

Vienna Township Board of Trustees  
Regular and Organization Meeting  
Monday, January 4, 2016, Town Hall – 7:00 p.m.

## Regular Business

Roll Call: BROWN – Present; DASCENZO – Present; PEGG – Present  
Quorum present

**MOTION #16-001: Resolved, to approve the minutes of the regular trustees meeting on December 7, 2015, Zoning Hearing on December 29, 2015, and the year-end meeting on December 30, 2015 with corrections and additions. Moved by PEGG; seconded by DASCENZO.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-002: Resolved to approve the payroll as prepared by the fiscal officer. Moved by DASCENZO; seconded by PEGG.**

ROLL CALL VOTE: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-003: Resolved, to approve the bills and warrants as prepared by the fiscal officer. Moved by PEGG; seconded by DASCENZO.**

ROLL CALL VOTE: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

## Trustees Business:

**MOTION #16-004: Resolved, approve resignation of Mike Penrose from the Zoning Board of Appeals effective January 1, 2016. Moved by PEGG; seconded by BROWN.**

ROLL CALL VOTE: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-005: Resolved, to retain Matthew G. Vansuch, Attorney-at-Law, and the Law Firm of Nadler, Nadler & Burdman as special township legal counsel for 2016 at the rate of \$115.00 per hour and that said attorney be reimbursed for the usual and necessary out of pocket expenses incurred in connection with the rendering of such legal services. Moved by DASCENZO; seconded by PEGG.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-006: Resolved, to adjourn the Regular Meeting to the Organizational Meeting. Moved by PEGG; seconded by DASCENZO.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

## Organizational Meeting

The chair was turned over to Fiscal Officer Anzur. She then entertained a Motion for appointment of Chairman of the Board of Trustees for 2016.

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**MOTION #16-007: Resolved, Mr. Pegg is appointed Chairman of the Board of Trustees for the 2016 year. Moved by BROWN; seconded by DASCENZO. Roll Call Vote: BROWN - yes; DASCENZO – yes; PEGG – abstain. Motion carried**

The Chair was turned over to newly elected Chairman who entertained Motion for Appointment of Vice-Chairman of Board of Trustees.

**MOTION #16-008: Resolved, Mr. Dascenzo is appointed Vice-Chairman of the Board of Trustees for the 2016 year. Moved by Pegg; seconded by BROWN. Roll Call Vote: BROWN – yes; DASCENZO – abstain; PEGG –yes. Motion carried**

**MOTION #16-009: Resolved, Mike Penrose is employed by the township for 2016 full-time in the position of Road Superintendent at the rate of \$20.40 per hour, which is effective January 1, 2016 and Cemetery Sexton at the rate of \$50.00 per month, which is effective January 1, 2016. Moved by BROWN; seconded by DASCENZO. Roll Call Vote: BROWN – yes; DASCENZO –yes; PEGG –yes. Motion carried**

**MOTION #16-010: Resolved, Kevin Moyer is employed by the township for 2016 full-time as Equipment Operator at the rate of \$14.50 per hour, which is effective January 1, 2016. Moved by DASCENZO; seconded by BROWN. Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG –yes. Motion carried**

**MOTION #16-011: Resolved, Dennis Greenwood, Mike Hagood and Dan Smalley are rehired as part-time laborers, as needed, in the road department at their current rates of pay for 2016. Moved by BROWN; seconded by: DASCENZO. Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried**

**MOTION #16-012: Resolved, the Board of Trustees shall conduct its meetings in full compliance with the Ohio Sunshine Law and accordingly establishes the following rules for scheduling and notice of all meetings. Moved by DASCENZO; seconded by BROWN. Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried**

1. *Regular Meetings – Regular meetings of the Board of Trustees shall be held on the first Monday of each month at 7:00 pm and notice of said meeting shall be posted on the Township Bulletin Board. Work sessions will be held one-half hour preceding each public meeting.*
2. *Special Meetings – Notice of special meetings of the Board of Trustees shall be given by posting advance written notice of the same in a conspicuous place outside the Township Hall on a bulletin Board or sign provided for that purpose. Additionally, notice of all special meetings shall be given to*

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**the Youngstown Vindicator, Warren Tribune Chronicle and any other newspaper that requests the same at least 24 hours in advance of the meeting, except in an emergency in which case the notice shall be given as soon as possible.**

**Additionally, the Township will provide advance written notice of special meetings to anyone who provides the Township with pre-paid postage, self-addressed envelopes or post cards.**

**MOTION #16-013: Resolved, 2016 fee for township cemetery lots be set in the amount of \$100.00 per grave for residents and \$500.00 per grave for non-residents. Moved by BROWN; seconded by DASCENZO>**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-014: Resolved, 2016 fee for grave opening and closing is set in the amount of \$400.00 per grave lot on weekdays and \$800.00 on weekends for residents and \$450.00 per grave lot on weekdays and \$850.00 on weekends for non-residents. Moved by DASCENZO; seconded by BROWN.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-015: Resolved, Bob Ludt is employed by the Township part-time for the year 2016 as Police Chief at the rate of \$500.00 per month. Moved by BROWN; seconded by DASCENZO.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-016: Resolved, Brian Darbey, be employed by the Township full-time for the year 2016 in the position of Police Lieutenant, at the rate of 18.90 per hour. Moved by DASCENZO; seconded by BROWN.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-017: Resolved, Michael Sheehy, be employed by the Township full-time for the year 2016 in the position of Police Sergeant and D.A.R.E. Officer at the rate of \$12.50 per hour. Moved by BROWN; seconded by DASCENZO.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-018: Resolved, all part-time Police Constables be employed for the year 2016 at the rate of \$10.50 per hour to be scheduled to work as needed to provide coverage, limited to less than 1600 hours per year per constable. Moved by DASCENZO; seconded by BROWN.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

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**MOTION #16-019: Resolved, to authorize the Police Constables to perform private security details under township policies; however, “moonlighting” shall not be construed as employment under the auspices of Vienna Township. Vehicle use should be billed at the rate of \$10.00 per hour and the rate for community events will be \$5.00 per hour or as deemed by the trustees on an individual basis. Moved by BROWN; seconded by DASCENZO.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-020: Resolved, Rich Brannon is reappointed Fire Chief and EMS Supervisor by the Township, part-time for the year 2016 and be compensated in the amount of \$1,250 per month. Moved by DASCENZO; seconded by BROWN.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-021: Resolved, part-time EMTs be employed for the year 2016 at the rate of \$9.50 per hour and part-time paramedics be employed at the rate of \$10.50 per hour to be scheduled as needed to provide two-man, 24 hour coverage, limited to less than 1600 hours per year per person. Moved by BROWN; seconded by DASCENZO.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-022: Resolved, that Lance Klinger be employed by the Township part-time for the year 2016 in the position of Zoning Inspector and that he is compensated in the amount of a monthly salary of \$550 per month. Moved by DASCENZO; seconded by BROWN.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-023: Resolved, Michelle Garman is employed by the Township part-time for the year 2016 zoning commission secretary and zoning appeals board secretary in the amount of \$8.50 per hour, to work as needed. Moved by BROWN; seconded by DASCENZO.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-024: Resolved, Dave Granelly is appointed to the Zoning Appeals Board for a 5-year term to expire 2020. Moved by DASCENZO; seconded by BROWN.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-025: Resolved, Raymond Koches is appointed to the Zoning Commission for the unexpired term ending 2020. Moved by DASCENZO; seconded by PEGG.**

Roll Call Vote: BROWN – no; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-026: Resolved, Zoning Commissioners and Zoning Appeals Board Members be compensated in the amount of \$30.00 per meeting for 2016 being paid monthly. Moved by DASCENZO; seconded by BROWN.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-027: Resolved, zoning office hours for 2016 shall be every Monday from 4:30 pm to 6:30 pm or at Zoning Inspector’s convenience. Moved by BROWN; seconded by DASCENZO.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-028: Resolved, Vicki Bragg is employed as township custodian part-time for the year 2016 at the rate of \$425.00 per month. Moved by DASCENZO; seconded by BROWN.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION # 16-029: Resolved, the following list of days are designated as legal holidays for 2016:**

**LEGAL HOLIDAYS**

<b>New Years Day</b>	<b>Fourth of July</b>
<b>Martin Luther King Day</b>	<b>Labor Day</b>
<b>President’s Day</b>	<b>Columbus Day</b>
<b>Memorial Day</b>	<b>Thanksgiving Day</b>
<b>Veterans Day</b>	<b>Christmas Day</b>

**Moved by BROWN; seconded by DASCENZO**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-030: Resolved, Legal Holidays be paid and observed as follows:**

**For Full-Time Employees – When Legal Holiday falls on Saturday; paid and observed on Friday. When Legal Holiday falls on Sunday; paid and observed on Monday.**

**For Part-Time Employees – Legal Holiday will be paid and observed on the actual day of the Legal Holiday.**

**Moved by DASCENZO; seconded by BROWN.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-031: Resolved, that paychecks in 2016 be issued as follows. Moved by BROWN; seconded by DASCENZO.**

- **Hourly Employees – 14-day pay schedule with legal pay date by 12:00 noon the following Tuesday.**
- **Monthly Employees – Checks will be processed on the last 14-day pay of the month.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-032: Resolved, that 2016 attendance of the Trustees, Fiscal Officer and other township employees to the Annual State Association Conference, Trumbull County Township Association meetings and other meetings and training conferences or seminars be authorized and that expenses be paid by the township. Moved by DASCENZO; seconded by BROWN.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-033: Resolved, to reimburse any approved official travel by personal vehicle outside of Vienna Township at the current IRS standard Mileage Rate. Moved by BROWN; seconded by DASCENZO.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-034: Resolved, the Township make payment of dues to the Ohio State Association of Trustees and Fiscal Officers and the Trumbull County Association of Trustees and Fiscal Officers for calendar year 2016. Moved by DASCENZO; seconded by BROWN.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION # 16-034: Resolved, that the township re-subscribe to the State Purchasing Program, and that the membership fee be divided equally between Police, Fire and Road department funds. Moved by BROWN; seconded by DASCENZO.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-035: Resolved, to approve the payment of utility bills for calendar year 2016 by the fiscal officer through regular or blanket purchase orders. Moved by DASCENZO; seconded by BROWN.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-036: Resolved, to approve the use of blanket purchase orders for those vendors that the township deals with on a monthly basis as deemed appropriate by the fiscal. Moved by BROWN; seconded by DASCENZO.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

**MOTION #16-037: Resolved, to authorize the fiscal officer to move appropriations at the fund object level within a fund as deemed necessary by her to pay all bills. Moved by DASCENZO; seconded by BROWN.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

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**MOTION #16-038: Resolved, to adjourn at 7:17 p.m. Moved by DASCENZO;  
seconded by BROWN.**

Roll Call Vote: BROWN – yes; DASCENZO – yes; PEGG – yes. Motion carried

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Phil Pegg, Trustee Chair

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Vicki L. Anzur, Fiscal Officer

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