

**CHIPPEWA TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
of the
MARCH 9, 2022
AGENDA MEETING**

The Chippewa Township Board of Supervisors held their monthly Agenda Meeting at 10 a.m. on Wednesday, March 9, 2022. Present were Chairman Jim Bouril, Supervisor Dan Woodske, Supervisor Bryan Wright, Manager Mark Taylor, Assistant Secretary/Treasurer Rich Bebout, Code Enforcement Officer Dawna Pella, and Administrative Assistant Cindy Clark.

Chairman Jim Bouril brought the meeting to order.

VISITORS

Chief Eric Hermick, Recreation Director Lauren Doyle, Road Foreman Eric Chaffee, Beth Popik, and Ken Meverden of Bradys Run Sanitary Authority attended.

MANAGER

Township Manager Mark Taylor had listed the following items on the agenda for discussion or action:

1. Township Website Update:

Manager Taylor said he and Lauren Doyle met with Pacer Studios on February 24th to discuss the updates to the Township website. He said they saw an overview of what it can look like. He said the website might be down here and there while it is being updated and it should be completed in 2 or 3 months.

2. Public Safety Radio System Upgrade:

Manager Taylor had provided the Supervisors with information on the Public Safety Radio System upgrade prior to the meeting. Chief Hermick explained the 20% match, talked about the cost, and provided information about the number needed for the Police Department. Manager Taylor said there will be a meeting on this next week and told the Supervisors that they are welcome to attend this meeting. He added that taking advantage of paying 80% now will be better than paying the full 100% at a later date.

3. Transfer of Bank Accounts from WesBanco to Huntington Bank:

Manager Taylor said that we are planning to pay Township bills on-line and need a bank that will connect to Quick Books. Our current banks do not have this capability. He said that he, Beth Popik, and Rich Bebout looked into other local banks and after having meetings, they decided to go with Huntington Bank, as they felt Huntington would provide the most support. Rich Bebout said that the Township has had a good working relationship with Huntington in the past. He said they will waive many transaction fees. He explained that 19 accounts need to be transferred along with the credit card and added that the number of physical checks written will decline. Supervisor Woodske had some questions regarding the fees. Rich Bebout addressed this and then Beth Popik added that the fees will be reduced due to the amount of money the Township will have in its accounts there. There will be a meeting regarding this.

4. CTR Payroll Proposal:

Manager Taylor said he was impressed with the services that can be provided by CTR Payroll Services. It could eventually take the place of the Quick Books payroll system and there would be less steps in the payroll processing procedure. They could provide a GPS time clock and employees could log in to see their own work information, such as W-2 forms. He explained how the department heads would be able to forward their department's information to Beth Popik and it would go right into the system. Mr. Woodske said that having this service sounds like a good idea for both the Township and the employees.

5. Approval for 60 Day Extension for Full-time Eligibility List for Police Dept:

Chief Hermick said that the list expired in February and he is asking for a 60-day extension in case he has to pull from that list. He said that he met with the majority of the union members and they agree with this, and have no objections. Mr. Wright asked if we need this in writing. The Chief said that he does not feel that is required, but he could ask. Manager Taylor said this is not in the contract, as it is a managerial right, but just to make sure that the union was OK with this, Chief Hermick did reach out to them.

MR. WOODSKE MOVED TO APPROVE a 60-day extension for the full-time eligibility list for the Police Department. Mr. Wright seconded the motion and with no further discussion the motion carried.

6. Purchase of New Police Cruiser:

The Chief had provided the Supervisors with information regarding the condition of two of our current cruisers and the cost of a new cruiser prior to the meeting. He spoke about the need for a replacement at this time and suggested trading those two for a new one, as the two older ones are presently out of rotation due to repairs anyway. He said that this new vehicle would be better on fuel.

MR. WRIGHT MOVED TO APPROVE the purchase of a new police cruiser. Mr. Woodske seconded the motion and with no further discussion the motion carried.

7. Department Reports:

A. Police:

Chief Hermick said that his monthly report has been completed for the Supervisors. He said that some serious incidents/crimes have been solved.

B. Street:

Eric Chaffee said a road report was also submitted.

C. Recreation:

Lauren Doyle updated the Supervisors on the recreation activities, including increased rentals, the start-up of the robotic line-painter, murder/mystery dinners, new sponsors, a public-input meeting to be held on the 14th, the Easter egg hunt, a bicycle safety program, and Community Day that will be held in July.

D. Code Enforcement:

Dawna Pella said that she and Eileen are working on-line with new tracking systems for permits and code enforcement cases. She noted that she can now enter information and photos into this system while she is at the address where the problem is located. She said that her reports can be generated from this system and will look different from now on. She said they are learning this new system and the process will make record-keeping for both offices much more efficient in the future. Manager Taylor added that employees will no longer have to dig through old building permits to find what they are looking for.

E. Sanitary Authority:

Ken Meverden said the line extension from the South Beaver station to 51 is out for bid now. Bid will be on April 5th. He said construction should be completed by the end of summer. They are getting ready to put in a camera security system at the treatment plant to monitor the gates and entrances. They will have that company look at the office building security, also. The gas company will be doing spot digging soon. Manager Taylor asked about an e-mail and Mr. Meverden said Dave responded. There was some discussion on this. Supervisor Wright asked Mr. Meverden if he would be willing to provide updates of projects on the list provided last month to Cindy Clark each month so that the

Supervisors can receive it digitally before each meeting. He indicated that he could do this to keep the Supervisors updated on where the various projects stand. Mr. Bouril asked Mr. Meverden how they were progressing with the revision of the 537 Plan. He responded that it is still in the works. He said the studies have been completed, they have pieced together the 537 Amendment, and it was being coordinated with the engineers in the other communities that are served. He believes after all that is completed, it will go back to the Townships for approval. He hopes all of this will be completed by this fall. He said he will talk to the engineer later today to see where we stand on this. He assured everyone that it is still moving forward although it is a very slow process because other communities are involved in the permitting as well. Chairman Bouril said that if any help is needed from the Township, the Township would be glad to be involved in this. Mr. Meverden said he appreciated the offer of help from the Township, but said at this point they are moving through the coordination process with the engineers.

SUPERVISORS' BUSINESS

Mr. Woodske asked if the purchase of police cars is financed or if we buy the vehicles outright. Manager Taylor said we have done this in different ways over the years. Beth Popik said the last ones were paid outright. She said it is simpler to write a check for \$40,000 than to finance one for three years.

ADJOURNMENT

With nothing further to come before the Board, Chairman Bouril adjourned the meeting at 10:32 a.m.

Secretary

Chairman
