

# RECORD OF PROCEEDINGS

Minutes of

COPLEY TOWNSHIP BOARD OF TRUSTEES REGULAR

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held \_\_\_\_\_ TUESDAY, MAY 11, 2021 \_\_\_\_\_ 20 \_\_\_\_\_

## **Open**

Trustee Koellner called the Regular Meeting to order at 6:30 p.m.

## **Pledge of Allegiance**

## **Welcome Guests**

## **Board of Trustees**

Trustee Koellner moved to appoint Administrator Janice Marshall Secretary Pro-tem in the absence of Fiscal Officer Linda Peiffer; second by Trustee Dressler, all voting aye.

## **Fiscal Officer's Report – Mrs. Janice Marshall**

**Motion** to approve the Board of Trustees Regular Meeting minutes of April 27, 2021. Trustee Dressler moved approval; second by Trustee Schulte, all voting aye.

## **Administration – Mrs. Janice Marshall, Administrator**

**38 – 2021 Resolution** approving a Purchase Order in the amount of \$2,789.94 to Huntington Master Card to purchase 6 (six) Seagate Iron Wolf Pro Hard drives. Trustee Schulte moved approval; second by Trustee Dressler. Roll call vote: Trustee Dressler, aye; Trustee Koellner, aye; and Trustee Schulte, aye.

**Motion** to approve scheduling the annual Movie Night in the Park for June 26, 2021. There is a \$750.00 grant through NOPEC as a Community Sponsorship that can be used to cover expenses. Trustee Koellner moved approval; second by Trustee Schulte, all voting aye.

## **Capital Projects – update**

See attached

**Executive Session** request to discuss benefits of personnel in all departments.

## **Fire Department – Chief Chris Bower**

### **Monthly Report – April 2021.**

Trustee Schulte requested the monthly report to include staffing levels and overtime hours for the current month as well as the year to date compared to the same time period last year. Chief Bower agreed to include the information.

**39 – 2021 Resolution** approving a Purchase Order to Atlantic Emergency Solutions in the amount of \$9,200.00 for necessary repairs to Engine 1. The Trustees were concerned about the cost of repairs and how much money would continue to be put into a 2008 truck. Chief Bower explained that although this truck is from 2008, it still has ten years left in it and it will be very useful to the department as opposed to buying a brand new truck. Trustee Koellner moved approval; second by Trustee Schulte. Roll call vote: Trustee Dressler, aye; Trustee Koellner, aye; and Trustee Schulte, aye.

**40 – 2021 Resolution** approving a Purchase Order to Fallsway Equipment in the amount of \$11,391.51 to update the light system on the 2008 Pierce Fire Truck. Trustee Koellner moved approval; second by Trustee Dressler. Roll call vote: Trustee Dressler, aye; Trustee Koellner, aye; and Trustee Schulte, aye.

**Motion** accepting, with regret, the resignation of Steve Cauty as a part-time member of the Copley Fire Department effective immediately. Trustee Schulte moved approval; second by Trustee Dressler, all voting aye.

# RECORD OF PROCEEDINGS

Minutes of

COPLEY TOWNSHIP BOARD OF TRUSTEES REGULAR

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held \_\_\_\_\_

TUESDAY, MAY 11, 2021

\_\_\_\_\_ 20 \_\_\_\_\_

**Motion** to remove Hope Cozad from probationary status effective 3/7/2021 following successful completion of her probationary period. Trustee Schulte moved approval; second by Trustee Dressler, all voting aye.

**Motion** to remove Jon Zabala from probationary status effective 3/23/2021 following successful completion of his probationary period. Trustee Schulte moved approval; second by Trustee Koellner, all voting aye.

**Capital Projects – update**  
See attached

**Executive Session** to discuss employment and benefits of personnel in the Fire Department.

### **Police Department – Chief Michael Mier**

**41 - 2021 Resolution** requesting a Purchase Order to US Global Resources in the amount of \$7,960.00 to purchase a drug incinerator used to destroy narcotics. Trustee Koellner moved approval; second by Trustee Schulte. Roll call vote: Trustee Dressler, aye; Trustee Koellner, aye; and Trustee Schulte, aye.

**Requested a hearing** from the Ohio Department of Liquor Control regarding the transfer of a liquor license from Central Florida Restaurants, Inc. dba TGI Fridays to Montrose Town Tavern. Motion by Trustee Koellner; second by Trustee Dressler; all voting aye.

### **Monthly Report – April 2021**

Trustee Schulte requested the monthly report to include staffing levels and overtime hours for the current month as well as the year to date compared to the same time period last year. Chief Mier agreed to provide the data.

**Capital Projects – update**  
See attached

**Executive Session** request to discuss benefits of employment in the Police Department.

### **Service Department – Mr. Mark Mitchell, Service Director**

**42 - 2021 Resolution** approving a Blanket Certificate in the amount of \$155,000.00 to purchase a new 2021 International 7400 5-ton dump truck/plow. There was a discussion to ensure the money for this purchase was in Mr. Mitchell's budget for 2021. Mr. Mitchell, as well as Mrs. Marshall, confirmed that it was. Mr. Mitchell would like to put the order in now so he may get the truck by the end of 2021 or the beginning of 2022. All Trustees agreed this was a good plan. Trustee Koellner moved approval; second by Trustee Dressler. Roll call vote: Trustee Dressler, aye; Trustee Koellner, aye; and Trustee Schulte, aye.

**43 – 2021 Resolution** requesting \$33,366.00 from the NOPEC Energized Community Grant to partially cover costs associated with the replacement of lights and light poles with LED bulbs at Copley Community Park and to issue a Blanket Certificate in the amount of \$2,164.00 from the General Fund- Park -Improvement of Sites for the remaining cost of the project. The total cost of the project is \$35,530.00. Trustee Koellner moved approval; second by Trustee Schulte. Roll call vote: Trustee Dressler, aye; Trustee Koellner, aye; and Trustee Schulte will abstain.

# RECORD OF PROCEEDINGS

Minutes of

COPLEY TOWNSHIP BOARD OF TRUSTEES REGULAR

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held \_\_\_\_\_

TUESDAY, MAY 11, 2021

\_\_\_\_\_ 20 \_\_\_\_\_

## Monthly Report – April 2021

- Cargill salt pricing has decreased what it was charging for road salt saving the Township \$30,000.00 for the 2021/2022 calendar period.
- The pre-construction meeting for the asphalt 448 project was held Tuesday, May 4 and the Townships portion of the cost will be \$376,976.90. No traffic will be disrupted when this project starts in June.

## Capital Projects – update

See attached

## Cemetery Deed for the Messner Family

**Executive Session** request to discuss hiring of personnel in the Service Department.

**Discussion** surrounding the safety issues the Township is facing with the closure of Cleveland Massillon Road and the way calls are being routed between Fairlawn and Station II. Trustee Schulte asked why emergency calls from residents and businesses that are in the area that is in question couldn't automatically be routed to the Fairlawn dispatch. Trustee Koellner asked if Chief Bower, Chief Mier and Service Director Mark Mitchell could look into the safety issues and report back to the Board. The road closure is through August 5<sup>th</sup> and some sort of alternate plan should be in place to ensure that EMS and the Fire trucks can get to people as quickly as possible. Trustee Koellner asked to be updated via email and not to wait for the next Board of Trustees meeting.

Traffic calming speed tables were discussed as a potential solution for the roads in neighborhoods where vehicles are speeding and using the roads as shortcuts. Mr. Mitchell replied that the Service Department is working with Akron to test the equipment to eventually place in the most pressing areas. Trustee Dressler added that it should be considered a reasonable cost to insure that neighborhoods are safe; Trustee Schulte agreed. Trustee Koellner suggested getting a few to see how they work out and then invest more in the future if they help the cut-through and speeding issues.

The Board discussed the requirement by the County Engineer to continue using the County's MS4 permit thereby charging property owners an annual fee for the Storm Water Maintenance Program. Trustee Schulte asked how we can be sure the money is actually spent in Copley and if this fee could be avoided if the Home Rule Resolution was in effect. Mr. Mitchell said when the Storm Water Management project initially started there was discussion about who would get the advantages of joining; Townships would not be guaranteed that the money generated by their residential and commercial properties would be used exclusively for projects in their respective Township. The EPA informed the county that the current permit does not provide sufficient jurisdiction over other entities. Trustee Dressler said initially the county stated the Township had to be included according to the EPA. Additional information will be forthcoming in the weeks ahead with possible options.

# RECORD OF PROCEEDINGS

Minutes of

COPLEY TOWNSHIP BOARD OF TRUSTEES REGULAR

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held \_\_\_\_\_

TUESDAY, MAY 11, 2021

\_\_\_\_\_ 20 \_\_\_\_\_

## **Community & Economic Development - Mr. Loudan Klein, Director**

### **Capital Projects – updates**

See attached

- The Sunset Drive Improvement property held its kick off meeting to make introductions between CESO and the reviewing agencies involved with the project. Letters were also mailed to neighboring property owners as a reminder that men would be performing site surveys on their properties in coming days.
- The CED Department continues working on blighted properties in the Township and has a few on the list that the owners are receiving violation notices.
- Trails in the Township continue to be a focus. The Nature Works Grant from ODNR for around \$173,000.00 looks like the most suitable funding moving forward. The trail for the Schocalog area is on the list and Mr. Klein will be looking to Mr. Mitchell for some guidance on the clearing of the land, access to the area as well as laying a limestone trail. Mr. Klein reminded the Board that the deadline for the Nature Works application is fast approaching. Appraisals are now being conducted in the area of Little Farms that could be potential land acquisition for the Township. Mr. Klein suggested that if The Township wants to acquire this property than a strategy about maintenance of this property (and other future properties) should be discussed.
- The Gateway signs were discussed as well as ideas for using the old Ace Tire property as well as the Bunny property for possible green space or trailhead.
- Mr. Klein is still working with the Summit County Engineers Office for their schedule to see if the Cleveland Massillon road sidewalk could be on this year's calendar.
- Circle parking is still an issue that is being pursued. Mr. Klein and Mrs. Marshall met with representatives within school administration who stated the fields are still being used for practice and games however Trustee Schulte suggested that he meet with the Board of Education because he believes they would be ok with using the space for parking. Mr. Klein will also be meeting with property owners around the circle to discuss vacant land.
- Safety funding from the state does not look like an option for funding the Ridgewood Road sidewalks initiative at this time. The state has changed priorities and the Township will most likely not qualify. The state and AMETS may still be available to offer funding for this but at a cost of over 5 million dollars is this something the Board would still like to rank as a priority? Mr. Klein suggested working on one section of the corridor to pursue.
- Mr. Klein and Mrs. Marshall had a very productive meeting with Dan Rice of Summit County Trails and Greenway. The discussion surrounded the Community Park Corridor Project and Mr. Rice was very impressed and excited for the efforts completed with EDG and the trail development work done thus far on the Capital Planning side. Mr. Rice supported the ideas to raise awareness about this project, and he offered to meet with the Trustees and speak at a meeting about some recommended steps to making these projects happen. He has been instrumental in towpath construction in Summit County and would be a great resource for the Township.
- Continued discussion on what to do with the property and building known as Old Station 2. Mr. Klein stated he will look into possible options for that parcel at the Boards request.

# RECORD OF PROCEEDINGS

Minutes of

COPLEY TOWNSHIP BOARD OF TRUSTEES REGULAR

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held \_\_\_\_\_ TUESDAY, MAY 11, 2021 \_\_\_\_\_ 20 \_\_\_\_\_

- Ribbon cuttings have been scheduled for two new businesses: Nothing Bundt Cakes on Monday, May 17 and Firehouse Tavern on May 21 at 3:00 p.m.

## Monthly Report – April 2021

### Old Business

A discussion about the permit process for food trucks was held with Administrator Janice Marshall reviewing possible guidelines, rules and timeframes that were a result from a meeting earlier in the week. The Board welcomed the suggestions and asked that legal counsel take a look at everything before it is put into a Resolution.

### New Business

The Federal Treasury has indicated the Ohio Township will be eligible to receive funds as part of the American Rescue plan for COVID relief. Details are to be released in the coming weeks.

### Correspondence

None

### Business from the Floor

Mr. Jim Kirk of 2430 South Hametown Road (a resident since 2013) spoke about flooding issues on his property due to a beaver dam that is blocking water flow and backing into resident's yards along with a possible culvert pipe failure. Mr. Mitchell

indicated he would visit the property and discuss possible solutions.

### Executive Session

At 9:20 p.m., Trustee Koellner moved to enter into Executive Session, after a five minute recess, to discuss benefits of personnel in all departments and employment of personnel in the Fire Department and Service Department; second by Trustee Dressler.

Roll call vote: Trustee Koellner, aye; Trustee Schulte, aye; and Trustee Dressler, aye.

At 10:07 p.m. Trustee Schulte moved to reconvene; second by Trustee Dressler, all voting aye.

**Motion** to confirm offer of employment to Kristin Light as Administrative Assistant in the Service Department effective May 17, 2021. Trustee Dressler moved approval; second by Trustee Schulte, all voting aye.

**Motion** to schedule a hearing for a grievance filed by the FOP on behalf of Bruce Kaschner for May 25, 2021 at 6:00 p.m. Trustee Koellner moved approval; second by Trustee Schulte, all voting aye.

**Motion** to ratify the contract with OPBA representing Sargent's in the Police Department authorizing a 3% wage increase and a 10% employee contribution for health insurance. Trustee Dressler moved approval; second by Trustee Schulte, all voting aye.

**Motion** accepting, with regret, a letter of retirement from Assistant Fire Chief, Keith Moore effective August 6, 2021. Trustee Dressler moved approval; second by Trustee Schulte, all voting aye.

**Motion** granting permission to post internal employment opportunity for the position of Assistant Fire Chief. Trustee Dressler moved approval; second by Trustee Schulte, all voting aye.

# RECORD OF PROCEEDINGS

Minutes of

COPLEY TOWNSHIP BOARD OF TRUSTEES REGULAR

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held \_\_\_\_\_ **TUESDAY, MAY 11, 2021** \_\_\_\_\_ 20 \_\_\_\_\_

**Motion to approve a conditional offer of employment pending successful completion of pre-hire testing to Joe D'Attoma as a full-time firefighter/medic. Trustee Dressler moved approval; second by Trustee Schulte, all voting aye.**

**Motion granting permission to amend the Copley Township Policy Manual, section 506 – Benefit Equalization to include incentive pay for part-time Firefighters. The incentive program has been posted in all departments. Trustee Dressler moved approval; second by Trustee Schulte, all voting aye.**

**Adjournment**

At 10:10 p.m., with no further business to come before the Board, Trustee Dressler moved to adjourn the meeting, second by Trustee Schulte; all voting aye.

Approved by:

Respectfully submitted by:



Bruce Koellner, President



Linda Peiffer, Fiscal Officer

## 2021 Capital Projects – Update

The following projects have been included in the 2021 Permanent Appropriations for consideration. Some projects have not yet been started while some are completed. The list will be updated as progress is made on each project and shared with the Board of Trustees at their meetings.

### Fire:

1. Fire Hydrant Maintenance - \$12,000 – Researching potential labor options
2. Ambulance - \$217,686 - COMPLETE
3. Hiring Costs/Promotions - \$35,000 – Will be scheduling assessments for Assistant Chief; ongoing hiring needs
4. Update lighting system - \$9,800 - COMPLETE
5. Station 1 updates - \$50,000 – pursuing quotes
6. Station 2 repairs - \$15,000 – will need repairs to outside lighting; repair parking lot; discussions with Bath

### Police: May not complete all projects in 2021; dependent on budget

1. Promotions - \$23,000
2. Ballistic Shields - \$6,000
3. Ballistic Vests - \$10,000
4. Drug Incinerator - \$7,000 - COMPLETE
5. Radar Dash Mount - \$10,000
6. Star Chaser - \$20,000
7. Thermal Vision - \$5,200
8. Cell Phone Forensics - \$2,845 - COMPLETE
9. Police Trailer - \$10,000
10. Radar Trailer - \$7,000
11. Dash cameras - \$17,500 - COMPLETE
12. Police Station Repairs – unfunded – getting estimates
13. Taser replacements - \$90,000
14. Laptop replacement - \$13,000
15. Two unmarked cars - \$45,000
16. Montrose camera upgrades – received quote to replace existing cameras; need to add 4-5 cameras; working with Bath, Fairlawn, CF Schools

### Community and Economic Development: Will schedule meeting with Summit County Trails and Greenway for help in coordinating efforts to extend trails in the Township

1. CESO Engineering – Sunset Drive - \$79,900 – Held kick-off meeting; notifying surrounding property owners that surveyors will be in the area; in process
2. Blighted Properties - \$50,000 – have identified potential demolitions
3. Tri-State Trail - \$100,000
4. Property acquisition in Little Farms area - \$350,000 – appraisal underway
5. Town Hall Sign - \$3,500 – waiting for PlasTeak sign
6. Gateway signs – Western \$1,500 landscaping - COMPLETE

7. Gateway signs – Eastern - \$10,000
8. Watershed Program Coordinator - \$5,000
9. Cleveland Massillon Sidewalks - \$50,000
10. Middle School parking lot - \$100,000
11. Ridgewood Road sidewalks – unfunded
12. Community Park connecting corridor – unfunded
13. Old Station 2 – Cleveland Massillon Road – look at existing parameters for development

Service:

1. Depot shingles - \$7,500
2. Security Cameras at park - \$16,000
3. Senior Playground - \$50,000 – have received quotes for equipment
4. Community Center at Park - \$50,000
5. Pole Barn shingles - \$15,750
6. Updates in Fire and Police buildings – see individual department for budget
7. New dump truck – unfunded – need Capital Budget Plan - COMPLETE
8. Light Poles at Park - \$25,800 grant – applying for grant funding
9. Traffic calming speed tables – researching cost and availability; deciding on placement for best results

Social Media:

1. CP Media - \$5,300 – held kick-off meeting; finalizing and testing system before implementation
2. ID Maker - \$3,800 – finalizing quote

Human Resources:

1. Upgrades to evaluations, time tracker system, On Base forms – unfunded pending determination of need – looking for input for ways to improve system – will be meeting with Department Heads after May 15<sup>th</sup>.
  2. Wellness Initiatives - \$2,500 from Medical Mutual; \$1,224 from BWC grant – looking for input/suggestions
-