

MINUTES OF THE ROOTSTOWN TOWNSHIP TRUSTEES

September 28, 2021

The regular meeting of the Rootstown Township Trustees opened at 5:30 p.m. on September 28, 2021. Those in attendance were Trustees David McIntyre, Joe Paulus and Brett Housley, JoAnn Townend, Fiscal Officer, Fire Chief Charles Palmer, Zoning Administrative Assistant Jordan Michael and Trustees Administrative Assistant Julie Gonzales.

The meeting was called to order at 5:30 p.m., the Pledge of Allegiance followed.

Resolution No. 2021-184 – Motion was made by Brett Housley and seconded by Dave McIntyre to accept the minutes of September 14, 2021. Upon roll call the vote as follows: Dave McIntyre, yea, Joe Paulus, abstained, Brett Housley, yea.

FIRE CHIEF REPORT

Chief Palmer reported that the Fire Marshal's office funded the MARCS radios at an annual fee of \$14,000. We would have to maintain that amount if the state mandates MARCS radios. Chief Palmer is in the process of applying for a grant for the radios.

Chief Palmer reported through July 2021 they have billed \$121,836 or \$24,000 more than last year in ambulance billing. They have collected \$285,226 or \$45,000 more than last year at this time.

Chief Palmer indicated they are having the hoses tested in accordance with ISO. They are coordinating with ODOT.

They have made arrangements with Coia Sales to put the snow blade on after the last football game which is October 15th.

Chief Palmer is obtaining quotes regarding the leak in the basement.

ROAD SUPERINTENDENT REPORT

Dave reported Bill rented a crack sealer and the Road Crew has been crack sealing Bird Development.

Dave reported the truck that was in the accident is at the shop. Upon inspection they found that the frame does not appear to be bent.

Park

Bill is in the process of obtaining quotes to install electric at the park.

They Road Crew has been working on the walking trails at the park. They have been putting grindings on the paths as they are digging them out.

The Operator's Union is back at the park working on the fields. The North field on the east side has been completed and the second field on the east side is also close to being completed. Both fields should have grass planted on them here soon.

Bill is in the process of getting quotes for security cameras for the park.

5:40 PM Public Hearing – Zoning Amendment
ZC 2021-011 – Section 230.06A – Minimum Construction Standards
ZC 2021-013 – Section 610.03 – Zoning Certificate Application Requirements

Resolution No. 2021-185 – Motion was made by Joe Paulus and seconded by Brett Housley to open the public hearing at 5:40 PM for proposed Zoning Amendment ZC 2021-011 – Section 230.06A – Minimum Construction Standards and ZC 2021-013 – Section 610.03 – Zoning Certificate Application Requirements. Upon roll call the vote as follows: Dave McIntyre, yea, Joe Paulus, yea, Brett Housley, yea.

The proposed zoning amendments discussed in this public hearing have been reviewed and approved by the Portage County Regional Planning Commission and the Portage County Prosecutor's Office.

Resolution No. 2021-186 – Motion was made by Joe Paulus and seconded by Brett Housley upon the recommendation of the Rootstown Zoning Commission to amend the following Zoning Amendment ZC2021-011 – Section 230.06A – Minimum Construction Standards:

Zoning Amendment # 2021-011

Section 230.06 A – Minimum Construction Standards

Section 230.06 A Existing:

A. Minimum Construction Standards.

1. All structures, except those exempt as specified in this Resolution, shall comply with the standards adopted and administered by the Portage County Building Department. Compliance with these standards is required regardless of whether the structure is constructed on the building site, fabricated in a factory, or moved in from a location within the township or outside of the Township.
2. All public and private residential streets constructed hereafter shall comply with the construction standards set forth for such streets in the County Subdivision Regulations.

Section 230.06 A Proposed (shown in bold):

A. Minimum Construction Standards.

1. All structures, except those exempt as specified in this Resolution, shall comply with the standards adopted and administered by the Portage County Building Department. Compliance with these standards is required regardless of whether the structure is constructed on the building site, fabricated in a factory, or moved in from a location within the township or outside of the Township.
2. **For any building proposed to be attached to another building, it shall be made structurally a part thereof and shall comply with the setback requirements within its corresponding zoning district.**
- ~~2.~~ **3.** All public and private residential streets constructed hereafter shall comply with the construction standards set forth for such streets in the County Subdivision Regulations.

Dave said this includes residential and commercial. Two sheds could be built next to each other. Dwayne Knight of the Zoning Commission was present and agreed. Brian Ames of Ranfield Road ask how this would affect any existing structures. Joe said it would not affect any existing structure.

Upon roll call the vote as follows: Dave McIntyre, yea, Joe Paulus, yea, Brett Housley, yea.

Resolution No. 2021-187 – Motion was made by Joe Paulus and seconded by Brett Housley to upon the recommendation of the Rootstown Zoning Commission to amend the following Zoning Amendment ZC 2021-013 – Section 610.03 – Zoning Certificate Application Requirements:

Zoning Amendment # 2021-013

Section 610.03 – Zoning Certificate Application Requirements

Section 610.03 Existing:

All applications for zoning certificates shall be submitted to the Zoning Inspector, who shall issue zoning certificates when all applicable provisions of this Resolution have been complied with.

- A. Zoning Certificates for Single-family Dwellings and Uses Accessory Thereto. An application for construction or alteration of a single-family dwelling or use accessory thereto shall include following:
1. The completed application form, along with the application fee as established by the Trustees.
 2. One copy of a general vicinity map.
 3. Two copies of a plot plan showing the following. Such plans shall be legibly drawn to scale and shall be based on an accurate survey.
 - a) Property boundary lines and the exact dimensions and area of the lot to be built upon or utilized.

- b) Right-of-way of adjacent streets.
 - c) Location, dimensions, height, bulk of all structures to be erected or altered.
 - d) The existing and intended use(s) of all land and buildings.
 - e) Dimensions of yards, driveways, and parking spaces.
- 4. A permit shall be required for tying any and all stormwater into a storm sewer. A hole shall be drilled for access into the top half of the pipe, and a rubber connection boot shall be installed and sized accordingly.
- 5. A road culvert permit when required by Section 610.09.
- 6. A letter from the appropriate public agency(s) stating that the proposed development or use conforms or will conform to all applicable sanitary sewer, water, floodplain, EPA, fire, and health departments and wetland regulations, if applicable.
- B. Zoning Certificates for All Other Permitted Uses. Applications for zoning certificates for permitted uses not described in subsection A above including platted subdivisions shall require review of development plans in compliance with Chapter 620.
- C. Zoning Certificates for Conditional Uses. Applications for zoning certificates for conditional uses shall be reviewed and approved by the Board of Zoning Appeals in compliance with Chapter 630.

Section 610.03 Proposed (shown in bold):

All applications for zoning certificates shall be submitted to the Zoning Inspector, who shall issue zoning certificates when all applicable provisions of this Resolution have been complied with.

- A. Zoning Certificates for Single-family Dwellings and Uses Accessory Thereto. An application for construction or alteration of a single-family dwelling or use accessory thereto shall include following:
 - 1. The completed application form, along with the application fee as established by the Trustees.
 - 2. One copy of a general vicinity map.
 - 3. Two copies of a plot plan showing the following. Such plans shall be legibly drawn to scale and shall be based on an accurate survey.
 - a) Property boundary lines and the exact dimensions and area of the lot to be built upon or utilized.
 - b) Right-of-way of adjacent streets.
 - c) Location, dimensions, height, bulk of all structures to be erected or altered.
 - d) The existing and intended use(s) of all land and buildings.
 - e) Dimensions of yards, driveways, and parking spaces.
 - 4. A permit shall be required for tying any and all stormwater into a storm sewer. A hole shall be drilled for access into the top half of the pipe, and a rubber connection boot shall be installed and sized accordingly.
 - 5. A road culvert permit when required by Section 610.09.
 - 6. A letter from the appropriate public agency(s) stating that the proposed development or use conforms or will conform to all applicable sanitary sewer, water, floodplain, EPA, fire, and health departments and wetland regulations, if applicable.
- B. Zoning Certificates for All Other Permitted Uses. Applications for zoning certificates for permitted uses not described in subsection A above including platted subdivisions shall require review of development plans in compliance with Chapter 620.
- C. Zoning Certificates for Conditional Uses. Applications for zoning certificates for conditional uses shall be reviewed and approved by the Board of Zoning Appeals in compliance with Chapter 630.

D. Zoning Certificate Application Requirements for All Residential, Commercial and Industrial Applications. Plot plans—residential, commercial, and industrial—shall have location of approved septic and well, if applicable.

There were no comments from the public.

Upon roll call the vote as follows: Dave McIntyre, yea, Joe Paulus, yea, Brett Housley, yea.

Resolution No. 2021-188 – Motion was made by Joe Paulus and seconded by Brett Housley to close the public hearing at 5:53 PM. Upon roll call the vote as follows: Brett Housley, yea, Dave McIntyre, yea, Joe Paulus, yea.

ZONING INSPECTOR REPORT

There were eleven (11) permits issued.

* 1 – house	* 1 – fence	* 1 – swimming pool	* 4 – sheds
* 1 – detached garage	* 1 – deck	* 1 – home occupancy	* 1 – accessory bldg

Resolution No. 2021-189 – Motion was made by Joe Paulus and seconded by Brett Housley to replace the current Zoning Department Zone Pro software program that is no longer supported with the computer by purchasing iworkQ software for a cost not to exceed \$14,500.00 with a three-year service fee. This software includes a one-time set up fee, GIS integration, data conversion and annual sub fees. This software will be paid through CARES funding. Upon roll call the vote as follows: Brett Housley, yea, Dave McIntyre, yea, Joe Paulus, yea.

Resolution No. 2021-190 – Motion was made by Joe Paulus and seconded by Brett Housley to update the Zoning Fee Schedule to add “Park & Recreation Zoning Permit - \$60.00”. Jordan will make the necessary changes. Upon roll call the vote as follows: Brett Housley, yea, Dave McIntyre, yea, Joe Paulus, yea.

CITIZEN’S COMMENTS

John Fassnacht of the Historical Society was present and has been working at the Old Cemetery. Mr. Fassnacht indicated that Mr. Moser is building his storage buildings over the property line. He recommended that the cemetery needs foliage after the buildings are installed. Dwayne Knight of the Zoning Commission reviewed his specifications, and he was not supposed to go over the property line. Dave said Bill and Mr. Moser met this afternoon to discuss this.

Dwayne Knight of Camp Road said he has been assisting his neighbor that lives across the street and agrees with the Trustees that he has buildings that are unsafe and need demolished. Mr. Knight is in contact with several demo companies. The owner has a lot of family issues and challenges in this life, and he was not aware of the situation until recently. Dave appreciates Mr. Knight helping his neighbor but would like a timeline as to when the property will be maintained. We just want to get the property cleaned up and get this issue resolved. Dave asked Mr. Knight

how long the house has been vacant. Mr. Knight thought 5-10 years. Dave indicated that this person uses this address on Camp Road to vote and voted last year under this address. The Trustees asked Mr. Knight to give them a timeline at their October 26th board meeting. Sandra Paris of North Benton and a volunteer of the Historical Society said there are 800 burials in the Old Cemetery. The first person buried was in 1809. They found Nathan Chapman's original tombstone. There are prisoners of the civil war and a lot of prominent people buried in this cemetery. There are decedents of Goodrich and Quaker Oats. Ms. Paris suggested a walking path once the construction of the storage buildings are built. Mr. Moser is digging awful close to the burial sites. Mr. Moser is aware to contact Bill if he needs. Mr. Fassnacht said there were several dead trees that were removed but recommended several more need to be removed. Dave will let Bill know.

Roland Sturgall of Troop A1 in Akron was present to meet a commitment and receive his badge for the Eagle Scouts.

Dr. Gadd of Tallmadge Road was present and suggested the Trustees consider adopting a resolution to submit to Gail Pavliga and Marisa Myers regarding what Mark and Jordan were not able to approve for the County Subdivision Regulations. Jordan is checking on this issue. Dr. Gadd also thanked Julie for documenting everything in the meeting minutes for many years.

Gary Riemenschneider of Campbellsport Road thanked the Trustees for their hard work.

FISCAL OFFICER

Resolution No. 2021-191 – Motion was made by Joe Paulus and seconded by Brett Housley to accept the amounts and rates determined by the Portage County Budget Commission for the budget year 2022. Upon roll call the vote as follows: Dave McIntyre, yea, Joe Paulus, yea, Brett Housley, yea.

Brett will submit the grants to NOPEC by Friday.

UNFINISHED BUSINESS

Brett indicated the Park Commission did not have their meeting last month to discuss the banners and was thinking about having a special meeting. Dave said that at this point we should probably wait until spring.

Joe indicated the current agreement with the Portage County Solid Waste Management District for curb-side recycling expires at the end of the year. The recycling is now bi-weekly at the same cost \$2.25 per month beyond our control. Joe created an e-mail link on the Township webpage to get input from residents. Joe said beginning in 2022 the cost would increase to \$5.50/month for bi-weekly service. Brett said the deadline is December 1st. Joe indicated that Bill Steiner is no longer the District Coordinator; Dawn Collins is now Interim Coordinator. Brett said he would like Dawn to attend our last meeting in October. Joe said even though the Amazon packaging say they are recyclable, they are not. We should get a percentage as to how much tonnage the township

recycles. Joe recommended a survey be sent to residents to get everyone's input about curbside recycling. For anyone that has access to a computer they can submit their opinion to rtownrecycling@gmail.com.

Tammy Jones said she would not trust the Solid Waste numbers to begin with. They do not repair their vehicles properly and their employees are mistreated. Most of the recycling is taking to the dump. There is a lot of contamination. There is no money to be made in recycling. Joe said they are not out to make money, just to sustain their activity.

Dwayne Knight of Camp Road said he would like to know the percentage that is recycled.

Brian Ames of Ranfield Road said that having bi-weekly service in communities is not going to solve their problems. The only way to solve their problems is to eliminate their service areas.

Mary Ann Glenn was presented and suggested we need to shop around with different companies. Joe indicated he has shopped around, and most companies do not come in the township or they want both trash and recycling.

Resolution No. 2021-192 – Motion was made by Dave McIntyre and seconded by Joe Paulus to utilize NOPEC funds to install electric at the park in an amount not to exceed \$17,270.00. The Road Crew will do the excavation during the installation. If there is not enough money available in the NOPEC funds, the remainder will be paid through the American Rescue Plan (ARP) funding. Upon roll call the vote as follows: Dave McIntyre, yea, Joe Paulus, yea, Brett Housley, yea.

Dave indicated that ODOT has agreed to release the portion of land in the center of town back to the township.

NEW BUSINESS

Brett indicated that Solid Waste is having an e-waste drop off on October 9th from 9AM – Noon at the Rootstown Middle School. They will be accepting PC's, cell phones, stereos, cameras, monitors, etc.

Resolution No. 2021-193 - There being no further business before the Board of Trustees, Chairman McIntyre adjourned the meeting at 7:15 p.m.

Respectfully submitted,

David McIntyre, Chairman

Rootstown Township Meeting Minutes
September 28, 2021

JoAnn Townend, Fiscal Officer