebone, Yes. Motion carried.

23-12 Motion to set the compensation for the members of the Township Zoning Commission and Zoning Board of Appeals at \$45 per meeting for 2023 pursuant to Ohio Revised Code §519.13.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

23-13 Motion to set the 2023 mileage reimbursement rate for authorized travel by township officials and employees outside of Liberty Township at \$0.62.5 cents per mile which is the maximum rate per mile permitted by the IRS for 2023.

Motion: Mr. Cizmar. Second: Mr. Stanley.

Roll Call: Mr. Cizmar, Yes. Mr. Stanley, Yes. Mr. Clebone, Yes. Motion carried.

23-14 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. Note from 12/8/22 Special Meeting: 22-179 The Township to pick up the increase in the insurance premium costs from the first pay in January 2023 through the last pay in September 2023 for all township employees but excluding elected officials.

Motion: Mr. Clebone. Second: Mr. Stanley.

Roll Call: Mr. Clebone, Yes. Mr. Stanley, Yes. Mr. Cizmar, Yes. Motion carried.

23-15 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, 2023. These earnings are earnable salary on which employee and employer contributions shall be remitted to OPERS. See File for complete conversion plan.

Motion: Mr. Clebone. Second: Mr. Stanley.

Roll Call: Mr. Clebone, Yes. Mr. Stanley, Yes. Mr. Cizmar, Yes. Motion carried.

23-16 Motion to authorize the Fiscal Officer to prepare and use super blanket certificates for the 2023 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.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

23-17 Motion to request from the Trumbull County Auditor advances on Real Estate Property Taxes, Personal Property Taxes and Estate Taxes pursuant to Ohio Revised Code §321.34.

Motion: Mr. Cizmar. Second: Mr. Stanley.

Roll Call: Mr. Cizmar, Yes. Mr. Stanley, Yes. Mr. Clebone, Yes. Motion carried.

23-18 Motion to authorize payment of expenses for township officials and employees to attend meetings, seminars, workshops, conferences, schools, training, or conventions for fiscal year 2023, after a formal request has been processed and approved.

Motion: Mr. Cizmar. Second. Mr. Clebone.

Roll Call: Mr. Cizmar, Yes. Mr. Clebone, Yes. Mr. Stanley, Yes. Motion carried.

23-19 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 \$300 per event, upon approval by the Board of Trustees.

Motion: Mr. Cizmar. Second: Mr. Stanley.

Roll Call: Mr. Cizmar, Yes. Mr. Stanley, Yes. Mr. Clebone, Yes. Motion carried.

23-20 Resolution of intent to sell unneeded, obsolete, or unfit for use personal property by internet auction for the calendar year 2023.

**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 2023**

**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 2023.

**Section 2:** The Board of Trustees of Liberty Township hereby will conduct internet auctions through Knights Auction, 1330 Seaborn, Mineral Ridge, Ohio 44440 and GovDeals, Inc., 100 Capitol Commerce Boulevard, Suite 110, Montgomery, Alabama, 36117.

**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](http://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.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

23-21 Motion to allocate and authorize the Fiscal Officer to transfer each month immediately upon receipt, all funds received as reimbursement for police overtime, plus fifty percent of the remaining funds received by Liberty Township from the Traffic Camera Program, to the Police Fund, as well as the Tow Yard at 80%/20%.

Motion: Mr. Cizmar. Second: Mr. Stanley.

Roll Call: Mr. Cizmar, Yes. Mr. Stanley, Yes. Mr. Clebone, Yes. Motion carried.

23-22 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.

Motion: Mr. Clebone. Second: Mr. Cizmar.

Roll Call: Mr. Clebone, Yes. Mr. Cizmar, Yes. Mr. Stanley, Yes. Motion carried.

23-23 Motion to rescind 22-155 to promote Kaitlyn Mason to full time probationary firefighter paramedic and keep her on part time status.

Motion: Mr. Clebone. Second: Mr. Cizmar.

Roll Call: Mr. Clebone, Yes. Mr. Cizmar, Yes. Mr. Stanley, Yes. Motion carried.

23-24 Motion to appoint Anthony Canterino to the Liberty Township Zoning Commission serving out the remainder of Ray Knights term ending 12/2025. We would like to thank Ray Knight for his years of serving on the Zoning Commission.

Motion: Mr. Cizmar. Second: Mr. Stanley.

Roll Call: Mr. Cizmar, Yes. Mr. Stanley, Yes. Mr. Clebone, Yes. Motion carried.

23-25 Motion to verify and accept 62.146 miles as the total 2022 Annual ODOT Miles for Liberty Township and to return form to the County Engineer's Office.

Motion: Mr. Cizmar. Second: Mr. Clebone.

Roll Call: Mr. Cizmar, Yes. Mr. Clebone, Yes. Mr. Stanley, Yes. Motion carried.

23-26 Motion to increase the Temporary Appropriations in the following funds to pay the balance of the 2022 Road Program:

General Fund	\$600,000.00
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Road Fund	\$400,000.00
Drug Law Enforcement	\$16,500.00
ARP Funds	<u>\$40,000.00</u>
	\$1,056,500.00

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

23-27 Motion to promote Robert Shape as a full-time probationary firefighter EMT in accordance with the agreement between the IAFF and Board of Trustees effective January 14, 2023.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

23-28 Motion to approve the following 5 board members for the Volunteer Firefighter Dependents Public Fund: Chief Douglas Theobald, Fiscal Officer Matthew Connelly, Captain Al Rivalsky, Administrator Martha Weirick, and Captain Phil Lucarell.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

Trustee Remarks: Trustee Devon Stanley thanked Julie Green and her team, Nick Coggins, Emily Moran and Kim Biasko for their presentations this evening.

Trustee Arnie Clebone spoke about the ARC Project with regards to a possible uses for the money: Safety Force Wellness Facility, fix up business frontages, and a possible spur off the Lake to River Bike Trail at Liberty Street through the City of Niles.

Motion to enter into Executive Session to review negotiations with the International Association of Firefighters Local #2075 at 7:14 p.m.

Motion: Mr. Cizmar. Second: Mr. Stanley.

Roll Call: Mr. Cizmar, Yes. Mr. Stanley, Yes. Mr. Clebone, Yes. Motion carried.

Motion to leave Executive Session at 7:56 p.m. and resume regular session.

Motion: Mr. Clebone. Second: Mr. Cizmar.

Roll Call: Mr. Clebone, Yes. Mr. Cizmar, Yes. Mr. Stanley, Yes. Motion carried.

23-29 Motion approve the tentative agreement between the Liberty Township Board of Trustees and the International Association of Firefighters Local #2075 and enter into the agreement effective January 1, 2023 through December 31, 2025. Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

23-30 Motion to enter into a Memorandum of Understanding with the IAFF Local #2075 to provisionally promote Ronnie Simone to the position of Lieutenant.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

23-31 Motion to increase Fiscal Officer Assistant Teena Wylie wages by \$.87 cents per hour.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

23-32 Motion to increase Administrative Assistant Maureen Schrecengost wages by \$.50 cents per hour.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

Motion to adjourn the meeting at 8:07 p.m.

Motion: Mr. Cizmar. Second: Mr. Stanley.

Roll Call: Mr. Cizmar, Yes. Mr. Stanley, Yes. Mr. Clebone, Yes. Motion carried.

Next Trustee Regular meeting will be Friday, January 20, 2023 at 8:30 a.m.

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MATTHEW CONNELLY, FISCAL OFFICER

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DEVON STANLEY, CHAIRPERSON