

OLMSTED TOWNSHIP BOARD OF TRUSTEES – May 8, 2008

The Olmsted Township Board of Trustees' Meeting of May 8, 2008 was called to order at 7:12 P.M. Present were Trustee Jim Carr, Trustee Jim Carroll, Trustee Karen Straka and Fiscal Officer Dan Faust.

Approval of Meeting Minutes

Trustee Carroll moved to amend the March 30, 2008 minutes to reflect that the board had approved the payment of the Thompson Hines bill, noting it was evident from the videotape of the meeting. Trustee Carr seconded. Trustee Straka noted that she had thought the issue of payment of the bill had been tabled due to the fact an encumbrance would need to be reversed from the Capital Fund and that funds were not otherwise available. Prosecutor Pelsozy noted that the amount encumbered under the Capital Fund is a disputed amount and could therefore be unencumbered/removed. Roll call: all approved.

Trustee Carroll moved to approve minutes of the meeting held April 24, 2008. Trustee Carr seconded the motion. Roll call: Trustees Carroll and Carr approved; Trustee Straka abstained.

Trustee Carroll moved to approve minutes of a Board meeting held May 1, 2008. Trustee Carr seconded the motion. Roll call: all approved.

Reports

The Fiscal Officer gave his report.

Trustee Carroll Report:

1. Made mention that he has gotten the lower level office in order
2. Making progress on getting the meeting minutes and resolutions loaded on the township
3. Continues to work on the establishment of the Audit and Steering Committee

Trustee Carr Report:

1. Established that under the Bldg Dept restructuring Tammy Tabor was appointed the new manager
2. Had an interview with a 3rd party project engineer re: finishing the unfinished service bldg and fire dept.
3. Mentioned the meeting to be held with Dennis Kucinich.

Trustee Straka Report:

1. Requested that Prosecutor Pelsozy handle two reports given by Tammy Tabor: 1) Larry Ellis maintains possession of township clothing items that need to be returned; 2) Issue(s) regarding the Woodgate Development Plan

Trustee Carr moved to adjourn for Executive Session at 7:35. Trustee Carroll seconded.

Trustee Carr moved to reconvene the meeting at 7:55. Trustee Carroll seconded. Noted that the Executive Session was for discussion on a pending legal matter, chaired by Prosecutor Pelsozy.

Payment of Bills

Trustee Carroll moved to approve payment of bills and payroll – Warrants 4306 through 4393 and EO6821 through EO6857. Trustee Carroll moved to add that Vouchers 128-130 be included in the motion to approve. Trustee Straka asked for discussion as warrant 4393 was not included on payment register. Fiscal Officer Faust noted that warrant 4393 was for a late-added payment of a deferred compensation amount of

Trustee Carr moved to accept Resolution 37-08 to Reorganize the Building Department whereas Tammy Tabor would, among various tasks, secure part-time inspectors and assist Anthony Bumbalis to examine plans. Trustee Carroll seconded. Trustee Straka noted that section 6(?) notes appointment of an admin and that the office will need to have 'someone' in the office at all times. Felt this move was not cost effective and that the department needed personnel as this is a service that is to be provided to the community – and therefore asks for reconsideration of the Resolution. Trustee Carroll noted that this Resolution did not preclude the Township from adding personnel at a later date if deemed necessary. Roll Call: Trustees Carr and Carroll approved; Trustee Straka – did not approve.

Trustee Carr moved to accept Resolution 38-08 for the appointment of a firefighter. Seconded by Trustee Carroll. Roll Call: Trustees Carr and Carroll approved; Trustee Straka abstained. Trustee Straka asked for certification that the addition of a firefighter would not result in the Fire Department spending in excess of their annual Salary Appropriation, asking the Fiscal Officer to provide this certification to ensure the department can absorb the added salary and benefits for the remainder of the year. Noted that the department had already expended approx 79% of the current-year appropriation on the Pension Fund. Trustee Carroll moved to reflect that the motion to approve was to be tentative on the certification by the Fiscal Officer that the department could sustain the added expenditure and would not be over-encumbered for the year and that if it was determined that the fire dept might be over-encumbered for the year, that this Resolution could be rescinded.

- Trustee Carroll moved to accept Resolution 39-08 for reappropriations of funds from various accounts in the General Account to allow for the posting of two receipts received by the Cuyahoga County Auditor. The reappropriations are necessary to post fee amounts that were in excess of the current unencumbered balances of tax collections. Trustee Carr seconded. Roll Call: all approved.
- Trustee Carroll made a motion to encumber \$784 for a Tectronics bill for the Building Department. Trustee Carr seconded. Roll Call: all approved.
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- Trustee Carroll made a motion to encumber \$829 for an invoice payable to Olmsted Ice for payment for mechanical services for a Fire Department vehicle. Trustee Straka seconded. Roll Call: all approved.
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- Trustee Carr made a motion to encumber \$1,911.24 for a Franklin Information invoice for services provided to the Building Department. Trustee Carroll seconded. Roll Call: all approved.
- Trustee Carr made a motion that the agenda be amended to reflect that discussion on the \$3,500 St. John's Hospital invoice be removed

Trustee Carr moved to adjourn the meeting at 9:35 PM. Seconded by Trustee Carroll. Roll call: all approved.

\$50 and that a new payment register was not printed in time for the meeting. Trustee Straka seconded. Roll: all approved.

Old Business

Appointment to Cemetery Board: Trustee Carr made a recommendation to nominate Trustee Carroll to the Cemetery Board. Trustee Straka seconded. Roll Call: All approved.

New Business

Expenditures

- Trustee Carroll moved to accept Resolution 25-08 for the payment of expenditures. Trustee Carr seconded. It was noted that Resolution 25-08 was already in force. Trustee Carroll made a motion to amend the Resolution from 25-08 to 27-08. Trustee Straka noted that the Resolution is to be for the establishment of Purchase Orders for amounts under \$750. This Resolution included expenditures for amounts both under and over \$750. Prosecutor offered that it be noted that the Resolution be allowed with the caveat that it noted expenditures greater than \$750 for items not routine in the normal course of business. Trustee Carr seconded. Roll Call: all approved.
- Trustee Carroll moved to accept Resolution 28-08 for the establishment of the Audit Committee. Trustee Carr seconded. Trustee Straka recommended that the Resolution include the number of people on the committee, their term limits and the reporting requirements. Trustee Carroll noted that these items could be added a later date, if necessary. Roll Call: all approved.

Trustee Carroll moved to accept Resolution 29-08 to appoint Ralph Bertinaschi to the Audit Committee. Seconded by Trustee Carr. Roll Call: all approved.

Trustee Carroll moved to accept Resolution 30-08 to appoint Kimberly Sperling to the Audit Committee. Seconded by Trustee Straka. Roll Call: all approved

Trustee Carroll moved to accept Resolution 31-08 to appoint Aqib Sakhia to the Audit Committee. Seconded by Trustee Straka. Roll Call: all approved

- Trustee Carroll moved to accept Resolution 32-08 for the establishment of the Steering Committee which will be utilized to make recommendations to the Township on operating matters/issues. Trustee Straka seconded. Roll Call: all approved.

Trustee Carroll moved to accept Resolution 33-08 to appoint Jerry Gobble to the Steering Committee. Seconded by Trustee Carr. Roll Call: all approved.

Trustee Carroll moved to accept Resolution 34-08 to appoint Jeanene Kress to the Audit Committee. Noted that Motion needed to be amended to note the appointment was to the Steering Committee. Seconded by Trustee Carr. Roll Call: all approved.

Trustee Carroll moved to accept Resolution 35-08 to appoint Doug Wetzel to the Steering Committee. Trustee Straka asked for discussion as she stated she received no documentation on this individual in order to support a recommendation. Seconded by Trustee Carr. Roll Call: Trustees Carr and Carroll approved; Trustee Straka abstained.

Trustee Carroll moved to accept Resolution 36-08 to appoint William Calabreze to the Steering Committee. Seconded by Trustee Straka. Roll Call: all approved.

Respectfully submitted,

Jim Carr, Trustee

Date

Jim Carroll *8/25/08*

Jim Carroll, Trustee

Date

Karen R. Straka *9/25/08*

Karen Straka, Trustee

Date

OLMSTED TOWNSHIP BOARD OF TRUSTEES – May 22, 2008

The Olmsted Township Board of Trustees' Meeting of May 22, 2008 was called to order at 8:30 P.M. Present were Trustee Jim Carr, Trustee Jim Carroll, and Trustee Karen Straka. Fiscal Dan Faust arrived after the meeting began. Also present was Assistant Prosecutor Dale Pelsozy.

Approval of Meeting Minutes

Trustee Carroll made a motion to dispense reading of the May 8, 2008 minutes. Trustee Carr seconded. Roll Call: all approved. The May 8, 2008 require revisions and therefore were not approved at this meeting.

Reports

The Fiscal Officer's report was made available.

Trustee Carroll Report:

1. Attended the meeting held by Dennis Kucinich regarding the foreclosure issue that the county is working on with its citizens. The railroad quiet zone was also a topic of the meeting.

Trustee Carr Report:

1. Also attend the meeting held by Dennis Kucinich.
2. Attended the Lorain County Trustee meeting. The main topic dealt with rubbish disposal and the various rates that each township currently pays for this service.
3. Spoke of the need to evaluate the activities generated in this township, among them:
 - a. The Budget
 - b. Fire Department Contract
 - c. The unfinished Service and Fire buildings for which interviews have been held with potential project engineers. Searching for funds to pay for completion of the projects, inclusive of talks held with a community debt specialist to look at the Bond that is outstanding
 - d. Creation of the citizen audit and steering committee, whose primary purpose is to review the books of the township and township activities and make recommendations to the township on ways to improve operations and raise revenues, among other.

Trustee Straka Report:

1. Attended special meeting held with Trustees Carroll and Carr.

Payment of Bills

Trustee Carroll moved to approve payment of bills and payroll as presented by Fiscal Officer Faust, and his notation that Warrant 4407 is void. Trustee Straka seconded for discussion noting that it appears the expenditure report mirrors that of the Resolution for approval of expenditures less than \$750.

Trustee Straka moved amend the payment of bills to remove Warrant 4473. Trustee Carroll seconded. Roll Call: all approved.

Trustee Carroll moved to accept the amended resolution. Trustee Straka seconded. Roll Call: all approved.

Old Business

None

New Business

Expenditures

- Trustee Carroll moved to accept Resolution 40-08 for the approval of expenditures under \$750. Trustee Carr seconded. Trustee Straka commented that expenditures are technically being made prior to amounts being properly encumbered as the Expenditure Resolution essentially mirrors the Payment Register entries. Trustee Straka requested an opinion on this matter from Ass't. Prosecutor Pelsozy. Prosecutor Pelsozy noted that the 'usual' vendors should be notified that any expenditure should have an existing Purchase Order prior to the time a good/service is purchased. He noted that paying expenditures this period would not be a violation of Resolution 40-08. It was also noted that the Expenditure Resolution should contain only PO's and that current encumbrances that are paid in the current period should be for those expenditures in the ordinary course of business (e.g. utilities, etc.). Roll Call: all approved.
- Trustee Carroll moved to accept Resolution 41-08 to appoint Ted Fink to the Steering Committee. Ted will replace previously appointed Doug Wetzel who will not be able to serve due to being transferred out of town. Trustee Carr seconded. Roll Call: all approved.

Trustee Carroll moved to accept Resolution 42-08 to begin charging residents for waste pickup, effective June 1, 2008. Trustee Carroll noted that this is a measure to attempt to increase the township revenue stream to among other items, assist to pay for the completion of the service and fire department buildings. The expectation is that this 'citizen contract' would be for 3 years. Seconded by Trustee Carr.

Trustee Straka asked Trustee Carroll for discussion. Trustee Straka asked what the monthly/yearly charge would be per household. Trustee Carroll responded \$13.50/month. Trustee Straka noted that the current contract will expire August 1, 2008, and that no monthly unit cost can be determined until that time. Trustee Carroll noted that this would have to be negotiated.

Trustee Carr moved to table Resolution 42-08 until an ad could be placed to put citizens on notice of this measure and have an opportunity to respond. Trustee Carroll seconded. Roll Call: all approved.

Trustee Carroll moved to accept Resolution 43-08 to appoint Lisa Korba to become assistant to the fiscal officer, performing only administrative duties and that \$6,200 should be reappropriated from General Medical/Hospitalization to Salary Asst. Fiscal Officer. Prosecutor Pelsozy again noted that as long as the functions performed by Ms. Korba did not involve the functions performed by the Fiscal Officer, then no bond would be required. Trustee Carr seconded. Roll Call: all approved

Trustee Carroll moved to accept Resolution 44-08 for the Service Department summer laborers and that their rate of pay would be \$9.50/hour. Trustee Carr seconded. Roll Call: all approved

- Trustee Carroll moved to accept Resolution 45-08 for payment to St. John's West Shore Hospital for medical care given to two individuals that had been in the temporary custody of the Olmsted Township Police Department. The amount of the settlement was \$3,500. Trustee Carr seconded. Roll Call: all approved.

Trustee Carroll made a motion to encumber \$2,217 for the payment of an invoice for Vance Outdoor for a taser that is to be paid out of the Drug Law Enforcement Fund. Trustee Carr seconded. Roll Call: all approved.

- Trustee Carroll made a motion to include Warrant 4473 for payment to St. John's West Shore Hospital in the amount of \$3,500. Trustee Straka seconded. Roll Call: all approved.

Trustee Carr moved to adjourn the meeting at 10:28 PM. Seconded by Trustee Carr. Roll call: all approved.

Respectfully submitted,

Carr 9-25-08
Jim Carr, Trustee Date

Jim Carroll 9/25/08
Jim Carroll, Trustee Date

Karen R. Straka 9/25/08
Karen/Straka, Trustee Date