

**BRIMFIELD TOWNSHIP BOARD OF TRUSTEES**  
**Regular Meeting**  
**Tuesday, October 25, 2005**  
**BRIMFIELD TOWN HALL**

The Brimfield Township Board of Trustees met on Tuesday October 25, 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: Candidates Nights for Brimfield and Suffield Trustees – Thursday, October 27<sup>th</sup>, 2005 – Field Junior High – 6:30 PM Meet and Greet – 7:00 PM Program begins - Judges and Issues - Monday, October 31, 2005 – 7:00 PM**

**Guests:**

**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**

**Public Comments and Questions:**

**Safety Concerns:**

**Parks:**

1. Advisory Board Member Appointment per term availability
2. Request for Funds for event purchases (Turkey Trot, Preschool, Tree Lighting)
3. Request for funds for payment of professional memberships for Director
  - a. Brimfield Chamber of Commerce
  - b. Ohio Parks and Recreation Association (OPRA)
4. Approve Contract for Pre-school teacher
5. Approval to use Town Hall for Senior Activities on Thursday Afternoons and Edson Road Park for Turkey Trot on 11/19/2005.
6. \$500.00 Boy Scout Donation for Park Clean Up

**Police Department:**

1. Executive Session – Personnel- Amended remove

**Fire Department:**

1. Remove 2 Dell Personal Computers and One Epson Printer from Fire Department's Inventory
2. Executive Session - Personnel

**Zoning/Economic Development**

**Road Department/Cemetery:**

1. Sign Cemetery Deeds
2. Concrete for Road Department Pad -
3. Burnett Rd
4. New Road Mower
5. Garage Door Opener
6. Review Dump Truck Bids
7. Executive Session – Road Department Personnel
8. Issue II is Finished and turned in.

**Administration:**

1. Transfer of funds and advance
2. Computer Backup – Network – Server – Need detail of building
3. Vicious Dog Resolution
4. JEDD Revenue Distribution Ideas
5. For the Good of Brimfield Township
6. Resolution to support Issue #6
7. Set JEDD Hearing Date
8. Kwik Stop Citgo from Duke and Duchess Liquor License
9. Resolution for Tax Rates
10. Sign Pick up Truck Note

MOTION #2005-345

Trustee Mike Kostensky moved to accept the agenda as amended. C. Daniel Tronge seconded. Motion passed.

MOTION #2005-346

Trustee Mike Kostensky moved to accept the minutes from the October 10, 2005 meeting as presented. C. Daniel Tronge seconded and upon roll call vote:

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

RESOLUTION #2005-347

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: 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 25th Day of October, 2005. Trustee Sue Fields seconded and upon roll call vote:

Mike Kostensky	–	yea	C. Daniel Tronge	-	yea
Sue Fields	–	yea	Motion passed.		

MOTION #2005 – 348

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

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

**Announcements/Correspondence:**

Brimfield Employee Roland Hoover passed away 10/23/2005.

Candidates Nights for Brimfield and Suffield Trustees – Thursday, October 27<sup>th</sup>, 2005 – Field Junior High – 6:30 PM Meet and Greet – 7:00 PM Program begins - Judges and Issues - Monday, October 31, 2005 – 7:00 PM

RESOLUTION: #2005-349

RE: Non Agenda Item – Flowers for Roland Hoover’s funeral

WHEREAS: The Brimfield Township Board of Trustees has determined the need to send flowers to the funeral of Roland Hoover, therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall allow flowers to be purchased from the Window Box Florist at a cost not to exceed \$50.00 charged to account 1000-110-510-0000.

Trustee Mike Kostensky moved for the adoption of the above resolution on the 25th Day of October, 2005. Trustee Sue Fields seconded and upon roll call vote:

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

**Guests:**

**Public Comments and Questions:** Sheila Uzl is concerned about the men and women from our area serving in the Armed Forces and she wanted to know if a list could be attained. Assistant to the Clerk advised 4-H might have a copy of at least the men and women in Portage County.

**Safety Concerns:** Acting Road Supervisor to check Sherman Road and Pelham hole in road

**Parks:**

Agenda Item PK 1 No Action. Advisory Board Member Appointment per term availability M. McIlduff to look up minutes previously approved.

RESOLUTION: #2005-350 Agenda Item PK2

RE: Request funds for Event Purchases (Turkey Trot, Preschool, Tree Lighting)

WHEREAS: The Brimfield Township Board of Trustees has reviewed the information received by the Parks and Recreation Director to obtain items for the Turkey Trot 5K race, Preschool, and the Tree Lighting Ceremony and therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall allow the purchase of the items not to exceed \$400.00 and to be charged to 1000-610-510-0000.

Trustee Mike Kostensky moved for the adoption of the above resolution on the 25th Day of October, 2005. Trustee Sue Fields seconded and upon roll call vote:

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

RESOLUTION: #2005-351 Agenda Item PK3 b. Request for funds for payment of professional memberships for Director

WHEREAS: The Brimfield Township Board of Trustees has reviewed the application for the Ohio Parks and Recreation Association (OPRA) and has determined that the Parks and Recreation Director Missy McIlduff should be a member. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall allow Director Missy McIlduff to join the Ohio Parks and Recreation Association at a cost \$89.00 due to be charged to 1000-610-510-0000.

Trustee Mike Kostensky moved for the adoption of the above resolution on the 25th Day of October, 2005. Trustee Sue Fields seconded and upon roll call vote:

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

Agenda Item PK 4 Non compete Contract for Pre-school teacher to be signed before accepting position

Agenda Item PK 5 Information for use of Town Hall for Senior Activities on Thursday Afternoons from 12 to 2 PM and Edson Road Park for Turkey Trot on 11/19/2005

RESOLUTION: #2005 – 352 Agenda Item PK6

RE: \$500.00 Boy Scout Donation for Park Clean Up

WHEREAS: The Brimfield Township Board of Trustees has reviewed the contract for cleaning the Edson Road Park by Scout Troop #359 for \$500.00. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall approve the contract for \$500.00 to paid to Troop #359; charged to 1000-610-360-0000; be it further,

RESOLVED: The approval of said contract is for One (1) year only.

Trustee Mike Kostensky moved for the adoption of the above resolution on the 25th Day of October, 2005. Trustee Sue Fields seconded and upon roll call vote:

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

**Police Department** - No Action

**Fire Department:**

RESOLUTION: #2005-353 Agenda Item FD 1 – Remove Dell Personal Computers and Epson Printer

RE: Remove 2 Dell Personal Computers and One Epson Printer from Fire Department’s Inventory

WHEREAS: The Brimfield Township Board of Trustees has reviewed the recommendation of Fire Chief Keller to remove and discard 2 Dell Personal Computers and 1 Epson Printer from the Fire Department Inventory. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall allow the removal of 2 Dell Optiflex GX1, Serial #UYK4B and Serial #UYK46 and 1 Epson Printer Serial No. A6R1013292.

Trustee C. Daniel Tronge moved for the adoption of the above resolution on the 25th Day of October, 2005. Trustee Mike Kostensky seconded and upon roll call vote:

Mike Kostensky	–	yea	C. Daniel Tronge	-	yea
Sue Fields	–	yea	Motion passed.		

**Zoning/Economic Development**

**Road Department/Cemetery:**

- Agenda Item RD1 Sign Cemetery Deeds - No Action
- Agenda Item RD2 Concrete for Road Department Pad - No Action
- Agenda Item RD3 Burnett Rd – No Action Remove from Agenda
- Agenda Item RD4 New Road Mower – Table

RESOLUTION #2005-354 Agenda Item RD 5

RE: Garage Door Openers for the Road Department

WHEREAS: The Brimfield Township Board of Trustees has reviewed the proposals for two new garage door openers and three controls for the Edson Road Department garage. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall allow the purchase of 2 garage door openers and three garage door opener controls from H & W Door for an amount not to exceed \$1,500.00 to be charged to 1000-330-430-0000.

Trustee Mike Kostensky moved for the adoption of the above resolution on the 25th Day of October, 2005. Trustee Sue Fields seconded and upon roll call vote:

Mike Kostensky	–	yea	C. Daniel Tronge	-	yea
Sue Fields	–	yea	Motion passed.		

RESOLUTION #2005-355 Agenda Item RD6

RE: Accepting Dump Truck Bid

WHEREAS: The Brimfield Township Board of Trustees did advertise for a dump and,  
WHEREAS: The Brimfield Township Board of Trustees did review said bids and has determined that the Chevrolet Truck from Wise Chevrolet has a smaller turning radius and will better suit the needs of the Brimfield Township Road Department. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall purchase the new Dump Truck from Wise Chevrolet for a cost not to exceed \$52, 134.00, be it further,

RESOLVED: That the Brimfield Township Board of Trustee shall accept the trade-in offer of \$3000.00 for a total cost to purchase the new dump truck of \$49,134.00

Trustee Mike Kostensky moved for the adoption of the above resolution on the 25th Day of October, 2005. Trustee Sue Fields seconded and upon roll call vote:

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

RESOLUTION #2005-356 Agenda Item RD6

RE: Note to Finance Dump truck

WHEREAS: The Brimfield Township Board of Trustees has purchased a new dump truck from Wise Chevrolet and,

WHEREAS: The Brimfield Township has determine that it is necessary to borrow \$49,000.00 to maintain a reasonable cash flow and

WHEREAS; Sky Bank has offered the best interest rate; therefore be it,

RESOLVED: That Sky Bank offered an interest rate of \_\_\_\_%; said loan to be paid over a 5 year period (\$ 9,800.00 per year), interest to be paid on a semi-annual bases, loan to be paid from the General Fund.

Trustee Mike Kostensky moved for the adoption of the above resolution on the 25th Day of October, 2005. Trustee C. Daniel Tronge seconded and upon roll call vote:

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

Agenda Item RD 7 - Executive Session – Road Department Personnel

Agenda Item RD 8 - Issue II is finished and turned in. – no action

**Administration:**

Agenda Item AD 1. - Transfer of Funds and Advances

Agenda Item AD 2. - Computer Backup – Network – Server – No Action

- Agenda Item AD 3. - Vicious Dog Resolution – No Action Can not be done per Chief Blough
- Agenda Item AD 4. - JEDD Revenue Distribution Ideas – No Action
- Agenda Item AD5 - For the Good of Brimfield Township – No Action
- Agenda Item AD6 - Resolution to support Issue #6 – No Action

RESOLUTION: #2005-357 Agenda Item AD7

RE: Set JEDD Hearing Date

WHEREAS: The Brimfield Township Board of Trustees has determined the need to set a Joint Economic Development District hearing date for the Brimfield Tallmadge JEDD. This hearing is to review new members for the JEDD District and approve the new list. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall hold a hearing for the Brimfield Tallmadge JEDD on November 22, 2005 at 6:00 PM.

Trustee Mike Kostensky moved for the adoption of the above resolution on the 25th Day of October, 2005. Trustee Sue Fields seconded and upon roll call vote:

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

RESOLUTION: #2005-358 Agenda Item AD

RE: Set Regular Meeting Date

WHEREAS: The Brimfield Township Board of Trustees has determined the need to change the regular meeting date on the Wednesday before Thanksgiving to the Tuesday before Thanksgiving. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall change the meeting date for the regular Trustee meeting from November 23, 2005 to November 22, 2005 at 3:00 PM.

Trustee Mike Kostensky moved for the adoption of the above resolution on the 25th Day of October, 2005. Trustee C. Daniel Tronge seconded and upon roll call vote:

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

RESOLUTION #2005 – 359 Agenda Item AD8

WHEREAS: The Brimfield Township Board of Trustees has reviewed the information from the Ohio Board of Liquor Control and has determined it is a transfer of an existing liquor permit and not a new permit. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees moved not to hold a hearing concerning the transfer of a liquor permit from Duke and Duchess to Kwik Stop Citgo.

Trustee C. Daniel Tronge moved to adopt the above resolution. Trustee Mike Kostensky seconded and upon roll call vote:

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

Agenda Item AD7 - Sign Note for Pick up Truck

RESOLUTION #2004-360 Agenda Item ADM 4

RE: Tax Rates for Fiscal 2005

The Board of Trustees of Brimfield Township, Portage County, Ohio, met in regular session on the 25<sup>th</sup> of October, 2005 at the Brimfield Town Hall with the following members present:

Sue Fields  
Mike Kostensky  
C. Daniel Tronge

Trustee Mike Kostensky moved the adoption of the following Resolution:

RESOLVED: That the Board of Trustees of Brimfield Township, Portage County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1<sup>st</sup>, 2006; and

WHEREAS: The Budget Commission of Portage County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation; therefore, be it

RESOLVED: By the Board of Trustees of Brimfield Township, Portage County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further,

RESOLVED: That there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

FUND	AMT FROM INSIDE 10M	AMT FROM OUTSIDE 10M	EST. OF TAX	
			INSIDE	OUTSIDE
General Funds	\$217,879.00		1.10	
Road & Bridge	\$39,614.00		0.20	
Police Levy		\$953.342.00		7.60

Fire Levy		\$699,451.00		4.90
TOTALS	\$257,494.00	\$1,652,793.00	1.30	12.50

Special Levy Funds			Max. Rate Authorized	Estimate of Yield
Fund	Tax Year	Tax Year Ends	Rate to be Levied	Amount
Levy authorized by voters on 11/07/89 for a cont. period of time.				
Fire Protection	1989	Cont.	1.00	\$103,760.00
Levy authorized by voters on 05/03/94 for a cont. period of time.				
Fire Protection	1994	Cont.	1.00	\$110,120.00
Levy authorized by voters on 05/03/94 for a cont. period of time.				
Fire Protection	2005	Cont.	1.20	\$173,206.00
Levy authorized by voters on 03/02/04 for a Cont. period of time.				
Fire Protection	2004	Cont.	1.70	\$312,365.00
Levy authorized by voters on 11/03/87 for a Cont. period of time.				
Police Protection	1987	Cont.	3.00	\$292,855.00
Levy authorized by voters on 11/05/02 not to exceed 5 years				
Police Protection	2002	2006	1.90	\$208,239.00
Levy authorized by voters on 05/08/01 not to exceed 5 years				
Police Protection	2001	2005	2.70	\$452,249.00

Be it further,

RESOLVED: The Clerk of this Board is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

C. Daniel Tronge seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

- C. Daniel Tronge - yea
- Mike Kostensky - yea
- Sue Fields - yea

Adopted October 25, 2005

Agenda Item AD10 – Sign Pickup Truck Note - Signed

MOTION: #2005-361

Trustee Mike Kostensky moved to adjourn to executive session at 7:35 PM to discuss:

Fire Department - Personnel  
Road Department - Personnel

The Clerk and appropriate department heads may attend. Trustee C. Daniel Tronge seconded. Motion passed. Upon roll call vote:

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

MOTION: #2005-362

At 8:27 PM Trustee Mike Kostensky moved to return to regular session. C. Daniel Tronge seconded. Motion passed.

Fire Department no action  
The Board of Trustee will continue to accept applications for a Road Department Employee.

No Action taken as a result of the above executive session.

RESOLUTION #2005-363 Agenda Item AD2 Transfer of Funds, Advances, and Supplemental appropriations.

Re: Supplemental appropriations

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

RESOLVED: The following supplemental appropriations shall be made:

Transfer \$514.80  
To account 3101-931-931-0000  
From account 1000-910-910-0000  
\$600.00  
To account 1000-110-430-0000  
From account 1000-330-430-0000  
\$500.00  
To account 1000-610-360-0000  
From account 1000-120-430-0000  
\$500.00  
To account 1000-610-211-0000  
From account 1000-130-420-0000  
\$2,000.00  
To account 1000-910-910-0000  
From account 1000-120-353-0000  
\$500.00  
To account 1000-610-351-0000  
From account 1000-330-290-0000  
\$2,000.00

To account 2192-210-420-0000  
From account 2192-210-341-0000  
\$2,000.00  
To account 2031-330-360-0000  
From account 2031-330-318-0000  
\$2000.00  
To account 2281-230-420-0000  
From account 2281-230-318-0000

Be it further,

Trustee Mike Kostensky moved to adopt the above resolution this 25th day of October, 2005.  
Trustee Sue Fields seconded. Upon a role call vote.

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

MOTION #2005-364

At 8:27 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 C. Daniel Tronge 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. Daniel 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