

The Regular Board of Trustees Meeting, Tuesday, October 21, 2014, was called to order at approximately 7:00 PM by Chairman Weimer. After the Pledge of Allegiance roll call was taken. Chairman Weimer, Trustee Campbell, Trustee Tomaino, Fiscal Officer Schulz, Fire Chief Harold Maynard, Police Chief Schaeffer, Road & Cemetery Coordinator Lloyd, Zoning Inspector, Kurilla, and Administrative Assistance Ms. Balsinger were present.

**Mr. Weimer moved to approve the minutes from our Regular meeting, 9/16/14 and Special Meeting, 10/14/14, 10-21-14-01,** seconded by Trustee Campbell and passed with 3 ayes.

Fiscal Officer Schulz gave the financial report through September 30, 2014 - Total Fund Balances available for Milton Township are \$1,478,641.86. The General Fund balance is \$454,908.88. The Fiscal Officer asked for approval of payments by Warrants #27788 through #27820 and EFT #396 thru #454 totaling \$54,001.76. Revenue status received to date \$852,484.54 (84%). Also, there were five supplemental appropriations. Ms. Schulz reported that the total Appropriations budgeted for the year 2014 is \$1,130,230.77 and total expenditures for the year were \$681,064.33. Ms. Schulz also reported all departments are within their budget.

Fiscal Officer also noted that all department heads and Trustees have received their appropriations and expenditure reports.

**Mr. Campbell moved to accept the financial report as submitted by the Fiscal Officer and approve payments of Warrants # 27788-27820 & EFT's #396-454 totaling \$54,001.76, and approved five supplemental appropriations, see attached list, 10-21-14-02,** seconded by Trustee Tomaino and passed with 3 ayes.

**DEPARTMENT REPORTS**

**ROAD & CEMETERY DEPARTMENTS:**

**Road Department:**

1. All of Milton Newton has now been paved. Many thanks to Mr. Higgins of Milton Newton Road and Mr. John Gillespie of Mahoning County. They turned in the appropriate paperwork and got the road paved.
2. The storage building behind the Fire Department has been enclosed and a curtain installed, all is ready for the arrival of the approved quota of salt from the State. Township is able to accommodate 80 tons rather than the previous 25 tons.
3. We have completed the mechanical work on some of Road Department equipment and the police cruisers.

**Cemeteries Report**

1. There was one funeral this past month.
2. Cemetery personnel has gone through both cemeteries and cleaned out all the old decorations and flowers, which is the normal procedure, this was completed by the 15<sup>th</sup> of October.
3. All current foundations have been installed. Any new foundations will be installed in the spring of 2015 as weather permits.

**Recycling Report**

1. The Green Team has changed the process of collection to a single stream style which means everything goes into one bin, but please do not put everything in a large plastic bags. Their new machine will separate all recycled items, but the plastic bags will get tangled in the equipment.

### **Record Retention:**

1. Lisa Balsinger reported that she and Fiscal Officer will begin sorting through records in her basement. Fiscal Officer Schulz will review the more challenging boxes. Ms. Balsinger requested to move the Records to Community Building from the Fire Station until spring when the Community Building is used more often.
2. Record Retention meeting will be Nov. 10<sup>th</sup> at 11:00 AM at the Town Hall for the Trustees and the Committee.
3. Ms. Balsinger will provide the State Historical with first option of anything that they would like to keep, and then the local Historical Society will be permitted to keep any other documents not required by the Township to keep in permanent record storage.

### **FIRE DEPARTMENT:**

Chief Maynard reported August had a total of 38 calls. 14 in Craig Beach, 21 in Milton Township and 3 others. Calls were – 2 structure fires, 7 accidents, 20 medical, 1 car fire, 3 mutual aid, 4 burning complaint, 1 alarm activation, and 6 medical transports by Milton Fire Department. 357 total calls to date this year.

1. All bills were submitted to Fiscal Officer for payment.
2. Open House was September 13<sup>th</sup>, with a good turn-out. Many individuals had a good time viewing the equipment and touring the fire station. Many of the fire fighters attended and were able to inform the public on what the department does and the equipment. Chief Maynard submitted all bills to FEMA for reimbursement through the grant the department received.
3. Fire Department would like to purchase safety vests for every seating position on each apparatus. With the events lately, it is important to be visible when outside the truck and when working in traffic.
4. The Department recently had an issue with their heart monitor failing. It has been sent out for an estimate for repair, it was insured for over \$12,000.00. The Department borrowed a spare unit from Edinburg Township Fire Department. Edinburg is replacing some of their units with new and Chief Maynard requested permission to make an offer on the used units; he proposes to offer them \$2,000 for 2 units. Chief has completed some research on these units and this is below fair market value. The Life Pack#15 new is approximately \$30,000.00.
5. Department would like to dispose of the old boat. Chief suggested scrapping the old boat and trailer and save the motor to sell this spring it is a 200HP outboard. We have already removed all emergency equipment for use on the new boat.
6. The pump testing was completed on the trucks 551, 556 and 557 on Tuesday, October 14, 2014.
7. Chief Maynard completed three fire inspections over the past weeks and reported to Trustees. His findings will be outlined and letters describing those findings will be sent to the business owners giving them a reasonable amount of time to make the necessary improvements.
8. The fire fighters have completed the first responder class; they still need to take the State mandated test which will be \$65 per student. Chief will purchase test vouchers for them to take the test.
9. Fire Department will participate in Trick or Treat in both Milton Township and Craig Beach Village which is 5:00 – 7:00 on Saturday. St. Catherine's has decided to have a bon fire the same evening, so the Department will need to be there also.
10. Chief Maynard received applications for two new fire fighters, William George who is a Fire Fighter1 and EMT and Fire Inspector and currently serves on Newton Falls Fire Department. He is relocating and has applied to Milton Fire Department. Kenneth Oles who lives in the community has shown an interest in joining the department, has no training, but is willing to attend fire school to become certified. Last month Michael Holt's application was accepted upon his resignation from Newton Falls. He has relocated back to this area; his resignation was accepted by Newton Falls at their meeting tonight so he will be sent for drug testing.
11. Chief would like to get estimates to enclose the air conditioners and generator behind the fire station, with the theft of air conditioners for scrap we need to make the Township equipment less accessible. Chief will look into pricing for vinyl or chain link fencing.

**Mr. Weimer moved to accept the applications for two new fire fighters, Kenneth Oles and William J. George, Sr., 10-21-14-03,** seconded by Trustee Tomaino and passed with 3 ayes.

**Mr. Campbell moved to approve the \$65 per student to pay for first responder classes, 10-21-14-04,** seconded by Trustee Tomaino and passed with 3 ayes.

**Mr. Campbell moved to approve the payment of \$2,000 to purchase two heart monitors from Edinburg Fire Department, 10-21-14-05,** seconded by Trustee Tomaino and passed with 3 ayes.

12. Chief Maynard was asked by Trustee Tomaino to put together a history of the Fire Department. A three page detailed outline was submitted.
13. Chief also offered documentation on why the levy was needed and an outline of the reasons to vote for the 1 Mill 4 Year levy.

**POLICE DEPARTMENT:**

Chief Schaeffer provided the following: (See attached). There were 254 calls for service for the month of September. 7 suspicious person/vehicles, 42 traffic citations, 7 traffic crashes, 21 investigations; 135 traffic stops, 4 suspicious person, 3 medical calls, 6 disturbances (fight), 19 cover all calls, B&E & burglaries 11, 2 assists for the fire department, 2 arrests, 2 juvenile calls, 82 traffic warnings, 2 lock outs, and 20 alarm drops.

1. Chief commended Officer Rob Elston for doing an excellent job over the weekend responding to a burglary at a residents where males were loading property and items into garbage bags. Also, Officer Hyshaw is following up with interviews of the suspects. The department responded to a burglary this morning at the corner of Canyon & Ellsworth.
2. The off sight backup of Police Department records was completed this morning and will be done daily. The cost is \$75 per month.
3. The Department is experiencing a rash of breakdown of equipment in the cruisers. New cable has been ordered for cruiser 504, which is not working properly. All cruisers will need to have cameras uninstalled & then reinstalled.
4. Chief will send an email for officers not to remove the adapters and to stop using chargers for cell phones, and to utilize the 16 hours off duty to charge their phones before they get to work.
5. Chief Schaeffer reported the receipt of \$4,800 Manpower Grant. There will be an audit for the grant monies received in 2014. Officer Crum also applied for a Cop Grant for 3 years and will apply for another equipment grant as well. We will also be receiving the SRO Grant to utilize the officer for three months in the summer.
6. In June 2015, Mahoning / Trumbull / Columbiana Counties are hosting police & fire games which include 35 events. The majority of the events will be held at YSU, while some events such as biking and skeet shooting held in the suburbs. The events will last approximately one week and involve the tri-county area.
7. Chief received a notice for law enforcement training for 2015. Some training has been cut due to manpower, so one training event may need to be cancelled. Some may be caught up in the fall, but there are monthly training sessions still going on, whether it is hands on or computer.
8. Trustee Campbell recommended a back-up plan to purchase inexpensive cameras for \$60 a unit that would run for a 24-hour period. Chief offered to look into them.
9. Chief will need to prepare the qualifications required for the new applicants for the Cops Grant.

**ZONING:**

Zoning Inspector Kurilla submitted his September 2014 report.

Estimated Valuation for Month of September	\$ 2,400.00
Estimated Valuation to Date of year 2014	3,355,100.00
Total Amount of permit Fees for the Month of Sept.-1 permit	11.00
Total Amount of Receipts to Date for Year 2014	<b>18,142.00</b>

1. Mr. Kurilla referred to an article in the Vindicator regarding the county Land Bank project.
  2. Mr. Kurilla provided an update on the Wolsonovich case. Attorney Finamore explained that Mr. Wolsonovich is submitting a consent decree, which means he admits to the zoning violations. Mr. Kurilla was asked to prepare a punch list of the specific violations on the property, giving him 60-90 days to complete and correct them. If he fails to do so, the court may fine him or place him in jail for failure to complete.
  3. Mr. Kurilla received an email Thursday, Oct. 16, 2014, from Dana Bates submitting his resignation of his position on the Milton Township Zoning Appeals Board. He and his wife have established a temporary residence outside of Milton Township. Mr. Kurilla stated that there is not much taking place now through the end of the year so he felt there was no need to replace Mr. Bates at this time since there is an alternate on the committee.
- Mr. Weimer moved to accept the resignation letter from Dana Bates from Milton Township Zoning Appeals Board 10-21-14-06,** seconded by Trustee Campbell and passed with 3 ayes.
4. Still working with GIS Mahoning County – this is a sizable undertaking to change all the lake front lots. This will make for a good project for fall and winter as modifications are made.
  5. Trustees will be receiving a request to hold a Public Hearing for zone changes by the Zoning Commission in November. Chairman will get with Fiscal Officer to set up meeting.

**CORRESPONDENCE:**

1. Tina Chinchic an Associate from mark Finamore’s office will be representing him or providing any assistance necessary in his absence.
2. Thank you note from Lake Milton Historical Society for using the Town Hall as a meeting room. As well as storage for their pictures and other artifacts.
3. Mahoning County District BOH has achieved national accreditation by the Public Health Accreditation Board (PHAB). An invitation to an open house to celebrate their achievement.
4. Fiscal Office passed the Snow Patrol Policy on to the Road Department. Trustee Campbell attended the Mahoning County Engineer’s meeting to obtain Snow Patrol Policy 2014-2015 from Patrick Ginnetti. It addresses the priority roads, in order, of plowing and salt application.
5. All Members received the Elective Township Events and How They Operate to use as an example of how to host these events in Milton Township.
6. Regional Chamber regarding economic development activity and the services of the Chamber.

**OLD BUSINESS**

1. Lisa Balsinger has already given her report on Record Retention.
2. Agreement for fire protection between Milton Township and Craig Beach VFC. Attorney Chip Compstock sent a letter to Craig Beach and they had until the end of October to respond.
3. ODOT Salt Contract – We are in on the contract for \$105.46/ton. We have ordered 100 ton. Waiting to learn when delivery will be made.
4. Cell Phone & Driving Policy revisions. Fiscal Officer reported we did get a response from the Prosecutor’s office. The Prosecutor’s office provided Boardman and Austintown’s policies which have all been approved and are in accordance with ORC. Chief Schaeffer and Chief Maynard will review and apply where applicable. All departments need to be reviewed and revised. It was stressed to disallow pictures of scenes of accidents to be taken with cell phones for public distribution.
5. Trash Removal Contract for Township. Fiscal Officer received a call from Prosecutor’s office, who is working on this project. Attorney Gaglione will continue to look into this.

**NEW BUSINESS:**

1. Trick or Treat is scheduled for Saturday, November 1, 2014 from 5:00 – 7:00 which also coincides with Jackson and Craig Beach.

2. Off Duty Policy for police officers – Fiscal Officer stated it has been submitted to Chief Schaeffer. Both communities around Milton Township have policies that would apply. They are working and will highlight and submit for approval.
3. Annual Records Retention Committee meeting will be Monday, Nov. 10<sup>th</sup> at 11:00.
4. Shop with safety forces will be administered this year by Lisa Balsinger. This year’s focus will be on all groups in the community including the elderly, and not just the children.

**Reminders:**

1. Next Milton Township Board Meeting will be Monday, November 3, 2014 at 2:00 PM at Township Hall due to scheduling conflicts.

**Public Comments:**

Margie Bretschneider residing at 16610 Lincoln Avenue. Thanked Kevan Lloyd for installing the 10 mile per hour speed limit sign and the road looks good.

**At approximately 8:15 PM Mr. Weimer moved to go to into executive session to discuss employment and discipline of a public employee, 10-21-14-07,** seconded by Trustee Campbell, and passed with 3 ayes.

**At approximately 9:15 PM Chairman Weimer moved to come out of executive session, 10-21-14-08,** seconded by Trustee Campbell and passed with 3 ayes.

**Mr. Campbell moved to authorize Harold Maynard to buy special safety equipment up to \$1,500.00, 10-21-14-09,** seconded by Trustee Tomaino, and passed with 3 ayes.

**Chairman Weimer moved to file disciplinary charges against Officer Michael Saltsman, pursuant to Ohio Revised Code Sections, 505.491-505.495 as detailed in the written charges, 10-21-14-10;** seconded by Trustee Campbell, and passed with 3 ayes.

**Chairman Weimer moved that the Trustees pursuant to ORC 505.494 and 505.495 under the signature of the Chair of the Board of Trustees pass a resolution for the issuance of subpoenas or compulsory process to compel attendance of persons and the production of books or papers before it and for the payment of witness fees and witness mileage for the disciplinary charges against Officer Saltsman, 10-21-14-11,** seconded by Trustee Campbell and passed with 3 ayes.

**Chairman Weimer moved that the Township Trustees direct the Township Fiscal Officer to provide written notification of the charges against Officer Michael Saltsman pursuant to ORC Section 505.491, 10-21-14-12,** seconded by Trustee Campbell, and passed with 3 ayes.

**Chairman Weimer moved that pending the proceedings under ORC 505.491 and 505.492 that the Township Trustees place Officer Michael Saltsman on unpaid suspension, pursuant to ORC 505.493 for a period of 15 days until the charges can be heard at the next regular meeting of the Board of Trustees which will be held on Nov. 3, 2014 at 2:00 PM at the Town Hall 10-21-14-13,** seconded by Trustee Campbell, and passed with 3 ayes.

**Mr. Weimer moved to adjourn at 10-21-14-14,** seconded by Trustee Tomaino and passed with 3 ayes

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Date 12/09/2014