

Vienna Township Board of Trustees
Regular and Organizational Meeting
January 2, 2018, Town Hall-7:00 p.m.

Regular Business

Roll Call: BROWN-present, DASCENZO-present, PEGG-present.
Quorum present.

Motion #18-001: Resolved, to approve the payroll as prepared by the Fiscal Officer. Moved by BROWN, Seconded by PEGG.

Roll Call Vote: BROWN=yes, DASCENZO=yes, PEGG=yes. Motion carried.

Motion #18-002: Resolved, to approve bills and warrants as prepared by the Fiscal Officer. Moved by BROWN, Seconded by PEGG.

Roll Call Vote: BROWN=yes, DASCENZO=yes, PEGG=yes. Motion carried.

Correspondence

Received letter from Mathews Local Schools asking for Vienna Trustees to declare Jan. 21-27, 2018 as Public Education Week.

Motion #18-003: Resolved, to declare Jan. 21-27, 2018 as Public Education Week. Moved by BROWN, Seconded by Dascenzo.

Roll Call Vote: BROWN=yes, DASCENZO=yes, PEGG=yes. Motion carried.

Trustee Business

Motion #18-004: Resolved, the temporary appropriations be approved as follows: General- \$500,000.00, Motor Vehicle-\$2001.00, Gas Tax-\$40,324.00, Road & Bridge-\$49,898.00, Cemetery-\$11,838.00, Police-\$87,164.00, Fire-106,724.00, D.A.R.E.-\$4,654.00, for necessary expenses for 2018. Moved by BROWN, Seconded by PEGG.

Roll Call Vote: BROWN=yes, DASCENZO=yes, PEGG=yes. Motion carried.

Motion #18-005: Resolved, to adjourn the Regular Meeting to the Organizational Meeting. Moved by BROWN, Seconded by PEGG.

Roll Call Vote: BROWN=yes, DASCENZO=yes, PEGG=yes. Motion carried.

Organizational Meeting

The chair was turned over to Fiscal Officer Linda McCullough. She then entertained a Motion for the appointment of the Chairman of the Board of Trustees for 2018.

Motion #18-006: Resolved, Heidi Brown is appointed Chairman of the Board of Trustees for the 2018 year. Moved by DASCENZO, Seconded by PEGG.

Roll Call Vote: BROWN-abstain, DASCENZO-yes, PEGG-yes. Motion carried.

The Chair was turned over to newly elected Chairman who then entertained a Motion for Appointment of Vice-Chairman of the Board of Trustees.

Motion #18-007: Resolved, Phil Pegg is appointed Vice-Chairman of the Board of Trustees for the 2018 year. Moved by DASCENZO, Seconded by BROWN.

Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-abstain.

Motion #18-007: Resolved, Mike Penrose is re-employed by the township for 2018, full-time in the position of Road Superintendent at the rate of \$20.90 per hour, effective January 1, 2018. He is also re-employed as Cemetery Sexton for 2018 at a rate of \$50.00 per month. Moved by DASCENZO, Seconded by PEGG.

Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Motion #18-008: Resolved, Kevin Moyer is re-employed by the township for 2018, full-time as Equipment Operator at the rate of \$15.00 per hour, effective January 1, 2018. Moved by PEGG, Seconded by DASCENZO.

Roll Call Vote: BRWON-yes, DASCENZO-yes, PEGG-yes. Motion carried

Motion #18-009: Resolved, Dennis Greenwood, Mike Haygood, Dan Smalley, Jessica Humenik and Chad Savic are re-employed as part-time laborers, as needed, in the road department at their current rate of pay for 2018. Moved by DASCENSO, Seconded by PEGG.

Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Motion #18-010: Resolved, the Board of Trustees shall conduct its meetings in full compliance with the Ohio Sunshine Law and accordingly establishes the following rules for scheduling and notice of all meetings. Moved by PEGG, Seconded by DASCENZO.

Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

- 1. Regular Meetings-Regular meetings of the Board of Trustees shall be held on the first Monday of each month at 7:00 p.m. and notice of said meeting shall be posted on the Township Bulletin Board. Work sessions will be held one-half hour preceding each public meeting.**
- 2. Special Meetings-Notice of special meetings of the Board of Trustees shall be given by posting advance written notice of the same in a conspicuous place outside the Township Hall on a bulletin board or sign provided for that purpose. Additionally, notice of all special meetings shall be given to the Youngstown Vindicator, Warren Tribune Chronicle and any other newspaper that requests the same at least 24 hours in advance of the meeting, except in an emergency in which case the notice shall be given as soon as possible.**

Additionally, the Township will provide advance written notice of special meetings to anyone who provides the Township with pre-paid postage, self-addressed envelopes or post cards.

Motion #18-011: Resolved, the 2018 fee for township cemetery lots be set in the amount of \$100.00 per grave for township residents and \$500.00 per grave for non-residents. Moved by DASCENZO, Seconded by PEGG.
Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Motion #18-012: Resolved, the 2018 fee for grave opening and closing is set in the amount of \$400.00 per grave lot on weekdays and \$800.00 per grave on weekends for township residents and \$450.00 per grave lot on weekdays and \$850.00 on weekends for non-residents. Moved by DASCENZO, Seconded by PEGG.
Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Motion #18-013: Resolved, Bob Ludt is re-employed by the Township part-time for the year 2018 as Police Chief at the rate of \$750.00 per month effective January 1, 2018 and as a part-time Constable at an hourly rate of \$12.50 effective January 1, 2018. Moved by DASCENZO, Seconded by PEGG,
Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Motion #18-014: Resolved, Brian Darbey is re-employed by the Township full-time for the year 2018 in the position of Police Lieutenant, at the rate of \$19.40 per hour effective January 1, 2018. Moved by PEGG, Seconded by DASCENZO.
Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Motion#18-015: Resolved, Michael Sheehy is re-employed by the Township full-time for the year 2018 in the position of Police Sergeant and D.A.R.E. Officer at the rate of \$15.00 per hour effective January 1, 2018. Moved by DASCENZO, Seconded by PEGG.
Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Motion #18-016: Resolved, all part-time Police Constables be re-employed for the year 2018 at the rate of \$11.50 per hour to be scheduled to work as needed to provide coverage, limited to less than 1700 hours per year per constable effective January 1, 2018. Moved by PEGG, Seconded by DASCENZO.
Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Motion #18-017: Resolved, to authorize the Police Constables to perform private security details under Township policies; however, "moonlighting" shall not be construed as employment under auspices of Vienna Township. Vehicle use shall be billed at the rate of \$10.00 per hour and the rate for

community events will be \$5.00 per hour or as deemed by the Trustees on an individual basis. Moved by DASCENZO, Seconded by PEGG.

Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Motion #18-018: Resolved, Rich Brannon is reappointed as Fire Chief and EMS Supervisor by the Township, part-time for the 2018 year and be compensated in the amount of \$1250.00 per month effective January 1, 2018. Moved by PEGG, Seconded by DASCENZO.

Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Motion #18-019: Resolved, part-time EMTs be re-employed for the 2018 year at the rate of \$10.50 per hour and part-time Paramedics be employed at the rate of \$11.50 per hour to be scheduled as needed to provide two-man, 24 hour coverage, limited to less than 1700 hours per year per person. Moved by DASCENZO, Seconded by PEGG.

Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Motion #18-020: Resolved, Pete Pizzulo be employed by the Township part-time for the 2018 year in the position of Zoning Inspector and he is compensated in the amount of \$550.00 per month, Moved by PEGG, Seconded by DASCENZO.

Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Motion #18-021: Resolved, Michele Garman is re-employed by the Township for the 2018 year part-time as secretary for the zoning commission and zoning appeals board in the amount of \$9.00 per hour as needed. Moved by DASCENZO, Seconded by PEGG.

Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Motion #18-022: Resolved, Bill Lynn is re-appointed to the Zoning Commission for the term ending 2022 and Mike Haddle is re-appointed to the Zoning Board of Appeals for the term ending 2022. Moved by DASCENZO, Seconded by PEGG.

Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Motion #18-023: Resolved, Zoning Commissioners and Zoning Appeals Members be compensated in the amount of \$30.00 per meeting for 2018, being paid monthly. Moved by PEGG, Seconded by DASCENZO.

Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Motion #18-024: Resolved, Zoning office hours for 2018 shall be every Monday from 5:30 p.m. to 7:30 p.m. or at Zoning Inspector's convenience. Moved by DASCENZO, Seconded by PEGG.

Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Motion #18-025: Resolved, Vicki Bragg be re-employed as Township custodian part-time for the 2018 year at the rate of \$500.00 per month effective January 1, 2018. Moved by PEGG, Seconded by DASCENZO.
Roll Call Vote: BROWN=yes, DASCENZO=yes, PEGG=yes. Motion carried.

Motion #18-026: Resolved, the following are designated as legal holidays for 2018:

LEGAL HOLIDAYS

New Years Day	Fourth of July
Martin Luther King Day	Labor Day
President's Day	Columbus Day
Memorial Day	Thanksgiving Day
Veteran's Day	Christmas Day

Moved by DASCENZO, Seconded by PEGG.
Roll Call Vote: BROWN=yes, DASCENZO=yes, PEGG=yes. Motion carried.

Motion #18-027: Resolved, Legal Holidays be paid and observed as follows:
Full Time Employees-When Legal Holiday falls on Saturday; paid and observed on Friday. When legal Holiday falls on Sunday; paid and observed on Monday.

Part-Time Employees-Legal Holiday will be paid and observed on the actual day of the Legal Holiday.

Moved by PEGG, Seconded by DASCENZO.
Roll Call Vote: BROWN=yes, DASCENZO=yes, PEGG=yes. Motion carried.

Motion #18-028: Resolved, paychecks in 2018 be issued as follows.
Hourly Employees-14-day pay schedule with legal pay date by 12:00 Noon the following Wednesday except when the holiday falls on Monday, then the legal pay date will be by 12:00 Noon on Thursday.

Monthly Employees-Checks will be processed on the last 14-day of the Month.

Moved by DASCENZO, Seconded by PEGG.
Roll Call Vote: BROWN=yes, DASCENZO=yes, PEGG=yes. Motion carried

Motion #18-029: Resolved, that 2018 attendance of the Trustees, Fiscal Officer and other Township employees to the Annual State Association Conference, Trumbull County Township Association meetings and other meetings and training conferences or seminars be authorized and that expenses be paid by the Township. Moved by PEGG, Seconded by DASCENZO.

Roll Call Vote: BROWN=yes, DASCENZO=yes, PEGG=yes. Motion carried.

Motion #18-030: Resolved, to reimburse the any approved official travel by personal vehicle outside of Vienna Township at the current IRS standard Mileage Rate. Moved by DASCENZO, Seconded by PEGG.

Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Motion #18-031: Resolved, the Township make payment of dues to the Ohio State Association of Trustees and Fiscal Officers and the Trumbull County Association of Trustees and Fiscal Officers for the calendar year 2018. Moved by PEGG, Seconded by DASCENZO.

Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Motion #18-032: Resolved, that the Township re-subscribe to the State Purchasing Program and the membership fee be divided equally between Police, Fire, and Road department funds. Moved by DASCENZO, Seconded by PEGG.

Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Motion #18-033: Resolved, to approve the payment of utility bills for the calendar year 2018 by the Fiscal Officer thru regular or blanket purchase orders. Move by PEGG, Seconded by DASCENZO.

Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Motion #18-034: Resolved, to approve the use of blanket purchase orders for those vendors that the Township deals with on a monthly basis as deemed appropriate by the Fiscal Officer. Moved by DASCENZO, Seconded by PEGG.

Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Motion #18-035: Resolved, to authorize the Fiscal Officer to move appropriations at the fund object level within a fund as deemed necessary by the Fiscal Officer to pay all bills. Moved by PEGG, Seconded by DASCENZO.

Roll Call Vote: BROWN-yes, DASCENZO-yes, PEG-yes. Motion carried.

Motion #18-036: Resolved, to retain Matthew G. Vansuch, Attorney-at-Law, as additional Township legal counsel for 2018 at the rate of \$125.00 per hour and that said attorney be reimbursed for the usual and necessary out of pocket expenses incurred in connection with the rendering of such legal services. Moved by DASCENZO, Seconded by PEGG.

Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Motion #18-037: Resolved, to adjourn at 7:25 p.m. Moved by PEGG, Seconded by DASCENZO.

Roll Call Vote: BROWN-yes, DASCENZO-yes, PEGG-yes. Motion carried.

Heidi Brown, Trustee Chair

Linda J. McCullough, Fiscal Officer