

Perry Township Board of Trustees

Regular Meeting

August 18, 2020 6:00 pm

Records Commission – Convened at 5:45 pm with the Law Director, Fiscal Officer and Trustee DeChiara.

The Police Chief and Fire Chief each submitted a schedule of proposed records for disposal. The convened body reviewed each submittal and decided as follows:

- 1) Police – Mr. Hall moved, Mr. Chessler seconded a motion to recommend to the Board of Trustees that all steps be taken to obtain approval and provide required notices for the destruction of the scheduled records. All members voted in the affirmative.
- 2) Fire – Mr. Chessler moved, Mr. Hall seconded a motion to recommend to the Board of Trustees that all steps be taken to obtain approval and provide required notices for the destruction of the scheduled records. All members voted in the affirmative.

This concluded the meeting at 5:53 pm.

Call to Order/ Pledge of Allegiance:

Public Speaks: Scheduled Speakers:

Excused absence:

Additions/Deletions to Agenda:

Public Hearings/Invited Guests:

Bid Opening 6:00 pm – Phase 2 of 2020 Paving Program

Trustee DeChiara opened the meeting and indicated that we will now have our bid opening for Phase 2 of the 2020 road paving.

Fiscal Officer Chessler indicated that we have received, prior to the deadline, four (4) bid packages and read aloud the following:

1. Northstar Asphalt Company	Bid Bond	\$119,788.00
2. N.E.S. Corp.	Bid Bond	\$143,320.80
3. Superior Paving and Material	Bid Bond	\$98,508.00
4. Chagrin Valley Paving	Bid Bond	\$108,473.00

Trustee DeChiara referenced the current paving cycle and verified of Road Superintendent Masalko that we were utilizing Superior Paving now; Mr. Masalko confirmed that we were. Trustee DeChiara inquired of the Board members if Superior Paving could be now be approved, pending Law Director Hall's review, as to sufficiency; Trustee Haines and Trustee Shreffler confirmed yes.

Trustee DeChiara made a motion that the Board approve Superior Paving for the lowest bid submitted at \$98,508.00 for the additional work in Perry Township for 2020 paving, provided that all the industry standards are approved by the Law Department; Seconded by Trustee Shreffler.

ROLL CALL: Mr. DeChiara, yes. Mr. Haines, yes. Mr. Shreffler, yes.

2021 Budget Hearing

Fiscal Officer Chessler indicated that this is a statutorily required process that each year the Board, through the Fiscal Officer, is obligated to prepare what is called the Alternative Tax Budget and it includes the figures provided by the Auditor of all sources of revenue. Fiscal Officer Chessler referenced the Alternative Tax Budget information, supporting documents, before the Board and gave a summary of explanation regarding this matter; Mr. Chessler also indicated that he would hand-carry this to the auditor's office tomorrow prior to the deadline of August 20th.

Trustee DeChiara stated that based on our Fiscal Officer's presentation for the 2021 budget, made a motion that the Board approve in and of form and send it down to the auditor; Seconded by Trustee Haines.

ROLL CALL: Mr. DeChiara, yes. Mr. Haines, yes. Mr. Shreffler, yes.

Communications:

Public Speaks on items up for Board Approval:

Township Business requiring Board Action:

Unfinished Business:

Consider No Through Trucks Sign on Nave Street

Road Superintendent Masalko indicated that he spoke with the Massillon City Engineer regarding this matter. More discussion took place concerning this signage.

Trustee Haines stated that based on this information, made a motion to designate Nave St. SW from the Township corporate line at the Perry Township, City of Massillon boundary line to Perry Drive as a no through truck traffic street; Seconded by Trustee Shreffler.

ROLL CALL: Mr. DeChiara, yes. Mr. Haines, yes. Mr. Shreffler, yes.

Trustee Haines stated that also, based on this same issue, made a motion to designate Genoa Road from Navarre Road to Southway a no through truck traffic street so then Genoa is covered from Navarre Road to 172; Seconded by Trustee DeChiara.

ROLL CALL: Mr. DeChiara, yes. Mr. Haines, yes. Mr. Shreffler, yes.

New Business:

Trustee DeChiara stated that the Board will consider the approval of bills and payroll in the amount of \$210,605.05 for the week ending August 4, 2020 and bills in the amount of \$132,856.80 for the week ending August 11, 2020 for a combined total of \$343,461.85; Seconded by Trustee Haines.

ROLL CALL: Mr. DeChiara, yes. Mr. Haines, yes. Mr. Shreffler, yes.

Fiscal Officer:

**Authorize Creation of Fund to Receipt and Dispense Grants of CARES Act Fund 34-A
Authorize Creation of Miscellaneous Federal Grant for Fire Department as 34-B**

Fiscal Officer Chessler indicated that as the Board was aware, we did receive, this year, approximately \$274,000.00 in what is determined as CARES Act money. Mr. Chessler relayed that since this is a new source of receipt, he has created a fund to accept those funds and make disbursements to be able to account for it later in the auditing process. Additionally, Mr. Chessler stated that we were informed at the last meeting by the Fire Chief that we have received a FEMA COVID-19 supplemental grant. Mr. Chessler indicated that he had asked the auditor whether we could deposit those funds into the same fund or whether a new one needed to be created, and the response was that a second fund would need to be created; the CARES Act Fund which is known as 34-A and the creation of a Miscellaneous Federal Grant for the Fire Department which will be designated as 34-B.

Trustee Haines stated that based on that information, made a motion that we create a fund to receive dispensed grants, the CARES Act Fund 34-A; Seconded by Trustee DeChiara.

ROLL CALL: Mr. DeChiara, yes. Mr. Haines, yes. Mr. Shreffler, yes.

Trustee Haines stated that also based on the Fiscal Officer's recommendation, made a motion that we create a fund called Miscellaneous Federal Grant for the Fire Department as Fund 34-B; Seconded by Trustee DeChiara.

ROLL CALL: Mr. DeChiara, yes. Mr. Haines, yes. Mr. Shreffler, yes.

Consider Bank Reconciliation

Fiscal Officer Chessler referenced some correspondence forwarded to him by Chief Martin regarding this FEMA COVID-19 supplemental grant and one of the things that is required to accept and disburse these FEMA funds is what is called a procurement policy. Mr. Chessler indicated that he did not think it was something that needed to be done tonight, but it is something in the future that we may want to establish to comply with the federal regulations in the FEMA grant.

Trustee Haines made a motion that the Board accept the bank reconciliation; Seconded by Trustee Shreffler.

ROLL CALL: Mr. DeChiara, yes. Mr. Haines, yes. Mr. Shreffler, yes.

Consider 07/21/20 and 08/04/20 Meeting Minutes

Trustee DeChiara stated that the Board would consider accepting the meeting minutes from July 21, 2020 and August 4, 2020; so moved and approved by Trustee Haines; Seconded by Trustee Shreffler.

ROLL CALL: Mr. DeChiara, yes. Mr. Haines, yes. Mr. Shreffler, yes.

Administration:

Consider Approving FMLA Request of Employee "A"

Administrator Fetzer indicated that the Board is in receipt of a request for the Family Medical Leave Act; Employee A is requesting leave to bond with his or her child; the applicant has met all of the appropriate criteria for FMLA; the applicant is also aware that it is his/her responsibility to inform the department head of the approved leave for scheduling purposes. Administrator Fetzer asked the Board to please consider making a motion to authorize Employee A the requested FMLA as submitted.

Trustee Haines stated that based on the information given us, made a motion that the Board approve the Family Medical Leave under participant A for the birth of a child or to care for a new child; Seconded by Trustee DeChiara.

ROLL CALL: Mr. DeChiara, yes. Mr. Haines, yes. Mr. Shreffler, yes.

Fire Department:

Consider Donation of Out of Service and Out of Date Damaged Fire Hose

Chief Martin stated that the Fire Department is requesting that the Board of Trustees authorize the donation of miscellaneous out-of-service/damaged/out-of-date fire hose to the Cleveland Metro Park Zoo. Chief Martin referenced his August 14th memo to the Board regarding the itemized list of hose that are determined to be out-of-service, damaged/out-of-date and no longer have any useful purpose for firefighting activities. Chief Martin also referenced the ORC 505.10 (2)(b) wherein the Board may discard or salvage that property.

Trustee DeChiara stated that based on the Chief's recommendation, made a motion that we donate our discontinued or damaged fire hose to the Cleveland Metro Park Zoo; Seconded by Trustee Haines.

ROLL CALL: Mr. DeChiara, yes. Mr. Haines, yes. Mr. Shreffler, yes.

Chief Martin referenced a recent memo to the Board relaying a dispatched call on August 9th by the crew of Fire medic Jamie Gray, Jack Keim II and EMT Thomas Kidd responding to a 64-year-old female with chest pain and rapidly identifying that she was having a heart attack. Chief Martin relayed that the crew delivered the patient to the ER where the Heart Cath revealed a 100% blockage. Medical issues addressed, patient doing well and recovering and credit to this crew for working together for a lifesaving outcome.

Chief Martin stated that he also wanted to mention a non-emergency call taken by part-time firefighter Thom Ross wherein he went through a bathroom window to get keys for a resident who inadvertently left her keys inside her locked house. Chief Martin indicated that though this was not considered an emergency situation, it was an emergency to this resident and he wanted to remark on these two incidents to recognize these individuals for their efforts.

The Board members stated their thanks and appreciation; Trustee DeChiara inquired of Chief Martin if the Board should recognize these individuals with a letter of commendation; Chief Martin stated that these actions were included in their files but stated that he was sure they would appreciate that as well.

Police Department:

Fiscal Officer Chessler referenced the Township Depository Agreement proposal matter not making it on to tonight's Agenda, but indicated that a published notice was sent out and two (2) proposals received back. Mr. Chessler stated that he would ask the Board to consider acknowledging receipt in accepting these and deferring them for further review to award a contract.

Trustee DeChiara made a motion to have the Board of Trustees accept the depository bids for our funds to be reviewed by our Law Department; Seconded by Trustee Haines.

ROLL CALL: Mr. DeChiara, yes. Mr. Haines, yes. Mr. Shreffler, yes.

Fiscal Officer Chessler stated for the record, the two proposals that we have received were from First Commonwealth Bank and Huntington Bank.

Road and Park Department:

Consider Notice to Proceed and Contract for Phase 2 of Perry Township Paving Program

Consider Resolution for Nave St. SW to Become a No Through Truck Street

Law Director:

Zoning:

Problem Properties:

Executive Session(s):

Department Matters Not Requiring Board Action:

Administration:

Fire Department:

Police Department:

Road Department:

Parks/Recycling:

Zoning:

Law Director:

Announcements:

~Yard Waste Site at 1500 Jackson Ave. SW, Monday, Wednesday and Saturday 8 am to 4 pm.

Public Speaks-Open Forum:

Adjournment:

With nothing further to come before the Board, Trustee DeChiara made a motion to adjourn the meeting at 6:26 pm; Seconded by Trustee Haines.

Trustee Haines indicated to Fiscal Officer Chessler that the Board did not approve the records commission matter. Trustee DeChiara stated that he would rescind his motion to adjourn to continue with this matter.

Fiscal Officer Chessler stated that he would request that the Board make a motion to accept the recommendation of the Perry Records Commission for the proposed disposal of records of the Police and Fire Departments.

Trustee DeChiara stated that based on that recommendation, made a motion that we dispose of the records as approved at tonight's meeting; Seconded by Trustee Shreffler.

ROLL CALL: Mr. DeChiara, yes. Mr. Haines, yes. Mr. Shreffler, yes.

Trustee DeChiara made a motion to adjourn; Seconded by Trustee Haines.

ROLL CALL: Mr. DeChiara, yes. Mr. Haines, yes. Mr. Shreffler, yes.

Ralph DeChiara Jr., President

Craig Chessler, Fiscal Officer