

BAZETTA TOWNSHIP TRUSTEES

REGULAR MEETING MINUTES

Date: June 11, 2024, 7:00 pm
Bazetta Township Administration Building
3372 State Route 5, N.E.
Cortland, Ohio 44410

Present:

Chairman Trustee Michael Hovis YES
Vice Chairman Trustee Bob McBride YES
Trustee Michael Morelli YES
Fiscal Officer Stacy Marling YES

Chairman Trustee Hovis opened the meeting with the Pledge of Allegiance and followed with a moment of silence.

Trustee McBride reminded the assemblage of the Public Comment Procedures and that the meeting was being video, and audio recorded for informational purposes.

CORRESPONDENCE (COPIES AVAILABLE UPON REQUEST: None

ADMINISTRATION: The Fiscal Officer's monthly financial report will be posted to the township web site. Please visit at www.bazettatwp.org, under the tab titled Administration, Financial page and Reports. See attached agenda items

- Chairman Trustee Hovis – Please visit, follow, and share our “Bazetta Township Ohio” Facebook page for updates and community events
- As a reminder our Administration Office is open Monday-Friday, 10:00AM-2:00PM to serve our residents
- We would like to remind everyone our Fire Department holds a “Coffee with the Crew” every Tuesday Morning from 8:30AM – 9:30AM. Please stop by!

Correspondence:

- Waterline update from Trumbull County Engineer, Gary Newbrough (See attached correspondence)

Trustee Hovis read the Correspondence Update from the Sanitary Engineer's Office

- Letter of support from resident

067-24 Resolution to accept the meeting minutes from the Trustees Regular Meeting on May 14, 2024.

Motion: Trustee McBride
Second: Trustee Morelli
Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES

068-24 Resolution to authorize the Fiscal Office to pay all outstanding invoices and approve all warrants incurred from June 12 through July 9, 2024.

Motion: Trustee Morelli
Second: Trustee McBride
Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES

069-24 Resolution to authorize the Fiscal Officer to request advances for the 2023 2nd half real estate taxes from the Trumbull County Auditor.

Motion: Trustee McBride
Second: Trustee Morelli
Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES

070-24 Resolution to approve the attached Block Party/Road Closure Request for the Timber Creek Drive N. Block Party 2024 scheduled for Sunday July 4, 2024, from 4:00PM through 11:00PM with a rain date of July 5, 2024.

Motion: Trustee Morelli
Second: Trustee McBride
Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES

FIRE DEPARTMENT: See agenda items and monthly reports

Report from Captain Walter:

- Monthly report attached

071-24 Resolution to approve the cost estimate from Norfolk Southern Railway Company not to exceed \$25,000.00 for the construction of a new Crossing Installation for access to Elm Road from the Bazetta Township Fire Department. Payment will be made from the Fire District Fund.

Motion: Trustee McBride
Second: Trustee Morelli
Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES

Comments: None

POLICE DEPARTMENT: Nothing for agenda. See attached Monthly Reports

Report from Sergeant Greathouse:

- Monthly report attached

Comments: None

ROAD DEPARTMENT: Nothing for the agenda

Report from Superintendent Arnal:

- Have been filling potholes, weed control, maintenance on the township buildings, Cemetery and Park. All the foundations are complete for the headstones at the cemetery and all the graves are seeded. The veteran flags are back up. The Legion did a great job and left us extra ones for any that were missed.

Comments: None

PLANNING DIRECTOR, ZONING INSPECTOR AND CODE ENFORCEMENT OFFICER: Nothing for the agenda

Zoning Inspector Pete Pizzulo to report:

- We have gotten three out of the five nuisance properties mowed
- Six permits were issued for the month of May totaling \$3,022.00. Year to date collection is \$67,100.00 in fees
- Working on a few new complaints including one who I have referred to the health department to determine if it is inhabitable
- Will be on vacation from June 28-July 4

072-24 Resolution to declare the following attached parcels a nuisance for abatement:

| | |
|---------------------|------------------------|
| Parcel # 31-025050 | 872 Johnson plank Rd |
| Parcel # 31-023850 | 2203 Perkins Jones Ct. |
| Parcel # 33-0321600 | 2196 Wilmar Drive |

Motion: Trustee Morelli

Second: Trustee McBride

Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES

Comments:

ZONING BOARD OF COMMISSIONERS AND ZONING BOARD OF APPEALS: Nothing for the agenda

Report from Chairman Longo:

- The Zoning Commissioners will be attending the Northeast Ohio 2024 Planning & Zoning Workshop to be held in Willoughby Hills on June 28, 2024. The workshop covers various topics for continuing education.
- Will be holding a workshop to go over Solar language for amendment to the Zoning Resolution

073-24 Resolution to appoint resident, Jacob Walters of 2710 McCleary Jacoby Rd, as Alternate Member to the Zoning Board of Commissioners to fill the vacant position effective immediately.

Motion: Trustee McBride

Second: Trustee Morelli

Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES

PARKS AND RECREATION BOARD: See agenda items

Trustee Morelli to give update:

- Music in the park tomorrow around 6:30PM Band will play at 7:00pm Bring your own folding chair or blanket to sit on the lawn. Girl Scouts will be presenting a project to the public for the walking trailway. They will be selling cookies as well
- New sign out front
- Have had some electrical repairs

Comments:

- Trustee McBride would like to donate his tree services to trim the maple tree so that the sign can be more visible

ASKED TO BE PLACED ON THE AGENDA: No one

PUBLIC COMMENT: We will accept public comment at this time

If anyone has a question or comment

- Raise your hand
- The Chairman will recognize you
- State your name and address for the record

Multiple speakers at the same time will not be allowed

Comments:

- Stanley Shrodek – 4049 Lakeshore Drive
Complaint about Traffic light proposed for Park Avenue. He would prefer to have an actual traffic light on a timer. Trustee McBride has been discussing it with the County Engineer and he is opposed to the for way stop and discussing it with the other agencies
- He also stated the trustees are doing a great job

074-24

Resolution to adjourn meeting at 7:19PM.

Motion: Trustee Morelli

Second: Trustee McBride

Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES



Chairman Trustee Michael J. Hovis

07/09/2024

Date



Vice Chairman Trustee Bob McBride

07-09-2024

Date



Trustee Michael Morelli

07/09/2024

Date

Deanna Longo

From: Fiscal Officer
Sent: Saturday, June 1, 2024 11:05 AM
To: Deanna Longo
Subject: Meeting Items

Hello,
Please add the following to the agenda for 6.11.24:

Resolution to authorize the Fiscal Officer to request advances for the 2023 2nd half real estate taxes from the Trumbull County Auditor.

Thanks!

Stacy A. Marling
FISCAL OFFICER
BAZETTA TOWNSHIP
3372 STATE ROUTE 5
CORTLAND, OHIO 44410
P: 330-637-8816
F: 330-637-4588

Deanna Longo

From: Phillip Pelley
Sent: Friday, June 7, 2024 8:44 AM
To: Deanna Boggess
Cc: Tom Rink; Michael Hovis
Subject: Agenda
Attachments: monthly report MAY.pdf; AGENDA.doc

Please see attached agenda and report for May

Phil



MAY 2024

Total Incidents - 122

Fire Calls – 4

E.M.S – 88

Rescue Calls - 8

Other Calls – 22

Public Events Total - 8

Public Education Classes – 0

Smoke Alarms Installed – 8

Lock Boxes Installed – 0

Senior Watch Signup – 0

Total Training Hours - 56

On Station Training – 36

Off Site Training – 10

Officers Training – 2

Drivers Training – 6

Preplans/Inspections - 2

Inspections Total - 27

Business Inspections – 25

Home Inspections – 0

Fireworks Inspections – 0

Print Review - 2

BAZETTA FIRE DEPARTMENT



Date: 05/10/2024
To: Trustee Hovis, Trustee McBride, Trustee Morelli
From: Chief Tom Rink
Re: 06/11/2024 Trustee's Meeting

Agenda items:

- Nothing for the agenda.

Non agenda items:

- Monthly report attached.

Deanna Longo

From: Michael Hovis
Sent: Monday, June 10, 2024 9:04 AM
To: Deanna Longo
Cc: Bob McBride; Michael Morelli; Fiscal Officer; Tom Rink
Subject: Resolution for Norfolk Southern Road Crossing for Agenda
Attachments: Activity #1320788 Bazetta Township.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Deanna,

The following Resolution needs to be placed on the Tuesday June 11, 2024, Regular Trustee Meeting for a vote. Resolution as follows,

1. Resolution to approve the cost estimate from Norfolk Southern Railway Company not to exceed \$25,000.00 for the construction of a new Crossing Installation for access to Elm Road from the Bazetta Township Fire Department. Payment will to be made from the Fire District Fund.

Thank you,

Michael J. Hovis
Bazetta Township Trustee
Mhovis@Bazettatwp.org
Cell: 330-240-1326

Norfolk Southern Railway Company

Keystone Division

Cortland, Trumbull County, OH

ESTIMATE FOR CROSSING IMPROVEMENT (ASPHALT SURFACE)

New Crossing Installation

Existing Crossing

DOT Number:

MP: NJ-21.82

1 TRACK(S);

20 CROSSING LENGTH

| MATERIAL | QUANTITY | UNIT | UNIT COST | AMOUNT |
|--|----------|----------|-----------|---------------|
| SURFACE MATERIAL (Rubber Flangeways) | 24 | TRK. FT. | 81.00 | 1,944 |
| ASPHALT (BY CONTRACTOR) | 7 | TONS | 396.00 | 2,772 |
| RAIL, 132-LB RE | 240 | LIN FT. | 25.00 | 6,000 |
| TRANSITION RAIL | 0 | EA. | 1171.00 | 0 |
| INSULATED JOINTS | 0 | EA. | 1355.00 | 0 |
| RAIL ANCHORS | 0 | EA. | 1.90 | 0 |
| SPIKES | 0.0 | KEG | 118.00 | 0 |
| TIE PLATES | 0 | EA. | 15.00 | 0 |
| CROSSTIES (10') | 0 | EA. | 100.00 | 0 |
| CROSSTIES (GRADE 5) | 0 | EA. | 55.00 | 0 |
| TRUCKED BALLAST AND GRAVEL | 0 | TONS | 104.00 | 0 |
| GEOTEXTILE | 0 | LIN FT. | 7.00 | 0 |
| THERMITE WELDS | 0 | EA. | 691.00 | 0 |
| ASPHALT DISPOSAL | 0 | LUMPS | 5000.00 | 0 |
| TOTAL (INCLUDES 15% INVENTORY OR TAX ADDITIVES) | | | | 12,323 |

LABOR

| | | | | |
|-----------------------------|----|-----------|-------|--------------|
| REMOVE EXISTING CROSSING | 0 | MAN HOURS | 35.27 | 0 |
| REHABILITATE TRK. STRUCTURE | 24 | MAN HOURS | 35.27 | 846 |
| INSTALL NEW CROSSING | 24 | MAN HOURS | 35.27 | 846 |
| TOTAL | | | | 1,693 |

OTHER ITEMS

| | | | | |
|---|--|--|--|-----------------|
| COMPOSITE LABOR ADDITIVE (235.85%) | | | | 3,993 |
| EQUIPMENT RENTAL & TRANSPORTATION | | | | 3,200 |
| PRELIMINARY & CONSTRUCTION ENGINEERING SERVICES AND INVOICE | | | | 0 |
| TOTAL (Billed to Project Sponsor) | | | | \$21,209 |

*ESTIMATE BASED ON FULL CLOSURE OF ROAD WITH TRAFFIC CONTROL AND BARRICADES PROVIDED BY OTHERS

*UNIT COSTS ARE ESTIMATED. ACTUAL UNIT COSTS ARE SUBJECT TO CHANGE WITHOUT NOTICE.

This estimate is valid for one (1) year after the date of estimate. If work is not performed within this time frame the Railway may revise the estimate to include work not previously deemed necessary.

This estimate shall not be considered as an approval for a temporary crossing. Information provided is an estimation of the anticipated cost for the construction of the crossing only. All temporary construction crossings require a separate approval from Norfolk Southern's General Manager and Division Superintendent, a separate stand alone temporary construction crossing agreement with associated real estate fees, and all required insurances as noted in the in the temporary construction crossing agreement.

OFFICE OF CHIEF ENGINEER DESIGN & CONSTRUCTION - ATLANTA, GEORGIA

Friday, June 7, 2024

File: 0

Deanna Longo

From: Chris Herlinger
Sent: Monday, June 10, 2024 12:45 PM
To: Deanna Longo
Subject: Fwd: Agenda

Christopher G. Herlinger, Chief of Police
Bazetta Township Police Department
2671 McCleary Jacoby Road
Cortland, Ohio 44410
Office: (330) 638-5503
Fax: (330) 638-9927
cherlinger@bazettatwp.org

From: Chris Herlinger <cherlinger@bazettatwp.org>
Sent: Friday, June 7, 2024 19:59
To: Fiscal Officer <fiscalofficer@bazettatwp.org>; Michael Morelli <mmorelli@bazettatwp.org>; Michael Hovis <mhovis@bazettatwp.org>; Bob McBride <bmcbride@bazettatwp.org>
Subject: Fwd: Agenda

Christopher G. Herlinger, Chief of Police
Bazetta Township Police Department
2671 McCleary Jacoby Road
Cortland, Ohio 44410
Office: (330) 638-5503
Fax: (330) 638-9927
cherlinger@bazettatwp.org

From: Chris Herlinger <cherlinger@bazettatwp.org>
Sent: Friday, June 7, 2024 16:33
To: Deanna Longo <dlongo@bazettatwp.org>; tbott@bazettatwptemp.onmicrosoft.com <tbott@bazettatwp.org>; Michael Morelli <mmorelli@bazettatwp.org>
Subject: Agenda

Deanna,

The police department has nothing for agenda. Monthly report to be submitted Monday as we don't have all the numbers yet. Thank you.

Christopher G. Herlinger, Chief of Police
Bazetta Township Police Department
2671 McCleary Jacoby Road

Deanna Longo

From: tbott@bazettatwptemp.onmicrosoft.com
Sent: Monday, June 10, 2024 12:55 PM
To: Deanna Longo; Fiscal Officer; Michael Morelli; Michael Hovis; Bob McBride
Subject: May Month End Reports Attached
Attachments: may-monthend.pdf

Teresa Bott

**Records Administrator/Police Secretary
Bazetta Township Police Department
2671 McCleary Jacoby Rd.
Cortland, Ohio 44410
PH:330-638-5503
Fax: 330-638-9927**

BAZETTA TOWNSHIP POLICE DEPARTMENT

SHIFT COVERAGE REPORT

MONTH : MAY 2024

| DATE | TIME OFF | SHIFT | # OFC'S | #OFC'S | #OFC'S | #OFC'S | SINGLE OFC HOURS | | | |
|-----------|----------|-----------|---------|-----------|--------|-----------|------------------|-----------|---|----|
| 5/1/2024 | C | 0700-1500 | 3 | 1500-1900 | 2 | 1900-0700 | 2 | 0 | | |
| 5/2/2024 | | 0700-1500 | 3 | 1500-1900 | 3 | 1900-0300 | 2 | 0300-0700 | 1 | 4 |
| 5/3/2024 | C | 0700-1500 | 3 | 1500-1900 | 3 | 1900-0300 | 2 | 0300-0700 | 1 | 4 |
| 5/4/2024 | | 0700-1500 | 1 | 1500-1900 | 2 | 1900-0300 | 2 | 0300-0700 | 1 | 12 |
| 5/5/2024 | C | 0700-1900 | 1 | | | 1900-0700 | 1 | | | 24 |
| 5/6/2024 | C | 0700-1500 | 2 | 1500-1900 | 1 | 1900-0700 | 1 | | | 16 |
| 5/7/2024 | V | 0700-1900 | 2 | 1500-1900 | 1 | 1900-0700 | 1 | | | 16 |
| 5/8/2024 | S | 0700-1500 | 2 | 1500-1900 | 2 | 1900-0700 | 1 | | | 12 |
| 5/9/2024 | C | 0700-1500 | 3 | 1500-1900 | 3 | 1900-0300 | 2 | 0300-0700 | 1 | 4 |
| 5/10/2024 | | 0700-1500 | 3 | 1500-1900 | 3 | 1900-0300 | 2 | 0300-0700 | 1 | 4 |
| 5/11/2024 | P,C,V | 0700-1500 | 1 | 1500-1900 | 2 | 1900-0300 | 2 | 0300-0700 | 1 | 12 |
| 5/12/2024 | | 0700-1900 | 1 | | | 1900-0700 | 2 | | | 12 |
| 5/13/2024 | V | 0700-1900 | 1 | | | 1900-0700 | 2 | | | 12 |
| 5/14/2024 | V | 0700-1900 | 1 | | | 1900-0700 | 2 | | | 12 |
| 5/15/2024 | V | 0700-1900 | 1 | | | 1900-0700 | 2 | | | 12 |
| 5/16/2024 | V,C | 0700-1500 | 2 | 1500-1900 | 3 | 1900-0300 | 2 | 0300-0700 | 1 | 4 |
| 5/17/2024 | V,C | 0700-1900 | 2 | | | 1900-0700 | 1 | | | 12 |
| 5/18/2024 | C | 0700-1900 | 1 | | | 1900-0700 | 1 | | | 24 |
| 5/19/2024 | | 0700-1900 | 1 | | | 1900-0700 | 2 | | | 12 |
| 5/20/2024 | | 0700-1500 | 2 | 1500-1900 | 1 | 1900-0700 | 2 | | | 4 |
| 5/21/2024 | V | 0700-1500 | 2 | 1500-1900 | 1 | 1900-0700 | 2 | | | 4 |
| 5/22/2024 | | 0700-1500 | 3 | 1500-1900 | 3 | 1900-0300 | 2 | 0300-0700 | 1 | 4 |
| 5/23/2024 | C | 0700-1500 | 3 | 1500-1900 | 3 | 1900-0300 | 2 | 0300-0700 | 1 | 4 |
| 5/24/2024 | | 0700-1500 | 3 | 1500-1900 | 3 | 1900-0300 | 2 | 0300-0700 | 1 | 4 |
| 5/25/2024 | C,V | 0700-1900 | 2 | | | 1900-0700 | 1 | | | 12 |
| 5/26/2024 | | 0700-1900 | 1 | | | 1900-0700 | 1 | | | 24 |
| 5/27/2024 | V | 0700-1900 | 1 | | | 1900-0700 | 2 | | | 12 |
| 5/28/2024 | V | 0700-1500 | 2 | 1500-1900 | 1 | 1900-0700 | 2 | | | 4 |
| 5/29/2024 | V | 0700-1500 | 3 | 1500-1900 | 3 | 1900-0700 | 1 | | | 4 |
| 5/30/2024 | V | 0700-1500 | 2 | 1500-1900 | 3 | 1900-0700 | 1 | | | 12 |

5/31/2024 V

0700-1500

3 1500-1900

3 1900-0700

1

12

DAYS: 31

HRS/DAY:24

744 HOURS

308 HRS- 1 OFFICER

41%

TIME OFF: S
C
V
P
M

SICK
COMP
VACATION
PERSONAL
MEDICAL

May 2024 Bazetta Police Department Activity



Published Date: June 10, 2024

| Activity | Total |
|------------------------------|----------|
| Calls for Service | 364 |
| Incident Reports Filed | 42 |
| Traffic Crash Investigations | 3 |
| Number of Persons Arrested | 9 |
| Traffic Offenses | 8 |
| Traffic Citations Issued | 6 |
| Vehicle Miles Traveled | 4,502.60 |
| Office Contacts | 133 |

*Numbers are subject to change due to report status and other circumstances.

Bazetta Township Police Department

Year to Date Analysis May 2023 Comparison to May 2024

Chief Christopher G. Herlinger

Sgt. Nathan Greathouse • Sgt. Jake Abbott



↑↓Percentage Difference from 2023 - 2024

| | 2023 | 2024 | |
|------------------------------|---------|--------|-----------|
| Calls for Service | 358 | 364 | 1.676 ↑ |
| Incidents Filed | 60 | 42 | -30 ↓ |
| Traffic Crash Investigations | 2 | 3 | 50 ↑ |
| Number of Persons Arrested | 15 | 9 | -40 ↓ |
| Traffic Offenses | 9 | 8 | -11.111 ↓ |
| Office Contacts | 160 | 133 | -16.875 ↓ |
| Mileage Traveled | 4515.15 | 4502.6 | -.2779 ↓ |

IMPOUND INVENTORY

May-24

| | | | | | | | | | | | | | | | |
|------------|---------|--------|----|--------|------|----------------|-----------|----------|-----|-----|----|-----------|-----|-----|------|
| 24-0001378 | Hyundai | Silver | CH | Sonata | 2019 | Morgan Roberts | 5/11/2024 | Triple M | 150 | 150 | 25 | 5/16/2024 | 325 | 225 | 1341 |
|------------|---------|--------|----|--------|------|----------------|-----------|----------|-----|-----|----|-----------|-----|-----|------|

MAY TOTALS

\$ 325.00 \$ 225.00 \$ 325.00 \$ 225.00

Deanna Longo

From: Michael Arnal
Sent: Thursday, June 6, 2024 1:39 PM
To: Deanna Longo; Meeting Agenda Reminder; Phillip Pelley
Subject: RE: FRIENDLY REMINDER TRUSTEES MEETING AGENDA JUNE 11, 2024

The road department has nothing for the agenda.

Michael Arnal
Road Superintendent
Bazetta Township Road Dept.
2211 Wilson Sharsville rd.
Cortland,oh. 44410
(330)637-8311
marnal@bazettatwp.org
www.bazettatwp.org

From: Deanna Longo
Sent: Tuesday, June 4, 2024 12:07 PM
To: Meeting Agenda Reminder <MeetingAgendaReminder@bazettatwp.org>; Phillip Pelley <ppelley@bazettatwp.org>
Subject: FRIENDLY REMINDER TRUSTEES MEETING AGENDA JUNE 11, 2024
Importance: High

All,

Friendly Reminder to please have your Agenda Items into me by this Friday, June 7 for the Trustees upcoming meeting on June 11, 2024.

Have great afternoon,

Deanna Longo
Deanna Longo
Bazetta Township
Administrative Secretary
3372 State Route 5 N.E.
Cortland, OH 44410
dlongo@bazettatwp.org
PH: 330-637-8816
C: 330-360-7920

Deanna Longo

From: Pete Pizzulo
Sent: Monday, June 10, 2024 8:16 AM
To: Deanna Longo; Michael Hovis; Pete Pizzulo
Subject: Re: FRIENDLY REMINDER TRUSTEES MEETING AGENDA JUNE 11, 2024

Follow Up Flag: Follow up
Flag Status: Flagged

Resolution declaring following properties nuisance

872 Johnson plank Rd 31-025050
2203 Perkins Jones Ct. 31-023850
2196 Wilmar 33-032600

Thank you
Peter J Pizzulo
Planning Director/ Zoning Inspector
(330) 501-7768
Ppizzulo@bazettatwp.org

From: Michael Arnal <marnal@bazettatwp.org>
Sent: Thursday, June 6, 2024 1:39:05 PM
To: Deanna Longo <dlongo@bazettatwp.org>; Meeting Agenda Reminder <MeetingAgendaReminder@bazettatwp.org>; Phillip Pelley <ppelley@bazettatwp.org>
Subject: RE: FRIENDLY REMINDER TRUSTEES MEETING AGENDA JUNE 11, 2024

The road department has nothing for the agenda.

Michael Arnal
Road Superintendent
Bazetta Township Road Dept.
2211 Wilson Sharsville rd.
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Have great afternoon,

Deanna Longo

Deanna Longo
Bazetta Township
Administrative Secretary
3372 State Route 5 N.E.
Cortland, OH 44410
dlongo@bazettatwp.org
PH: 330-637-8816
C: 330-360-7920

