

RECORD OF PROCEEDINGS

For the Weathersfield Township Trustees Regular Meeting

Held on Tuesday, December 18, 2018 at 7:00PM

Call to order: Gil Blair

Pledge: Completed

Prayer: Gil Blair

Roll Call: Marvin J. McBride - Present Steven J. Gerberry - Present
 H. Gilson Blair - Present Fred R. Bobovnyk - Present

Correspondence/Announcements:

- The **Trustees would like to announce that the annual Holiday Tree Lighting Ceremony went very well.**
- **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 13th, 2019.** Please see our social media and website for specific dates and times.
- The **Trustees would like to remind our residents to be sure to have their house numbers clearly displayed on both sides of their mailbox and to have the house numbers clearly displayed on the front of their home.** This helps our safety forces easily identify their location when responding to an emergency at their home.
- The **Trustees would like to announce the new procedures for our Police Department's Spot Check Program.**
- **Trustee Gerberry provided an update on the Township's status on a number of home demolition that were completed this past year** by both the Township and the Trumbull Neighborhood Partnership.

Reports:

- Financial Report – Presented by Fred Bobovnyk
- 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 Sarah Boyarko

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:

18-166 Motion to **approve the consent agenda**, which includes the following:

- **Minutes from the Regular Meeting** Tuesday, November 13, 2018 at 7:00 PM;
- **Minutes from the Special Meeting** Thursday, November 29, 2018 at 7:00 AM;
- **Drawing warrants upon our treasury and paying township bills;** and
- **The Then and Now's pursuant to the list provided by the Fiscal Officer.**

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

RECORD OF PROCEEDINGS

For the Weathersfield Township Trustees Regular Meeting

Held on Tuesday, December 18, 2018 at 7:00PM

- 18-167 Motion to **transfer \$56,151.04 from the General Fund to the Capital Projects Fund** effective October 17, 2018; to **transfer \$1,000.00 from the General Fund to the Capital Projects Fund** effective October 31, 2018; to **transfer \$879.69 from the General Fund to the Capital Projects Fund** effective November 28, 2018; and to **transfer \$8,577.04 from the General Fund to the Capital Projects Fund** effective November 28, 2018

Motion by: Steve Gerberry

Seconded by: Marvin McBride

Vote: Gil Blair - Yes

Steve Gerberry - Yes

Marvin McBride - Yes

Motion Carried

- 18-168 Motion to **establish the following rules for the scheduling and notice of meetings of the board of Trustees for 2019 calendar year.**

REGULAR MEETINGS – The regular monthly meeting of the board of

Trustees will be held on the second Tuesday of each month at 7:00 PM. The board of Trustees will meet for caucus at 8:00 AM on the Thursday two weeks prior to each regular meeting. The Board of Trustees will meet each Thursday at 7:00 AM except on weeks where there is a caucus meeting. All meetings will be held at the Township administration building. Notice of these regular meetings will be posted on the Township bulletin board and website. Any changes to this meeting schedule will be posted on the Township bulletin board and website.

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

Motion by: Marvin McBride

Seconded by: Steve Gerberry

Vote: Gil Blair - Yes

Steve Gerberry - Yes

Marvin McBride - Yes

Motion Carried

- 18-169 Motion to **set the date and time for the board of Trustees Reorganizational** meeting for Tuesday, January 8th, 2018 at 6:30 PM.

Motion by: Steve Gerberry

Seconded by: Marvin McBride

Vote: Gil Blair - Yes

Steve Gerberry - Yes

Marvin McBride - Yes

Motion Carried

- 18-170 Motion to **request an advance on the 2018 Real Estate Property Tax:**

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

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

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

Motion by: Marvin McBride

Seconded by: Steve Gerberry

Vote: Gil Blair - Yes

Steve Gerberry - Yes

Marvin McBride - Yes

Motion Carried

- 18-171 Motion to **request an advance on the 2018 Personal Property Tax:**

RECORD OF PROCEEDINGS

For the Weathersfield Township Trustees Regular Meeting

Held on Tuesday, December 18, 2018 at 7:00PM

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

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

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

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

18-172 Motion to ***request an advance on the 2018 Estate Taxes:***

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

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

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

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

18-173 Motion to ***approve membership in the Ohio Township Association, National Association of Towns and Townships, Trumbull Township Association, Government Finance Officers Association, Ohio Township Administrators Network, NE Ohio Township Association*** for Trustees, Fiscal Officer, Administrator and others as designated by the Board.

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

18-174 Motion to ***approve payment of expenses to attend conferences and other work related events***, on a case by case basis, for the Trustees, Fiscal Officer, Administrator, and others as designated by the Board. Those individuals wishing to attend a conference and other work related events shall receive written approval from the board of Trustees prior to booking the event.

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

18-175 Motion ***to acknowledge and authorize Township officers and full-time employees and their respective dependents who are not covered by a collective bargaining agreement are hereby entitled to the same rights and coverage under any and all insurance policies and insurance programs*** procured and/or administered by the Weathersfield Township Board of Trustees for the benefit of its full-time employees covered by collective bargaining agreements as aforesaid, including the right to reimbursements, to contributions, and to participation in the Medical Expense Reimbursement Plan (MERP).

RECORD OF PROCEEDINGS

For the Weathersfield Township Trustees Regular Meeting

Held on Tuesday, December 18, 2018 at 7:00PM

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

- 18-176 Motion to **set mileage reimbursement rate at the maximum permitted by the IRS for 2019.**

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

- 18-177 Motion to **adopt the Weathersfield Township Trustees salaries** for 2019 to be set at the maximum amount permitted by the ORC Section 505.34 and to be paid in equal monthly payments.

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

- 18-178 Motion to **adopt the Weathersfield Township Fiscal Officer's salary** for 2019 to be set at the maximum amount permitted by the ORC Section 507.09 and to be paid in equal monthly payments.

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

- 18-179 Motion to **donate \$100.00 to the Trumbull Township Association.** The purpose of this donation is to help offset the costs associated with hosting the Trumbull County Delegation at the annual conference in Columbus.

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

- 18-180 Motion **to authorize Township Administrator David Rouan, on behalf of the board of Trustees to apply for the FY19 MARCS Grant through the Ohio Department of Commerce Division of State Fire Marshal's Office. The grant amount is \$50,000.00 and requires no local match.** If this grant is awarded it will cover the cost of 16 portable MARCS radios for our Fire Department. The board of Trustees would like to thank Fire Captain Todd Stitt for all of his work on this grant application.

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

- 18-181 Motion to **authorize David Rouan, Township Administrator, to serve as the Chief Executive Officer; to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Program(s);** and to execute contracts as required for the Township Wide Road Improvements Project; and further to appoint Fred Bobovynk, Fiscal Officer, as the Chief Financial Officer. The total project amount is \$139,061.00 and we hope to complete the work in the fall of 2019.

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

- 18-182 Motion to **certify the amount of \$64,107.00 from the General Fund to be used to pay the local share necessary to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Programs;**

RECORD OF PROCEEDINGS

For the Weathersfield Township Trustees Regular Meeting

Held on Tuesday, December 18, 2018 at 7:00PM

and to direct Fred Bobovynk, Fiscal Officer, to complete and execute the Chief Financial Officer's Certification of Local Funds Letter for the project.

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

- 18-183 Motion to **appoint William Holland to a five (5) year term on the Township Zoning Commission**, term commencing January 1st, 2019 and term ending December 31st, 2023; and to set the Zoning Commission rate of compensation at \$25 per meeting attended for the commission members and for the alternate commission members. The board of Trustees wants to thank David Wehr for his prior service as a Zoning Commission Member.

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

Zoning Commission	
Member	Term Ending
William Henning	December 31 st , 2019
Joe Hendry	December 31 st , 2020
Dave Sylak	December 31 st , 2021
Joe Carl	December 31 st , 2022
William Holland	December 31 st , 2023
Alternate Member	Term Ending
Richard Cross	December 31 st , 2021

- 18-184 Motion to **reappoint Cathy Zapka to a five (5) year term on the board of Zoning Appeals**, term commencing January 1st, 2019 and term ending December 31st, 2023; and to set the board of board of Zoning Appeals rate of compensation at \$25 per meeting attended for the board members and for the alternate board members.

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

Board of Zoning Appeals	
Member	Term Ending
Stephanie Allen	December 31 st , 2019
Rich Harkins	December 31 st , 2020
Eric Gelsomino	December 31 st , 2021
Jamie Bailey	December 31 st , 2022
Cathy Zapka	December 31 st , 2023
Alternate Member	Term Ending
Linda Ference	December 31 st , 2019

- 18-185 Motion to **accept the resignation of Joseph Hendry from the Zoning Commission** effective December 1st, 2018. The ending date on this unexpired term is December 31st, 2020. The board of Trustees wants to thank Joe for his service to the Township and to his community.

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

RECORD OF PROCEEDINGS

For the Weathersfield Township Trustees Regular Meeting

Held on Tuesday, December 18, 2018 at 7:00PM

Zoning Commission	
Member	Term Ending
William Henning	December 31 st , 2019
Vacant	December 31 st , 2020
Dave Sylak	December 31 st , 2021
Joe Carl	December 31 st , 2022
William Holland	December 31 st , 2023
Alternate Member	Term Ending
Richard Cross	December 31 st , 2021

18-186 Motion to **accept the resignation of Linda Ference from the Board of Zoning Appeals** as an alternate member effective December 17th, 2018. The ending date on this unexpired term is December 31st, 2019. The board of Trustees wants to thank Linda for her service to the Township and to her community.

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

Board of Zoning Appeals	
Member	Term Ending
Stephanie Allen	December 31 st , 2019
Rich Harkins	December 31 st , 2020
Eric Gelsomino	December 31 st , 2021
Jamie Bailey	December 31 st , 2022
Kathy Zapka	December 31 st , 2023
Alternate Member	Term Ending
Vacant	December 31 st , 2019

18-187 Motion to **appoint Linda Ference to the unexpired term on the Township Zoning Commission** effective today's date and ending December 31st, 2020. Mrs. Ference has served as an alternate on the Zoning Board Appeals for some time and is an experienced alternate.

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

Zoning Commission	
Member	Term Ending
William Henning	December 31 st , 2019
Linda Ference	December 31 st , 2020
Dave Sylak	December 31 st , 2021
Joe Carl	December 31 st , 2022
William Holland	December 31 st , 2023
Alternate Member	Term Ending
Richard Cross	December 31 st , 2021

18-188 Motion to **authorize Township Administrator David Rouan, on behalf of the board of Trustees, to enter into an agreement with the Regional Chamber, pursuant to the terms and conditions as they are set forth in the agreement, for Economic Development Services, Government Services, and Marketing Services;** the term of the agreement shall be for 12 months, commencing January 1st, 2019; the contract amount will be for \$25,000.00; and this motion is subject to final legal counsel approval of the agreement. The Trustees believe that this investment in our community will help with business retention/expansion/attraction and will assist with our advocacy at the state house regarding important local government issues.

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

RECORD OF PROCEEDINGS

For the Weathersfield Township Trustees Regular Meeting

Held on Tuesday, December 18, 2018 at 7:00PM

- 18-189 Motion **to authorize Township Administrator David Rouan, on behalf of the board of Trustees, to enter into a professional services agreement with Engineering Direct, LLC of Columbiana, Ohio for an amount not to exceed \$20,000.00.** The purpose of the professional engagement is for the preparation of conceptual architectural/engineering plans for a proposed project at the Township Administration Building. The conceptual architectural/engineering plans will then be used for securing design/build proposals for the project. The proposed project consists of an expansion of the highway department maintenance and shop areas; and an expansion of the police department sally port and police garage.

Motion by: Steve Gerberry

Seconded by: Marvin McBride

Vote: Gil Blair - Yes

Steve Gerberry - Yes

Marvin McBride - Yes

Motion Carried

- 18-190 Motion to **authorize Township Administrator David Rouan, on behalf of the board of Trustees, to terminate the court security agreement with the city of Niles.** This agreement was for the purpose of providing court security at the Niles Municipal Court. The reason for the termination of the agreement is due to the lack of part-time police officers to work the detail. The Trustees can reestablish this program if the staffing problem is resolved.

Motion by: Steve Gerberry

Seconded by: Marvin McBride

Vote: Gil Blair - Yes

Steve Gerberry - Yes

Marvin McBride - Yes

Motion Carried

- 18-191 Motion to **provide and pay a uniform allowance of \$400.00 for all part-time police officers within the Police Department and for the custodian, effective November 28th, 2018.**

Motion by: Marvin McBride

Seconded by: Steve Gerberry

Vote: Gil Blair - Yes

Steve Gerberry - Yes

Marvin McBride - Yes

Motion Carried

- 18-192 Motion to **award the bid to purchase 83 complete Self Contained Breathing Apparatus (SCBA's) with snap change fittings, 45 minute cylinders, masks, fit test, and field level training to the lowest and best bidder Finley Fire Equipment of McConnelville, Ohio and to authorize David Rouan, Township Administrator, to execute the necessary documents, on behalf of the board of Trustees, to affect this purchase. The bid amount was \$523,195.00.** The proceeds from the FEMA Assistance to Firefighters Grant EMW-2017-FR-00117 awarded to the Township on September 14th, 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: Steve Gerberry

Seconded by: Marvin McBride

Vote: Gil Blair - Yes

Steve Gerberry - Yes

Marvin McBride - Yes

Motion Carried

- 18-193 Motion to **elect David Rouan and Michael J. Naples, Jr. as Board Members for the 2019 Volunteer Firefighters' Dependents Fund, as administered by the Department of Commerce Division of State Fire Marshal, as the legislative authority appointments; and to acknowledge the election of Fire Chief Ken Boring and Fire Captain Raymond Knepper as the elected Board Members by the Fire Department.** The two legislative authority appointments shall serve a one-year term commencing on January 1st, 2019. The Fiscal Officer is hereby directed to complete and file the 2019 Volunteer Firefighters' Dependents Fund Certificate of Current Assessed Valuation form no later than January 31st, 2019.

Motion by: Marvin McBride

Seconded by: Steve Gerberry

Vote: Gil Blair - Yes

Steve Gerberry - Yes

Marvin McBride - Yes

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For the Weathersfield Township Trustees Regular Meeting

Held on Tuesday, December 18, 2018 at 7:00PM

Motion Carried

18-194 Motion to **appoint Trustee H. Gilson Blair to the Mahoning Valley Sanitary District Advisory Council pursuant to and in accordance with ORC § 6115.104 (A)**. The purpose of the advisory council is to annually review and evaluate the receipts and disbursements of funds by the board of directors of the Mahoning Valley Sanitary District (aka Meander Water) from the preceding calendar year; and to review, evaluate, and make recommendations to the board of directors regarding operation, polices, programs, and improvements of the district. The Fiscal Officer is hereby directed to file certified copies of this resolution with the board of directors of the Mahoning Valley Sanitary District (aka Meander Water) and with the Trumbull County Clerk of Courts.

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

18-195 Motion to accept **the resignation of part-time police officer Todd Zickefoose** effective December 31st, 2018. Todd accepted a full-time probation officer position with the Niles Municipal Court. We would like to thank Todd for his service to our police department and to our community.

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

Public Comments:

Open Comments

Next Meetings:

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

Next Caucus: Thursday, January 3, 2019 at 8:00 AM.

Next Meeting: Reorganizational Meeting: Tuesday, January 8, 2019 at 6:30 PM
Regular Meeting: Tuesday, January 8, 2019 at 7:00 PM
The Trustees open forum begins at 6:15 PM.

Adjournment:

18-196 Motion to **adjourn the meeting**.

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

Fred Bobovynk, Fiscal Officer

H. Gilson Blair, Trustee

Steven J. Gerberry,
Trustee

Marvin J. McBride, Trustee