

**GENERAL MEETING
SEPTEMBER 13, 2021**

CALLED TO ORDER AT 7:00 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-21-108** Motion by Mr. Suttles, seconded by Mr. Haun to accept the minutes from August, 2021. Roll Call: Mr. Suttles-yea, Mr. Haun-yea, Mr. Lees-yea. Motion carried 3-0.
- **Resolution M-21-109** Motion by Mr. Haun, seconded by Mr. Lees to accept the payment of the bills in July in the amount of \$346,832.45 and the payment of the bills in August in the amount of \$235,017.18. Roll Call: Mr. Haun -yea, Mr. Lees -yea, Mr. Suttles -yea. Motion carried 3-0.
- **Resolution M-21-110** Motion by Mr. Lees, seconded by Mr. Suttles to accept the financial statements for the month ending August 31, 2021. Roll Call: Mr. Lees -yea, Mr. Suttles -yea, Mr. Haun-yea. Motion carried 3-0.

COMMUNICATIONS:

- Trumbull County Engineer, RE: Permit to work in the right-of-way of Warren Sharon Rd.
- Trumbull County Commissioners, RE: Approve change order no.1, Thomas Construction Inc., Brookfield Waste Water Treatment Plant capital improvement project – Sanitary Engineers Department.
- The Mahoning Valley Sanitary District, RE: Regular meeting of the Board of Directors

POLICE REPORT – Chief Faustino

- **Resolution M-21-111** Motion by Mr. Suttles, seconded by Mr. Lees to accept the MOU with the Police Union regarding a one time 40 hour sick time pay offer to Officer Bizub by those union members having approximately 2054 accumulated sick time hours. Roll Call: Mr. Suttles-yea, Mr. Haun-yea, Mr. Lees-yea. Motion carried 3-0.
- **Resolution M-21-112** Motion by Mr. Suttles, seconded by Mr. Haun to accept the purchase of 1 taser, 2 power magazines, and 6 cartridges in the amount of \$1245.13. Roll Call: Mr. Haun -yea, Mr. Lees -yea, Mr. Suttles -yea. Motion carried 3-0.

FIRE REPORT – Chief Masirovits

- **Resolution M-21-113** Motion by Mr. Suttles, seconded by Mr. Haun to approve revisions made to the Brookfield/Hartford Fire & EMS Protection Services Agreement. Roll Call: Mr. Lees-yea, Mr. Suttles-yea, Mr. Haun-yea. Motion carried 3-0.

ROAD/CEMETERY REPORT – Supervisor Fredenburg

- **Resolution M-21-114** Motion by Mr. Suttles, seconded by Mr. Haun to accept the MOU with the Road Supervisor Fredenburg and the Trustees effective on the October 1. Roll Call: Mr. Suttles-yea, Mr. Haun-yea, Mr. Lees -yea. Motion carried 3-0.
- Will be purchasing approximately 3,000 gal. of road oil at \$3.19/gal.

PARK REPORT – Will be purchasing a loader bucket for the park. Park worker Keith Aubel provided a park report which Trustee Haun read.

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.

OLD BUSINESS: MOU for the old Schuster building was tabled.

NEW BUSINESS:

- **Resolution M-21-115 Motion by Mr. Haun, seconded by Mr. Lees to authorize the purchase of 4-18x24 reflective road signs for the Historical District at a cost of no more than \$400. Roll Call: Mr. Haun -yea, Mr. Lees -yea, Mr. Suttles -yea. Motion carried 3-0.**
- Trick or Treat hours tabled until the October meeting.
- Will have another “Go Green” neighborhood clean-up on September 25th from 10 a.m. until noon at Syme St. and Ohio St.
- **Resolution M-21-116 Motion by Mr. Suttles, seconded by Mr. Lees to create the “Local Fiscal Recovery Fund” for the funds received through the American Rescue Plan. Roll Call: Mr. Lees-yea, Mr. Suttles-yea, Mr. Haun-yea. Motion carried 3-0.**
- Will be scheduling interviews for a part-time janitor position at the Administration Building on September 21st at 2:00.

PUBLIC COMMENTS:

- Valerie Kokor commended everyone involved with the Route 7 Garage Sale.
- Mrs. Radachy suggested that the next time we have the Route 7 Garage Sale, we install signs for caution regarding the traffic.
- Chuck Fizet thanked the trustees for the clean-up. Stated that it was a success. He also noted that the Exterior Property Maintenance Board will be meeting on September 14th.
- Mr. Fizet also thanked the township for taking care of the trash on Grover. He asked Chief Faustino if there were any results from the 4-wheeler chase on Grover.
- Mr. Fizet also inquired if the township received any money for the demolition of the Grey Wolf.

TRUSTEES COMMENTS:

- Trustee Haun commented on the ARP funding and questions regarding the use of the funds.
- Trustee Lees commented on how nice the Masury Project is and hopes that it will stimulate pride in residents’ property.
- Trustee Suttles mentioned the project in Masury and noted that there would be a dedication possibly in October.

MOTION TO ADJOURN: 8:11 p.m.

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

_____, Chief Executive Officer

_____, Chief Financial Officer

**SPECIAL MEETING
September 21, 2021**

The Trustees of Brookfield Township met in an executive session on Tuesday, September 21, 2021.

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

MOTION TO GO INTO EXECUTIVE SESSION: 2:00 p.m.

Motion by Mr. Suttles, seconded by Mr. Haun to conduct interviews for a part-time janitorial position for the Administration Building. Roll Call: Mr. Haun – yea; Mr. Suttles – yea; Mr. Lees - absent. Motion carried 2-0.

MOTION TO ADJOURN:.

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

_____, Chief Executive Officer

_____, Chief Financial Officer

**GENERAL MEETING
OCTOBER 4, 2021**

CALLED TO ORDER AT 7:01 p.m. by Trustee, Dan Suttles. Meeting was held in the Administration Building.

Community Prayer

The pledge of allegiance.

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

- **Resolution M-21-117 Motion by Mr. Suttles, seconded by Mr. Haun to accept the minutes from September, 2021. Roll Call: Mr. Suttles-yea; Mr. Haun-yea; Mr. Lees-absent. Motion carried 2-0.**
- **Resolution M-21-118 Motion by Mr. Haun, seconded by Mr. Suttles to table the payment of the bills and the acceptance of the financial statements for September, 2021. Roll Call: Mr. Haun -yea; Mr. Suttles -yea; Mr. Lees -absent. Motion carried 2-0.**

COMMUNICATIONS - None:

POLICE REPORT – Chief Faustino

FIRE REPORT – Chief Masirovits

ROAD/CEMETERY REPORT – Trustee Suttles

PARK REPORT – None

CODE ENFORCEMENT REPORT – Code Officer Ross

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.

OLD BUSINESS:

- Trick or Treat hours set for 5:00 – 7:00 p.m. October 30, 2021
- Thanked everyone who participated in the "Go Green Clean-up" on the Westhill.

NEW BUSINESS:

- **Resolution M-21-119 Motion by Mr. Suttles, seconded by Mr. Haun to hire Candace Schofield as part-time janitor for the Administration Building at a rate of \$9.00 per hour with no benefits and a maximum of 12-15 hours per week. Roll Call: Mr. Suttles-yea; Mr. Haun-yea; Mr. Lees-absent. Motion carried 2-0.**

PUBLIC COMMENTS:

- Mickey Foltz asked why the microphones are not being used for the meeting. Noted that the township needs to purchase new ones.
- Question regarding the roads the township paves. Was concerned with Brookfield Ave. and was informed that it was a county road.

- Resident asked about the speed limit on Broadway Ave. between Broadway and Rte 62.
- Valerie Kokor mentioned the new mailer that went to the residents regarding the Community Learning Center.

TRUSTEES COMMENTS:

- Trustee Haun commented on the awards ceremony held for the Fire Department and thanked the Fire Chief for having it. Reminded everyone to watch for the kids at Halloween.
- Trustee Suttles commented on getting back to normal meetings and thanked everyone for coming.

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
NOVEMBER 1, 2021**

The Trustees of Brookfield Township met in an executive session on Monday, November 1st, 2021.

Meeting opened at 8:04 a.m.

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

MOTION TO GO INTO EXECUTIVE SESSION: 8:04 a.m.

Motion by Mr. Suttles, seconded by Mr. Lees to discuss the retirement of Officer Thompson and the retire/rehire of Chief Faustino. Roll Call: Mr. Haun – yea; Mr. Suttles – yea; Mr. Lees -yea. Motion carried 3-0.

MOTION TO RETURN TO REGULAR SESSION: 9:00 a.m.

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

New hire replacing Officer Thompson will start on December 1st.

MOTION TO ADJOURN: 9:00 a.m.

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

_____, Chief Executive Officer

_____, Chief Financial Officer

**GENERAL MEETING
November 1, 2021**

CALLED TO ORDER AT 7:00 p.m. by Trustee, Dan Suttles.

Community Prayer – Trustee Lees

The pledge of allegiance was waived observed.

Roll Call: Mr. Gary Lees-present; Mr. Dan Suttles-present; Mr. Ron Haun-present; Mrs. Dena McMullin-absent. Also present was Office Coordinator, Tabatha Dickson

- **Resolution M-21-120** Motion by Mr. Suttles, seconded by Mr. Haun to table the minutes of the meetings held in October 2021. Roll Call: Mr. Suttles-yea, Mr. Lees -yea, Mr. Haun-yea. Motion carried 3-0.
- **Resolution M-121** Motion by Mr. Haun, seconded by Mr. Suttles to table the payments of the bills in the months of October 2021. Roll Call: Mr. Lees -yea, Mr. Haun -yea, Mr. Suttles -yea. Motion carried 3-0.
- **Resolution M-122** Motion by Mr. Lees seconded by Mr. Haun to table the financial statements for the month ending October 31st, 2021. Roll Call: Mr. Haun -yea, Mr. Suttles -yea, Mr. Lees -yea. Motion carried 3-0.

COMMUNICATIONS:

- Trumbull County Tourism Bureau: Re: Annual membership meeting (November 18th)
- The Mahoning Valley Sanitary District: Re: Regular meeting of the Board of Directors (October 27th)
- Trumbull County Engineer: Re: Permit to haul or move over dimensional equipment over Hubbard Masury Rd.
- Trumbull County Engineer: Re: Permit to bore under and work in the right-of-way of Brookfield Ave.

CODE ENFORCEMENT REPORT – Property Maintenance Code Enforcement Officer, Pete Ross.

POLICE REPORT – Chief Faustino

FIRE REPORT – Chief Masirovits

- **Resolution M-21-123** Motion by Mr. Suttles, seconded by Mr. Lees to approve Rein Construction to replace the floor at Firehouse 18 in the Northwest apparatus bay. Roll Call: Mr. Suttles -yea, Mr. Haun-yea, Mr. Lees-yea. Motion carried 3-0.

ROAD/CEMETERY REPORT – Supervisor Fredenburg- Absent- no report

- **Resolution M-21-124** Motion by Mr. Suttles, seconded by Mr. Haun to purchase a front bucket for park tractor from John Deer in the amount of \$4211.15. Purchase to come out of park equipment fund. Roll Call: Mr. Haun -yea, Mr. Suttles -yea, Mr. Lees -yea. Motion carried 3-0.

PARK REPORT – Bathrooms are closed for the season and the dumpsters have been removed; the park is still opened for walking, etc. without use of facilities.

VAN REPORT – After November 17th we will be down to one driver for just Thursdays. Trustee Suttles read the van report

OLD BUSINESS: None

NEW BUSINESS:

- Trustee Lees expressed his appreciation to the Gasser family for the donation of chairs for the fire hall

TRUSTEES COMMENTS:

- Trustee Haun: Follow-up on school survey for Learning Center; encouraged residents to take the survey and take the time to drive to Campbell to visit their center
- Suttles: Ohio Edison will be changing meters on houses soon- a letter should have been sent to houses.

PUBLIC COMMENTS:

- Valerie Kokor: Talked about the postcard that was sent from the school inviting residents to take a survey for a Learning Center; encouraged residents to take the survey and talk to their neighbors to take it also.
- Resident: Asked what happened to the tables and chairs that were at the Fire Hall. Trustee Suttles explained that they were owned by the Over-the-Hill Gang and that they removed them.
- Resident: Thanked the Fire Chief and complimented his crew for the positive experience she had when she had to call 9-1-1 for a medical emergency.

MEETINGS: Friday, October 5th at 8:00 am—Special meeting with executive session concerning compensation of a Police Department employee

MOTION TO ADJOURN: 7:34 p.m.

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

_____, Chief Executive Officer

_____, Chief Financial Officer

**SPECIAL MEETING
NOVEMBER 5, 2021**

The Trustees of Brookfield Township met in an executive session on Friday, November 5th, 2021.

Meeting opened at 8:03 a.m.

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

MOTION TO GO INTO EXECUTIVE SESSION: 8:04 a.m.

Motion by Mr. Suttles, seconded by Mr. Lees to discuss compensation and employment of personnel and the retire/rehire of Chief Faustino. Roll Call: Mr. Haun – yea; Mr. Suttles – yea; Mr. Lees -yea. Motion carried 3-0.

MOTION TO RETURN TO REGULAR SESSION: 9:55 a.m.

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

MOTION TO ADJOURN: 9:55 a.m.

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

_____, Chief Executive Officer

_____, Chief Financial Officer

**SPECIAL MEETING
NOVEMBER 12, 2021**

The Trustees of Brookfield Township met in an executive session on Friday, November 12th, 2021.

Meeting opened at 8:32 a.m.

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

MOTION TO GO INTO EXECUTIVE SESSION: 8:32 a.m.

Motion by Mr. Suttles, seconded by Mr. Lees to discuss compensation and employment of personnel in the Police Department. Roll Call: Mr. Haun – yea; Mr. Suttles – yea; Mr. Lees -yea. Motion carried 3-0.

MOTION TO RETURN TO REGULAR SESSION: 11:05 a.m.

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

Resolution M-21-125 Motion by Trustee Suttles, seconded by Trustee Haun to increase the part-time wages from \$10.50 – \$12.50 to \$11.50 - \$14.50 effective 11/12/2021. Roll Call: Mr. Suttles-yea; Mr. Haun-yea; Mr. Lees-yea. Motion carried 3-0.

MOTION TO ADJOURN: 11:07 a.m.

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

_____, Chief Executive Officer

_____, Chief Financial Officer

SPECIAL MEETING NOVEMBER 22, 2021

The Trustees of Brookfield Township met in a special session on Monday, November 22nd, 2021 at 8:08 a.m. at the Administration Building.

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

Also present: Capt. Williamson; Chief Faustino; and Foreman DJ Mild, and Pete Ross.

DEPARTMENTAL MEETING

Chief Faustino:

- Staffing: Cpl. First's last day Friday, November 26th and Officer Infante's last day was Friday, November 19th. Both have been hired by the Trumbull County Sheriff's Office. Have been working on replacements.
- Training: Officers are required to have 24 hours of CPT training for 2022 and can be reimbursed for 50% of any costs.
- Vehicle Repair: Regarding the storm damaged vehicle, the engine has been received by Carpenter's and they started the installation process Friday.
- New vehicles: Priced out 2022 new vehicles and found that the cost has increased by \$6500 more than the 2021 vehicles.
- Administration Building: West roof had some leaks in the last heavy storm. The roof need attention.
- Budget forecast for 2022: Budget is in good shape.
- Held a slogan contest at the school. Will reveal the winning slogan and winner during the General Meeting on December 7th.

Code Enforcement Report – Code Officer, Pete Ross

- 6866 Wood St. – Grass situation has been taken care of and a tax foreclosure has been filed.
- Several permits have been issued for various properties for improvements.
- Had a replat on Merwin Chase

DJ Mild, Foreman:

- Gave an update on the Columbarium and surrounding area.
- Discussed the Cemetery program.
- Gave an update on Supervisor Fredenburg.

Captain Williamson

- Elementary School Fire Prevention Program – awarded seven monetary prizes and one grand prize. Also, sent one poster to the State Fire Marshall's Office for statewide recognition.
- Grants applied for: OSFM MARCS Radio Grant; Firehouse Subs Grant; Gary Sinise Foundation; FEMA/AFG Operations for cardiac monitors; FEMA/AFG Apparatus for engine 51 replacement; and preparing to submit for the Ohio DNR VFA Grant.
- Purchased winter coats and t-shirts for part-time personnel.
- BPE Vests have been placed in service.

- Crew were out for Trick or Treat with no incidents reported.
- Will be requesting permission to sell ambulance #3 which has been costly.
- Disaster Recovery Services donated a battery operated Sawzall and blades .
- Four new Apple tablets have been ordered through Verizon which will eliminate the need for the hot spots in the ambulance and will assist with seamless reporting while on scene.
- Will be performing fit testing for all department personnel with SCBA masks in January/February.
- Kirila Fire repaired the burn room on the training prop.
- Meeting was held on 11/16/21 between Hartford Trustees and Capt. Williamson concerning specs on new E-27
- New hand tools and work bench have been purchased for Firehouse 18
- The bay door in front of T-18 has been replaced along with the opener
- Bay floor under R-18 has been replaced and new drainage installed.
- Seeking quotes to replace the steel front man door on west side of Firehouse 18.
- Road Dept. assisted in placing grindings around the training prop to improve appearance and safety.
- Lightning Strike at Firehouse 18 on 10/8/21 insurance claim was filed.
- Received resignation from part-time FF/EMT-B Jon Zemko.
- Continued decline of available part-time employees.
- Still seeking part-time employees.
- Hartford Trustees approved the spending of CARES Act monies on 11/10/21 to provide twenty-eight active members of the department with \$300.00 each for uniform maintenance.
- Firehouse remains closed to the general public. Re-opened to persons that are vital to the operations of the department and to students for completion of their course requirements.
- Employees will continue to follow PPE protocols. Will continue to do doorway assessments and report finding to the on-call emergency physicians.
- Continuing to disinfect and sanitize each apparatus and its equipment after use.

Resolution M-21-126 Motion by Mr. Suttles, seconded by Mr. Lees to increase the township budget by \$559,507.40, which results in increases in the Fire budget by \$50,000; the General Fund budget by \$55,000; the EMS Fund budget by \$20,000; and the Local Fiscal Recovery Fund (ARP) by the \$434,507.40. Roll Call: Mr. Haun-yea; Mr. Lees-yea; Mr. Suttles-yea. Motion carried 3-0.

MOTION TO ADJOURN: 9:45 a.m.

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

_____, Chief Executive Officer

_____, Chief Financial