

SPECIAL MEETING
April 1, 2022

The Trustees of Brookfield Township met in an executive session on Friday, April 1, 2022.

Meeting opened at 1:07 p.m. Pledge and prayer waived.

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

Also present: Atty, Gil Blair; Supervisor Jaime Fredenburg; and, Brookfield School Board Member, Sarah Kurpe

Discussion with Atty. Blair regarding the possible purchase or lease of ballfields to the school or to remain in the current agreement. Will be waiting in the next two months for a wish list from the school in regards to the park.

Discussion about property with deed restrictions. (ORC 505.10)

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

Motion by Mr. Haun, seconded by Mr. Ferrara to discuss Police hiring, the Police labor contract, and the Office Coordinator's labor contract. Roll Call: Mr. Haun – yea; Mr. Suttles – yea; Mr. Ferrara -yea. Motion carried 3-0.

MOTION TO LEAVE EXECUTIVE SESSION FOR A 5 MINUTE BREAK: 4:43 p.m.

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

MOTION TO RETURN TO REGULAR SESSION: 4:48 p.m.

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

Discussion on road improvements throughout the township and the possibility of a road levy.

MOTION TO ADJOURN: 4:58 p.m.

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

_____, Chief Executive Officer

_____, Chief Financial Officer

**GENERAL MEETING
APRIL 4, 2022**

CALLED TO ORDER AT 7:00 p.m. by Trustee Ron Haun.

Community Prayer

The pledge of allegiance was observed.

Roll Call: Mr. Mark Ferrara-present; Mr. Ron Haun-present; Mr. Dan Suttles-present; Mrs. Dena McMullin-present.

- **Resolution M-22-65** Motion by Mr. Ferrara, seconded by Mr. Suttles to accept the minutes of the meetings held in March 2022. Roll Call: Mr. Suttles-yea; Mr. Haun-yea; Mr. Ferrara-yea. Motion carried 3-0.
- **Resolution M-22-66** Motion by Mr. Suttles, seconded by Mr. Ferrara to table the motion to pay the bills and the financial statements for the months of February and March 2022. Roll Call: Mr. Haun-yea; Mr. Ferrara-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. (Standard Ave.)

POLICE REPORT – Chief Faustino

- **Resolution M-22-67** Motion by Mr. Suttles, seconded by Mr. Ferrara to promote Ian McKnight from a part-time police officer to full-time effective April 16, 2022. Roll Call: Mr. Ferrara-yea; Mr. Suttles -yea; Mr. Haun-yea. Motion carried 3-0.
- **Resolution M-22-68** Motion by Mr. Haun, seconded by Mr. Suttles to promote Joshua Ellwood-Bellas from a part-time police officer to full-time effective May 1, 2022. Roll Call: Mr. Suttles-yea; Mr. Haun-yea; Mr. Ferrara-yea. Motion carried 3-0.

FIRE REPORT – Chief Masirovits

- **Resolution M-22-69** Motion by Mr. Ferrara, seconded by Mr. Haun to hire Adam Noble as a part-time Fireman II/EMT at the basic rate of \$10.15/hour and no additional benefits. Roll Call: Mr. Haun-yea; Mr. Ferrara-yea; Mr. Suttles -yea. Motion carried 3-0.
- **Resolution M-22-70** Motion by Mr. Haun, seconded by Mr. Ferrara to give the Fire Chief authority to purchase a Utility Terrain Vehicle, trailer, and skid unit, not to exceed the cost of \$30,000. Roll Call: Mr. Ferrara-yea; Mr. Suttles -yea; Mr. Haun-yea. Motion carried 3-0.
- **Resolution M-22-71** Motion by Mr. Suttles, seconded by Mr. Haun to approve of the Fire Chief hiring Rien Construction to replace the front steel man-door at Firehouse 18 and add drainage at a cost of \$6,120.00. Roll Call: Mr. Suttles-yea; Mr. Haun-yea; Mr. Ferrara-yea. Motion carried 3-0.
- Recognized Ms. Alivia Sanford for her achievement in Fire Prevention activities and helping to make Brookfield a safe place to live.

ROAD/CEMETERY REPORT – Supervisor Fredenburg

- **Resolution M-22-72** Motion by Mr. Suttles, seconded by Mr. Ferrara to award the paving contract for Syme Street to Kirila Contractors, inc. with a bid of \$202,213.00.

- Roll Call: Mr. Haun-yea; Mr. Ferrara-yea; Mr. Suttles -yea. Motion carried 3-0.
- **Resolution M-22-73** Motion by Mr. Ferrara, seconded by Mr. Suttles to participate in the Winter Fill Bid with the Trumbull County Engineer's Office for the 2022/2023 season. Roll Call: Mr. Ferrara-yea; Mr. Suttles -yea; Mr. Haun-yea. Motion carried 3-0.
 - Scrap tire drop-off will be Saturday, May 7, 2022 from 8 a.m. to noon behind the fire station. Only open to township residents – No commercial businesses. 20-inch tires or smaller.
 - Exploring possible Road Department levy.
 - Cemetery Spring Clean-up will be from April 6 thru April 8, 2022.
 - Columbarium niches are available for sale.

PARK REPORT

- **Resolution M-22-74** Motion by Mr. Suttles, seconded by Mr. Haun to allow the school to proceed with plans for the infield surface on field #3. Roll Call: Mr. Suttles-yea; Mr. Haun-yea; Mr. Ferrara-yea. Motion carried 3-0.
- All bathrooms are open.
- There is a new lock on the concession stand with a new code.
- Work on bathroom floors is completed.
- Received the GoGreen Grant from Geauga-Trumbull Solid Waste Management for dual waste/recycling bins. Grant amount award is \$3500.00
- Dumpster is in service.

CODE ENFORCEMENT REPORT – Trustee Suttles

VAN REPORT – Supervisor Fredenburg

- We currently have two drivers who have been very generous with their flexible availability to allow the township to provide more services as needed. New drivers are still needed.

OLD BUSINESS-

- Consideration of replat of property on Irvine Ave. **Resolution M-22-75** Motion by Mr. Suttles, seconded by Mr. Ferrara to oppose replat 22 and 23 for the property on Irvine Ave. Roll Call: Mr. Haun-yea; Mr. Ferrara-yea; Mr. Suttles -yea. Motion carried 3-0.

NEW BUSINESS:

- **Resolution M-22-76** Motion by Mr. Suttles, seconded by Mr. Ferrara to add skylight replacement to the partial roof replacement for the Administration Building. Roll Call: Mr. Ferrara-yea; Mr. Suttles -yea; Mr. Haun-yea. Motion carried 3-0.
- **Resolution M-22-77** Motion by Mr. Haun, seconded by Mr. Ferrara to approve the contract for the Office Coordinator. Roll Call: Mr. Suttles-yea; Mr. Haun-yea; Mr. Ferrara-yea. Motion carried 3-0.
- **Resolution M-22-78** Motion by Mr. Haun, seconded by Mr. Ferrara to allow Tabatha to go ahead with summer events on the green. Roll Call: Mr. Haun-yea; Mr. Ferrara-yea; Mr. Suttles -yea. Motion carried 3-0.

PUBLIC COMMENTS:

- Resident: Consider lights on Francis St.
- Resident: Question regarding burning
- Resident: Request for mor patrols on Francis.
- Ray Haun: Question regarding the pricing of niches in the Columbarium

- Resident: Question regarding what the trustees are planning to use ARP money for.
- Valerie Kokor: Requested that there be transparency regarding the possibility of a Road Levy. Also wanted to know if there could be more discussion regarding the events on the green.
- Comments regarding the Route 7 garage sale event.
- Request to leave the park bathrooms unlocked

TRUSTEES COMMENTS:

- Trustee Suttles: Talked about the number of residents present at the meeting. Also, noted that when recycling aluminum cans, they need to be taken out of plastic bags.
- Trustee Ferrara: Talked about having a meeting about the comprehensive plan.
- Trustee Haun: Talked about AQUA article that was in the paper. Wants to communicate with the county and the township.

MEETINGS:

MOTION TO ADJOURN: 8:40 p.m.

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

_____, Chief Executive Officer

_____, Chief Financial Officer

**SPECIAL MEETING
APRIL 27, 2022**

The Trustees of Brookfield Township met in a special session on Wednesday, April 27, 2022 at 8:04 a.m. at the Administration Building.

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

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

DEPARTMENTAL MEETING

Chief Faustino:

- Staffing: Officers McKnight and Ellwod-Bellas are currently training with the expected release date of June 1st. Officer Burrows will begin vacation May 16th and his deployment was moved up to June 6th. He is expected back at the end of February of 2023.
- There was an increase in the price of the new vehicle equipment. The original quote was \$4,347.00. The new quote is \$4,553.00.
- Unit #1 is still at the body shop from the “car vs. deer” crash in March. Total cost of the damage is \$9,600.00.
- Equipment: Taser & taser supplies PO
- Katelyn McCarthy is the new Property and Evidence Room Technician.

Supervisor Fredenburg:

- Discussion on Road Department levy Discussion on closeout of Issue I projects:
- Discussion on “No Outlet” sign on Wheeler St.
- Set Pre-Construction Mtg Dates for Syme St.
- Update on Columbarium sales
- Discussion on Memorial Day activities
- Discussion on Jenny Junction improvements
- Arch pipe delivered for driveway into soccer field
- Confirm Summer Fest Dates

Property Maintenance Code Officer Ross:

- Building Permits issued in April: 6951 Grove Street (Brookfield United Methodist Church, Roof Replacement), 8181 Edmond Street (Trumbull County Landbank, Dwelling Rehabilitation), 704 S. Albright McKay Road (Joseph James DeGenaro, Roof Replacement), 7849 Locust Street (Viola M. Foster, Accessory Garage).
- Notices of Violation (certified mail) have gone out for 8141 Davis Street and 8244 Lincoln Street-- Structures are in serious disrepair.
- Treasurer’s office has started foreclosure case against 8071 Davis Street- Abandoned trailer.
- Health Department (Rod Hedge) is assisting with 8000 block of Davis Street (scrap tires and solid waste), and Linden Street near Diamond Street intersection (solid waste, etc.).
- Demolition of South Irvine properties is underway- Middle structure (890 South Irvine) has been taken down.

- Tommie Phillips update-- Pete/Jaime

Fire Department – Trustee Suttles (Chief at a conference)

- Denied for OSFM NE Ohio grant \$18,625 earmarked for firefighter turn out gear ensembles
- Invoices for first half, Jan.-May expenses, & Dan Beauchene FFI sent to Dena for approval to send to Hartford for payment
- Hubbard FD Chief LOA/Acting Chief and Lanes Ambulance leaving soon
- Out of Office tomorrow 4/28 Fireworks/Pyrotechnics training program
- Purchased UTV \$15,229.97, Trailer \$3954.47, and Skid Unit \$7,725.00 (pump, tank, hose, pt. transport) \$26,909.44 TOTAL of which \$10K will be reimbursed by ODNR VFA Program Grant - Equipment funding FEMA AFG???
- Had water valve on L-18 rebuilt
- New rear bumper and handles installed on Ambulance #1
- Work to begin in a few weeks on man door at firehouse 18 by Rien Construction; waiting for door to come in
- Named Derek Hollander as new Career Captain of A-Shift
- Pay raises for Walker (75% → 90%) and Vereshack (90% → 100%) both were effective on 4/16/22
- Posted internally fulltime position created by the promotion of Hollander, six applicants applied & interviews slated for May 11th
- Hire Tom Powell as Volunteer Chaplain
- 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

MOTION TO ADJOURN: 9:30

Motion by Mr. Ferrara.

_____, Chief Executive Officer

_____, Chief Financial