

BRIMFIELD TOWNSHIP BOARD OF TRUSTEES
Wednesday April 27, 2005
BRIMFIELD TOWN HALL

The Brimfield Township Board of Trustees met on Wednesday April 27, 2005. All members were present. Trustee Mike Kostensky called the meeting to order at 3:00 PM.

Call to Order

Pledge of Allegiance

Announcements/Correspondence:

Guests: Tallmadge Mayor Chris Grim and Dr. Thomas Pascarella – Dispatch Update

Review and signing of minutes of previous meeting

Review and accepting agenda

Review and signing of purchase orders and warrants

Accept financial statement

1. **Fund Balances, Fund Summary, Appropriation Ledger**

Executive Session for all Departments

1. Police – Personnel Compensation severance pay
2. Fire - Personnel
3. Road – Personnel possible disciplinary action

Public Comments and Questions:

Safety Concerns:

Police Department:

1. Executive Session – Personnel
2. AR-15's

Fire Department:

Road Department/Cemetery:

1. Sign Cemetery Deeds
2. Salt Shed
3. Tool Order
4. Concrete for Road Department Pad
5. Purchase Weed and Feed for Cemetery
6. Issue II
7. Sweeping Beechcrest
8. Operating Procedure Guidelines and Safety Issues

Zoning/Economic Development:

- 1. Appoint Lisa Cotton to Portage County Regional Planning as Alternate
- 2. Town Center Master Plan Proposal

Parks:

- 1. Summer Program
- 2. Restroom and Shelter Remodeling
- 3. Speelman Electric for interior & shelter
- 4. Two openings Park Advisory Board

Administration:

- 1. For the Good of Brimfield Township
- 2. Full Time Maintenance Help
- 3. Transfer of funds and advances
- 4. Smoking Resolution for discussion
- 5. .1 Mill Designated for the Parks

RESOLUTION #2005-136

Re: Signing Warrants and Purchase Orders

WHEREAS: The Clerk did present warrants and purchase orders to the Board of Trustees for payment of bills and,

WHEREAS: The Board of Trustees did review same; therefore be it,

RESOLVED: That the Board will acknowledge receipt of and sign the warrants and purchase orders as presented by the Clerk.

Trustee Mike Kostensky moved for the adoption of the above resolution on the 27th day of April, 2005. C. Daniel Tronge seconded and upon roll call vote:

Mike Kostensky	-	yea	C. Dan Tronge	-	yea
Sue Fields	-	yea	Motion passed.		

MOTION #2005-137

Trustee Mike Kostensky moved to acknowledge receipt of the abbreviated financial statement (Fund Balances, Fund Summary and Appropriation Ledger). C. Dan Tronge seconded.

Sue Fields	-	yea	Mike Kostensky	-	yea
C. Dan Tronge	-	yea	Motion Passed.		

Announcements/Correspondence - None

Guests: Mayor Chris Grim and Dr. Thomas Pascarella

Presented a brief synopsis of the Council of Government formation relating to Special Forces dispatching services at a central location for the communities to include Green, Tallmadge, Brimfield, Springfield, Stow, Munroe Falls but not limited to those listed. They will contact us when the Council of Governments agreements are in place.

Public Comments and Questions: Debbie Darlas commented on the South Portage Rotary collection of used computer equipment from 9-12 AM on Saturday, April 30, 2005 at the Portage County Administration Building.

Leigh Conti from Portage Commons expressed concerns about the open ditch project in his development and several other citizens also expressed their concerns. The Brimfield Township Board of Trustees asked the Clerk to contact the Portage County Prosecutor's office to find the assessment information and also to speak to the Portage County Engineer's office as to a partial enclosure. They will come back to the next meeting on May 11, 2005.

RESOLUTION: #2005 – 138

RE: Executive Session for all departments.

At 4:03 PM Trustee Mike Kostensky moved to adjourn to executive session for Police Department personnel, Fire- personnel, Road – Personnel possible disciplinary action.

C. Daniel Tronge Seconded. Upon a role call vote.

Mike Kostensky	–	yea	C. Dan Tronge – yea
Sue Fields	–	yea	Motion passed.

Clerk, the Assistant to the Clerk and appropriate department heads may attend.

Action taken in appropriate departments.

RESOLUTION - #2005-139

At 5:06 PM Trustee Mike Kostensky moved to return to regular session.

C. Daniel Tronge Seconded. Upon a role call vote.

Mike Kostensky	–	yea	C. Dan Tronge – yea
Sue Fields	–	yea	Motion passed.

Safety Concerns:

Police Department:

As a result of executive session:

RESOLUTION - #2005-140

WHEREAS: The Brimfield Township Board of Trustees has reviewed the recommendation of Chief David Blough to approve the severance package presented to them for the part time officers no longer working at the Brimfield Township Police Department. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall allow the Brimfield Township Clerk to pay the \$7,439.70 severance pay to the previous part time Police officers and it will be charged to account number 2192-210-190-0000 and on file in the Clerk's office.

Trustee Mike Kostensky moved to adopt the above resolution this 27th day of April, 2005. Trustee Sue Fields seconded. Upon a role call vote.

Mike Kostensky	–	yea	C. Dan Tronge – yea
Sue Fields	–	yea	Motion passed

RESOLUTION: #2005-141

As a result of executive session.

RE: Posting of Lt. Position in the Police Department

WHEREAS: The Brimfield Township Board of Trustees has seen the need to post the position of Lieutenant for the Brimfield Police Department upon the recommendation of Chief David Blough. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall allow Chief David Blough to post the position of Lieutenant as soon as possible.

Trustee Mike Kostensky moved to accept the above resolution this 27th day of April, 2005. Trustee C. Daniel Tronge seconded. Upon a role call vote.

Mike Kostensky	–	yea	C. Dan Tronge – yea
Sue Fields	–	yea	Motion passed

RESOLUTION: #2005-142

RE: Agenda Item PD2 – Purchase of AR-15 assault rifles for Police Department

WHEREAS: The Brimfield Township Board of Trustees has accepted the donations for the Police Department to purchase two AR-15 assault rifles and upon the recommendation of the Chief of Police will allow those rifles to be purchased. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees will allow Chief David Blough to purchase two Rock River AR-15 assault rifles @ \$768.75 each plus \$15.00 shipping and handling. The total of \$1,567.50 will be taken out of account number 2192-210-420-0000.

Trustee C. Daniel Tronge moved to adopt the above resolution this 27th day of April, 2005. Trustee Sue Fields second. Upon a role call vote.

Mike Kostensky	–	abstain	- Because he donated to the rifle fund
C. Dan Tronge	–	yea	Motion passed
Sue Fields	–	yea	

RESOLUTION: #2005-143

RE: Agenda Item PD2 Purchase of AR-15 Assault Rifles for Police Department

WHEREAS: The Brimfield Township Board of Trustees believe that the additional donations will arrive for the other four AR-15 assault rifles they will allow Chief Blough to order and pay for these rifles as soon as the donations come in. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees will allow the purchase of four (4) AR-15 Rock River assault rifles as soon as the donations are accepted. They will cost \$3,135.00 and will be taken out of account number 2192-210-420-0000.

Trustee C. Daniel Tronge moved to adopt the above resolution this 27th day of April, 2005. Trustee Mike Kostensky second. Upon a role call vote.

Mike Kostensky	–	yea	C. Dan Tronge – yea
Sue Fields	–	yea	Motion passed

RESOLUTION#2005-144

RE: DIGITAL CAMERAS IN POLICE CARS

WHEREAS: The Brimfield Township Board of Trustees has seen the need to purchase new Digital Cameras for each Police Car in the Township. Chief David Blough has considered the cost of developing all the photographs from crime scenes, automobile accidents and other incidents and has determined the cost of developing film is over \$8,000.00 per year. In the interest of being fiscally responsible he has done a cost study and resolved that the purchase of the new cameras for the cruisers will save the Township substantially each year. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall allow Chief Blough to purchase the cameras from Campus Camera at a cost of \$2,100.00 to be charged to the 2261-760-740-0000 and the CD burner and CD ROMs and other supplies from Wal-Mart at a cost of \$200.00 to be charged to 2261-210-420-0000.

Trustee Mike Kostensky moved to adopt the above resolution this 27th day of April, 2005. Trustee Sue Fields seconded. Upon a role call vote.

Mike Kostensky – yea C. Dan Tronge – yea
Sue Fields – yea Motion passed

Fire Department:

As a result of executive session.

RESOLUTION: #2005-145

RE: Agenda Item FD 2 Executive – Personnel

WHEREAS: The Brimfield Township Board of Trustees has considered the information provided by Chief Robert Keller as to the leave balances for the full time Firefighters. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall record and pay the full time Firefighters in accordance with the written contract on file in the Clerk's office.

Trustee Mike Kostensky moved to accept the above resolution this 27th day of April, 2005. Trustee C. Daniel Tronge seconded. Upon a role call vote.

Mike Kostensky – yea C. Dan Tronge – yea
Sue Fields – yea Motion passed

RESOLUTION: #2005-146

Move to adjourn 5:16 PM to resume 4:00 PM Monday May 2, 2005. Trustees had to go to a fact finding meeting concerning park property.

Trustee Sue Fields moved to accept the above resolution this 27th day of April, 2005. Trustee Mike Kostensky seconded. Upon a role call vote.

Mike Kostensky – yea C. Dan Tronge – yea
Sue Fields – yea Motion passed

May 2, 2005 Reconvene by Trustee Mike Kostensky at 4:00 PM.

Road Department/Cemetery:

Agenda Item RD1 Sign Cemetery Deeds – None
Agenda Item RD2 Salt Shed – No action

RESOLUTION: #2005-147

RE: Agenda Item RD3 Tool Order

WHEREAS: The Brimfield Board of Trustees has seen the need to install Strobe Lights on the 1 Ton Truck that is used for patching the roads. The lights will help visibility for the vehicle and make it more visible on the road. Therefore be it,

RESOLVED: The Brimfield Board of Trustees shall allow the Acting Road Supervisor to purchase and have installed the Strobe Light package. Work to be done by Fallsway Equipment for a price of \$1,241.67 and charged to account 2031-760-740-0000.

Trustee Mike Kostensky moved to accept the above resolution this 27th day of April, 2005. Trustee Sue Fields seconded. Upon a role call vote.

Mike Kostensky	–	yea	C. Dan Tronge – yea
Sue Fields	–	yea	Motion passed

Agenda Item RD4 Concrete for Road Department Pad – On Hold

RESOLUTION: #2005-148

RE: Agenda Item RD5 – Purchase Weed and Feed for Cemetery

WHEREAS: The Brimfield Township Board of Trustees has seen the need to purchase a skid of Weed and Feed for the Cemetery lawn upon the recommendation of the Acting Road Supervisor. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall allow the Acting Road Supervisor to purchase the Weed and Feed at a cost of \$800.00 charged to account number 2041-410-420-0000.

Trustee C. Daniel Tronge moved to accept the above resolution this 27th day of April, 2005. Trustee Mike Kostensky seconded. Upon a role call vote.

Mike Kostensky	–	yea	C. Dan Tronge – yea
Sue Fields	–	yea	Motion passed

RESOLUTION - #2005-149

RE: Agenda Item #6 Issue II

WHEREAS: The Brimfield Township Board of Trustees has seen the need to apply for the Issue II monies to resurface Powdermill Road. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall have the Acting Road Supervisor apply for the Issue II monies and submit the Preapplication Form before the deadline of May 27, 2005 and to include 30% projected monies to come from the Township.

Trustee C. Daniel Tronge moved to accept the above resolution this 27th day of April, 2005. Trustee Mike Kostensky seconded. Upon a role call vote.

Mike Kostensky	–	yea	C. Dan Tronge – yea
Sue Fields	–	yea	Motion passed

RESOLUTION: #2005-150

RE: Agenda Item #7 Sweeping Beechcrest

WHEREAS: The Brimfield Township Board of Trustees has seen the need to sweep the debris off of the roadways of Beechcrest Allotment and upon recommendation of the Acting Road Supervisor, Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall allow the Acting Road Supervisor to have the 4.7 miles of roads in Beechcrest Allotment swept for \$500.00 to be charged to 2031-330-360-0000.

Trustee Mike Kostensky moved to accept the above resolution this 27th day of April, 2005. Trustee Sue Fields seconded. Upon a role call vote.

Mike Kostensky	–	yea	C. Dan Tronge – yea
Sue Fields	–	yea	Motion passed

RESOLUTION: #2005-151

RE: Agenda Item #3 – Purchasing a new Brush Hog

WHEREAS: The Brimfield Township Board of Trustees has seen the need to replace the one finish mower with a used Brush Hog and upon recommendation of the Acting Road Supervisor, therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall allow the Acting Road Supervisor to purchase a Brush Hog for the Road Department at a cost not to exceed \$1,050.00 and to be charged to number 2031-760-740-0000. Vendor to be named.

Trustee Sue Fields moved to accept the above resolution this 27th day of April, 2005. Trustee Mike Kostensky seconded. Upon a role call vote.

Mike Kostensky	–	yea	C. Dan Tronge – yea
Sue Fields	–	yea	Motion passed

RESOLUTION #2005-152

RE: RD Gatepost Culvert and Pipe to fix Drainage Problem

WHEREAS: The Brimfield Township Board of Trustees has shall accept the Acting Road Supervisor's recommendation to correct the drainage problem on Gate Post lane in Brimfield Township, therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall approve the Drainage reconstruction on Gate Post Lane at a cost not to exceed \$1500.00 and shall be charged to account No. 2031-330-420-0000.

Trustee C. Daniel Tronge moved to accept the above resolution this 27th day of April, 2005. Trustee Sue Fields seconded. Upon a role call vote.

Mike Kostensky	-	yea	C. Dan Tronge - yea
Sue Fields	-	yea	Motion passed

Zoning/Economic Development:

RESOLUTION: #2005-153

RE: Agenda Item ZD 1 Appoint Lisa Cotton to Portage County Regional Planning as Alternate

WHEREAS: Allan Henderson the current alternate to the Portage County Regional Planning board has moved to the City of Kent he had to resign and furthermore,

WHEREAS: The Brimfield Township Board of Trustees has seen the need to replace the current Alternate to the Portage County Regional Planning. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees will appoint Lisa Cotton as the Alternate to the Portage County Regional Planning.

Trustee Sue Fields moved to accept the above resolution this 27th day of April, 2005. Trustee Mike Kostensky seconded. Upon a role call vote.

Mike Kostensky	-	yea	C. Dan Tronge - yea
Sue Fields	-	yea	Motion passed

RESOLUTION: #2005-154

RE: Agenda Item #2 Town Center Master Plan Proposal

WHEREAS: The Brimfield Township Board of Trustees has reviewed the information given them by Zoning Inspector Dick Messner for the Town Center Master Plan. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall allow the Urban Design Center to proceed with the project for the Town Center Master Plan and the funds will come from a grant to the Urban Design Center for \$4,000.00 and the balance \$2,500.00 will be donated by Mike Casamento and John Flynn. It will be paid out of account number ???

Trustee C. Daniel Tronge moved to accept the above resolution this 27th day of April, 2005.
Trustee Mike Kostensky seconded. Upon a role call vote.

Mike Kostensky	-	yea	C. Dan Tronge - yea
Sue Fields	-	yea	Motion passed

Parks:

- Agenda Item PK 1. Summer Program – No Action
- Agenda Item PK 2. Restroom and Shelter Remodeling – No Action
- Agenda Item PK 3. Speelman Electric for interior & shelter – No Action
- Agenda Item PK 4. Two openings Park Advisory Board – No Action

Administration:

Agenda Item AD 1. For the Good of Brimfield Township – See Police Department

RESOLUTION: #2005-155

RE: Agenda Item #2 – Full Time Maintenance Help

WHEREAS: The Brimfield Township Board of Trustees has seen the need to hire a full time maintenance person, therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall hire Bob Lazenby to work full time as maintenance personnel. He is to work a minimum of 32 hours per week at \$9.00 per hour.

Trustee C. Daniel Tronge moved to accept the above resolution this 27th day of April, 2005.
Trustee Mike Kostensky seconded. Upon a role call vote.

Mike Kostensky	-	yea	C. Dan Tronge - yea
Sue Fields	-	yea	Motion passed

Agenda Item AD 3. Transfer of funds and advances – No Action

RESOLUTION: #2005-156

RE: Agenda Item AD 4. Smoking Resolution

WHEREAS: It has been established by the United States Surgeon General that smoking is a health hazard and second hand smoke is as deadly, and

WHEREAS: Smoking in a public place does not insure the clean air required for a healthy environment for all personnel and residents alike, and,

WHEREAS: The Brimfield Township Board of Trustees is determined to provide a healthy environment for all residents and employees of Brimfield Township. Therefore be it;

RESOLVED: There will be **no Smoking by any employee at any time while on duty or on the time clock.** Be it further,

RESOLVED: Employees are granted breaks and lunch per individual contracts smoking will be permitted during those particular times only on Township Property in designated areas. Be it further,

- 1. No Smoking in any Township building, vehicle, or equipment (Mowers).
- 2. Employees not on Township property may Smoke during breaks or lunch.
 - a. Must remain 50 feet from nearest resident or citizen. Be if further,

RESOLVED: All employees that seek treatment to quit smoking will be allowed to use sick days or vacation days to participate in the Smoking Cessation Program as outlined in the Kaiser Permanente Healthwise Handbook. Be if further,

RESOLVED: Violation of the policy may result in termination.

Trustee C. Daniel Tronge moved to accept the above resolution this 27th day of April, 2005. Trustee Mike Kostensky seconded. Approval from Mr. John Barkan is the condition of acceptance. Upon a role call vote.

Mike Kostensky	–	yea	C. Dan Tronge – yea
Sue Fields	–	yea	Motion passed

RESOLUTION: #2005 - 157

Re: Amended Budget and Supplemental Appropriations

WHEREAS: The O. R. C. does allow for the amended budgets and supplemental appropriations, therefore be it,

RESOLVED: That the following Transfers shall be made:

\$45.71
 To account 2171-931-0000
 From account 1000-910-910-0000
 \$41.13
 To account 2181-931-0000
 From account 1000-910-910-0000
 \$2,000.00
 To account 2281-931-0000
 From account 1000-910-910-0000
 \$946.55

To account 2281-931-0000
From account 1000-910-910-0000

Be it further,

RESOLVED: That the following supplemental appropriations shall be made as a result of the above amendments.

Trustee Mike Kostensky moved to accept the above resolution this 27th day of April, 2005. Trustee C. Daniel Tronge seconded. Upon a role call vote.

Mike Kostensky	–	yea	C. Dan Tronge – yea
Sue Fields	–	yea	Motion passed

MOTION #2005-158

At 4:55 PM, there being no further business to come before this Brimfield Township Board of Trustees at this meeting of the Trustees, Mike Kostensky moved to adjourn, seconded by Sue Fields and passed unanimously.

We, the Trustees of Brimfield Township, do hereby set our hands as approval of the foregoing minutes as a true and accurate record of the proceedings.

Mike Kostensky, President

C. Dan Tronge, Trustee

Sue Fields, Trustee

C. J. Sprague Jr., Clerk

* Items cleared from agenda

** Items addressed, no action taken, but will be retained for further discussion.

CJSJr/ncr