

**BRIMFIELD TOWNSHIP BOARD OF TRUSTEES**  
**Regular Meeting**  
**Wednesday January 18, 2006**  
**BRIMFIELD TOWN HALL**

The Brimfield Township Board of Trustees met on Wednesday, January 18, 2006. Member present were Mike Kostensky and Sue Fields, C. Daniel Tronge was absent. Trustee Mike Kostensky called the meeting to order at 3:00 PM.

**Call to Order**

**Pledge of Allegiance**

**Announcements/Correspondence:**

**Guests:** Mr. Vinny Patadia

**Review and signing of minutes of previous meeting**

**Review and accepting agenda**

**Review and signing of purchase orders and warrants**

**Accept financial statement**

1. **Fund Balances, Fund Summary, Appropriation Ledger**

**Public Comments and Questions:**

**Safety Concerns:**

**Parks:**

**Police Department:**

1. Executive Session – Personnel
2. Executive Session - Contract

**Fire Department:**

**Zoning/Economic Development**

1. Set Zoning Hearing Date

**Road Department/Cemetery:**

1. Sign Cemetery Deeds
2. New Road Mower - Table
3. SBC versus RoadRunner
4. Cemetery Software
5. Computer for Road Department

**Administration:**

1. Transfer of funds and advance
2. Computer Backup – Gave information to C. Adkins to review and create specs needed for new system
3. Avaya Phone System Info – No information on the maintenance lease on equipment is up in February
4. Knight Graphics estimate for Personal Policy & Procedure Manual \$575.00 for 50 – 309 page copies.
5. Accept Inventories
6. GPS – GIS System for Portage County Information only
7. Change February 1, 2006 meeting date
8. For the Good of Brimfield Township

MOTION #2006-022

Trustee Mike Kostensky moved to accept the agenda as amended. Sue Fields seconded. Motion passed.

**MOTION #2006-023**

Trustee Mike Kostensky moved to accept the minutes from the January 4, 2006 meeting as presented. C. Daniel Tronge seconded and upon roll call vote:

Mike Kostensky	-	yea	C. Daniel Tronge	-	absent
Sue Fields	-	yea	Motion passed.		

**RESOLUTION #2006-024**

Re: Signing Warrants and Purchase Orders

WHEREAS: The Clerk did present warrants and purchase orders to the Board of Trustees for payment of bills and,

WHEREAS: The Board of Trustees did review same; therefore be it,

RESOLVED: The Board will acknowledge receipt of and sign the warrants and purchase orders as presented by the Clerk.

Trustee Mike Kostensky moved for the adoption of the above resolution on the 18th Day of January, 2006. Trustee Sue Fields seconded and upon roll call vote:

Mike Kostensky	-	yea	C. Daniel Tronge	-	absent
Sue Fields	-	yea	Motion passed.		

**MOTION #2006-025**

Trustee Mike Kostensky moved to acknowledge receipt of the abbreviated financial statement (Fund Balances, Fund Summary and Appropriation Ledger). Trustee Sue Fields seconded.

Sue Fields	-	yea	Mike Kostensky	-	yea
C. Daniel Tronge	-	absent	Motion Passed.		

**Announcements/Correspondence:**

**Guests:** Mr. Vinny Patadia from Kwik Stop-Citgo made a presentation to give the Township vehicles Gasoline at cost and the Board requested more information as to the saving received.

**Public Comments and Questions:** Gretchen Crisp, Selnik road complained about Rail Road tracks at Tallmadge Road. Clerk to send a letter.

**Safety Concerns:** Trustee Sue Fields complained about the real estate signs at Dussel and Route 43. Dick Messner stated signs are removed. Chief Keller stated he needs barricades, the problem is being addressed

**Parks:** No Action

**Police Department:** Chief David Blough introduced Officer Amber Peterman as our new K-9 officer and her dog King.

RESOLUTION - #2006-026 Agenda Item PD 1

RE: Hiring new full time officer Matthew McCarty

WHEREAS: The Brimfield Township Board of Trustees has accepted the recommendation of Chief David Blough to hire a new full time Police officer. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall allow Chief David Blough to hire Matthew McCarty as a full time Police Officer for Brimfield Township at a starting salary of \$33,775.07 or \$16.24 per hour.

Trustee Mike Kostensky moved for the adoption of the above resolution on the 18th Day of January, 2006. Trustee Sue Fields seconded and upon roll call vote:

Mike Kostensky	-	yea	C. Daniel Tronge	-	absent
Sue Fields	-	yea	Motion passed.		

RESOLUTION - #2006-027 Agenda Item PD 2

RE: Amend amount of Cruiser lease from \$66,000.00 to \$70,000.00

WHEREAS: The Brimfield Township Board of Trustees has been asked by Chief David Blough to adjust the lease amount from \$66,000.00 for the new police cars to \$70,000.00 so it may pay for outfitting of each vehicle also. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall allow the lease amount to be changed from not to exceed \$66,000.00 to from not to exceed \$70,000.00 to be charged to account 2192-760-750-0000.

Trustee Mike Kostensky moved for the adoption of the above resolution on the 18th Day of January, 2006. Trustee Sue Fields seconded and upon roll call vote:

Mike Kostensky	-	yea	C. Daniel Tronge	-	absent
Sue Fields	-	yea	Motion passed.		
<b>Fire Department</b>	-	No Action			

**Zoning/Economic Development** -

RESOLUTION: #2006-028 Agenda Item ZD 1

RE: Hearing Date for Zoning Amendment

WHEREAS: The Brimfield Township Board of Trustees has received a recommendation for a Zoning amendment from the Brimfield Zoning Committee to set a hearing date for a Zoning Amendment. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall set the Zoning Hearing Date for 2:45 PM on February 15, 2006 at the Brimfield Town Hall.

Trustee Mike Kostensky moved to accept the above resolution this 18th day of January, 2006. Trustee Sue Fields seconded. Upon a role call vote.

Mike Kostensky	-	yea	C. Dan Tronge	-	absent
Sue Fields	-	yea	Motion passed		

**Road Department/Cemetery:**

Agenda Item RD1	Sign Cemetery Deeds - No Action
Agenda Item RD2	New Road Mower – Table

RESOLUTION: #2006-029 Agenda Item 2 and 5

RE: Road Runner Service and Computer for Road Garage

WHEREAS: The Brimfield Township Board of Trustees has recognized the need for the Road Department to see the weather satellite information to schedule work to be performed and a computer to print forms and include pertinent information. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall purchase a new computer at a cost not to exceed \$1400.00 to be charged to 1000-330-420-0000 and shall allow the installation of the Road Runner computer and cable at a cost of \$125.00 for installation to be charged to 2021-330-390-0000 and a monthly fee of \$99.95.

Trustee Mike Kostensky moved to accept the above resolution this 18th day of January, 2006. Trustee Sue Fields seconded. Upon a role call vote.

Mike Kostensky	-	yea	C. Dan Tronge	-	absent
Sue Fields	-	yea	Motion passed		

Agenda Item RD 4 Cemetery Software to be looked at the Ohio Township Assn. Conference.

**Administration:**

RESOLUTION - #2006-030 Agenda Item AD 1.

RE: Transfer of Funds and Advances

WHEREAS: The Brimfield Township Board of Trustees has reviewed the information provided by the Brimfield Fiscal Officer to Advance monies to the Police Department and to the Road Department. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall allow the Advance of funds from the General Fund of \$38,000.00, \$35,000.00 to the Police Levy Fund and \$3,000.00 to the Road and Bridge fund.

Trustee Mike Kostensky moved to accept the above resolution this 18th day of January, 2006. Trustee Sue Fields seconded. Upon a roll call vote.

Mike Kostensky	-	yea	C. Dan Tronge	-	absent
Sue Fields	-	yea	Motion passed		

Agenda Item AD 2. - Computer Backup – Gave info to C. Adkins at PD to review and create specs needed for new system.

Agenda Item AD 3. - Avaya Phone System Maintenance – Trustees said not to pay bill

RESOLUTION: #2006-031 Agenda Item ADM 4

RE: Knight Graphics for Personal Policy & Procedure Manual copies

WHEREAS: The Brimfield Township Board of Trustees has reviewed the information given by the Fiscal Officer's Office to have the Brimfield Personal Policy and Procedure Manual printed by Knight Graphics. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall allow the Fiscal Officer's Office to have the Personal Policy and Procedure Manual printed by Knight Graphics for a cost not to exceed \$575.00 and to be charged to 1000-110-344-0000.

Trustee Mike Kostensky moved for the adoption of the above resolution on the 18th Day of January, 2006. Trustee Sue Fields seconded and upon roll call vote:

Mike Kostensky	-	yea	C. Daniel Tronge	-	absent
Sue Fields	-	yea	Motion passed.		

Agenda Item AD5 - Accepting of Inventories – tabled

Agenda Item AD6 - GIS –GPS System for Portage County Reported Progress

RESOLUTION: #2006-032 Agenda Item ADM 7

RE: Change of meeting date from February 1, 2006

WHEREAS: The Brimfield Township Board of Trustees has reviewed the date for the February 1, 2006 meeting and they have determined they will be at the Ohio Township Association meeting that day. Therefore be it,

RESOLVED: The Brimfield Township Board of Trustees shall change the date of the February 1, 2006 meeting to Tuesday January 31, 2006.

Trustee Mike Kostensky moved for the adoption of the above resolution on the 18th Day of January, 2006. Trustee Sue Fields seconded and upon roll call vote:

Mike Kostensky	-	yea	C. Daniel Tronge	-	absent
Sue Fields	-	yea	Motion passed.		

Trustee Mike Kostensky moved to adjourn to executive session at 4:00 PM to discuss:

Fire Department	-	DiMaio Contract
Police Department	-	Personnel Contract

The Clerk, Assistant to the Clerk, and appropriate department heads may attend. Trustee C. Daniel Tronge seconded. Motion passed. Upon roll call vote:

Mike Kostensky	-	yea	C. Daniel Tronge	-	absent
Sue Fields	-	yea	Motion passed.		

MOTION: #2006-033

At 4:59 PM Trustee Mike Kostensky moved to return to regular session. Sue Fields seconded. Motion passed.

Results displayed in appropriate departments.

RESOLUTION #2006-34 Agenda Item AD1

Re: Supplemental appropriations Transfer of Funds, Advances, and Supplemental appropriations

WHEREAS: The O. R. C. does allow for the supplemental appropriations, therefore be it,

RESOLVED: The following supplemental appropriations shall be made:

Transfers
\$1,450.00
To account 2031-931-0000
From 1000-910-910-0000
\$500.00
To account 2031-931-0000
From 1000-910-910-0000

Advances  
 \$20,000.00  
 To account 2192-941-0000  
 From account 1000-920-920-0000  
 \$5,000.00  
 To account 2192-941-0000  
 From account 1000-920-920-0000  
 \$16,300.00  
 To account 2192-941-0000  
 From account 1000-920-920-0000  
 \$4,600.00  
 To account 2192-941-0000  
 From account 1000-920-920-0000  
 \$1,000.00  
 To account 2192-941-0000  
 From account 1000-920-920-0000  
 \$20,000.00  
 To account 2192-941-0000  
 From account 1000-920-920-0000

Be it further,

Trustee Mike Kostensky moved to adopt the above resolution this 18th Day of January, 2006.  
 Trustee C. Daniel Tronge seconded. Upon a role call vote.

Mike Kostensky	–	yea	C. Daniel Tronge – absent
Sue Fields	–	yea	Motion passed

MOTION #2006-035

At 5:00 PM, there being no further business to come before this Brimfield Township Board of Trustees at this meeting of the Trustees, Mike Kostensky moved to adjourn, seconded by Sue Fields and passed unanimously.

We, the Trustees of Brimfield Township, do hereby set our hands as approval of the foregoing minutes as a true and accurate record of the proceedings.

\_\_\_\_\_  
 Mike Kostensky, President

\_\_\_\_\_  
 C. Daniel Tronge, Trustee

\_\_\_\_\_  
 Sue Fields, Trustee

\_\_\_\_\_  
 C. J. Sprague Jr., Clerk

- \* Items cleared from agenda
- \*\* Items addressed, no action taken, but will be retained for further discussion.

CJSJr/ncr