

TRUSTEES MEETING MINUTES

Wednesday, February 14, 2018

7:00 PM Trustees Meeting - 26900 Cook Road – Town Hall

Trustees – Jeanene Kress, and Lisa Zver Fiscal Officer – Brian Gillette

Call the meeting to order

The Olmsted Township Board of Trustees' meeting of February 14, 2018 was called to order at 7:00pm.

Roll Call

Present were Trustees Lisa Zver and Jeanene Kress. Fiscal Officer Brian Gillette was present. Assistant County Prosecutor Dale Pelsozy was also present.

Pledge of Allegiance

All in attendance stood and recited.

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| <u>Amend Agenda and Approve</u> | | | |
| <u>Trustee Kress as Vice Chair</u> | | | |
| <u>Motion</u> | <u>2nd</u> | <u>LZ</u> | <u>JK</u> |
| <u>LZ</u> | <u>JK</u> | <u>Yes</u> | <u>Yes</u> |

Presentation

- Proclamation – Berea Printing – Presentation and Oath
- Berea VFW - Presentation and Oath
- Oath of Office – Cody Reaser - Presentation and Oath

Public comment related to agenda – N/A

Reports

- A. Fire Department – Submitted AFG Grant for ladder truck jointly with North Olmsted, State Equipment Grant Submitted for 6 sets of turnout gear, State Grant submitted for a cycle sauna to increase cancer prevention, Bowling Green Size-up & Command class and ICS 300 and ICS 400 training, 2 new part-time firefighters have started, advertising for more part-timers, appeal hearing held on 02/06/18 (OT awarded 3 of 4 items), health and fitness equipment has arrived, a full-time Lieutenant position being processed, 90 Incidents, 1 Gas Leak, 1 Carbon Monoxide, 1 Cooking Fire, 3 MVA's, 7 false alarms, 72 EMS Calls, 5 other misc. incidents.
- B. Building Department – Met with Mr. Baxendale about his 10-12 acre property. North Olmsted mentioned that it would be an issue to tie into their sewers, meeting with Public Work on possible development off Fitch and Elizabeth, Danielle Swisher is reviewing the Boyer property case, finished up reviewing and revising the OT permit schedule, revised the OT procedures for the Cuyahoga County Landbank and working on a final notification letter for condemning a nuisance structure.
- C. Police Department - 879 CAD Entries, 18 Police Reports, 7 MVA's, 6 Arrests, 40 Citations, 25 Community Engagements, Township PD and Berea PD are hosting PAARI Executive Director Allie McDade at Baldwin Wallace on January 28, 2018 at 1:00 for participating Safe passages agencies, The Blue Courage "Starts with Why" 2-day seminar for leadership with OTPD Berea PD and Cleveland Metroparks Ranger Department will be held on March 22 & 23, 2018 at Renaissance Campus. Officer Kibler has completed a 2 week 80 hour Subject Control Instructor course at the OPOTA London, Ohio Campus.
- D. Service Department – N/A
- E. Administrator – Rebecca Corrigan introduced herself and detailed her background. She is excited to be working with OT.
- F. Fiscal Officer – Closing up January books, meeting on Permanent 2018 Budget, Sam Registration and BWC True-up completed.

Old Business Items – N/A

New Business Items

- A. CCESAB Board Appointment for 2018-2020 – Trustee Zver will serve on the Board
- B. Sick Leave Transfer – From City of Sandusky to Olmsted Township
- C. Administrative Assistant Comp Time Accrual
- D. Rescind Resolution 013-2018 Part-Time Firefighter C. Angeloff
- E. Northeast Ohio City Council Association Annual Membership Dues – Move to Old Business
- F. Trustee Interviews scheduled for February 15, 2018 and February 16, 2018 – advised by counsel not to read the list of candidates
- G. Local Government Conference and Records Training March 22nd and March 23rd
- H. Land Reutilization Procedure

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| <p><u>Approve – Sick Leave Transfer and Accept 325 hours</u> <u>Motion 2nd LZ JK</u> B <u>LZ JK Yes Yes</u></p> | <p><u>Approve – Comp Time Accrual from 40 hours to 80 hours</u> <u>Motion 2nd LZ JK</u> C <u>LZ JK Yes Yes</u></p> | <p><u>Rescind – Resolution 013-2018</u> <u>Motion 2nd LZ JK</u> D <u>LZ JK Yes Yes</u></p> <hr/> <p><u>Adopt – Land Utilization Procedure</u> <u>Motion 2nd LZ JK</u> H <u>LZ JK Yes Yes</u></p> |
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Consent Agenda Items

- A. Trustee Meeting Minutes – January 24, 2018 and Special Meeting Minutes – January 29, 2018
- B. Payment of bills and payroll

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| Warrants | 23062 - 23178 |
| Vouchers | 196-2018 to 210-2018 |
| EO's | 135-2018 to 194-2018 |

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| <u>Approve – Consent Agenda Items</u> | |
| <u>Motion 2nd LZ JK</u> | |
| A and B | <u>LZ JK Yes Yes</u> |

Requisitions – Greater Than \$3000.00

- A. PD 2018-01 Payable to Watch Guard Amount \$34,999.00 Account # 2081-210-740-0000

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| <p><u>Amend Agenda – \$ Amount</u> <u>Motion 2nd LZ JK</u> A <u>LZ JK Yes Yes</u></p> | <p><u>Approve – Requisitions > \$3000</u> <u>Motion 2nd LZ JK</u> A <u>LZ JK Yes Yes</u></p> |
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Resolutions

- A. **Resolution 018-2018** – An Expenditure Resolution for payment of bills/payroll
- B. **Resolution 019-2018** – Retain Engineering Service with Joseph Schaller
- C. **Resolution 020-2018** – Police Department Full-Time Patrolman C. Reaser
- D. **Resolution 021-2018** - Agreement with Three-Z-Inc. for 2018-2019
- E. **Resolution 022-2018** – Adopt Building and Zoning Fees and Permit Charges
- F. **Resolution 023-2018** – Police Department Vehicle Lease

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| <u>Approve - Resolutions</u> | |
| <u>Motion 2nd LZ JK</u> | |
| A | <u>LZ JK Yes Yes</u> |
| B | <u>LZ JK Yes Yes</u> |
| C | <u>LZ JK Yes Yes</u> |
| D | <u>LZ JK Yes Yes</u> |
| E | <u>LZ JK Yes Yes</u> |
| F | <u>LZ JK Yes Yes</u> |

Trustee Comments/Committee Reports

- Union Cemetery** – Searching for permanent Manager
- JEDD** - Strategy Meeting on Monday 02/26/18

Public Comment Unrelated To Agenda

- Joe Bertrand** – OFBE – Meeting with Elected Officials and Chiefs
 On April 16, 2018 at 7:00pm at OFHS to share and collaborate thoughts

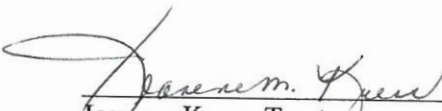
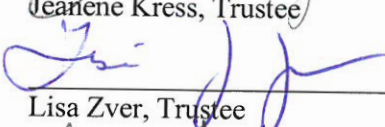
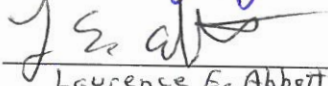
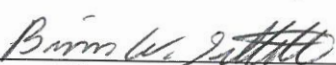
Any other matter that may come before the Board of Trustees - N/A

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| <u>Approve - Adjourn Meeting</u> | | | |
| | <u>Motion</u> | <u>2nd</u> | <u>LZ JK</u> |
| A | <u>LZ</u> | <u>JK</u> | <u>Yes Yes</u> |

Adjournment

The Olmsted Township Board of Trustees' meeting of February 14, 2018 was adjourned at 8:26pm.

Respectfully Submitted,

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|  Jeanene Kress, Trustee | <u>2/28/18</u> Date |
|  Lisa Zver, Trustee | <u>2/28/2018</u> Date |
|  Laurence E. Abbott, Trustee | <u>2/28/2018</u> |
|  Brian Gillette, Fiscal Officer | <u>2/28/18</u> Date |

