COPLEY TOWNSHIP BOARD OF TRUSTEE REGULAR MEETING

MONDAY, DECEMBER 11, 2006

President Scott Dressler convened the regular meeting of the Copley Township Board of Trustees at 8:00 p.m. on Monday, December 11, 2006.

PLEDGE OF ALLEGIANCE

WELCOME GUESTS

Trustee Dressler asked for Service Director Mark Mitchell to introduce the newest employee to his department. Mr. Mitchell introduced Andrew Sattler who was hired to replace Assistant Service Director Doug Miller due to Mr. Miller's recent promotion. All in attendance welcomed Mr. Sattler to the Township.

APPROVAL OF MINUTES

Fiscal Officer requested approval of the minutes from the Regular Meeting held November 27, 2006. Motion by Trustee Panovich; second by Trustee Humphrys; all voting aye.

FISCAL OFFICER'S REPORT

1. Requested approval to advance $3,000.00 from #1000 General Fund to #2181 Zoning Fund for payroll through December 1, 2007.
   Motion: Trustee Humphrys
   Second: Trustee Panovich
   Voting: all voting aye
2. Requested approval reappropriate $10,441.24 from #2081-760-740 Police District Machinery, Equipment and Furniture to #2081-210-190 Police District –Other-Salaries for payroll expenses to be incurred through year-end.
   Motion: Trustee Panovich
   Second: Trustee Humphrys
   Voting: all voting aye

With this reappropriation, and with transferring all other unencumbered appropriation balances to the payroll accounts, I estimate that payroll will still be short by approximately $25,000.00.

- Certificate of Estimated Resources has Police District as having $2,399,521.61 available to appropriate of which all was appropriated through the Permanent Appropriations in March 2006.
- As of 11/30/06, the Police District has collected $2,342,731.36 and had a carry-over of $15,981.61 for a total of $2,358,712.97. The difference between what has been expected to be available and what is to be actually available is $40,808.64. Of that difference, nothing has been collected as of December 8, 2007. Called the Summit County Fiscal Office; can expect about $5,000.00 in December for Personal Tangible Exempt payment. May need to amend the certificate down to reflect actual receipts.
- The amount that has been encumbered to date but not paid is $90,969.05 of which approximately $48,000.00 worth of invoices have been received and are due to be paid before year-end. The remaining open Purchase Orders have been reviewed and are needed to support operations through January 2007, however, some may be able to be closed if necessary.
- Dispatchers' payroll is divided among the departments according to a percentage breakdown that had previously been adopted whereby Police was to absorb 40% of the cost; Fire 23%; Service 11%; and the General Fund 26%. Currently, the Dispatchers payroll has been distributed to change the percentages to Police 33%; Fire 26%; Service 11% and the General Fund 33%.
- Options:
  Requested authorization to amend the Permanent Appropriations for 2006 along with the 2006 Estimated Certificate of Resources to reflect the current receipts.
  Motion: Trustee Humphrys
  Second: Trustee Dressler
  Voting: all voting aye

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Requested authorization to permanently transfer $300,000.00 from the General Fund to the Police District to be used only for payroll and day-to-day operations including the purchase of a covert automobile previously approved.

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

Requested authorization to reappropriate funds in the General Fund to the Transfer-out account and to appropriate the transferred funds in the Police Department to the Salaries account.

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

3. Requested approval to reappropriate $35,000.00 from #2191-760-740 Fire/EMS Machinery, Equipment and Furniture to #2191-220-420-0901 Operating Supplies-Gasoline for $5,000.00; #2191-220-221 Medical/Hospitalization Insurance for $27,000.00; #2191-220-223 Dental Insurance for $500.00; and $2191-220-351-0928 Electricity-Fire Station II for $2,500.00.

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

4. Requested approval to establish Fund # 9005-Fire Claims-Insurance Escrow to hold monies received from insurance companies as protection against demolition costs if repairs are not made to property damaged in a fire.

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

5. Requested approval to establish a Special Fund #4904 for the receipt and disbursement of grant monies awarded by the US Department of Homeland Securities to purchase 24 digital 800 mhz portable radios and to amend the 2006 Certificate of Estimated Resources and Permanent Appropriations to reflect the new accounts.

   Motion: Trustee Panovich
   Second: Trustee Humphrys
   Roll-call Vote: Trustee Dressler:
   Trustee Humphrys:
   Trustee Panovich:

6. Requested approval to authorize payment of Educational Incentives to qualifying part-time firefighters in December 2006 as follows:

CPR Instructor	$ 75.00
Fire Instructor	250.00
EMT Instructor	250.00
Fire Inspector	250.00
SORT Team Member	250.00
Fire Science Degree	400.00 (2-year)
Fire Science Degree	800.00 (4-year)
Paramedic	700.00

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

7. Requested approval to post change to Township Policy Manual Section 503; Comment #3 regarding payment of part-paid firefighters holiday pay to read:

   "Additionally, part-paid firefighters who work New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas

Day are entitled to holiday pay at time and one-half their base rate for those hours worked during the holiday."

The change eliminates the requirement of working a 10-hour shift.

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

ADMINISTRATOR'S REPORT

1. Requested approval to post for 14 days, an amendment to the Copley Township Personnel Policy Manual, Section 605 Smoking Policy ensuring compliance with the new state law.
   Motion: Trustee Humphrys
   Second: Trustee Panovich
   Voting: all voting aye
2. Requested approval to post for 14 days, an amendment to the Copley Township Personnel Policy Manual, Section 802 Personal Appearance of Employees.
   Motion: Trustee Panovich
   Second: Trustee Humphrys
   Voting: all voting aye
3. Recommended re-appointment of Colleen Ahern to another 5-year term on the Zoning Commission for a term ending 12/31/2011.
   Motion: Trustee Humphrys
   Second: Trustee Dressler
   Voting: all voting aye
4. Recommended re-appointment of Russell Hose to another 5-year term on the Board of Zoning Appeals for a term ending 12/31/2011
   Motion: Trustee Panovich
   Second: Trustee Humphrys
   Voting: all voting aye
5. Requested approval of the Copley Township Logo, as submitted, for use on stationary, envelopes and other documentation within the township.
   Motion: Trustee Panovich
   Second: Trustee Humphrys
   Voting: all voting aye
6. Recommended approval of purchasing 7.18 acres of property between Knox Blvd. and Collier Road from the Akron Barberton Cluster Railway Company for the purposes of constructing a multi-use trail for a total price of $30,790.00 of which $3,079.00 will be paid now and a subsequent payment of $27,711.00 when the quitclaim deed has been delivered. Money previously awarded by the Summit County Trail and Greenway Plan will also be used to offset the cost. Legal Counsel will review the agreement before signing.
   Motion: Trustee Panovich
   Second: Trustee Dressler
   Voting: all voting aye
7. Announced a Special Meeting with the Federal EPA to discuss the Bessie Williams and Copley Square properties on Wednesday, December 20, 2006 at 11:30 am
8. "No Smoking" signs have been posted in all buildings
9. Received notice from Summit County Engineers Office that the salt storage facility has been completed and is filled with road salt.
10. Noted the wonderful decorations and lighting display provided by the Fire Department Association and thanked those involved for their efforts.
11. Requested Executive Session to discuss compensation and evaluation of personnel.

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DEPARTMENT BUSINESS

Fire Department – Chief Chambers

1. Requested approval to accept grant funds in the amount of $92,704.00 from FEMA under the FY2006 Assistance for Firefighters Grant Program requiring a match of $4,885.00 as the township's obligation.
   Motion: Trustee Panovich
   Second: Trustee Humphrys
   Voting: all voting aye.
2. Requested authorization to make a conditional offer of employment to Andy Ayoup for a full-time position as a Firefighter/Medic with the Copley Fire Department pending successful completion of pre-employment testing.
   Motion: Trustee Humphrys
   Second: Trustee Panovich
   Voting: all voting aye
3. Submitted monthly report
4. Announced that Douglas Huffman was named Firefighter of the Year at the annual Association Christmas Party.

Police Department – Chief Mier

No Report

Service Department – Service Director Mitchell

No additional report

Zoning Department – Zoning Inspector Ferencz - absent

Submitted permit report

OLD BUSINESS

None

CORRESPONDENCE

None

NEW BUSINESS

None

BUSINESS FROM THE FLOOR

None

FUTURE MEETING DATES

Wednesday, December 20, 2006	Special Meeting - BOT	11:30 am
Thursday, December 28, 2006	Organizational Meeting- Board of Trustees	6PM

Trustee Dressler made a motion to adjourn to Executive Session, second by Trustee Humphrys. Roll-call vote: Trustee Panovich - yes, Trustee Humphrys - yes, Trustee Dressler – yes. A short recess was called.

The meeting reconvened at 9:15 pm with no action taken:

ADJOURNMENT

Trustee Dressler moved to adjourn at 9:15pm; second by Trustee Panovich, all voting aye.

APPROVED BY: **RESPECTFULLY SUBMITTED:**

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Scott D. Dressler, President Janice L. Marshall, Fiscal Officer