

SPECIAL MEETING
May 8, 2020
11:00 a.m.

The Trustees of Brookfield Township met in a special session on Friday, May 8, 2020 at the Administration Building.

Trustee Dan Suttles called the meeting to order at 11:00 a.m.

Pledged and prayer were waived.

Roll Call: Trustee Haun – present, Trustee Lees – present (attended by telephone), Trustee Suttles – present, Fiscal Officer, Dena McMullin –present

Meeting called to discuss the Road Department seasonal part-time hire; hire contractor for concrete work on the Township Green; and a financial update.

Resolution M-20-62 Motion by Mr. Haun, seconded by Mr. Suttles to hire Kenneth Stearns as a seasonal park employee at \$11.00/hours with no benefits. Start date of May 12 and will work until November 15. Roll Call: Mr. Lees-yea; Mr. Haun-yea; Mr. Suttles-yea. Motion carried 3-0.

Received two bids for construction of the sign pillars for the green. Bids were from: Devin Dickson for \$8270.00, and Howland Builders for \$5460.00 **Resolution M-20-62** Motion by Mr. Suttles, seconded by Mr. Haun to hire Howland Builders for construction of the pillars for the sign on the Green at a cost of \$5460.00. Roll Call: Mr. Suttles-yea; Mr. Haun-yea; Mr. Lees-yea. Motion carried 3-0.

Discussion on the financial situation the township could face due to Covid-19. Looked at the Gas Tax, Motor Vehicle Tax, and the Local Government funds.

Trustee Suttles spoke to both Chief Masirovits, Chief Faustino, and Representative Gil Blair, who are involved with the EMA, about the Cares Act. Under the Cares Act, the Fire Department and Police Department can be reimbursed for expenses directly related to the Covid-19 outbreak.

The township has already received \$9600.00 due to reduced EMS receipts during the Covid-19 shutdown.

Trustee Suttles asked that everyone do the Census. He noted that it helps the township when everyone is counted.

Planning on a June 1st General Meeting at 7:00 p.m. to be streamed live on Facebook. Will be held the same as the last three meetings, with just the trustees and fiscal officer present.

MOTION TO ADJOURN: 11:22 a.m.
Motion by Mr. Suttles, seconded by Mr. Haun. All yea.

_____, Chief Executive Officer

_____, Chief Financial Officer

GENERAL MEETING
June 1, 2020

Community Prayer was observed.

CALLED TO ORDER AT 7:00 pm by Trustee, Dan Suttles

The pledge of allegiance was observed.

Roll Call: Mr. Ronald Haun-present, Mr. Gary Lees-present, Mr. Dan Suttles-present, Mrs. Dena McMullin-present

- **Resolution M-20-63A** Motion by Mr. Suttles seconded by Mr. Haun to accept the minutes of the meetings held in March, April, and May of 2020 as presented. Roll Call: Mr. Haun-yea; Mr. Lees-yea; Mr. Suttles-yea. Motion carried 3-0
- **Resolution M-20-63B** Motion by Mr. Suttles, seconded by Mr. Haun to accept the payment of the February 2020 bills in the amount of \$239,108.80. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-yea. Motion carried 3-0.
- **Resolution M-20-63C** Motion by Mr. Haun, seconded by Mr. Lees to accept the payment of the March 2020 bills in the amount of \$247,606.96. Roll Call: Mr. Lees-yea; Mr. Haun-yea; Mr. Suttles-yea. Motion carried 3-0.
- **Resolution M-20-63D** Motion by Mr. Lees, seconded by Mr. Suttles to accept the payment of the April 2020 bills in the amount of \$241,890.35. Roll Call: Mr. Haun-yea; Mr. Suttles-yea; Mr. Lees-yea. Motion carried 3-0.
- **Resolution M-20-63E** Motion by Mr. Haun, seconded by Mr. Lees to accept the the financial statements for the months of March, April, and May of 2020. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-yea. Motion carried 3-0.

COMMUNICATIONS:

- USDA. RE: Wetlands & Hel Compliance Workshop (dated March 19th)
- Whitt-Sturtevant, LLP. RE: Application of Aqua Ohio, Inc., case No. 20-0532-WW-SIC (dated March 5th)
- Tenaris. RE: Ultra Premium Services, LLC (dated March 19th)
- The Mahoning Valley Sanitary District. RE: Regular meeting of the Board of Directors via Off-Site Conferencing (dated April 17th)
- The Mahoning Valley Sanitary District. RE: Regular meeting of the Board of Directors.
- Trumbull County Planning Commission. RE: P-2020-8 Replat of Lot 234, 235, &236, Standard Home Company Plan of Lots – Subdivision “A” Registered Lands Vol. 1, Pages 8 & 9 – Also Plat Vol. 36, Page 10 & 11, Section 81, Brookfield Township

POLICE REPORT – Trustee Suttles

FIRE REPORT – Trustee Lees

- **Resolution M-20-64** Motion by Mr. Lees, seconded by Mr. Suttles to hire Ms. Carly Jackson, as a Firefighter II/EMT-Basic at a rate of 10.15/hour and no additional benefits. Roll Call: Mr. Haun-yea; Mr. Suttles-yea; Mr. Lees-yea. Motion carried 3-0.
- **Resolution M-20-65** Motion by Mr. Suttles, seconded by Mr. Haun to hire Mr. Tucker Huffman, as a Firefighter II/EMT-Basic at a rate of 10.15/hour and no additional

benefits. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-yea. Motion carried 3-0.

- **Resolution M-20-66** Motion by Mr. Haun, seconded by Mr. Lees to authorize the fire chief to spend \$10,775.00 for the purchase of five complete sets of firefighter structural gear, to include helmet (w/shield), coat, pants, and boots, from Warren Fire Equipment/Municipal Emergency Services. \$10,000.00 is reimbursable through the Ohio State Fire Marshall's grant that was awarded to the department in early May of 2020. Roll Call: Mr. Lees-yea; Mr. Haun-yea; Mr. Suttles-yea. Motion carried 3-0.

ROAD REPORT – Trustee Suttles

PARK REPORT – None

CODE ENFORCEMENT REPORT – Trustee Haun

VAN REPORT – Trustee Suttles

- Van is currently not running.
- The new 2020 Dodge Caravan has arrived. **Resolution M-20-67** Motion by Mr. Suttles, seconded by Mr. Lees to sell the 2009 Dodge Grand Caravan on the auction site, Govdeals.com. Roll Call: Mr. Haun-yea; Mr. Suttles-yea; Mr. Lees-yea. Motion carried 3-0.

OLD BUSINESS: None

NEW BUSINESS:

- Fact finding discussion concerning the possibility of using Senior Levy money for a possible Senior Center at the banquet hall at the Fire Department. Meeting to be held in July with the Trumbull County Senior Levy Administrator, Diane Siskowic-Jurkovic; it would include trustees from Vienna and Hartford.
- **Resolution M-20-68** Motion by Mr. Haun, seconded by Mr. Lees to use up to \$5,000.00 of the Cemetery Fund Perpetual Care Savings Fund for new foundations for head stones starting with the old section of the cemetery. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-yea. Motion carried 3-0.
- **Resolution M-20-69** Motion by Mr. Suttles, seconded by Mr. Lees shall pursue and acquire, through all necessary and required actions all available funds for which Brookfield Township is eligible under the parameters and guidelines of the County Coronavirus Relief Fund, which is established by the State of Ohio pursuant to legislation and allocation to Trumbull County. Roll Call: Mr. Lees-yea; Mr. Haun-yea; Mr. Suttles-yea. Motion carried 3-0.
- **Resolution M-20-70** Motion by Mr. Suttles, seconded by Mr. Haun to upgrade and modernize the township website through Commercial Grade Websites for \$1958.86. Roll Call: Mr. Haun-yea; Mr. Suttles-yea; Mr. Lees-yea. Motion carried 3-0.
- Discussion on the future of the Banquet Hall at the Fire Department.
- New rules for the park

TRUSTEES COMMENTS:

- Trustee Haun: "Cooler heads need to prevail." Asked the public to remain calm.
- Trustee Lees: Wants to set a meeting in July with Aqua.
- Trustee Suttles: Spoke to the fact that there have been changes due to Covid-19 with our departments. Spoke about the Memorial Day Ceremony. Spoke about the new van and the new sign. Gave phone number for anyone who wants to call in with a public comment.

PUBLIC COMMENTS: None. Meeting was a virtual meeting held on Facebook.

MOTION TO ADJOURN: 7:44 p.m.

Motion by Mr. Suttles seconded by Mr. Haun. All yea.

_____, Chief Executive Officer

_____, Chief Financial Officer

SPECIAL MEETING
June 19, 2020
12:00 p.m.

The Trustees of Brookfield Township met in a special session on Friday, June 19, 2020 at the Administration Building.

Trustee Dan Suttles called the meeting to order at 12:00 p.m.

Pledged and prayer were waived.

Roll Call: Trustee Haun – absent, Trustee Lees – present, Trustee Suttles – present, Fiscal Officer, Dena McMullin –present

Resolution M-20-69 (Amended) Motion by Mr. Suttles, seconded by Mr. Lees to amend the original Resolution M-20-69 by replacing “Senate Bill 310” with “House Bill 481”. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-absent. Motion carried 2-0.

Discussed the park and the issue with the playground remaining closed.

Discussed the Banquet Hall and why it will remain closed indefinitely.

Discussed the township’s first responders and thanked them.

Resolution M-20-71 Motion by Mr. Suttles, seconded by Mr. Lees to issue a payment to the first responders (Police and Firefighters) a one time uniform maintenance fee of \$500.00 for the full-time employees and \$350 for the part-time employees. Part-time employees who qualify for the maintenance fee to be determined by the Chiefs. Roll Call: Mr. Lees-yea; Mr. Suttles-yea; Mr. Haun-absent. Motion carried 2-0.

MOTION TO ADJOURN: 12:12 p.m.
Motion by Mr. Suttles, seconded by Mr. Lees. All yea.

_____, Chief Executive Officer

_____, Chief Financial Officer

SPECIAL MEETING
June 23, 2020
12:00 p.m.

The Trustees of Brookfield Township met in a special session on Tuesday, June 23, 2020 at the Administration Building.

Trustee Dan Suttles called the meeting to order at 12:00 p.m.

Pledged and prayer were waived.

Roll Call: Trustee Haun – absent, Trustee Lees – present, Trustee Suttles – present, Fiscal Officer, Dena McMullin –present

Resolution M-20-72 Motion by Mr. Suttles, seconded by Mr. Lees to authorize the repair of the TYMCO street sweeper at a cost of \$13,689.81. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-absent. Motion carried 2-0.

Resolution M-20-73 Motion by Mr. Suttles, seconded by Mr. Lees to authorize the sale of the Police chief's 2007 Dodge Charger through the online auction, Govdeals.com. Roll Call: Mr. Lees-yea; Mr. Suttles-yea; Mr. Haun-absent. Motion carried 2-0.

MOTION TO ADJOURN: 12:03 p.m.

Motion by Mr. Suttles, seconded by Mr. Lees. All yea.

_____, Chief Executive Officer

_____, Chief Financial Officer

GENERAL MEETING
July 6, 2020

CALLED TO ORDER AT 7:00 pm by Trustee, Dan Suttles. Meeting was live on Facebook, due to the Covid-19 virus.

The pledge of allegiance was observed.

Roll Call: Mr. Ronald Haun-present, Mr. Gary Lees-present, Mr. Dan Suttles-present, Mrs. Dena McMullin-present

- **Resolution M-20-74** Motion by Mr. Lees seconded by Mr. Haun to accept the minutes of the meeting held in June 2020 as presented. Roll Call: Mr. Haun-yea, Mr. Suttles-yea, Mr. Lees-yea. Motion carried 3-0.
- **Resolution M-20-75** Motion by Mr. Haun, seconded by Mr. Suttles to accept the payment of the May 2020 bills in the amount of \$192,131.75. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-yea. Motion carried 3-0.
- **Resolution M-20-76** Motion by Mr. Suttles, seconded by Mr. Lees to accept the financial statements for the month ending May 2020. Roll Call: Mr. Lees-yea; Mr. Haun-yea; Mr. Suttles -yea. Motion carried 3-0.

COMMUNICATIONS:

- Trumbull County Planning Commission: Re: P-2020-11-Replat of Lot 207 & 208, Standard Home Company Plan of Lots – Subdivision "A" – Registered Lands Vol. 1. Pages 8 & 9 – Also Plat Vol. 36, Pages 10 & 11, Section 81, Brookfield Township
- Geauga-Trumbull Solid Waste Management District: Re: Go Green Community Grant Award
- The Mahoning Valley Sanitary District: Re: Regular meeting of the Board of Directors
- Trumbull County Engineer: Re: Permit to haul or move overweight equipment over Hubbard Masury Rd.

POLICE REPORT – Trustee Lees

Assessment center for Full-Time Police Officer hire Friday, July 10th

FIRE REPORT – Trustee Suttles

- **Resolution M-20-77** Motion by Mr. Suttles, seconded by Mr. Lees to hire Ronald Reed as Volunteer Firefighter/EMT Basic (Pay determined per call and no benefits). Roll Call: Mr. Haun-yea; Mr. Suttles-yea; Mr. Lees-yea. Motion carried 3-0.
- **Resolution M-20-78** Motion by Mr. Lees, seconded by Mr. Suttles to hire David Hoffman as part-time Firefighter I/EMT-Basic at \$10.15/hour and no benefits. Roll Call: Mr. Suttles-yea; Mr. Lee s-yea; Mr. Haun-yea. Motion carried 3-0.
- **Resolution M-20-79** Motion by Mr. Suttles, seconded by Mr. Lees to hire Jacob Pyatt as part-time Firefighter II/EMTY-Basic at \$10.15/hour and no benefits. Roll Call: Mr. Lees-yea; Mr. Haun-yea; Mr. Suttles-yea. Motion carried 3-0.
- **Resolution M-20-80** Motion by Mr. Suttles, seconded by Mr. Haun to hire James Williamson as a Full-time Career Captain, contingent upon Mr. Williamson passing a thorough background investigation and a Drug Test. He is to be hired in accordance with previously negotiated conditions, and benefits will be in accordance with the current collective bargaining agreement. Roll Call: Mr. Haun-yea; Mr. Suttles-yea; Mr. Lees-yea. Motion carried 3-0.
- **Resolution M-21-81** Motion by Mr. Suttles, seconded by Mr. Lees to hire Sean Guy as a part-time Firefighter II/EMT-Basic at \$10.15/hour and no benefits. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-yea. Motion carried 3-0.

ROAD/CEMETERY REPORT – Trustee Haun

PARK REPORT - None

CODE ENFORCEMENT REPORT – Trustee Lees.

VAN REPORT – None. The van is currently not running.

OLD BUSINESS:

- Update on the CARES ACT funding. Township received \$125,186.91, which will be used on expenses related to the Corona Virus.
- Website is currently being updated.
- Applied and received the Go Green Grant in the amount of \$2343.15 from Trumbull Geauga Solid Waste to be used in tornado clean-up.
- Playground at the park is still not open due to the Covid Pandemic.

NEW BUSINESS:

The township is still in negotiations with Police, Fire, and Road Departments, however, they have reached a tentative agreement with all three and hope to finish soon.

PUBLIC COMMENTS: Trustee Suttles offered his phone number for call in comments but received none.

TRUSTEES COMMENTS:

- Trustee Haun: Proud that people are celebrating our country.
- Trustee Lees: Talked about the necessity of prayer during the Covid crisis.
- Trustee Suttles: Spoke about our departments and that they are abiding by the social rules to protect each other.

MOTION TO ADJOURN: 7:35 p.m.

Motion by Mr. Suttles seconded by Mr. Haun. All yea.

_____, Chief Executive Officer

_____, Chief Financial Officer

SPECIAL MEETING
July 10, 2020
9:30 a.m.

The Trustees of Brookfield Township met in a special session on Friday, July 10, 2020 at the Administration Building.

Trustee Dan Suttles called the meeting to order at 9:30 a.m.

Pledged and prayer were waived.

Roll Call: Trustee Haun – present, Trustee Lees – present, Trustee Suttles – present, Fiscal Officer, Dena McMullin –absent

MOTION TO GO INTO EXECUTIVE SESSION: 9:31 a.m.

Motion by Mr. Suttles, seconded by Mr. Haun to hold interviews for Full-Time Police Officer. Roll Call: Mr. Suttles – yea; Mr. Lees – yea; Mr. Haun -yea. Motion carried 3-0.

MOTION TO GO BACK INTO REGULAR SESSION: 11:53 a.m.

Motion by Mr. Suttles, seconded by Mr. Lees Roll Call: Mr. Lees – yea; Mr. Suttles – yea; Mr. Haun -yea. Motion carried 3-0.

MOTION TO ADJOURN: 11:54 a.m.

Motion by Mr. Suttles, seconded by Mr. Lees. All yea.

_____, Chief Executive Officer

_____, Chief Financial Officer

SPECIAL MEETING
July 14, 2020
12:00 p.m.

The Trustees of Brookfield Township met in a special session on Tuesday, July 14, 2020 at the Administration Building.

Trustee Dan Suttles called the meeting to order at 12:00 p.m..

Pledged and prayer were waived.

Roll Call: Trustee Haun – present by phone, Trustee Lees – present, Trustee Suttles – present, Fiscal Officer, Dena McMullin –present

Resolution M-20-82 Motion by Mr. Suttles, second by Mr. Lees to approve the Alternative Tax Budget as presented. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-yea. Motion carried 3-0.

Resolution M-20-83 Motion by Mr. Suttles, second by Mr. Lees to increase the police full-time workforce from 9 to 10. Roll Call: Mr. Lees-yea; Mr. Haun-yea; Mr. Suttles-yea. Motion carried 3-0.

MOTION TO ADJOURN: 12:02 p.m.
Motion by Mr. Suttles, seconded by Mr. Lees. All yea.

_____, Chief Executive Officer

_____, Chief Financial Officer

SPECIAL MEETING
July 21, 2020
1:00 p.m.

Trustees of Brookfield Township met in a special session on Tuesday, July 21, 2020 at the Administration Building. The session was a "Zoom Meeting".

Trustee Dan Suttles called the meeting to order at 1:01 p.m..

Pledged and prayer were waived.

Roll Call: Trustee Haun – present, Trustee Lees – present, Trustee Suttles – present, Fiscal Officer, Dena McMullin –present

Also present during the meeting Jennifer Johnson of Aqua and Tony Mancari of Aqua; Ben Kyle, Mayor of Hubbard; Phil Pegg, Vienna Trustee; Fred Hanley, Hubbard Trustee; and some members of the press.

Meeting was called to discuss the Route 7 Corridor and Aqua's possible participation.

MOTION TO ADJOURN: 2:07 p.m.

Motion by Mr. Suttles, seconded by Mr. Lees. All yea.

_____, Chief Executive Officer

_____, Chief Financial Officer

SPECIAL MEETING
July 23, 2020
2:00 p.m.

The Trustees of Brookfield Township met in a special session on Thursday, July 23, 2020 at the Administration Building. Meeting was Live on Facebook.

Trustee Dan Suttles called the meeting to order at 2:01 p.m..

Pledged and prayer were waived.

Roll Call: Trustee Haun – present, Trustee Lees – present, Trustee Suttles – present, Fiscal Officer, Dena McMullin –present

Resolution M-20-84 Motion by Mr. Suttles, second by Mr. Lees to hire Zaniesha Clay as a full-time Police Officer as per contract starting August 1, 2020. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-yea. Motion carried 3-0.

Resolution M-20-85 Motion by Mr. Lees, second by Mr. Suttles to hire Clayton Burrows as a full-time Police Officer as per contract starting August 2, 2020. Roll Call: Mr. Lees-yea; Mr. Haun-yea; Mr. Suttles-yea. Motion carried 3-0.

Resolution M-20-86 Motion by Mr. Suttles, second by Mr. Haun to transfer Police Officer, John Bizub's 138.01 hours of Sick Time from Trumbull County Eastern District Court to the Township. Roll Call: Mr. Haun-yea; Mr. Suttles-yea; Mr. Lees-yea. Motion carried 3-0.

Resolution M-20-87 Motion by Mr. Suttles, second by Mr. Lees to accept the contract with Trumbull Metropolitan Housing Authority. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-yea. Motion carried 3-0.

MOTION TO ADJOURN: 2:10 p.m.
Motion by Mr. Suttles, seconded by Mr. Lees. All yea.

_____, Chief Executive Officer

_____, Chief Financial Officer

SPECIAL MEETING
July 27, 2020

The Trustees of Brookfield Township met in a special session on Monday, July 27, 2020 at 1:01 p.m. This was a "Zoom Meeting".

Roll Call: Trustee Haun – present; Trustee Suttles – present; Trustee Lees – present; Dena McMullin –present

Also present: Chief Masirovits; Chief Faustino; and Supervisor Fredenburg.

DEPARTMENTAL MEETING

Chief Masirovits:

- The labor contract has been typed up and has been presented for editing of errors or corrections.
- Received several grants:
 - 2017 FEMA/AFG Rescue Grant has now been closed
 - 2018 MARCS Radio Grant – Radios have been received, programmed, and are in use.
 - 2018 FEMA/AFG Equipment Grant – All equipment has been ordered, some has been Received.
 - 2019 FEMA/AFG Grants that were submitted will soon be announced.
 - 2020 Ohio Dept. Of Public Safety EMS Grant – recently awarded. Brookfield received \$3256.00 to be used on EMS equipment.
 - Received the Ohio State Fire Marshall's Grant in May. The amount awarded was \$10,000.00. Has been used to order 5 complete sets of gear.
- Working with Brookfield Schools on reopening plan for the 2020-2021 school year.
- Orangeville Road in Hermitage, Pa will be closed beginning August 10 through October 23. Working with other local fire & EMS departments to ensure proper coverage for the area.
- All fire apparatus have had their annual service.
- All Self-contained Breathing Apparatus have had their annual service and been certified.
- All Self-contained Breathing Apparatus bottles have had their 5-year hydro test and passed.
- All Heavy Rescue tools have had their annual service
- All ambulance cots and stair chairs have had their semi-annual service and inspection
- Breathing air cascade system is under contract to be checked and serviced quarterly- this is being completed and air samples are coming back without impurities.
- Ambulance #1 has new brakes
- Rescue 18 had all six injectors replaced.
- All apparatus will be pump tested on August 3rd.
- Police Department received a portable extrication equipment which is sharing with the Fire Department.
- Received a donation from Disaster Recovery Services – gas stove and above the range microwave for Firehouse 18.
- Captain Williamson will begin work on August 2nd. All pre-employment requirements have been met and passed.

- Working with the Trumbull County Emergency Management Office and the Emergency Operations Center along with Chief Faustino to help prevent and stop the spread of the Covid virus

Code Officer, Pete Ross:

Report read by Trustee Suttles – Updates on current issues.

Superintendent Fredenburg:

- Issue I – Rose Avenue has been completed.
- Contract with the trustees is ready for signatures. Retroactive pay has been calculated.
- Ongoing work items:
 - pavement patching
 - slag road oiling
 - seal coating
- Equipment Repairs:
 - road grader down and awaiting parts
 - New sweeper is 80% completed and expect back the second week of August.
- ODOT funding approved for SR62 and Bedford/Broadway
- Cemetery – Columbarium arrival is scheduled for September. Will be preparing for it this month
- Park – Cleaned up dirt piles by fields #3 & #4.
 - The gate is not working. Awaiting Harmon Fence for repair.
- Township Green – Sign has been installed and the stone veneer is scheduled for the first week of August

Chief Faustino:

- The cruiser that was damaged from a prisoner is to be repaired. Township received the check from the insurance company .
- Staffing changes have been made.
- Received equipment from the state: extricating tool, label printer and several tools that were never opened.
- Researched laptops for the department heads and officials.
- Used the MORE Grant from OTARMA on safety equipment.

MOTION TO ADJOURN: 10:05 a.m.

Motion by Mr. Lees seconded by Mr. Suttles. All yea.

_____, Chief Executive Officer

_____, Chief Financial

GENERAL MEETING
August 3, 2020

CALLED TO ORDER AT 7:02 pm by Trustee, Dan Suttles. Meeting was live on Facebook, due to the Covid-19 virus.

The pledge of allegiance was observed.

Roll Call: Mr. Ronald Haun-present, Mr. Gary Lees-present, Mr. Dan Suttles-present, Mrs. Dena McMullin-present

- **Resolution M-20-89** Motion by Mr. Suttles seconded by Mr. Haun to accept the minutes of the meeting held in July 2020 as presented. Roll Call: Mr. Haun-yea, Mr. Suttles-yea, Mr. Lees-yea. Motion carried 3-0.
- **Resolution M-20-90** Motion by Mr. Suttles, seconded by Mr. Lees to table the authorization of the payment of the July 2020 bills. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-yea. Motion carried 3-0.
- **Resolution M-20-91** Motion by Mr. Suttles, seconded by Mr. Lees to table the Acceptance of the financial statements for the month ending May 2020. Roll Call: Mr. Lees-yea; Mr. Haun-yea; Mr. Suttles -yea. Motion carried 3-0.

COMMUNICATIONS:

- Trumbull County Engineer, RE: Permit to haul or move over dimensional equipment over Hubbard Masury Rd.
- The Mahoning Valley Sanitary District, RE: Regular meeting of the Board of Directors.

POLICE REPORT – Trustee Haun

FIRE REPORT – Trustee Suttles

ROAD/CEMETERY REPORT – Trustee Lees

- Grader down.

PARK REPORT - None

CODE ENFORCEMENT REPORT – Trustee Haun.

VAN REPORT – None. The van is currently not running.

OLD BUSINESS:

NEW BUSINESS:

- **Resolution M-20-92** Motion by Mr. Suttles, seconded by Mr. Lees to accept the amended budget, as presented. The budget was increased from \$3,704,839.56 to \$3,880,026.47 due to the creation of the “Local Coronavirus Relief Fund” according to House Bill 481, and the Fire/EMS Department’s grants received. Roll Call: Mr. Haun-yea, Mr. Suttles-yea, Mr. Lees-yea. Motion carried 3-0.

PUBLIC COMMENTS: Trustee Suttles offered his phone number for call in comments but received none.

TRUSTEES COMMENTS:

- Trustee Haun: Spoke about being safe and abiding by the mandates.
- Trustee Lees: Spoke about following the regulations.
- Trustee Suttles: Spoke about having a virtual Facebook Neighborhood Meeting from 10:00a.m. – Noon on a Saturday in August.

MOTION TO ADJOURN: 7:41 p.m.

Motion by Mr. Suttles seconded by Mr. Lees. All yea.

_____, Chief Executive Officer

_____, Chief Financial Officer

SPECIAL MEETING
August 10, 2020
2:30 p.m.

The Trustees of Brookfield Township met in a special session on Monday, August 10, 2020 at the Administration Building. Meeting was Live on Facebook.

Trustee Dan Suttles called the meeting to order at 2:30 p.m..

Pledged and prayer were waived.

Roll Call: Trustee Haun – present (late), Trustee Lees – present, Trustee Suttles – present, Fiscal Officer, Dena McMullin –present

Resolution M-20-93 Motion by Mr. Suttles, second by Mr. Lees to ratify the contract between Brookfield Township Trustees and the Brookfield Township Road/Cemetery Departments. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-absent. Motion carried 2-0.

Resolution M-20-94 Motion by Mr. Suttles, second by Mr. Lees to ratify the contract between Brookfield Township Trustees and the Brookfield Township Fire Department. Roll Call: Mr. Lees-yea; Mr. Suttles-yea; Mr. Haun-absent. Motion carried 2-0.

Resolution M-20-95 Motion by Mr. Suttles, second by Mr. Lees to ratify the contract between Brookfield Township Trustees and the Brookfield Township Police Department. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-absent. Motion carried 2-0.

Resolution M-20-96 Motion by Mr. Suttles, second by Mr. Lees to amend Fringe Benefit Pick-up Plan with the Brookfield Township Police Department. Brookfield Township will pick-up 12.0% of the 13.0% employee contribution. Roll Call: Mr. Lees-yea; Mr. Suttles-yea; Mr. Haun-yea. Motion carried 3-0.

Resolution M-20-97 Motion by Mr. Haun, second by Mr. Lees to amend the Fringe Benefit Pick-up Plan with the Brookfield Township Road/Cemetery Departments. Brookfield Township will pick-up 9.0% of the 10.0% employee contribution. Roll Call: Mr. Haun-yea; Mr. Suttles-yea; Mr. Lees-yea. Motion carried 3-0.

Resolution M-20-98 Motion by Mr. Lees, second by Mr. Suttles to amend the Fringe Benefit Pick-up Plan “A” with the Brookfield Township Fire Department. Brookfield Township will pick-up 11.25% of the 12.25% employee contribution. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-yea. Motion carried 3-0.

MOTION TO ADJOURN: 2:40 p.m.

Motion by Mr. Suttles, seconded by Mr. Lees. All yea.

_____, Chief Executive Officer

_____, Chief Financial Officer

**GENERAL MEETING
September 14, 2020**

CALLED TO ORDER AT 7:00 pm by Trustee, Dan Suttles. Meeting was live on Facebook, due to the Covid-19 virus.

The pledge of allegiance was observed.

Roll Call: Mr. Ronald Haun-present, Mr. Gary Lees-present, Mr. Dan Suttles-present, Mrs. Dena McMullin-present

- **Resolution M-20-99** Motion by Mr. Suttles seconded by Mr. Haun to accept the minutes of the meeting held in August 2020 as presented. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-yea. Motion carried 3-0.
- **Resolution M-20-100** Motion by Mr. Suttles, seconded by Mr. Lees to authorize the payment of the August 2020 bills in the amount of \$337,430.53. Roll Call: Mr. Lees-yea; Mr. Haun-yea; Mr. Suttles -yea. Motion carried 3-0.
- **Resolution M-20-101** Motion by Mr. Lees, seconded by Mr. Haun to accept the financial statements for the month ending August 31, 2020. Roll Call: Mr. Haun-yea, Mr. Suttles-yea, Mr. Lees-yea. Motion carried 3-0.

COMMUNICATIONS:

- Trumbull County Engineer, RE: Permit to bore and work in the right-of-way of Warren Sharon Rd. in Brookfield Township.
- The Mahoning Valley Sanitary District, RE: Regular meeting of the Board of Directors.

POLICE REPORT – Trustee Haun

FIRE REPORT – Trustee Suttles

- **Resolution M-20-102** Motion by Mr. Suttles, seconded by Mr. Lees to accept the Volunteer Fire Department contract for three years ending December 31, 2022. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-yea. Motion carried 3-0.

ROAD/CEMETERY REPORT – Trustee Lees

- Grader down.

PARK REPORT - None

CODE ENFORCEMENT REPORT – Trustee Haun.

- **Resolution M-20-103** Motion by Mr. Suttles, seconded by Mr. Lees to accept the MOU between the Trumbull County Land Reutilization Corporation and the Brookfield Township Board of Trustees to allow for the conveyance of 900 South Irvine Ave., Masury, Ohio 44438 to the township, for the purpose of demolition of property on said premises. Demolition to be coordinated with the Trumbull County Engineers and the Council of Governments. Roll Call: Mr. Lees-yea; Mr. Haun-yea; Mr. Suttles -yea. Motion carried 3-0.

VAN REPORT – None. The van is currently not running.

- **Resolution M-20-104** Motion by Mr. Suttles, seconded by Mr. Haun to contract with Signwork for lettering on the Senior Van in the amount of \$420.00 Roll Call: Mr. Haun-yea, Mr. Suttles-yea, Mr. Lees-yea. Motion carried 3-0.

OLD BUSINESS:

- **Resolution M-20-105** Motion by Mr. Haun, seconded by Mr. Suttles to approve the payment of bill in the month of July in the amount of \$245,791.56. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-yea. Motion carried 3-0.
- **Resolution M-20-106** Motion by Mr. Suttles, seconded by Mr. Lees to amend the effective date of the Pick-up Resolutions for the Police and Road/Cemetery to August 3, 2020. Roll Call: Mr. Lees-yea; Mr. Haun-yea; Mr. Suttles -yea. Motion carried 3-0.
-

NEW BUSINESS:

- Trustee Suttles mentioned the website and noted that it should be up and running starting September 25th.
- Halloween: Waiting for guidance from the Governor.
- **Resolution M-20-107** Motion by Mr. Lees, seconded by Mr. Suttles to use “Covid-19 Funds” to isolate the Fire Department from the Banquet Hall. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-yea. Motion carried 3-0.
- **Resolution M-20-108** Motion by Mr. Suttles, seconded by Mr. Haun to approve the use of “Covid-19 Funds” for upgrades to the server for the Police and Fire Departments to permit remote secure access, if required, due to exposures to Covid-19 causing quarantines. Roll Call: Mr. Lees-yea; Mr. Haun-yea; Mr. Suttles -yea. Motion carried 3-0.
- **Resolution M-20-109** Motion by Mr. Lees, seconded by Mr. Suttles to approve the use of “Covid-19 Funds” to purchase of laptops, mounts, and adapters for the four department heads due to the necessity of holding virtual meetings. Roll Call: Mr. Haun-yea, Mr. Suttles-yea, Mr. Lees-yea. Motion carried 3-0.
- **Resolution M-20-110** Motion by Mr. Haun, seconded by Mr. Lees to approve the use of “Covid-19 Funds” for the purchase and installation of an information system for the Lobby of the Administration Building. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-yea. Motion carried 3-0.
- **Resolution M-20-111** Motion by Mr. Haun, seconded by Mr. Lees to approve the use of “Covid-19 Funds” for the installation of an additional lobby door that would permit an interim access point into a secure area for temperature checks. Roll Call: Mr. Lees-yea; Mr. Haun-yea; Mr. Suttles -yea. Motion carried 3-0.

PUBLIC COMMENTS: Trustee Suttles offered his phone number for call in comments but received none.

- Pastor Dick Smith called in and mentioned that Summerfest for next year will be held on August 13th – 15th. He also noted that there is a need for volunteers to help with the Food Pantry which will be open the 2nd and 4th Saturday of the month starting October 10th and 24th.

TRUSTEES COMMENTS:

- Trustee Lees:
- Trustee Haun: Asked that everyone stay safe and to take care of the elderly.
- Trustee Suttles: Spoke about his virtual Facebook Neighborhood Meeting and the list of comments and questions he received. He also noted that Covid-19 Funds cannot be used for internet.

MOTION TO ADJOURN: 8:26 p.m.

Motion by Mr. Suttles seconded by Mr. Lees. All yea.

_____, Chief Executive Officer

_____, Chief Financial Officer

**SPECIAL MEETING
October 27, 2020**

The Trustees of Brookfield Township met in a special session on Monday, July 27, 2020 at 1:01 p.m. This was a "Zoom Meeting".

Roll Call: Trustee Haun – present; Trustee Suttles – present; Trustee Lees – present; Dena McMullin –present

Also present: Chief Masirovits; Chief Faustino; and Supervisor Fredenburg.

DEPARTMENTAL MEETING

Chief Masirovits:

- The labor contract has been signed and has been sent to SERB.
- 2018 FEMA/AFG Equipment grant – all equipment received and currently doing hose testing
- Of the 2019 FEMA/AFG grants applied for, we have been awarded \$100k+ for new cots and loading systems for three ambulances
- 2020 AFG-Supplemental PPE for Covid-19 Regional grant (county grant) – have received half of the expected equipment.
- Working on 2020 AFG Vehicle Acquisition and Operations Grant
- Have had extensive communications with Brookfield Schools and their re-opening. Have also set up a modified fire prevention education within the schools. Collaborative effort with Brookfield Fallen FF Foundation.
- Working with Hermitage FD and other local Fire & EMS Departments and public safety entities to ensure the Orangeville Road, Hermitage, Pa. area receives proper and adequate coverage while the bridge is closed.
- Annual Hose Testing is underway
- Ambulance #2 received all new brakes.
- All apparatus have been pump tested, with the exception of E-51, and have passed.
- Received over 2000 feet of 4 inch hose free of charge from Garfield Heights Fire Department. Will utilize to replace some of the older hose with non-locking couplings that still exist in inventory.
- Have received new thermal images that were issued to all career officials.
- Truck 18 is at Carpenters with a bad sensor
- Will be doing some minor exterior cosmetic work to Firehouse 51.
- Held a Staff meeting and a Command Staff meeting on September 17th
- Received a resignation from FT FF/Medic Cyler Reed. However, he will be staying on part-time. His last day is October 21, 2020.
- Status of Covid-19 has remained the same. County has seen some fluctuations in the number of cases, but the Trumbull County death rate has decreased.
- Still following PPE Protocols. Our PPE supply is good.

Superintendent Fredenburg:

- Issue 1 – Pre-application for Syme Street. Approximate cost - \$150,000.00 with the Township's portion being approx. \$24,000.00(16%).
- Have completed the following:
 - Skin Patching – Lincoln St., S. Stateline Rd., W. Columbia St., Erie St., Lorain St., Syme St., Valley View Dr., Springdale Dr., Wildwood Dr.

Slag Road Oiling – Addison Rd. – Amy-Boyle Rd.

- Cemetery cleanup – October 4th
- Columbarium foundation scheduled for October 4th and expect delivery in mid to late October.
- Repairs to tornado damaged fence and monuments is completed.
- Park gate controller is fixed and gate is back on timer.
- Park bathrooms scheduled for shutdown in mid to late October.
- Repairs to the digital sign on the Township Green have been completed and two dead trees were cut down.
- Taub's has gone out of business. Township has taken over maintenance and mowing of the Green.
- To replace the township bathroom sinks, fountains, urinals, and toilets with touchless equipment the cost will be approximately \$40,000.
- Discussed the situation in Valley View with flooding.
- Discussed the CDBG Neighborhood Revitalization Grant for the Masury SE Neighborhood

Chief Faustino:

- Update of Projects: Server upgrades ordered
Laptops ordered
Kiosk installed
Information system is built and ready to be installed in Lobby.
Wireless access points are ready to be installed
- Working with the Code Enforcement Officer to replace his car with a police vehicle.
- Discussed vacation time of some of the staff due to staffing shortages.
- Safety Awareness Night – Cancelled
- Evidence package to RMS - \$7000. + \$1,080/yr. Officer Hockey has stepped into the role of SRO and is working
- Officer Clay left in August to take a full-time position in Richmond, Virginia. Officer Infante – currently working. And Officer Kalaman to F.T.
- Received equipment from the 1033 program. The two of the Road Department employees traveled to Norfolk, Virginia to pick up 2006 Chevy 6500 Stakebed Truck, 60 kw diesel generator, 2 document scanners, spill containment boom.
- Discussed the new kiosk
- Discussed the wifi.

MOTION TO ADJOURN: 3:51 p.m.

Motion by Mr. Suttles seconded by Mr. Lees. All yea.

_____, Chief Executive Officer

_____, Chief Financial

GENERAL MEETING
October 5, 2020

CALLED TO ORDER AT 7:02 pm by Trustee, Dan Suttles. Meeting was live on Facebook, due to the Covid-19 virus.

Community Prayer – Trustee Lees

The pledge of allegiance was observed.

Roll Call: Mr. Gary Lees-present; Mr. Dan Suttles-present; Mr. Ron Haun-present; Mrs. Dena McMullin-present.

- **Resolution M-20-112** Motion by Mr. Lees seconded by Mr. Suttles to accept the minutes of the meeting held in September 2020 as presented. Roll Call: Mr. Haun-yea, Mr. Suttles-yea, Mr. Lees-yea. Motion carried 3-0.
- **Resolution M-20-113** Motion by Mr. Haun, seconded by Mr. Suttles to table the acceptance of the September bills. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-yea. Motion carried 3-0.
- **Resolution M-20-114** Motion by Mr. Suttles, seconded by Mr. Haun to table the acceptance of the financial statements for the month ending September 30, 2020. Roll Call: Mr. Haun-yea, Mr. Suttles-yea, Mr. Lees-yea. Motion carried 3-0.

COMMUNICATIONS:

- Trumbull County Engineer, RE: Permit to haul or move over dimensional equipment over Hubbard Masury Rd.
- The Mahoning Valley Sanitary District, RE: Regular meeting of the Board of Directors.
- Trumbull County Engineer, RE: Permit to bore under an work in the right-of-way of Broadway Ave.
- Attorney Goodman, RE: Legal opinion

POLICE REPORT – Trustee Haun

- **Resolution M-20-115** Motion by Mr. Haun, seconded by Mr. Suttles to correct the posting of 218 hours of Chief Faustino’s payroll that was related to COVID from March 23rd – March 29th totaling approximately \$8200.00. Should have been posted to the “Local Coronavirus Relief Fund”. Roll Call: Mr. Haun-yea, Mr. Suttles-yea, Mr. Lees-yea. Motion carried 3-0.
- Laptops for the department heads are in.

FIRE REPORT – Trustee Suttles

- **Resolution M-20-116** Motion by Mr. Haun, seconded by Mr. Suttles to hire Mr. Kyle Stern as part time Firefighter II/Medic at the rate of \$12.00 per hour with no benefits. Roll Call: Mr. Lees-yea; Mr. Haun-yea; Mr. Suttles -yea. Motion carried 3-0.
- **Resolution M-20-117** Motion by Mr. Suttles, seconded by Mr. Lees to give Chief Masirovits the authority to purchase turn-out gear at a cost of \$24,970.00 to be covered by the “Local Coronavirus Relief Fund”. Roll Call: Mr. Lees-yea; Mr. Haun-yea; Mr. Suttles -yea. Motion carried 3-0.

ROAD/CEMETERY REPORT – Trustee Lees

- **Resolution M-20-118** Motion by Mr. Suttles, seconded by Mr. Lees to accept the proposal from Komar Plumbing in the amount of \$35,145.00 for touchless plumbing upgrades to existing fixtures throughout the township. To be covered by the “Local Coronavirus Relief Fund”. Roll Call: Mr. Haun-yea, Mr. Suttles-yea, Mr. Lees-yea.

Motion carried 3-0.

PARK REPORT - None

CODE ENFORCEMENT REPORT – Trustee Suttles.

VAN REPORT – None. The van is currently not running.

OLD BUSINESS:

- Website update – it is up and running “brookfieldtpw.org”
- Halloween discussion: the trustees will ask local businesses to donate so that the township may purchase enough candy for Brookfield schools. Children can still trick or treat from 5-7 p.m. on the 31st and must abide with the county health rules.
- **Resolution M-20-119** Motion by Mr. Haun, seconded by Mr. Lees to approve the installation of cameras at the township park using the “Local Coronavirus Relief Fund” to monitor “social distancing”. Cost of the project: \$49,700.00. Roll Call: Mr. Lees-yea; Mr. Haun-yea; Mr. Suttles-nay. Motion carried 2-1.

NEW BUSINESS:

- Lois Werner called in and gave an update on the historical dates for the Township.
- **Resolution M-20-120** Motion by Mr. Lees, seconded by Mr. Haun to join the Trumbull County Tourism Bureau at the rate of \$50.00 per year. Roll Call: Mr. Lees-yea; Mr. Haun-yea; Mr. Suttles -yea. Motion carried 3-0.
- **Resolution M-20-121** Motion by Mr. Lees, seconded by Mr. Haun to replace the lobby window on the front of the building. Quote from Youngstown Mirror & Glass: \$1922.00. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-yea. Motion carried 3-0.
- **Resolution M-20-122** Motion by Mr. Suttles, seconded by Mr. Lees to replace one of the furnaces at the Administration Building at a cost of \$12,600.00. Roll Call: Mr. Lees-yea; Mr. Haun-yea; Mr. Suttles -yea. Motion carried 3-0.
- Discussion regarding disinfecting the Fire Hall after the election.
- Mr. Haun: motion to install lights at the park. No second – the motion died.
- **Resolution M-20-123** Motion by Mr. Haun, seconded by Mr. Lees to widen the bridge at the lower end of the park by the Road Department at a cost of approximately \$3000.00. Roll Call: Mr. Haun-yea, Mr. Suttles-yea, Mr. Lees-yea. Motion carried 3-0.

TRUSTEES COMMENTS:

- Trustee Lees: regarding the lighting districts
- Trustee Haun: Asked that everyone stay safe
- Trustee Suttles: Spoke about his virtual Facebook Neighborhood Meeting and the list of comments and questions he received. Noted that he would schedule another one in the future.

PUBLIC COMMENTS:

- Pastor Dick Smith called in to report that the church did the 2nd Harvest Food giveaway and that there will be another one at the Mt. Olive Church on October 17th from 11 – 1 p.m.
- Dave DeJoy called in to comment on the park cameras and lights.

MOTION TO ADJOURN: 8:55 p.m.

Motion by Mr. Suttles seconded by Mr. Lees. All yea.

_____, Chief Executive Officer

_____, Chief Financial Officer

SPECIAL MEETING
October 13, 2020
2:30 p.m.

The Trustees of Brookfield Township met in a special session on Tuesday, October 13th, 2020 at the Administration Building. Meeting was a Zoom meeting.

Trustee Dan Suttles called the meeting to order at 2:29 p.m..

Pledged and prayer were waived.

Roll Call: Trustee Haun – present, Trustee Lees – present, Trustee Suttles – present, Fiscal Officer, Dena McMullin –present
Also Present: Chief Faustino

MOTION TO GO INTO EXECUTIVE SESSION: 2:30 p.m.

Motion by Mr. Lees, seconded by Mr. Suttles to go into executive session to discuss compensation of Police Department Personnel. Roll Call: Mr. Suttles – yea; Mr. Lees – yea; Mr. Haun -yea. Motion carried 3-0.

MOTION TO GO BACK INTO REGULAR SESSION: 2:50 p.m.

Motion by Mr. Suttles, seconded by Mr. Lees Roll Call: Mr. Lees – yea; Mr. Haun – yea; Mr. Suttles -yea. Motion carried 3-0.

MOTION TO ADJOURN: 2:50 p.m.

Motion by Mr. Suttles, seconded by Mr. Lees. All yea.

_____, Chief Executive Officer

_____, Chief Financial Officer

**SPECIAL MEETING
October 19, 2020
2:30 p.m.**

The Trustees of Brookfield Township met in a special session on Monday, October 19th, 2020 at the Administration Building. Meeting was a Zoom meeting.

Trustee Dan Suttles called the meeting to order at 2:29 p.m..

Pledged and prayer were waived.

Roll Call: Trustee Haun – present, Trustee Lees – present, Trustee Suttles – present, Fiscal Officer, Dena McMullin –present

Meeting called to discuss an MOU with the Police Officers.

Resolution M-20-124 Motion by Mr. Suttles, second by Mr. Lees to approve a one-time buy-out of vacation time by police personnel as stated in the Memorandum of Understanding between Brookfield Township and the Bargaining Unit of the Ohio Patrolman’s Benevolent Association for Brookfield Township Police Department. Roll Call: Mr. Lees-yea; Mr. Haun-yea; Mr. Suttles-yea. Motion carried 3-0.

MOTION TO GO INTO EXECUTIVE SESSION: 2:45 p.m.

Motion by Mr. Suttles, seconded by Mr. Lees to go into executive session to discuss Economic Development.
Roll Call: Mr. Suttles – yea; Mr. Lees – yea; Mr. Haun -yea. Motion carried 3-0.

MOTION TO GO BACK INTO REGULAR SESSION: 3:19 p.m.

Motion by Mr. Suttles, seconded by Mr. Lees Roll Call: Mr. Lees – yea; Mr. Suttles – yea; Mr. Haun -yea.
Motion carried 3-0.

MOTION TO ADJOURN: 3:19 p.m.

Motion by Mr. Suttles, seconded by Mr. Lees. All yea.

_____, Chief Executive Officer

_____, Chief Financial Officer

SPECIAL MEETING
October 21, 2020
2:00 p.m.

The Trustees of Brookfield Township met in a special session on Wednesday, October 21st, 2020 at the Administration Building. Meeting was a Zoom meeting.

Trustee Dan Suttles called the meeting to order at 2:00 p.m..

Pledged and prayer were waived.

Roll Call: Trustee Haun – present, Trustee Lees – present, Trustee Suttles – present, Fiscal Officer, Dena McMullin –absent
Also Present: Supervisor, Jaime Fredenburg

Meeting called to discuss Issue One Funding and Road Department equipment.

Supervisor Fredenburg discussed purchasing a zero-turn mower for the park.

Supervisor Fredenburg suggest that an application for Issue I Funding to pave Syme Street from Warren Sharon Rd. to Brookfield Avenue. Also discussed the Valley View flooding project. Supervisor Fredenburg indicated that we may be able to do the upper part of the project which includes reconstructing a storm sewer catch basin near Wildwood and Crestwood. He is waiting on the estimated cost from the county engineer.

Resolution M-20-125 Motion by Mr. Lees, second by Mr. Suttles to apply for Issue I Funding in cooperation with the Ohio Public Works Commission to pave Syme Street from Warren Sharon Rd. to Brookfield Ave. Roll Call: Mr. Lees-yea; Mr. Haun-yea; Mr. Suttles-yea. Motion carried 3-0.

MOTION TO ADJOURN: 2:36 p.m.
Motion by Mr. Suttles, seconded by Mr. Lees. All yea.

_____, Chief Executive Officer

_____, Chief Financial Officer

SPECIAL MEETING
October 27, 2020

The Trustees of Brookfield Township met in a special session on Monday, July 27, 2020 at 1:01 p.m. This was a "Zoom Meeting".

Roll Call: Trustee Haun – present; Trustee Suttles – present; Trustee Lees – present; Dena McMullin –present

Also present: Chief Masirovits; Chief Faustino; and Supervisor Fredenburg.

DEPARTMENTAL MEETING

Chief Masirovits:

- The labor contract has been signed and has been sent to SERB.
- 2018 FEMA/AFG Equipment grant – all equipment received and currently doing hose testing
- Of the 2019 FEMA/AFG grants applied for, we have been awarded \$100k+ for new cots and loading systems for three ambulances
- 2020 AFG-Supplemental PPE for Covid-19 Regional grant (county grant) – have received half of the expected equipment.
- Working on 2020 AFG Vehicle Acquisition and Operations Grant
- Have had extensive communications with Brookfield Schools and their re-opening. Have also set up a modified fire prevention education within the schools. Collaborative effort with Brookfield Fallen FF Foundation.
- Working with Hermitage FD and other local Fire & EMS Departments and public safety entities to ensure the Orangeville Road, Hermitage, Pa. area receives proper and adequate coverage while the bridge is closed.
- Annual Hose Testing is underway
- Ambulance #2 received all new brakes.
- All apparatus have been pump tested, with the exception of E-51, and have passed.
- Received over 2000 feet of 4 inch hose free of charge from Garfield Heights Fire Department. Will utilize to replace some of the older hose with non-locking couplings that still exist in inventory.
- Have received new thermal images that were issued to all career officials.
- Truck 18 is at Carpenters with a bad sensor
- Will be doing some minor exterior cosmetic work to Firehouse 51.
- Held a Staff meeting and a Command Staff meeting on September 17th
- Received a resignation from FT FF/Medic Cyler Reed. However, he will be staying on part-time. His last day is October 21, 2020.
- Status of Covid-19 has remained the same. County has seen some fluctuations in the number of cases, but the Trumbull County death rate has decreased.
- Still following PPE Protocols. Our PPE supply is good.

Superintendent Fredenburg:

- Issue I – Pre-application for Syme Street. Approximate cost - \$150,000.00 with the Township's portion being approx. \$24,000.00(16%).
- Have completed the following:
 - Skin Patching – Lincoln St., S. Stateline Rd., W. Columbia St., Erie St., Lorain St., Syme St., Valley View Dr., Springdale Dr., Wildwood Dr.

Slag Road Oiling – Addison Rd. – Amy-Boyle Rd.

- Cemetery cleanup – October 4th
- Columbarium foundation scheduled for October 4th and expect delivery in mid to late October.
- Repairs to tornado damaged fence and monuments is completed.
- Park gate controller is fixed and gate is back on timer.
- Park bathrooms scheduled for shutdown in mid to late October.
- Repairs to the digital sign on the Township Green have been completed and two dead trees were cut down.
- Taub's has gone out of business. Township has taken over maintenance and mowing of the Green.
- To replace the township bathroom sinks, fountains, urinals, and toilets with touchless equipment the cost will be approximately \$40,000.
- Discussed the situation in Valley View with flooding.
- Discussed the CDBG Neighborhood Revitalization Grant for the Masury SE Neighborhood

Chief Faustino:

- Update of Projects: Server upgrades ordered
Laptops ordered
Kiosk installed
Information system is built and ready to be installed in Lobby.
Wireless access points are ready to be installed
- Working with the Code Enforcement Officer to replace his car with a police vehicle.
- Discussed vacation time of some of the staff due to staffing shortages.
- Safety Awareness Night – Cancelled
- Evidence package to RMS - \$7000. + \$1,080/yr. Officer Hockey has stepped into the role of SRO and is working
- Officer Clay left in August to take a full-time position in Richmond, Virginia. Officer Infante – currently working. And Officer Kalaman to F.T.
- Received equipment from the 1033 program. The two of the Road Department employees traveled to Norfolk, Virginia to pick up 2006 Chevy 6500 Stakebed Truck, 60 kw diesel generator, 2 document scanners, spill containment boom.
- Discussed the new kiosk
- Discussed the wifi.

MOTION TO ADJOURN: 3:51 p.m.

Motion by Mr. Suttles seconded by Mr. Lees. All yea.

_____, Chief Executive Officer

_____, Chief Financial

**GENERAL MEETING
November 2, 2020**

CALLLED TO ORDER AT 7:01 p.m. by Trustee, Dan Suttles. Meeting was live on Facebook, due to the Covid-19 virus.

Community Prayer – Trustee Lees

The pledge of allegiance was observed.

Roll Call: Mr. Gary Lees-present; Mr. Dan Suttles-present; Mr. Ron Haun-absent; Mrs. Dena McMullin-present.

- **Resolution M-20-127** Motion by Mr. Suttles seconded by Mr. Lees to accept the minutes of the meeting held in October 2020 as presented. Roll Call: Mr. Lees-yea, Mr. Suttles-yea, Mr. Haun-absent. Motion carried 2-0.
- **Resolution M-20-128** Motion by Mr. Lees, seconded by Mr. Suttles to accept the payment of the September 2020 bills in the amount of \$192,471.66. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-absent. Motion carried 2-0.
- **Resolution M-20-129** Motion by Mr. Suttles, seconded by Mr. Lees to accept the financial statements for the month ending September 30, 2020. Roll Call: Mr. Lees-yea, Mr. Suttles-yea, Mr. Haun-absent. Motion carried 2-0.

COMMUNICATIONS:

- Trumbull County Sanitary Engineer, RE: Trumbull County Board of Commissioners
- Hubbard Township Trustees, RE: Letter to US Army Corps of Engineers ref. Coalburg Lake Dam
- Trumbull County Commissioners, RE: Permit to work in the right-of-way of Warner Rd. SE
- Trumbull County Commissioners, RE: Permit to work in the right-of-way of Everett East Rd.
- Trumbull County Combined Health District, RE: Cameras at the park
- The Mahoning Valley Sanitary District, RE: Regular meeting of the board of directors
- Trumbull County Commissioners, RE: Permit to work in the right-of-way of Warner Rd. SE
- Trumbull County Commissioners, RE: Permit to haul or move over dimensional equipment over Hubbard Masury Rd.
- Trumbull County Engineer, RE: Permit to work in the right-of-way of Everett East Rd.

POLICE REPORT – Trustee Lees

FIRE REPORT – Trustee Suttles

- **Resolution M-20-130** Motion by Mr. Suttles seconded by Mr. Lees to hire Mr. Joseph Milano as part time Firefighter I/EMT at the rate of \$10.15 per hour with no benefits. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-absent. Motion carried 2-0.
- **Resolution M-20-131** Motion by Mr. Suttles seconded by Mr. Lees to approve using Ohio CAT to perform annual ladder inspection for the Fire Department at a cost of \$1174.75. Roll Call: Mr. Lees-yea, Mr. Suttles-yea, Mr. Haun-absent. Motion carried 2-0.
- **Resolution M-20-132** Motion by Mr. Lees, seconded by Mr. Suttles to approve the use of the “Local Coronavirus Relief Fund” to purchase four (4) reclining chairs, and two (2) sofas from Laskey’s to replace the current fabric furniture in the day room at a cost of \$3994.00. The material can be sanitized and will meet or exceed the requirements of NFPA 1581. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-absent. Motion carried 2-0.
- **Resolution M-20-133** Motion by Mr. Suttles seconded by Mr. Lees approve the use

of the “Local Coronavirus Relief Fund” to hire RIEN Construction at a cost of \$12,736.00 to furnish labor and materials to efficiently wall off the sleeping quarters at Firehouse 18. Roll Call: Mr. Lees-yea, Mr. Suttles-yea, Mr. Haun-absent. Motion carried 2-0.

- **Resolution M-20-134** Motion by Mr. Lees, seconded by Mr. Suttles to approve the use of the “Local Coronavirus Relief Fund” to purchase three (3) sets of Firefighter Turnout Gear from Warren Fire/EMS at a cost of \$6500.00. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-absent. Motion carried 2-0.
- **Resolution M-20-135** Motion by Mr. Suttles seconded by Mr. Lees approve the use of the “Local Coronavirus Relief Fund” to purchase from Penn Care Inc., a 2021 MEDIX BL-90 Type III Ambulance with associated auxiliary equipment for a total of \$127,715.00. Roll Call: Mr. Lees-yea, Mr. Suttles-yea, Mr. Haun-absent. Motion carried 2-0.
- **Resolution M-20-136** Motion by Mr. Lees, seconded by Mr. Suttles to approve the use of the “Local Coronavirus Relief Fund” to purchase emergency medical equipment to outfit and upfit the new ambulance and upgrade current equipment for easier sanitation and disinfection. Cost totaling no more than \$7000.00 (miscellaneous vendors). Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-absent. Motion carried 2-0.

ROAD/CEMETERY REPORT – Trustee Lees

- **Resolution M-20-137** Motion by Mr. Suttles, seconded by Mr. Lees to purchase for the park a used 2018 Ex-Mark 60 inch commercial mower with bagging system from Taub Landscaping for the cost of \$6800.00. Roll Call: Mr. Lees-yea, Mr. Suttles-yea, Mr. Haun-absent. Motion carried 2-0.
- Prep for winter operations are underway.
- Set Cremation Columbarium Thursday, November 5, 2020 at 9 a.m.
- Bathrooms at the park will be closed the week of November 9th.

PARK REPORT - None

CODE ENFORCEMENT REPORT – Trustee Lees.

VAN REPORT – None. The van is currently not running.

OLD BUSINESS:

- **Resolution M-20-138** Motion by Mr. Lees, seconded by Mr. Suttles to approve the use of the “Local Coronavirus Relief Fund” to hire Lewis Construction at a cost of \$700.00 to clean the banquet hall after the election. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-absent. Motion carried 2-0.
- **Resolution M-20-139** Motion by Mr. Suttles seconded by Mr. Lees approve the use of the “Local Coronavirus Relief Fund” to authorize an additional \$13,523.00 for the installation of a Police Department lobby door to permit interim access point into a secure area for temperature checks. Roll Call: Mr. Lees-yea, Mr. Suttles-yea, Mr. Haun-absent. Motion carried 2-0.

NEW BUSINESS:

- **Resolution M-20-140** Motion by Mr. Suttles seconded by Mr. Lees to approve a \$361,546.00 increase in the budget due to the increase in “Local Coronavirus Relief Fund” funding. Roll Call: Mr. Suttles-yea; Mr. Lees-yea; Mr. Haun-absent. Motion

carried 2-0.

TRUSTEES COMMENTS:

- Trustee Lees: Reminded everyone to vote. In relation to the virus, be cautious and safe.
- Trustee Suttles: Talked about the seriousness of the virus. Will continue to keep the facilities closed and will continue to hold virtual meetings.

PUBLIC COMMENTS: None

MEETINGS: Interview panel for police hiring, Thursday November 5th at 1:00 p.m.

MOTION TO ADJOURN: 7:41 p.m.

Motion by Mr. Suttles seconded by Mr. Lees. All yea.

_____, Chief Executive Officer

_____, Chief Financial Officer