

# MINUTES OF THE ROOTSTOWN TOWNSHIP TRUSTEES

## May 8, 2012

The regular meeting of the Rootstown Township Trustees opened at 5:30 p.m. on May 8, 2012. Those in attendance were Trustees Diane Dillon and Brett Housley, JoAnn Townend, Fiscal Officer, Bill Hahn, Jim Mahood, Van Black, and Julie Gonzales.

**Resolution No. 2012-072** – Motion was made by Brett Housley and seconded by Diane Dillon to accept the minutes of April 24, 2012. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, absent.

### **ROAD SUPERINTENDENT REPORT**

**Resolution No. 2012-073** – Motion was made by Brett Housley and seconded by Diane Dillon to repair the electrical issues on the Sterling truck from CTR at a cost not to exceed \$457.72. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, absent.

Bill received the following quotes to replace the culvert pipe on Hattrick Road:

Roberts Excavating	\$11,200.00
Winters Excavating	\$6,000.00
D.D. Caporaletti Excavating	\$3,990.00
JL Excavating	\$3,267.00

5:35 PM Trustee Paulus attending

**Resolution No. 2012-074** – Motion was made by Joe Paulus and seconded by Brett Housley to hire JL Excavating (lowest bid) to replace the culvert pipe on Hattrick Road in an amount not to exceed \$3,267.00. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

Bill received a quote to replace the curb and gutters on Sabin Road for the Issue 2 project. The cost is approximately \$400,000.00. Bill said this would not be a good project for Issue 2 since the requirement is a local match.

Diane asked Bill to present some projects for Issue 2 for the next meeting.

Bill has a copy of the road bond agreement from the County Engineer for the well drilling on Rootstown Road.

Bill said weather permitting they will be scraping the old patch on a portion of Herriff Road and putting down new.

Cemetery

There were two burials since the last meeting.

### Park

The mulch has been installed at the playground.

One of the rollers on the playground broke and should be fixed by the end of the week.

The crew will be planting grass this week.

Diane asked the status of the trails. He said they haven't had much free time to work on the trails. Diane suggested contacting Troy to help.

**Resolution No. 2012-075** – Motion was made by Joe Paulus and seconded by Brett Housley to participate in the Ohio Department of Transportation's sodium chloride (rock salt) contract for the 2012-2013 winter season. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

### **ZONING INSPECTOR REPORT**

There were eight (8) acts of business.

- 2 fence
- 1 shed
- 1 attached garage
- 1 deck
- 1 accessory building
- 1 enclosed deck
- 1 commercial

Jim issued four violation letters.

**Resolution No. 2012-076** – Motion was made by Brett Housley and seconded by Joe Paulus to request Chris Meduri, Portage County Prosecutor's Office to proceed with filing a law suit with a Rootstown resident Seth Powers who lives at 4790 Smith Avenue who refuses to remove his shed that he placed on a trailer. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

Jim will inform Chris Meduri.

Jim is going to ask Chris Meduri to send a violation letter to a resident at 3431 Biltz Road for junk cars. Jim has sent two violation letters.

Jim left a message with Ohio Department of Natural Resources regarding proper fencing around the Asher well located behind the Dillon Plaza and the church.

The Board has been receiving numerous complaints as they usually do this time of year regarding high grass on abandoned property. The Board would like to inform residents that the Rootstown Township Zoning Inspector tries to locate the property owner and if they are located a nuisance letter is sent. Jim tries to encourage adjacent neighbors of the property to work together. It would be very costly for the Township to have the Road Crew mow the grass at all abandoned property.

Joe asked Jim the status of the Gleason Park Subdivision, which is on the Portage County Regional Planning Commission's agenda as "no response from the Township". Jim said the Gleason Park Subdivision would like to replat sublots but had to change the width. He said it has been changed and the surveyor would be in contact with RPC.

### **FIRE CHIEF REPORT**

Diane reported the following:

There was storm damage done to one of the alarms at the Fire Station.

The Board accepted with regret the resignation of Jeff Tyler, Captain of the Fire Station effective June 1, 2012.

### **FISCAL OFFICER**

**Resolution No. 2012-077** - Motion by Joe Paulus and seconded by Brett Housley to pay bills on file with the Fiscal Officer. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

Diane signed the signatory card for Key Bank.

**Resolution No. 2012-078** – Motion was made by Brett Housley and seconded by Joe Paulus to enter into a depository agreement with Key Bank. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

The Board received correspondence from Jon Barber, Directory Homeland Security & Emergency Management Agency asking for township support for the Hazard Mitigation Grant Program (HMGP). These grants provide to States and local governments to implement long-term hazard mitigation measures after a major disaster is declared. The Board agreed to sign the letter and return to Director Barber.

**Resolution No. 2012-079** – Motion was made by Brett Housley and seconded by Joe Paulus that effective May 4, 2012 Ohio Revised Code 117.103 requires all public offices to provide information about the Ohio Auditor of State's new fraud reporting system to new and current employees and to have current employees sign an acknowledgement of receipt form. The Board has not had any new employees since May 4, 2012 and all current employees will receive information on fraud reporting system. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

**Resolution No. 2012-080** – Motion was made by Joe Paulus and seconded by Brett Housley to amend *Section I – General Provisions - Public Relations and Ethics* of the Rootstown Township Personnel Policy Manual including Fire Department, Road and Zoning Departments to provide information about the Ohio Auditor of State’s new fraud reporting system. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

**NEW BUSINESS**

Joe said Don Litsinger contacted him regarding purchasing the Township owned property on Tallmadge Road (formerly Wischt property). The Board agreed for Mr. Litsinger to present a proposal. JoAnn said if the Board is interested in selling the property they need to declare as excess and require bids. This would have to be advertised.

**Resolution No. 2012-081** – Motion was made by Joe Paulus and seconded by Brett Housley to pay for the elected board and members on the Zoning Commission to attend at 1-day seminar at NEOMED at a cost of \$45.00/each which includes lunch. Upon roll call the vote as follows: Diane Dillon, yea, Brett Housley, yea, Joe Paulus, yea.

Brett will ask Jim to see if anyone from the Zoning Commission is interested in attending. The deadline to register is two weeks prior to the seminar.

The Portage County Township Association meeting is Saturday, May 19, 2012 at the Portage County Engineer’s Facilities.

The Board acknowledged receipt of an e-mail regarding Don Allman who achieved his rank as Eagle Scout. The Board agreed to send a congratulations letter.

**UNFINISHED BUSINESS**

The Board discussed the Township web site.

The Board discussed the “call back pay” section in the Personnel Policy Manual. The Board questioned why department heads claim “call back pay” when attending Trustee meetings.

**Resolution No. 2012-082** - Motion by Diane Dillon to adjourn at 6:55 p.m.

Respectfully submitted,

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Diane Dillon, Chairperson

Rootstown Township Meeting Minutes  
May 8, 2012

JoAnn Townend, Fiscal Officer