

COPLEY TOWNSHIP BOARD OF TRUSTEE REGULAR MEETING

MONDAY, NOVEMBER 26, 2007

President Dale A. Panovich convened the regular meeting of the Copley Township Board of Trustees at 7:00 p.m. on Monday, November 26, 2007.

PLEDGE OF ALLEGIANCE

WELCOME GUESTS

Trustee Panovich welcomed all and expressed sympathy for the family of Charles Moorer, a retired Police Officer with Copley Township, who had recently passed away.

APPROVAL OF MINUTES

Trustee Dressler made a motion to approve the Regular Meeting minutes of October 22, 2007 as presented; second by Trustee Panovich; all voting aye.

FISCAL OFFICER'S REPORT

1. Recommended appointment of Mark Mitchell as Prevailing Wage Coordinator for all road projects initiated by the township and Janice Marshall as Prevailing Wage Coordinator for all other applicable projects.
Motion: Trustee Panovich
Second: Trustee Dressler
Voting: all voting aye
2. Requested approval to issue Then and Now Purchase Order to Wichert Insurance in the amount of \$9,501.00 for additional premium required to add Fire Department Property and Liability. At the previous meeting, the premium for renewal was for the policy as it existed at that time. The additional amount to add the Fire Department was not included in the request. Identical coverage previously provided by VFIS was renewed at an annual premium of \$ 26,095.00.
Motion: Trustee Panovich
Second: Trustee Dressler
Voting: all voting aye
3. Requested approval to issue Then and Now Purchase Order to Iron Mountain, Inc. for contracted services providing document shredding for the township residents in February and May 2008 in the amount of \$4,000.00. The contract was signed in August 1, 2007 and provided for the service to be provided four times – once in August 2007, November 2007, February 2008 and May 2008. The first time in August was no charge but each following service was \$2,000.00 each time for a total of \$6,000.00. A PO was prepared for the November shredding service for \$2,000.00 but not the subsequent times.
Motion: Trustee Humphrys
Second: Trustee Panovich
Voting: all voting aye
4. Request approval to issue Purchase Order to Northeast Ohio Administrators for employee healthcare reimbursements for the remainder of 2007 in the amount of \$14,614.00.
Motion: Trustee Humphrys
Second: Trustee Panovich
Voting: all voting aye
5. Request approval to issue Purchase Order to Ohio Edison for electricity for the remainder of 2007 in the amount of \$3,200.00
Motion: Trustee Dressler
Second: Trustee Humphrys
Voting: all voting aye
6. Request approval to issue Purchase Order to Anthem Blue Cross/Blue Shield for health insurance for the remainder of 2007 in the amount of \$41,530.00.
Motion: Trustee Humphrys
Second: Trustee Dressler
Voting: all voting aye
7. Request approval to void check #83063 dated 3/30/07 payable to Verizon Wireless in the amount of \$289.04. The amount was paid for invoice #3719155308 but was never cashed by Verizon. The accounts have since been

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changed to accommodate recent governmental pricing programs and Verizon is not showing any balance due for our accounts. The check has expired and is no longer valid.

Motion: Trustee Humphrys

Second: Trustee Panovich

Voting: all voting aye

8. Request approval to move \$2,082.20 from account #4905-910-910 to #4905-760-740 to issue Purchase Order to buy 3 Tanker 400 seats using the remaining amount of SCBA Grant from 2003.
Motion: Trustee Panovich
Second: Trustee Dressler
Voting: all voting aye
9. Request approval to amend Permanent Appropriations for Fund#2181 down to \$26,000.00 from original amount of \$40,000.00. Had previously amended certificate to \$28,795.00 and have collected to date \$26,528.00 as of 10/31/07.
Motion: Trustee Humphrys
Second: Trustee Dressler
Voting: all voting aye
10. Request permission to establish Fund #2907 Wal-Mart Donation – Children’s Programming in the amount of \$2,000.00; to amend the Certificate of Resources to include the Fund and to amend the Permanent Appropriations for account #2907-210-420 Operating Supplies for donation received by Wal-Mart.
Motion: Trustee Humphrys
Second: Trustee Dressler
Voting: all voting aye
11. Request approval to authorize Life Force Management to write off uncollectible accounts per attached sheet.
Motion: Trustee Humphrys
Second: Trustee Dressler
Voting: all voting aye
12. Attended training seminar sponsored by Lorman Education Services on Health Insurance. Received some valuable insight into alternative choices for health care plans and structuring of costs.
13. Received Final Determination from the Ohio Department of Taxation regarding Parcel #15-003177 and #15-03178 granting exemption from taxation beginning January 1, 2007. The property is located at 1059 Jacoby Road and was donated to the township by NOVA Chemicals, Inc.
14. Received invoice from the Ohio Township Association for CLOUT Membership Dues for 2008; Trustees requested to renew membership.
15. Received notice from the Summit County Health District regarding their mosquito control program for Copley Township. The notice outlines their program goals for reducing the number of mosquitoes and for educating the public on methods of reducing the number of breeding sites. In 2007, 44 traps were set in Copley yielding over 4,700 female mosquitoes of which none tested positive for West Nile Virus or St. Louis Encephalitis. In addition, 173 breeding sites were inspected/and treated covering 23 acres and the township received 6 evening spraying applications covering 15,000 acres.
16. Requested approval to allow the following employees to carry over vacation hours to their next anniversary year:
 - John Gordon 81.40 hours – anniversary date 10/26
 - Jerry Mirman 94.32 hours - 11/08
 - Doug Huffman 266.00 hours - 11/10
 - Ed Simpson 82.66 hours - 11/12
 - Brian Price 80.00 hours – 11/14
 - Jim Rogers 48.00 hours - 11/29
 - Joseph Krunich .05 hours - 12/02

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- Mark Hermann 181.00 hours - 12/07
Motion: Trustee Panovich
Second: Trustee Humphrys
Voting: all voting aye
17. Requested approval for the following individuals under union contract in the Police and Dispatch Departments to carry over comp time to the following calendar year:
- Paul Cerovac 40.00 hours
 - Darrell Garner 16.00 hours
 - Eric Goodwin 40.00 hours
 - Dennis Kuminski 40.00 hours
 - Chris Santimarino 40.00 hours
 - Mike Emerson 40.00 hours
 - Sara Kwiecien 16.00 hours
 - Kristin Letham 15.01 hours
 - Diana Marsi 23.97 hours
 - Kim Price 40.00 hours
- Motion: Trustee Humphrys
Second: Trustee Dressler
Voting: all voting aye
18. Requested approval for the following individuals under union contract in the Police and Dispatch Departments to carry over holiday hours to the following calendar year:
- Paul Cerovac 24.00 hours
 - Darrell Garner 8.00 hours
 - Eric Goodwin 43.25 hours
 - Dennis Kuminski 32.00 hours
 - Brian Price 40.00 hours
 - Chris Santimarino 40.00 hours
 - Mike Emerson 40.00 hours
 - Kristin Letham 11.50 hours
 - Diana Marsi 16.00 hours
 - Jerry Mirman 20.25 hours
 - Kim Price 63.75 hours
- Motion: Trustee Humphrys
Second: Trustee Panovich
Voting: all voting aye
19. Received notice from the Ohio Division of Liquor Control that a new liquor license has been applied for by Kenneth Chuparkoff for Units B and C at 1436 S. Cleveland Massillon Road. Trustees requested additional information before requesting or waiving their right to a hearing.
20. Received notice from the Ohio Division of Liquor Control that the new permit application for Johnny J's Pub at Ridgewood Crossing has been withdrawn. No ruling will be made regarding the hearing held October 29, 2007.

ADMINISTRATOR'S REPORT

1. Recommended continuation of membership for 2008 in Employee Resource Council of Mayfield Hts., Ohio at a cost of \$445.00.
Motion: Trustee Panovich
Second: Trustee Humphrys
Voting: all voting aye
2. Requested permission to send letter of thanks on behalf of the Board to Sue Mack and Luke Marchmon for their work with the 2008 United Way Campaign.
3. Recommended approval of Resolution 2007-42 to appoint Janice Marshall, Fiscal Officer, as the Board of Trustees' designee to attend required public records training

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- Motion: Trustee Panovich
Second: Trustee Humphrys
Voting: all voting aye
4. Requested permission to post new job descriptions for a Receptionist/Clerk at the front desk and for an Executive Assistant to the Administrator for a minimum of 14 days beginning November 27, 2007.
Motion: Trustee Humphrys
Second: Trustee Panovich
Voting: all voting aye
 5. Requested permission to accept a letter of resignation from Brenda Connelly as of November 14, 2007.
Motion: Trustee Panovich
Second: Trustee Dressler
Voting: all voting aye
 6. Recommended acceptance of Leap Year Agreement from the Copley Fire Department as presented to ensure rotation of holidays among full-time firefighters after the extra day of leap year.
Motion: Trustee Humphrys
Second: Trustee Panovich
Voting: all voting aye
 7. Presented video created by Service Director Mark Mitchell on Storm Water Information that will be posted on the Copley Township website.
 8. Requested Executive Session to discuss acquisition of property, contract negotiations, potential litigation with Legal Counsel and discipline of personnel in the Police Department.

DEPARTMENT BUSINESS

Fire Department – Chief Michael Benson

1. Informed Trustees of needed repair to main fire engine; had received quote for \$5,700.00 work to be done but performed work in-house at a cost of about \$200.00.
2. Requested permission to purchase two 2008 Ford Expeditions from Statewide Ford at a cost of \$25,000.00 each for a total not to exceed \$50,000.00.
Motion: Trustee Panovich
Second: Trustee Dressler
Voting: all voting aye
3. Requested permission to purchase two light and siren packages from Statewide Emergency Products to outfit new vehicles at a cost of \$5,000.00 each for a total not to exceed \$10,000.00
Motion: Trustee Humphrys
Second: Trustee Panovich
Voting: all voting aye
4. Requested permission to purchase two Motorola XLT 5000 mobile radios from B&C Communications for the new vehicles at a cost of \$5,000.00 each for a total cost not to exceed \$10,000.00. Purchase will fulfill 2006 radio grant matching funds requirement.
Motion: Trustee Dressler
Second: Trustee Humphrys
Voting: all voting aye
5. Requested permission to purchase decals and lettering from GMS Signs and Graphics in Macedonia, Ohio for the new vehicles at a cost of \$1,000.00 each for a total cost not to exceed \$2,000.00.
Motion: Trustee Panovich
Second: Trustee Dressler
Voting: all voting aye

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6. Requested permission to accept the resignation of Fire/Medic Scott Forshey as a contractual member of the Fire Department due to his obligations with the Police Department.
Motion: Trustee Humphrys
Second: Trustee Dressler
Voting: all voting aye
7. Requested permission to contract with ISSG to do internal training for firefighters on proper interviewing techniques at a cost of \$2,000.00. The cost of the training will be shared with Bath Township.
Motion: Trustee Panovich
Second: Trustee Humphrys
Voting: all voting aye
8. Requested permission to reimburse Firefighter Association for holiday decorations for Copley Circle at an amount not to exceed \$500.00.
Motion: Trustee Panovich
Second: Trustee Humphrys
Voting: all voting aye
9. Chief Benson presented Power Point outlining his first 90 days in the position, projects in process and future plans for the department.

Police Department – Chief Mier

1. Requested permission to contract with ISSG to do internal training for police officers on proper interviewing techniques at a cost of \$2,000.00
Motion: Trustee Panovich
Second: Trustee Humphrys
Voting: all voting aye
2. Recommended approval to contract with Cuyahoga County Tri-C to perform agility testing for recruiting candidates for Police Department at a cost of \$2,000.00.
Motion: Trustee Panovich
Second: Trustee Humphrys
Voting: all voting aye
3. Requested permission to send Ben Campbell to training on December 10-14, 2007 at O.P.O.T.A. for a class entitled “Field Training Officer Program” for a cost of \$460.00.
Motion: Trustee Dressler
Second: Trustee Panovich
Voting: all voting aye
4. Submitted monthly report.

Service Department –Service Director Mitchell

1. Requested permission to allow Jeff Lowe to carry over 14.34 hours of comp time earned in 2007 to the next calendar year 2008.
Motion: Trustee Panovich
Second: Trustee Dressler
Voting: all voting aye
2. Requested permission to send letters to residents who have placed items obstructing the road asking them to remove the items which interfere with snow and/or ice removal. Trustee Humphrys asked the Board to pass a Resolution stating that the Service Director would have the authority to remove such items after proper notification was given; Trustee Dressler expresses his thoughts that the ORC already gives the Service Director that authority. The topic was tabled to defer to Legal Counsel for the proper procedure.
3. Reported results from the document shredding service offered to residents – 81 vehicles with 6,020 pounds of shredded documents. The next session will be in February 2008.
4. Submitted monthly report

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- 5. Phase III Copley Meadows Project is complete. Thanks to the Summit County Engineers Office and Tri-Mor Construction for their help with the project. Residents have been complimentary and pleased with the project.
- 6. Asphalt rejuvenation project has been completed.
- 7. Requested permission to renovate old Station II on Cleveland Massillon Road to allow for storage; would like to remove interior walls, provide shelving, etc. Will draw a sketch to consider at future meeting.
- 8. Christmas Tree pick-up available on January 7, 2008

Zoning Department – Zoning Inspector

- 1. Requested permission to declare the properties at 2245 Acre Drive and 2963 Cliffside Drive as a public nuisance and to begin the procedure to demolish both structures and place the cost on the property owner’s tax duplicate.
Motion: Trustee Panovich
Second: Trustee Dressler
Voting: all voting aye
- 2. Requested permission to waive all fees for a renewal of the Conditional Use Permit for Stony Hill Fire Station located at 4570 Medina Road.
Motion: Trustee Humphrys
Second: Trustee Dressler
Voting: all voting aye
- 3. Submitted zoning update.

OLD BUSINESS

Trustee Panovich indicated that she spoke with a representative from Time Warner Cable who stated that they would be willing to attend a Board Meeting to answer questions from residents. Administrator Spraggins will set the meeting up in 2008.

CORRESPONDENCE

Received notice from AT&T that they will be offering video service to existing customers in Copley Township.

BUSINESS FROM THE FLOOR

- 1. Ron Hine – Asked if the title for the newly posted position of Executive Assistant to the Administrator could be changed to be in line with other township positions. Trustee Dressler indicated he would discuss that change when the job description is discussed.
- 2. Chris Brown – Asked status of situation between the City of Akron and Copley Township in reference to the extension of water to new development. Trustees Humphrys and Panovich indicated that meeting had been held and were scheduled to resolve those issues, hopefully by year-end or early 2008.

NEW BUSINESS

None

FUTURE MEETING DATES

Wed., Nov.28, 2007	Board of Zoning Appeals Meeting	6:00 p.m.
Sun., Dec.2, 2007	Tree Lighting-Copley Circle	6:00 p.m.
Mon., Dec. 3, 2007	CLUP – Steering Committee	6:00 p.m.
Mon., Dec. 10, 2007	Board of Trustee Meeting	8:00 p.m.
Mon.-Tues. Dec.24-25	Christmas Holiday-Offices Closed J&J trash pick-up delayed one day	
Thurs., Dec.27, 2007	Board of Trustee Meeting	6:00 p.m.

Trustee Humphrys made a motion to adjourn to Executive Session following a three-minute recess to discuss acquisition of property, contract negotiations, discipline of personnel and pending litigation with Legal Counsel; second by Trustee Dressler. Roll-call vote: Trustee Panovich – yes, Trustee Humphrys – yes, Trustee Dressler – yes.

The regular meeting was reconvened at 10:45 p.m. with no action taken:

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ADJOURNMENT

Trustee Dressler made a motion to adjourn at 9:45 p.m.; second by Trustee Panovich, all voting aye.

APPROVED BY:

RESPECTFULLY SUBMITTED:

Dale A. Panovich, President

Janice L. Marshall, Fiscal Officer