

**GENERAL MEETING
AUGUST 2, 2021**

CALLED TO ORDER AT 7:02 p.m. by Trustee, Dan Suttles. Meeting was held in the Administration Building.

Community Prayer – Trustee Lees

The pledge of allegiance.

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

- **Resolution M-21-97** Motion by Mr. Suttles, seconded by Mr. Haun to table the acceptance of the minutes from July. Roll Call: Mr. Suttles-yea, Mr. Haun-yea, Mr. Lees-yea. Motion carried 3-0.
- **Resolution M-21-98** Motion by Mr. Haun, seconded by Mr. Lees to accept payment of the bills for the month of May in the amount of \$262,528.16. Roll Call: Mr. Haun -yea, Mr. Lees -yea, Mr. Suttles -yea. Motion carried 3-0.
- **Resolution M-21-99** Motion by Mr. Haun, seconded by Mr. Lees to accept payment of the bills for the month of June in the amount of \$244,953.05. Roll Call: Mr. Suttles-yea, Mr. Haun-yea, Mr. Lees-yea. Motion carried 3-0.

COMMUNICATIONS:

- Trumbull County Commissioners, RE: Change order No. 1 Foust Construction, Inc. Masury SE Neighborhood Revitalization Grant Program; Project 2, Activity 1

POLICE REPORT – Chief Faustino

- Temporary road closure of Ira between Davis and Ulp on August 7th from 2 p.m. to 9 p.m.
- Temporary road closure of Meek St. between Boyd and Owsley on August 14th from 10 a.m. to 8 p.m.

FIRE REPORT – Chief Masirovits

- **Resolution M-21-100** Motion by Mr. Suttles, seconded by Mr. Lees to hire Jordan Elswick as a part-time Firefighter II/EMT-Basic at a rate of \$10.15/hour with no additional benefits. Roll Call: Mr. Lees-yea, Mr. Suttles-yea, Mr. Haun-yea. Motion carried 3-0.
- **Resolution M-21-101** Motion by Mr. Suttles, seconded by Mr. Lees to hire Cameron Dragon as a part-time Firefighter II/Paramedic at a rate of \$12.00/hour with no additional benefits. Roll Call: Mr. Haun -yea, Mr. Lees -yea, Mr. Suttles -yea. Motion carried 3-0.

ROAD/CEMETERY REPORT – Supervisor Fredenburg

- Supervisor Fredenburg requested an executive session to discuss an employee contract. It was scheduled for August 9th at 8:00 a.m.
- **Resolution M-21-102** Motion by Mr. Suttles, seconded by Mr. Haun to revise the previous motion, M-21-95, removing South Stateline Rd. and replacing it with Lucy Street for inclusion in the 2022 Issue I proposed project. Roll Call: Mr. Suttles-yea, Mr. Lees-yea, Mr. Haun -yea. Motion carried 3-0.
- Supervisor Fredenburg gave an update on the Masury Revitalization Project and noted that they would be starting the "pocket park."

- Noted that the street widening of Budd and Service is almost done.

PARK REPORT – None

CODE ENFORCEMENT REPORT – Trustee Suttles

VAN REPORT – Currently have 2 drivers that are willing to drive so it will be running on Wednesdays and Thursdays. More drivers are needed to get the van fully operational. The van ran for one trip in July.

OLD BUSINESS: Go Green Neighborhood Clean-Up is scheduled for August 14th from 10 a.m. to noon and will involve the Westhill area. Will be meeting at the old dairy queen near Laddies. Still looking for volunteers.

NEW BUSINESS:

- Tour Route 7 – 60 – Mile Garage Sale on Labor Day weekend. Spaces are available on the Green for September 4th. There will also be a vaccine clinic from 8 – 11.
- **Resolution M-21-103 Motion by Mr. Suttles, seconded by Mr. Haun to increase the hourly rate for Tabatha Dickson, the Office Coordinator from \$11.25/hour to \$12.00/hour to be retroactive to July 1st. Roll Call: Mr. Suttles-yea, Mr. Haun-yea, Mr. Lees-yea. Motion carried 3-0.**
- Announced that the township has a job opening for a part-time janitor for the Administration Building.

PUBLIC COMMENTS:

- Pastor Dick Smith suggested renting a few Port-o-potties for the Labor Day Garage Sale. Also mentioned that the weekend of the 6th and 7th the church will have the Rummage Sale.
- Resident, John Martin – question regarding the \$5.00 license plate tax fee. Also question regarding the Arthur Holtz cemetery, wanted to know if the Township could take it over. He is concerned that it will not be taken care of by the new owners of the property.
- Chuck Fizet congratulated the Fire Department and the Fire Chief for their work on the fire at Merwin Chase.
- Resident – mentioned Stevenson Heights and a trailer issue requesting the the Code Officer check into it.

TRUSTEES COMMENTS:

- Trustee Lees – Informed everyone that he will not be running for Township Trustee. He read all of his accomplishments over the last 24 years.
- Trustee Haun and Trustee Suttles congratulated Trustee Lees on all that he has accomplished.

MEETINGS:

MOTION TO ADJOURN: 8:09p.m.

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

_____, Chief Executive Officer

_____, Chief Financial Officer

SPECIAL MEETING
August 9, 2021

The Trustees of Brookfield Township met in a special session on Monday, August 9th at the Administration Building.

Trustee Dan Suttles called the meeting to order at 8:10 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: 8:11 a.m.

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

MOTION TO GO BACK INTO REGULAR SESSION: 8:50 a.m.

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

MOTION TO ADJOURN: 8:50 a.m.

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

_____, Chief Executive Officer

_____, Chief Financial Officer

**SPECIAL MEETING
August 13, 2021**

The Trustees of Brookfield Township met in a special session on Friday, August 13th, 2021.

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

Roll Call: Mr. Suttles – present; Mr. Lees – present; Mr. Haun – absent; Mrs. McMullin - present

Pledged and prayer were waived.

Resolution M-21-104 Motion by Trustee Suttles, seconded by Trustee Lees to accept the Alternative Tax Budget for the fiscal year commencing January 1, 2022 as presented. Roll Call: Mr. Suttles – yea; Mr. Lees – yea; Mr. Haun - absent. Motion Carried 2-0.

Resolution M-21-105 Motion by Trustee Lees, seconded by Trustee Suttles to accept the Amount and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor. Roll Call: Mr. Lees – yea; Mr. Suttles – yea; Mr. Haun - absent. Motion Carried 2-0.

MOTION TO ADJOURN: 9:55 a.m.

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

_____, Chief Executive Officer

_____, Chief Financial Officer

SPECIAL MEETING
August 24, 2021

The Trustees of Brookfield Township met in a special session on Tuesday, August 24th, 2021 at the Hartford Administration Building.

Trustee Dan Suttles called the meeting to order at 6:04 p.m.

Roll Call: Mr. Suttles – present; Mr. Lees – present; Mr. Haun – present; Mrs. McMullin – present
Also present: Hartford Trustee, Rebecca Whitman, and Hartford Trustee, Phil Wilhelm.

Pledged and prayer were waived.

Meeting called to discuss the Hartford Fire/EMS contract.

It was determined that administrative and personnel expenses should be included in the contract with the maintenance and repair expenses. (To take effect September 1st)

Discussed where to house Hartford's new fire truck.

MOTION TO ADJOURN: 7:05 p.m.

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

_____, Chief Executive Officer

_____, Chief Financial Officer

SPECIAL MEETING
August 30, 2021

The Trustees of Brookfield Township met in a special session on Monday, July 30th, 2021 at 8:01 a.m. at the Administration Building.

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

Also present: Chief Masirovits; Chief Faustino; and Supervisor Fredenburg, and Pete Ross.

DEPARTMENTAL MEETING

Chief Masirovits:

- Received from Burghill Vernon FD a large cache of PPE to include gloves, masks, eye protection, disinfectants, & sanitizers.
- Davey Tree Service cut down most of the trees in front of firehouse 18 along the south property line that interfered with the electrical lines and service.
- Performed a public service during the Brookfield School Open House where we handed out safety materials and raffled off some prizes. Gave us a chance to talk with the public and become more involved in the schools.
- BPE has been received & will be placed in service soon
- All old and unused MARCS radios that were donated to the department prior to the AFG Grant Award have been given to Girard FD for their use.
- Truck 18 went to Carpenter's to have the front shocks replaced
- Rescue 18 went to WW Williams fuel in the oil. Found a bad injector, all service and parts covered by warranty. Turbo air cooler / charge air cooler is in need of replacement and is on order. (December)
- Boat 18 is almost ready to go; we just need to add some rescue equipment to it and we will be placing it back in service
- JEEMCO Inc. has been notified that after the heavy rains on 8/25 the window at Firehouse 51 leaked, they will be sending someone out to look at it.
- Waiting on supplies to arrive at D&R Door so work can commence on replacement of OH door in front of T-18
- Received resignation from PT FF/EMT-P Nick Graf.
- Part-time FF Carly Jackson received her Paramedic Certification
- We are beginning to see a pronounced decline of part-time employees and their availability for the schedule & events.
- Still continuing to seek out new part-time/vol. employees through multiple different channels
- **Resolution M-21-106** Motion by Mr. Suttles, seconded by Mr. Haun to hire Jessica Greer as a Part-time FF I / EMT-Basic at \$10.15/hour with no additional benefits. Roll Call: Mr. Suttles – yea; Mr. Haun – yea; Mr. Lees – absent. Motion carried 2-0.
- **Resolution M-21-107** Motion by Mr. Suttles, seconded by Mr. Haun to hire Erik Lyszaz as a Part-time FF I / EMT-Basic at \$10.15/hour with no additional benefits. Roll Call: Mr. Suttles – yea; Mr. Haun – yea; Mr. Lees – absent. Motion carried 2-0.

- Firehouses will remain closed to the general public. I will continue this order to protect employees and the public from the possibility of infection. I will also continue to monitor reports daily and re-evaluate this decision every 3-4 weeks. This will allow for at minimum fourteen (14) days to accurately see if we have substantial fluctuations in numbers and the virus re-emerges. We have reopened for persons that are vital to our operations and to students for completion of their course requirements.
- Employees will continue to don PPE while on calls where they are in close contact with patients, i.e.. back of the ambulance, or in a small room. Patient's will continue to be masked in the back of the ambulance and before being taken into the emergency department at any hospital until the hospitals themselves lift that order.
- We will continue to do doorway assessments and report any findings to the on-call emergency physicians, if we suspect or we know that a patient is positive for the COVID-19 Virus.
- We will continue to disinfect and sanitize each apparatus and its equipment after use to ensure no cross contamination occurs while caring for our patients.

Superintendent Fredenburg:

- Gave progress report on the Community Revitalization Project.
- Discussed pipe inlet at the Stofan property.
- Gave a progress report on the Lower North Masury Project.
- Discussed submitting Amy Boyle the Trumbull County Engineer's Office for estimate to apply for an ODOT grant.
- Discussed the landscaping around the Columbarium.
- Discussed installing culvert at the back of the park – back of soccer field.
- Discussed the problem of doing "in-kind" work on grant projects.
- Discussed various cemetery topics.
- Discussed the garage sale on the Green.

Code Enforcement Report – Code Officer, Pete Ross

- Spoke to Steve Gerberry of the County Engineer's office – will be check Schuster's building for asbestos.
- Has had address requests for vacant lots on David Lane and Merwin Chase Road.
- County building permits were issued for the following: 659 Bedford Rd.; 1158 Bedford Rd.; 1117 Sharon Hogue Rd.; 999 Taylor St.; 8077 Ulp St.; 7787 Chestnut St.
- Had grass complaints: Lee and Springdale roads; Watching North State Line Rd. and Second Street; The issue on Whabe Court was resolved.
- Of the two vacant trailers on Addison Road across from Addison Health Care, one has been demolished.
- Trash/debris complaints: 500 block of S. State Line Rd.; 8000 block of Meek St (junk cars); 700 block of State Route 7 N. (junk). Working with Health Department on the complaints at 736 Linden St. (sewage), 7833 First St., Service Ave/Charles St. area (chicken complaint), and 8167 W. Ohio St, (unfit for human habitation).
- Other enforcements: 7876 Elm St.; 7111 Warren Sharon Rd.; 1231 Bedford Rd.; 8141 Davis (extremely dilapidated structure); 718 Brookfield Ave.

Chief Faustino:

- Record Management System – on a hold.
- Staffing shortage: Sergeant Dean is due to be back at the end of September. Officer Bizub is due back at the end of January. Down to four officers. Officer Burrows is in the

Reserves and Officer Hockey is back at the school as the SRO. Part-time Officer Infante will be working 4-5 days a week.

- New vehicle update: sent the wrong console. Should be back in a day or two.
- Taser Purchase: will discuss purchasing a new taser at the General Meeting
- Roof: During some of the recent storms, the Chief's office and the Office Coordinator's office leaked.

MOTION TO GO INTO EXECUTIVE SESSION: 9:49 a.m.

Motion by Mr. Suttles, seconded by Mr. Haun to discuss employee compensation. Roll Call: Mr. Haun – yea; Mr. Suttles – yea; Mr. Lees -absent. Motion carried 2-0.

MOTION TO GO BACK INTO REGULAR SESSION: 10:25 a.m.

Motion by Mr. Suttles, seconded by Mr. Haun. Roll Call: Mr. Haun – yea; Mr. Suttles – yea; Mr. Lees -absent. Motion carried 2-0.

MOTION TO ADJOURN: 3:30 p.m.

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

_____, Chief Executive Officer

_____, Chief Financial