



# TRUSTEES MEETING NOTICE & AGENDA

Wednesday, March 22, 2023 7:00 PM Community Room/Zoom

Trustees – Lisa Zver, Riley Alton and Jeanene Kress

Fiscal Officer – Brian Gillette

***Township Mission:** To inspire long term confidence in local government by acting in a coordinated, ethical, fiscally responsible manner to achieve identified priorities and long term goals. Each employee will do so by achieving their job-related expectations, providing outstanding service, demonstrating integrity in their actions, and engaging in open communication with co-workers and the public.*

## Call Meeting to Order

## Roll Call

## Pledge of Allegiance

## Presentation

## Public Comment Related to Agenda

## Trustees and Committee Reports

- Trustee Zver – JEDD
- Trustee Kress - JORD
- Trustee Alton - Cemetery

## Department Reports

- Fire Department
- Service Department
- Police Department

All meetings of the Board of Trustees are held in person with a Zoom option available until further notice. You may submit questions in advance of the meeting via email to [admin@olmstedtownship.org](mailto:admin@olmstedtownship.org) or through Zoom Chat. All questions will be addressed at the end of the meeting.

### Zoom Login:

Meeting ID: 984 5694 1773 Password: 514703

- Building Department
- Legal Counsel
- Fiscal Officer

## Old Business Items

- A.

## New Business Items

- A. Event Permit – FLB Annual Fat Little 5K - June 17, 2023 from 7:00am-11:00am
- B. Sedgwick Group Retrospective Rating Re-Enrollment Services begin September 1, 2023 in the amount of \$2,090.00
- C. Accepting the Stantec Report
- D. Capital Projects in the Acceptance of Bid Packages
- E. Contract for Cleaning and Attendant Services for the Community Room
- F. OTARMA Renewal 2023-2024 using PO 53-2023 in the amount \$54,023.00

## Consent Agenda Items

- A. Meeting Minutes March 8, 2023 and Special Meeting Minutes March 13, 2023
- B. Payment of Bills and Payroll

Warrants	43035 - 43131
Vouchers	359-2023 to 361-2023 and 423-2023 to 428-2023
EO's	362-2023 to 422-2023

## Requisitions

A.	FD 2023-01 PAYABLE TO STATEWIDE FORD LINCOLN	AMOUNT OF \$43,131.00	ACCOUNT NUMBER 2281-760-700-0000
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## Resolutions

<b>A.</b>	<b>Resolution 024-2023 – Reappropriations/Budget Adjustments and Transfers</b>
<b>B.</b>	<b>Resolution 025-2023 – Expenditure/Department Purchase Orders</b>
<b>C.</b>	<b>Resolution 026-2023 – Police Department Permanent Placement Police Chief Mark Adam</b>
	Police Chief Mark Adam has passed his probationary period of twelve months and shall be entitled to all contractual benefits afforded to Chief position and 5% merit-based increase/salary compensation based on his performance in his role as Police Chief commencing on March 19, 2023 and 240 hours of vacation per year earned on date of hire anniversary.
<b>D.</b>	<b>Resolution 027-2023 – Police Department Permanent Placement Police Lieutenant Scott Sonneborn</b>
	Police Lieutenant Scott Sonneborn has passed his probationary period of twelve months and shall be entitled to all contractual benefits afforded to Lieutenant position and 5% merit-based increase/salary compensation based on his performance in his role as Lieutenant commencing on March 19, 2023 and 240 hours of vacation per year earned on date of hire anniversary.
<b>E.</b>	<b>Resolution 028-2023 –Fire Chief Patrick Kelly Healthcare Coverage and Pay Out Agreement</b>
	The Board of Trustees agree to pay out Patrick Kelly’s accumulated sick and vacation time accrued on a pay period basis until the bank of such time accrued was completely used and continue with healthcare coverage until all time has exhausted.
<b>F.</b>	<b>Resolution 029-2023 – Service Department Merit Increase Service Director Eric Williams</b>
	Director of Public Service Eric Williams will receive a 5% merit-based increase/salary adjustment compensation based on his performance in his role as Director of Public Service commencing on March 19, 2023.
<b>G.</b>	<b>Resolution 030-2023 – Service Department Merit Increase Service Road Superintendent Mike Inman</b>
	Road Superintendent Mike Inman will receive a 5% merit-based increase/salary adjustment compensation based on his performance in his role as Road Superintendent commencing on March 19, 2023.
<b>H.</b>	<b>Resolution 031-2023 – Fire Department Appoint Part-Time Firefighter Austin Bruchman</b>
	Austin Bruchman is appointed to the position of part-time firefighter/paramedic within the Olmsted Township Fire Department, and to satisfy the firefighter/paramedic requirements of the position as a condition of employment. This appointment shall take effect on March 19, 2023 with an hourly rate of \$20.50.
<b>I.</b>	<b>Resolution 032-2023 – Fire Department Re-Appoint Part-Time Firefighter James Bittel</b>
	James Bittel is re-appointed to the position of part-time firefighter/paramedic within the Olmsted Township Fire Department, and to satisfy the firefighter/paramedic requirements of the position as a condition of employment. This appointment shall take effect on March 19, 2023 with an hourly rate of \$24.00.
<b>J.</b>	<b>Resolution 033-2023 – 2023 Road Program Acceptance of Bid and Agreement with A &amp; J Cement Contractors, Inc</b>
	A & J Cement Contractors, Inc. of Euclid, Ohio is the successful bidder as the lowest most responsive and responsible bidder as examined by the Olmsted Township Engineer, Stephen Hovancsek & Associates, Inc. The road project will be funded out of account number 1000-330-360-0008 for \$553,140.00 includes Timber Lane, Heatherwood Circle and Hunters Ridge Lane. Avondale Court will be funded from account number 2273-710-360-0000 for \$364,902.00.

**Any other matter that may come before the Board of Trustees**

## Adjournment

NOTE: This is a proposed agenda only.

## Executive Session

Property, personnel, pending litigation with Legal Counsel, or Economic Development.

## MARCH/APRIL CALENDAR

03/23/2023	7:00 PM	<i>(Boards and Commissions) Zoning Commission Board Mtg-Canceled</i>
03/28/2023	12:00 PM – 6:00 PM	<i>(Community Event) Red Cross Blood Drive</i>
03/30/2023	9:00 AM – 10:00 AM	<i>(Community Event) Coffee with the Chiefs</i>
04/01/2023	8:00 AM - Noon	<i>(Public Service) HHW/Recycle/Bulk at 7924 Fitch Road</i>
04/06/2023	9:00 AM – 10:30 AM	<i>(Board of Trustees) Staff Meeting</i>
04/10/2023	9:00am – 2:00 PM	<i>(Community Event) Red Cross Blood Drive</i>
04/12/2023	7:00 PM	<i>(Board of Trustees) Trustee Meeting</i>
04/12/2023	8:00 AM – 2:00 PM	<i>(Public Service) Recycle Day at 7924 Fitch Road</i>
04/19/2023	7:00 PM	<i>(Boards and Commissions) BZA Meeting</i>
04/22/2023	9:00 AM – Noon	<i>(Public Service) Community Shred Event Drive Thru</i>
04/24/2023		<i>(Public Service) Branch Chip Day Begins</i>
04/25/2023	12:00 PM – 6:00 PM	<i>(Community Event) Red Cross Blood Drive</i>
04/26/2023	8:00 AM – 2:00 PM	<i>(Public Service) Recycle Day 7924 Fitch Road</i>
04/26/2023	7:00 PM	<i>(Board of Trustees) Trustee Meeting &amp; Fire Department Swearing - In</i>
04/27/2023	7:00 PM	<i>(Boards and Commissions) Zoning Commission Board Mtg</i>
04/27/2023	9:00 AM – 10:00 AM	<i>(Community Event) Coffee with the Chiefs</i>