

The Regular Board of Trustees Meeting, Tuesday, March 20, 2018, was called to order at approximately 7:00 PM by Chairman Weimer, at the Town Hall. After the Pledge of Allegiance roll call was taken. Chairman Weimer, Trustee Tomaino, Trustee Campbell, Fiscal Officer Balsinger, Fire Chief Maynard, Police Chief VanDyke, Zoning Inspector Kurilla, Road & Cemetery David Dunn, Sr., Administrative Assistant Nicole Phillips were all present.

**Trustee Weimer moved to approve the minutes from Regular Meeting of February 06, 2018, 03-20-18-01,** seconded by Trustee Campbell and passed with 3 ayes.

Fiscal Officer Balsinger gave the financial report through February 28, 2018 - Total Fund Balances available for Milton Township are \$2,023,053.12 The General Fund balance is \$430,440.87, which represents approximately 21% of all funds available. The Fiscal Officer asked for approval of payments by Warrants #29912 through #29957 and EFT #39 thru #102 totaling \$100,868.63. Receipts to date are \$154,657.06 as of February 28, 2018. YTD Expenditure \$154,848.41. Ms. Balsinger also reported all departments are within their budgets and received their departmental reports. Fiscal Officer Balsinger also reported that we received the OCJS desk Audit Summary of Review on the radio and equipment grant. We passed audit and a comment was made on grant documents being in excellent and well organized condition.

**Trustee Campbell moved to approve the financial report, and to approve the payments by Warrants #29912 through #29957 and EFT #39 thru #102 totaling \$100,868.63, 03-20-18-02,** seconded by Trustee Tomaino and passed with 3 ayes.

**DEPARTMENT REPORTS**

**ROAD & CEMETERY DEPARTMENTS:**

**Road Report:**

1. There were flooding issues on Heston Drive, Driftwood Street, Milton and Parkview. Two driveway culverts were reset due to the flooding.
2. Catch basin on Forest has been damaged by big trucks making deliveries to the new house being built; repairs to the basin will be made when weather breaks.
3. The estimate on Parkview had to be re-estimated due to flooding issues. The total cost now is \$7,300 from Bisirri Inc.
4. Dave received a less expensive quote for repairs that need done on the big dump truck from Country Side Truck Service.
5. The Road Department has patched some pot holes, they have been waiting on Tri County Asphalt to make more patch, and the plant has been shut down temporarily. They expect to start making patch next week.
6. Dave received three proposals for mowing for this year and the least expensive is Cross Brothers Landscaping, LLC
7. Dave reports that they have also completed some work on Police, Fire and Road vehicles.

**Trustee Campbell moved to approve using Cross Brothers Landscaping for 26 mowing's this summer at \$12,038 for the season, 03-20-18-03,** seconded by Trustee Weimer and passed with 3 ayes.

**Chairman Weimer moved to approve the updated estimate for the Parkview project of \$7,300 and Milton will provide the backfill, 03-20-18-04,** seconded by Trustee Campbell and passed with 3 ayes.

**Chairman Weimer moved to use Country Side Truck Service to complete the repairs to the large dump truck, 03-20-18-05,** seconded by Trustee Tomaino and passed with 3 ayes.

**Cemetery Report:**

1. Two burials for the past month.
2. More gravesite plots have been sold.
3. Tree came down in Eckis, no damage was done.

**Recycling:**

1. Cleaned up Mill Road and Duck Creek Road at the County Line with North Jacksons Help.

**FIRE DEPARTMENT:**

Chief Maynard reported February had a total of 21 calls. 20 in Milton Township and 1 other. Calls were – 1 structure fire, 2 accidents, 11 medical, 0 grass fires, 0 carbon monoxide, 3 trees/wires down, 0 car fire, 0 water emergency/rescue, 1 mutual aid, 0 burning complaints, 1 alarm activations, 0 gas leak and 2 other. 60 total calls for 2018. Total Medical Transports in February by MFD – 7. Chief reports Medical Transport by Milton Fire 50%

1. All bills have been submitted for payment to the Fiscal Officer.
2. Fire participated in the American Cancer Polar Plunge. They had about 100 people take the plunge and raised about \$12,000.
3. Chief is working on their Mutual Aid call list to make sure we are receiving the quickest response from other departments in a time of need.
4. Also working on a training schedule for the remainder of 2018.
5. Chief attended the safety meeting with the school administration, police officials and neighboring fire officials. There was a good exchange of ideas and possible training to be offered in the future to better prepare if any school emergency. Chief also discussed the fire departments from Milton and Jackson touring the school during training to better prepare us if needed at the school. A draft was submitted for Fire protocol.
6. Chief would like to do some minor remodeling in the station. They want to move gear lockers into the current tool room, construct a wall with a door to keep the exhaust and other issues that have been identified as hazardous to fire fighters. This should be done with very little cost.
7. Chief is still working with multiple companies to get additional information on the air pack and cost involved. Chief will provide a separate report with his findings.
8. Chief Maynard is submitting the resignation of Ryan Woolweaver.
9. Fire Department is still having problems with internet service. Chief will need to contact Spectrum to try and resolve this issue.
10. Palmyra Fire has a stair chair that they replaced from a grant, the item replaced is much better than the one we are currently using and also safer. Chief Maynard would like to make a bid of \$100 for this unit and replace the unit they are using now.
11. Received the form from the board of Election for use of the fire station. Chief will complete the form and submit.
12. Chief is requesting some follow up on NE River Road (Dutchess). The front of the building is collapsing and nothing has been done since the fire. The second home is on Mahoning Avenue, Porter Property. The front porch and roof are in risk of collapse and is littered with trash. Finally the house next to Moss Property on Mahoning Ave, this home has 8-10 cars in the yard or behind the house with trash and large piles of debris throughout the property.
13. Chief Maynard would like to thank Police Chief Van Dyke for his assistance on the structure fire at 905 Overlook. This was a difficult call.
14. The Fire Department purchased and donated two new AED's to the Police Department and the Police Chief is planning for training in proper use of the units.
15. A 2013 Jeep Wrangler was found at Goddard Motors with 16,000 miles and an asking price of just under \$21,585, requesting to purchase.

**Trustee Tomaino moved to accept the resignation of Ryan Woolweaver as firefighter, 03-20-18-06,** seconded by Trustee Weimer and passed with 3 ayes.

**Trustee Tomaino moved to approve the purchase of stair chair from Palmyra Fire with an offer of \$100, 03-20-18-07,** seconded by Trustee Weimer and passed with 3 ayes.

**Trustee Campbell moved to purchase and pull a purchase order for the 2013 Jeep from Goddard Motor for just under \$21,585, 03-20-18-08,** seconded by Trustee Tomaino and passed with 3 ayes.

Trustees discussed with Zoning inspector Kurilla the three properties Chief Maynard is requesting follow up on, Mr. Kurilla ask Chief to compose letters on each property and submit to him. Mr. Kurilla will follow up and move the trustees at the next regular meeting for a motion regarding blighted issues and demolition.

Chief did submit a separate report on the air packs. Trustees said this will need to go to bid. Chief Maynard will work with the prosecutor's office to have bid wording properly drafted.

**POLICE DEPARTMENT:**

Total calls for service February 2018 for Milton Township Police. Department responded to approximately 151 calls for service. Investigations 2, alarms 9, accidents 4. Traffic stops / 27 warnings, 183 security checks, 29 mutual aid calls.

Chief Van Dyke reports two new full time officers, Thaxton and Shonce and reserve officer Cordell have joined out department.

505 both struts have been replaced approximate cost \$566.

Police have received two OCJS grants, Jag manpower for \$15,339.51 plus match and JAG-LE cruiser equipment for \$8,260 plus match. Both grants are contingent on funding approval from the federal government.

Chief is asking board to make decisions on grant funding for SRO position renewal or apply for the COPS grant that would prevent an officer from being laid off. The trustees do not want to renew the SRO grant. They would like to apply for the COPS grant.

Chief is requesting permission to attend the Annual Police Chief Conference on April 19 for \$630 to include lodging and meals.

Chief submitted pricing on 2018 Tahoe Police Cruiser. Tim Lally will add a 3% convenience fee to transport to Halls to install equipment.

Police policies number 100-103, 200, 300, 302-307, 310-312, 314, 316, 400-402, 409, 410, 415, 420-424, 426, 432, 500-502, 504-507, 600, 605, 700 and 701 submitted for approval.

On submitted policy number 700 a change on reimbursement to personal property. The township will only reimburse for a deductible on insurance covering the personal property that is damaged.

**Trustee Tomaino moved to accept new police policies submitted with a change to policy 700 regarding claims for personal property, 03-20-18-09,** seconded by Trustee Campbell and passed with 3 ayes.

**Trustee Tomaino moved to continue overtime pay in April for weekends to cover open shifts, 03-20-18-10,** seconded by Trustee Weimer and passed with 3 ayes.

**Trustee Tomaino moved to pay for Annual Police Chief Conference on April 19<sup>th</sup> for \$630 to include lodging and meals, 03-20-18-11,** seconded by Trustee Campbell and passed with 3 ayes.

**Trustee Tomaino moved to purchase and pull the necessary purchase orders for the 2018 Tahoe from Tim Lally Ford for approximately \$36,500 and equipment from Halls Safety approximately \$11,000, 03-20-18-12,** seconded by Trustee Campbell and passed with 3 ayes.

#### **ZONING:**

Zoning Inspector Kurilla reported five permits issued for the month of February. Permit # 2046 for fence. Estimated valuation for the month of February \$591,500 - Estimate valuation to date of year 2018, \$620,000, Total amount of permit fees for the month of February \$2,677 -Total amount of receipts to YTD 2018 \$3,327.

Mr. Kurilla reported that he received notice the Heckerman case has been dismissed. He also is asking for a motion to waive the zoning permit fees for the Township garage being built for road department equipment.

**Trustee Campbell moved to wave the permit fees for the Township new equipment garage, 03-20-18-13,** seconded by Trustee Tomaino and passed with 3 ayes.

#### **CORRESPONDENCE**

1. Information from Mahoning Valley Historical Society on 2018 Historic Preservation Awards Program
2. A resident on 2051 Mahoning Road sent a thank you to the Road Department on their conscientious and hard work.

#### **OLD BUSINESS**

1. Received a good report back on driving records for the township.
2. Jeep covered under fire report.
3. Trustees are going to get building supply kit with insulation from Carter Lumber and use Byler Construction for labor to build the new equipment garage.

**Trustee Campbell moved to approve the purchase of materials to build the new equipment garage from Carter Lumber and pull a purchase order in the amount of \$12,000 and approved the cost of labor from Byler Construction in the amount of \$4,600, 03-20-18-14,** seconded by Trustee Tomaino and passed with 3 ayes.

4. Cruiser and April overtime is covered under police report.
5. Catch Basin project covered under road report.

#### **NEW BUSINESS:**

1. Approve Permanent appropriations – Fiscal Officer Balsinger submitted Permanent Appropriations totaling \$1,185,944.49 for approval.

**Trustee Weimer moved to approve the permanent appropriations presented by Fiscal Officer Balsinger in the amount of \$1,394,103.46, 03-20-18-15,** seconded by Trustee Campbell, and passed with 3 ayes.

**Trustee Weimer moved to pay and have a survey done on Republic Ave, 03-20-18-16,** seconded by Trustee Campbell and passed with 3 ayes.

**Chairman Weimer moved to approve the renewal of provident acc & health policy for fire for 3 years at a cost of \$9,373.00, 03-20-18-17,** seconded by Trustee Campbell and passed with 3 ayes.

**Trustee Tomaino moved to approve the use of Global Fleet Gas cards through US Banks, 03-20-18-18,** seconded by Trustee Campbell and passed with 3 ayes.

**Chairman Weimer moved to accept quote and renew OTA group retro rating with Careworks, 03-20-18-19,** seconded by Trustee Campbell and passed with 3 ayes.

**Reminders:**

*NEXT MEETING – TUESDAY, APRIL 17, 2018--7 PM-TOWNHALL REGULAR MEETING  
MCTA BUSINESS MEETING- THURSDAY MAY 17, 2018, 7 PM @ CANFIELD TOWNHALL*

**Public Comments:**

None

**Trustee Campbell moved to go into executive session at 9:03 PM to discuss wages, benefits/ or employee disciplinary action, 03-20-18-20,** seconded by Trustee Tomaino, and passed with 3 ayes.

**Trustee Tomaino moved to come out of executive session and return to regular session, 03-20-18-21,** seconded by Trustee Weimer and passed with 3 ayes.

Trustees discussed moving the June meeting to June 26<sup>th</sup> due to conflicts.

**Chairman Weimer moved to have Fiscal Officer Balsinger as the trustee's designee and represent them at Mandatory public records training at Local Government Conference March 21, 03-20-18-22** seconded by Trustee Campbell and passed with 3 ayes.

**Trustee Weimer moved to adjourn the meeting, 03-20-18-23,** seconded by Trustee Campbell and passed with 3 ayes.

Three handwritten signatures are written on three horizontal lines. The top signature is in cursive and appears to be 'R. Tomaino'. The middle signature is in cursive and appears to be 'D. Weimer'. The bottom signature is in cursive and appears to be 'H. Campbell'.

April 17, 2018