

BAZETTA TOWNSHIP TRUSTEES

REGULAR MEETING AGENDA

Date: February 11, 2025 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):

- Letter from Trumbull County Commissioners
- Letter from Trumbull County Highway Engineer
- Notice from Geauga-Trumbull Solid Waste Management District
- Notice from Trumbull County Sanitary Engineer's Office
- Notice from Trumbull County Planning Commission

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

Announcements:

- 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!
- Remind our residents our Emergency Roadway is open to emergency response vehicles only. Please watch out for these vehicles when you are in this area.
- Trustees update on the Trumbull County Auditor's failure to deposit tax money. To date, we have incurred \$5,821.00 in legal fees and numerous administrative hours looking into and responding to Public Record Requests and other inquiries
- The Township Winter Parking Ban is in effect whenever road conditions become hazardous, or snow covered.
- Remind residents our Police and Fire Department have a Senior Watch Program. If you are a senior and would like to participate or would like to refer someone to this program, contact the Police Department at 330-638-5503

- We are taking Applications for Park Shelter Rentals. Visit our website bazettatwp.org under the Park Tab for the rental information or call the Administration office at 330-637-8816

033-25 Resolution to accept the meeting minutes from the Trustees Regular Meeting on January 14, 2025 and the Trustees Special Meeting on January 27, 2025.

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

034-25 Resolution to authorize the Fiscal Office to pay all outstanding invoices and approve all warrants incurred from February 12, 2025 through March 11, 2025.

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

Comments: None

FIRE DEPARTMENT: See agenda items and monthly reports

Report from Chief Rink:

- See Monthly Report

Comments: None

035-25 Resolution to authorize the Chief Rink to purchase 3 new pairs of fire boots and 3 new fire helmets not to exceed \$5,500.00.

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

Comments: None

POLICE DEPARTMENT: See agenda items and monthly reports

Report from Chief Herlinger:

- See Monthly Report and Agenda item

Comments: None

036-25 Resolution to approve the attached invoice #INVLEX11247968 in the amount of \$8,761.58 from Lexipol for the annual police department policy manual, and policy training -daily training bulletins to be paid from Account #2081-210-360-0000.

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

Comments: None

ROAD DEPARTMENT: See agenda items:

Report from Superintendent Arnal:

- Plowing, salting, and filling potholes as needed,
- Filling potholes

Comments: None

037-25 Resolution authorizing the Trumbull County Engineer's Office to advertise for bids on behalf of Bazetta Township for (OPWC) the Ohio Public Works Commission local paving project for McCleary Jacoby Road for fiscal year 2025.

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

Comments: None

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

Zoning Inspector Pete Pizzulo to report:

- We are saddened to hear of the passing of longtime Zoning Commissioner and Chairman, Walter Maycher. Walter served our township for over 40 years. Our condolences go out to his family and friends , he will be greatly missed
- The Comprehensive Plan Steering Committee held its first meeting on February 5th
- Pre-Construction meeting for Project Penguin scheduled for Friday February 14, 2025

Comments: None

ZONING BOARD OF COMMISSIONERS AND ZONING BOARD OF APPEALS: See agenda items

Report from Chairman:

- We are saddened to hear of the passing of longtime Zoning Commissioner and Chairman, Walter Maycher. Walter served our township for over 40 years. Our condolences go out to his family and friends , he will be greatly missed

- The 2nd Quarterly Meeting is scheduled for Monday April 14, 2025 at 6:00PM
- Chairman Longo and Vice Chairman Tennant participated in the first Comprehensive Plan Update Steering Committee meeting that was held on February 5th. Purpose, procedures, timeline, and ideas were discussed. A community survey will be forthcoming
- The members of the Zoning Commission would like to recognize and thank commissioner Wetzel for his many years of service to our board and community. He will be missed, and we wish him well in the future
- We welcome Ed Carr to the Zoning Commission. Ed has been and will be a great asset to the Board.

Comments: None

038-25 Resolution to accept the resignation letter of Commissioner Howard Wetzel effective immediately.

Motion: Trustee Morelli

Second: Trustee McBride

Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES

039-25 Resolution to appoint Alternate Zoning Commissioner, Ed Carr to fill the unexpired term of Commissioner Wetzel effective immediately with the term expiring on December 31, 2028.

Motion: Trustee McBride

Second: Trustee Morelli

Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES

Comments: None

PARKS AND RECREATION BOARD: See agenda items

Trustee Morelli to give update:

- Had meeting yesterday – Easter Egg Hunt is scheduled for April 12, 2025

040-25 Resolution to appoint the following residents to the volunteer Bazetta Township Park Board for a term of two years expiring on December 31, 2026:

Shannon Watson 843 Wilson Sharpsville Road

Mary Gearhart 2576 Ivy Hill Circle

Martha Urchek 3900 Lakeshore Drive

Rich Urchek 3900 Lakeshore Drive

Motion: Trustee Morelli

Second: Trustee McBride

Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES

Comments: None

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:

- John Pilch 2855 Ravine Run Spoke about road paving
- Dan Drescher 2862 Ravine Run Spoke about road paving

041-25 Resolution to adjourn meeting at 7:53PM.

Motion: Trustee McBride

Second: Trustee Morelli


Vote: Trustee McBride YES Trustee Hovis YES Trustee Morelli YES



 Chairman Trustee Michael J. Hovis

3/11/2025

 Date



 Vice Chairman Trustee Bob McBride

03-11-2025

 Date



 Trustee Michael Morelli

3/11/2025

 Date

BAZETTA FIRE DEPARTMENT



Date: 02/17/2025
To: Trustee Hovis, Trustee McBride, Trustee Morelli
From: Chief Tom Rink
Re: 02/11/2025 Trustee's Meeting

Agenda items:

- Approval of up to \$1,500 for 3 new pairs of fire boots.
- Approval of up to \$3,800 for 3 new fire helmets.

Non-agenda items:

- Monthly report attached.

Deanna Longo

From: Tom Rink
Sent: Friday, February 7, 2025 10:23 AM
To: Deanna Longo
Subject: FD AGENDA
Attachments: agenda 2-11-25.pdf; 1-1-25.pdf

Deanna,

Have a great weekend.



January 2025

Total Incidents - 138

Fire Calls – 3

E.M.S – 109

Other Calls – 26

Public Events Total - 3

Public Education Classes – 1

Smoke Alarms Installed – 2

Lock Boxes Installed – 0

Senior Watch Signup – 0

Total Training Hours - 32

On Station Training – 20

Off Site Training – 4

Officers Training – 4

Drivers Training – 3

Preplans/Inspections - 1

Total Inspections - 3

Business Inspections – 3

Home Inspections – 0

Fireworks Inspections – 0

Print Review - 0

Deanna Longo

From: Chris Herlinger
Sent: Friday, February 7, 2025 12:57 PM
To: Deanna Longo; Fiscal Officer; Michael Morelli; Michael Hovis; Bob McBride
Subject: Police Agenda Item
Attachments: Lexipol Renewal Invoice.pdf

Deanna,

The police department will need a resolution to Accept the attached invoice #INVLEX11247968 in the amount of \$8,761.58 from Lexipol for the annual police department policy manual, and policy training - Daily Training Bulletins. This will be paid from Account #: 2081-210-360-0000.

The January Monthly report will be submitted on Monday Morning as we still do not have the final call numbers from the 911 Center. Thank You.

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



Invoice

#INVLEX11247968

2/1/2025

Bill To
Bazetta Township Police Department (OH)
2671 McCleary Jacoby Rd
Cortland OH 44410
United States

End User
Bazetta Township Police Department (OH)

Terms	Due Date	PO #	Contract Term	
Net 30	3/3/2025		3/1/2025 to 2/28/2026	
Description	Qty	Rate	Amount	
Annual Law Enforcement Supplemental Manual(s)	1	\$1,198.66	\$1,198.66	
Annual Law Enforcement Policy Manual & Daily Training Bulletins	1	\$7,230.83	\$7,230.83	
Law Enforcement Accreditation Workbench Premium (OH)	1	\$332.09	\$332.09	

Your invoice includes a 5 % discount.

Subtotal	\$8,761.58
Tax Total (%)	\$0.00
Invoice Total	\$8,761.58
Amount Paid	\$0.00
Amount Due	\$8,761.58

[Click here to submit your accounting inquiry](#)

Lexipol now has an easier way for you to view/pay your invoices. Please set up/login to your account today at LEXIPOL CUSTOMER PORTAL. If you have difficulty logging in, please click on the reset password link, reset your password, and attempt logging in again.

Please Make Checks Payable to:
Lexipol LLC
PO Box 676232
Dallas, TX 75267-6232

Deanna Longo

From: tbott@bazettatwptemp.onmicrosoft.com
Sent: Monday, February 10, 2025 9:03 AM
To: Michael Hovis; Michael Morelli; Bob McBride; Fiscal Officer; Deanna Longo
Subject: January Reports Attached
Attachments: janreports.pdf

Teresa Hernandez
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 : JANUARY 2025

DATE	TIME OFF	SHIFT	# OFC'S	#OFC'S	#OFC'S		SINGLE OFC HOURS
1/1/2025	C	0700-1900	1	1900-0700	1		24
1/2/2025	C	0700-1500	2	1500-1900	1	1900-0700	16
1/3/2025		0700-1500	2	1500-1900	2	1900-0300	4
1/4/2025		0700-1500	1	1500-1900	2	1900-0300	12
1/5/2025	V	0700-1900	1	1900-0700	1	0300-0700	24
1/6/2025	S	0700-1500	2	1500-1900	1	1900-0700	16
1/7/2025		0700-1500	2	1500-1900	1	1900-0700	4
1/8/2025	C	0700-1500	2	1500-1900	1	1900-0700	12
1/9/2025		0700-1500	2	1500-1900	2	1900-0300	4
1/10/2025	C	0700-1500	2	1500-1900	2	1900-0700	12
1/11/2025	C	0700-1500	2	1500-1900	2	1900-0700	12
1/12/2025		0700-1900	1	1900-0700	2		12
1/13/2025		0700-1500	2	1500-1900	1	1900-0700	4
1/14/2025		0700-1500	2	1500-1900	1	1900-0700	4
1/15/2025		0700-1500	2	1500-1900	2	1900-0300	4
1/16/2025		0700-1500	2	1500-1900	2	1900-0300	4
1/17/2025		0700-1500	2	1500-1900	2	1900-0300	4
1/18/2025		0700-1500	1	1500-1900	2	1900-0300	12
1/19/2025		0700-1900	1	1900-0700	2	0300-0700	12
1/20/2025		0700-1900	1	1900-0700	2		12
1/21/2025	V	0700-1500	1	1500-1900	1	1900-0700	12
1/22/2025	V	0700-1500	2	1500-1900	1	1900-0700	12
1/23/2025		0700-1500	2	1500-1900	2	1900-0300	4
1/24/2025		0700-1500	2	1500-1900	2	1900-0300	4
1/25/2025		0700-1500	1	1500-1900	2	1900-0300	12
1/26/2025	S	0700-1900	1	1900-0700	1	0300-0700	24
1/27/2025	S	0700-1500	2	1500-1900	1	1900-0700	16
1/28/2025	S	0700-1500	2	1500-1900	1	1900-0700	16
1/29/2025		0700-1500	2	1500-1900	2	1900-0300	4
1/30/2025		0700-1500	2	1500-1900	2	1900-0300	4

1/31/2025 C

0700-1500

2 1500-1900

2 1900-0700

1

12

DAYS: 31

HRS/DAY:24

744 HOURS

328 HRS- 1 OFFICER

44%

TIME OFF: S
C
V
P
M
B
L

SICK
COMP
VACATION
PERSONAL
MEDICAL
BABY
LEAVE

January 2025 Bazetta Police Department Activity



Published Date: February 10, 2025

Activity	Total
Calls for Service	248
Incident Reports Filed	50
Traffic Crash Investigations	14
Number of Persons Arrested	13
Traffic Offenses	6
Traffic Citations Issued	5
Office Contacts	125
Vehicle Miles Traveled	3757.6

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

Bazetta Township Police Department

Year to Date Analysis January 2024 Comparison to January 2025

Chief Christopher G. Herlinger

Sgt. Nathan Greathouse • Sgt. Jake Abbott



↑↓Percentage Difference from 2024 - 2025

	2024	2025	
Calls for Service	266	248	-6.767↓
Incidents Filed	35	50	42.851↑
Traffic Crash Investigations	5	14	180↑
Number of Persons Arrested	13	13	0
Traffic Offenses	15	6	-60↓
Office Contacts	100	125	25↑
Mileage Traveled	3838.3	3757.6	-2.102↓



Bazetta Township Zoning Commission

3372 State Route 5, N.E.

Cortland, Ohio 44410

Chairman Deanna Longo – Vice Chairman Cheryl Tennant

Howard Wetzel - Brenda Farone - Dean Noble

Alternates Ed Carr and Jacob Walters

Secretary – Rich Urchek

Office Phone: 330-637-8816 – Fax: 330-637-4588



Howard Wetzel
1324 Wilson Sharpsville Road
Cortland, Ohio 44410

Dear Trustee, Hovis:

Please accept this letter as formal notice of my resignation from the Zoning Commission for Bazetta Township. This resignation should be effective immediately.

I appreciate the opportunity I had to work in this position over the many years.

Thank you again for this great opportunity to work with Bazetta Township.

Sincerely,



Howard Wetzel



Date

Costs Associated with the
Auditor's Failure to Deposit Tax Money

Expenditure	Explanation	Date			Amount
Attorney Cherry Poteet	Legal Fees	10/7/2024			\$1,255.41
Attorney Cherry Poteet	Legal Fees	11/21/2024			\$1,305.00
Attorney Cherry Poteet	Legal Fees	12/10/2024			\$1,955.59
Attorney Cherry Poteet	Legal Fees	1/16/2025			\$240.00
Attorney Cherry Poteet	Legal Fees	2/2/2025			\$1,065.00
Total					\$5,821.00

