

# COPLEY TOWNSHIP BOARD OF TRUSTEE REGULAR MEETING

WEDNESDAY, MAY 19, 2010

President Scott Dressler convened the regular meeting of the Copley Township Board of Trustees at 6:00 p.m. on Wednesday, May 19, 2010.

## PLEDGE OF ALLEGIANCE

Trustee Dressler asked Boy Scout Brendon Ahern to lead the Pledge of Allegiance.

## WELCOME GUESTS

Trustee Dressler welcomed all and introduced Andrew Toppin, representative from the Boy Scouts of America, Great Trail Council. Mr. Toppin, with the help of Boy Scouts Brendon Ahern, Manny Bloch, Will Kalal, Brian Gillette and Justin Burrell-Miller, presented a plaque and coffee mugs to Township Officials in recognition of their support of the Boy Scouts organization throughout the years.

## APPROVAL OF MINUTES

Trustee Panovich made a motion to approve the Regular Meeting minutes of May 5, 2010 as presented; second by Trustee Dressler; all voting aye.

## FISCAL OFFICER'S REPORT

1. Requested approval of a Purchase Order to Drive Team from account #2191-220-318-0000 (FD Training) in the amount of \$1,260.00 representing the Township's share of the grant request for driver's training; grant approved; Fund # 2903 established and funded with an advance from the General Fund.  
Motion: Trustee Humphrys  
Second: Trustee Dressler  
Voting: all voting aye
2. Requested approval of a Blanket Certificate from account #2081-210-360-0000 (PD Contracted Services) in the amount of \$9,500.00 representing the Township's share of the grant request to the Ohio Department of Resources for the removal of tires in the abandoned shooting range; approval pending.  
Motion: Trustee Humphrys  
Second: Trustee Dressler  
Voting: all voting aye
3. Requested approval of a Purchase Order to the Floyd Browne Group from account #1000-610-360-0000 (GF Park Contracted Services) in the amount of \$20,700.00 representing the Township's share of the grant request to the Ohio & Erie Canalway Coalition for the components of preliminary engineering to develop and maintain the proposed trail; approval pending.  
Motion: Trustee Panovich  
Second: Trustee Dressler  
Voting: all voting aye
4. Requested approval to establish Fund #4905 Radio Tower Regional Grant with applicable revenue and expense accounts; to amend the 2010 Certificate of Resources and Permanent Appropriations and to issue a Blanket Certificate in the amount of \$20,000.00 from account #1000-760-740-0931 (GF Machinery, Equipment and Furniture – Technology) representing the Township's share of the grant request to upgrade the radio tower providing service to area communities; approval pending.  
Motion: Trustee Panovich  
Second: Trustee Humphrys  
Voting: all voting aye
5. Requested approval to establish Fund #4904 Fire Department Water Tender with applicable revenue and expense accounts; to amend the 2010 Certificate of Resources and Permanent Appropriations and to issue a Blanket Certificate in the amount of \$12,500.00 from account # 2191-760-750-0000 (FD Motor Vehicles) representing the Township's share of the grant request to purchase a new water tender; approval pending.  
Motion: Trustee Humphrys  
Second: Trustee Panovich  
Voting: all voting aye

Requested approval of Resolution #2010-27 amending the 2010 Permanent Appropriations for Fund #2191-760-750-0000 – Fire Department Motor Vehicles in the amount of \$12,500.00.

Motion: Trustee Panovich  
Second: Trustee Dressler  
Voting: all voting aye

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6. Requested Board to review the following amendments to the Township Policy Manual for consideration of posting the amendments for the required fourteen days to generate comments/questions before implementation:
  - Travel Policy- updates policy with mileage reimbursement provisions; sets limit of \$50.00 per day for meal reimbursement – still requires receipts to be submitted; sets limit of 15% for gratuities to be reimbursed.
  - Public Records Policy – establishes official township policy; changes suggested by Legal Counsel have been made.
  - Holiday – changes list of holidays to include 2 personal days v. one personal day and employee's birthday; includes New Year's Eve and Christmas Eve as premium holidays for part-time firefighter/medics; indicates that holiday hours that are not used within the calendar year they are earned will be paid out at year-end; specifies that if a holiday occurs while an employee is off work on another type of leave, that the holiday will be charged; not the other type of leave.
7. Received draft of 2008-09 audit with draft of Management Letter and Post-audit Agenda; will try to schedule a post-audit meeting with auditors.
8. Resident called with request for reimbursement for damage done to his car while driving on Township roads; estimate is \$400.00. Will submit it to insurance under General Liability for payment; township has zero deductible.
9. Requested Executive Session to discuss personnel benefits in the Fire Department and the Police Department.

## ADMINISTRATOR'S REPORT – Ms. Spraggins

1. Requested approval of Resolution #2010-28 ordering the removal of vegetation refuse and/or debris from the property located at 1596 Cloverfield Drive, Copley Township, Summit County, Ohio.
  - Motion: Trustee Panovich
  - Second: Trustee Dressler
  - Roll-call Vote: Trustee Panovich – aye
  - Trustee Dressler – aye
  - Trustee Humphrys - aye
2. Requested approval of Resolution #2010-29 ordering the removal of vegetation refuse and/or debris from the property at 2018 Jacoby Road in Copley Township, Summit County, Ohio.
  - Motion: Trustee Panovich
  - Second: Trustee Dressler
  - Roll-call Vote: Trustee Panovich – aye
  - Trustee Dressler – aye
  - Trustee Humphrys – aye
3. Requested approval of Resolution #2010-30 ordering the removal of vegetation refuse and/or debris from the property at 1590 Sunnyacres Road in Copley Township, Summit County, Ohio.
  - Motion: Trustee Panovich
  - Second: Trustee Dressler
  - Roll-call Vote: Trustee Panovich – aye
  - Trustee Dressler – aye
  - Trustee Humphrys – aye
4. Noted that the Township received an award for Outstanding Performance from the Bureau of Worker's Compensation for no time-loss claims for the year 2009.
5. Discussion held surrounding the maintenance and upgrade of the township web site; requested permission to move hosting of the web site to CyGem, a local company who can supply the same services at a savings of \$25.00 per month, and to change support of the web site to EvoSolutions who is also local and certified to support the software used.
  - Motion: Trustee Humphrys
  - Second: Trustee Panovich
  - Voting: all voting aye

The upgrade to the web site would include changes that would enhance the ability to find information at a cost not to exceed \$2,250.00. Trustees requested additional information regarding the necessity for the changes.

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## DEPARTMENT BUSINESS

### Fire Department –Chief Michael Benson

Noted that the Hydrant project is underway; have found three that were inoperable; have been repaired by Akron Fire Hydrant Maintenance. Project will be continuing for the upcoming weeks.

### Police Department – Lieutenant Luke Marchmon

Noted that the Department will be increasing surveillance of hotels and roadways during the current Prom/Graduation season; have provided local liquor sales establishments with a list of events.

### Service Department – Service Director Mitchell

1. Provided changes to Resolution #2003-08 setting forth rules and regulations for the Copley Community Park for review and discussion at a future meeting.
2. Requested approval of Change Order #5 to the Town Hall Elevator Project for additional alarm work required by the Summit County Building Department at a cost of \$2,225.50.  
Motion: Trustee Humphrys  
Second: Trustee Dressler  
Voting: all voting aye  
Requested approval of a Then and Now Purchase Order to Ace Security in the amount of \$2,225.50 for payment of the Change Order.  
Motion: Trustee Panovich  
Second: Trustee Humphrys  
Voting: all voting aye
3. Requested permission to award the 2010 405/409 Paving Project to Lytle Construction based on the recommendation of the Summit County Engineer's Office at a cost of \$36,031.60.  
Motion: Trustee Panovich  
Second: Trustee Humphrys  
Voting: all voting aye
4. Requested permission to award the 2010 Concrete Replacement Project to Bertolini Trucking based on the recommendation of the Summit County Engineer's Office at a cost of \$144,854.60.  
Motion: Trustee Dressler  
Second: Trustee Humphrys  
Voting: all voting aye
5. Requested permission to award the 2010 409 Sealcoat Project for Hemphill Road to Lytle Construction based on the recommendation of the Summit County Engineer's Office at a cost of \$25,254.98. This amount represents the entire cost of which the City of Norton will pay half.  
Motion: Trustee Panovich  
Second: Trustee Humphrys  
Voting: all voting aye
6. Requested approval of a Purchase Order to Perrin Asphalt & Concrete Company in Akron, Ohio to perform crack sealing, seal coating and restriping of the Copley Community Park at a cost of \$11,900.00. The Park will be closed August 3-5 with a rain date of August 10-12.  
Motion: Trustee Panovich  
Second: Trustee Humphrys  
Voting: all voting aye
7. Requested approval of a Purchase Order to Vallish Heating and Cooling to replace one of the roof top HVAC units at Copley Town Hall at a cost not to exceed \$5,500.00.  
Motion: Trustee Humphrys  
Second: Trustee Dressler  
Voting: all voting aye
8. Noted:
  - Have prepared a letter to the Prosecutor for the Board's review requesting clarification of the County Engineer's interpretation of drainage issues; would like to send the letter as soon as possible.
  - Have prepared Final Report for the River Sweep Project; needs to be signed and submitted.

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- Received report from the Engineer’s Office regarding the requested bus shelter to be constructed on Flight Memorial Drive; there is no objection from the Engineer’s Office. The Board of Trustees agreed to allow the shelter.
- Presented plans for a project at the Caboose for improving access to the site.
- Spring Garden School planted flowers at the Circle; Youth Group from the Church of Latter Day Saints will plant flowers in the Veterans Section at the cemetery for the Memorial Day festivities.
- Ad has been placed requesting bids to install the generators at the Town Hall buildings.
- Replacement street light poles have been installed at Montrose West.
- Submitted monthly reports for April 2010.

**Zoning Department – Ms. Sue Schultz**

1. Ads have been placed advertising the Public Hearings scheduled for June 2, 2010 at 6:00 p.m.
2. Provided Board with report updating Trustees with current projects/issues.

**OLD BUSINESS**

Trustee Dressler asked Ms. Spraggins to allow 30-45 minutes each meeting to discuss options for township facilities. Discussion followed regarding the Police Department’s need for space and the possibility of consulting a professional to help with assessing the needs for the Police Department.

**CORRESPONDENCE**

1. Received letter from the Ohio Genealogical Society thanking members Board for allowing their group access to the cemetery to transcribe the tombstone inscriptions so they may be preserved.
2. Received letter from James Alexander thanking members of the Copley Police Department for the opportunity to participate in the Southern Summit Citizen’s Police Academy.
3. Received notification from the City of Barberton that the Ohio State University School of Environmental & National Resource will be conducting a bird survey at the Barberton Reservoir Property between May 4<sup>th</sup> and June 30<sup>th</sup>, 2010.
4. Received notification that the Relay for Life committee wishes to “Paint the Town Purple” from June 13-19 with ribbons, etc. to promote their event.

**NEW BUSINESS**

1. Trustee Humphrys noted that the American Legion will be providing a Memorial Day Celebration; asked for the Township to contribute \$75.00 for a wreath at the Cemetery.  
Motion: Trustee Humphrys  
Second: Trustee Dressler  
Voting: all voting aye
2. Healthy Community/Healthy Youth requested a mailbox at the Town Hall to collect correspondence. Trustee Panovich indicated the group could use her mailbox.
3. The Heritage Day Committee requested for Sue Mack to prepare information for their article in the Copley Connection.
4. Trustee Humphrys requested an Executive Session to discuss employment of personnel in the Zoning Department.

**BUSINESS FROM THE FLOOR**

None

**FUTURE MEETING DATES**

Wednesday, May 26, 2010	Board of Zoning Appeals	6:00 p.m.
Monday, May 31, 2010	Memorial Day – Township Offices Closed	
Monday, May 31, 2010	77 <sup>th</sup> Annual Memorial Day Parade	10:00 a.m.
Wednesday, June 2, 2010	Board of Trustees Meeting	6:00 p.m.
Saturday, June 5, 2010	Police Dept. Bicycle Rodeo at Home Depot	1:00 – 3:00 p.m.
Monday, June 14, 2010	Zoning Commission Meeting	6:00 p.m.

Trustee Dressler made a motion to enter into Executive Session to discuss benefits of personnel in the Fire and Police Departments and employment of personnel in the Zoning Department; second by Trustee Panovich; roll-call vote: Trustee Panovich – aye, Trustee Dressler – aye, Trustee Humphrys – aye. Trustee Dressler called for a 5-minute recess.

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The Regular Meeting was reconvened at 10:00 p.m. with no action taken

A short discussion followed regarding pavilion deposits at the Park; no action taken.

**ADJOURNMENT**

With no further business to come before the board, Trustee Humphrys moved to adjourn at 10:00 p.m., second by Trustee Panovich; all voting aye.

**APPROVED BY:**

**RESPECTFULLY SUBMITTED:**

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Scott D. Dressler, President

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Janice L. Marshall, Fiscal Officer