

**VIENNA TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING  
MATHEWS HIGH SCHOOL CAFETERIA 7:00 PM  
JULY 1, 2024**

Meeting called to order at 7:00 p.m.

Pledge of Allegiance was recited followed by a moment of silence.

Roll Call:

Mr. Pegg – present

Mr. Dascenzo – present

Mr. Haddle – present

Quorum met.

**Motion 24-0701-A**

Resolved, to approve 6/3/2024 regular meeting minutes and 6/17/2024 special meeting minutes.

Moved by Mr. Haddle, second by Mr. Dascenzo

Roll call: Mr. Pegg – yes, Mr. Dascenzo – yes, Mr. Haddle - yes

**Motion 24-0701-B**

Resolved, to approve previous payroll as prepared by the Fiscal Officer for month of June.

Moved by Mr. Dascenzo, second by Mr. Haddle

Roll Call: Mr. Pegg - yes, Mr. Dascenzo – yes, Mr. Haddle – yes

**Motion 24-0701-C**

Resolved, to approve financial statement dated 6/1/2024 – 6/24/2024.

Moved by Mr. Dascenzo, second by Mr. Haddle

Roll call: Mr. Pegg – yes, Mr. Dascenzo – yes, Mr. Haddle – yes

**Motion 24-0701-D**

Resolved, to accept the resignation of Linda McCullough as the Zoning Secretary of the Zoning Commission and Zoning Board of Appeals effective 7/1/2024.

Moved by Mr. Dascenzo, second by Mr. Haddle

Roll call: Mr. Pegg – yes, Mr. Dascenzo – yes, Mr. Haddle – yes

**Motion 24-0701-E**

Resolved, to accept the resignation of Nancy McCullough Zoning Board of Appeals effective 7/1/2024.

Moved by Mr. Dascenzo, second by Mr. Haddle

Roll call: Mr. Pegg – yes, Mr. Dascenzo – yes, Mr. Haddle – yes

Department Summations:

Zoning:

Five permits written

Received letter of resignations from:

Linda McCullough – Zoning Secretary

Nancy McCullough – Zoning Board of Appeals

This will leave 3 possibly 4 seats available for Zoning Commission and Zoning Board of Appeals includes alternates.

Police:

160 calls, two crashes.

Assist Sheriff's Department at trailer park and theft of backhoe on Smith Stewart Road.

Road:

Replaced pipe on Bonnie Brae

Catch basin repaired on Centennial.

Trumbull County Engineer to do roadside mowing.

Tall grass complaints on Smith Stewart Road.

Cemetery:

One funeral

Fire Department:

61 calls

Vienna Township responded to 11

Mutual Aid –

Brookfield – 9

Howland – 20

Fowler - 1

Wires/trees - 1

Unnamed – 19

Estimated billings for May & June 2024 - \$24,495

Vehicle maintenance:

Medic #46 – needs oil change

Medic #461 – needs oil change

Chief's car – received new tires and alignment from Diehl Automotive

Rescue #46 - no issues

Engine #46 – no issues

Brush 46 (Jeep) – needs new battery

Six-wheeler – no issues

Visitors:

Mary Swift:

Thanked Interim Police Chief Darby for helping with uninvited visitor at the post office.

She continues with questions about the new squad. She thought the squad was to be paid with ARPA money. Mr. Pegg responded with no, just the down payment and that the fiscal officer was to obtain a loan for the balance. She could not because she couldn't produce financials. The squad has been sitting at the fire station since November 2023 and been without insurance since June 2024.

She then asked who did the spec for the squad – was told the fire department. Robert Root was the then liaison to the fire department.

Brian Stidham:

Questioned if there was a purchase order written for the new squad.

Tom Powell:

Could the township receive a bill for the removal of decals on hood and side of squad?  
Questioned what will happen if the company does not take back the squad.

Harlan Scott:

What are the job duties of the trustees?

Mr. Pegg – O. R. C. Townships – chapter 5, can be found online.

Also, asked the status of the audit.

Corine Hardman – Fiscal Officer

2021 – 2022 audit has finally started. Expect is to be completed end of July to early August. Ms. Hardman spoke with Ken Phillips to see what he needed. Then forwarded an email to Investigative auditors to let them know what he needed.

Joe Muccio:

Are fiscal officers and trustees talking?

Mr. Pegg – yes

Also, questioned why the trustees did not address the over budget.

Mr. Pegg – Stated that he met with the fire department on February 2023 about the issue of overtime and again on April 17<sup>th</sup> of that year.

Harlan Scott:

Fire Department overtime. If trustees were told in 2023, how come nothing changed.

Tom Powell:

Thanks to Mike Haddle and Corine Hardman

Tom Shay:

Will be preparing alternative tax budget – should be completed in 2-3 weeks.

Mr. Pegg:

Special Meeting 7/16/2024 at 5:30 p.m. at Town Hall

Fraud Training needs to be completed by all Vienna Township employees including all part-time employees. It is an eight-minute video.

Heidi Brown:

Are we going to pay these employees 2 hours to watch an eight-minute video?

We could use the community room at the Police Department to watch the video. We could do an am time and a pm time.

**Motion 24-0701-F**

Resolved, to sell 2019 Ford Explorer to Hubbard Township, Trumbull County (Political Subdivision) for \$15,250.

Moved by Mr. Haddle, second by Mr. Dascenzo

Roll Call: Mr. Pegg – yes, Mr. Dascenzo – yes, Mr. Haddle – yes

**Motion 24-0701-G**

Resolved, to release fire loss proceeds in the amount of \$11,900 to Gabriele M Calior for 280 Sodom Hutchings Rd SW based on recommendation of the Vienna Township Zoning Inspector.

Moved by Mr. Dascenzo, second by Mr. Haddle

Roll Call: Mr. Pegg – yes, Mr. Dascenzo – yes, Mr. Haddle - yes

Mr. Pegg:

Distributed a letter from the Zoning Inspector outlining the three fire loss claims. One approved tonight to be released.

1. George – work not completed
2. Bowman – work not completed, electrical has had final electrical inspection but not a final inspection.

**Motion 24-0701-H**

Resolved, to revise the “other sources” estimate of revenue for Vienna Township for 2024.

The revised estimate are as follows:

**Fund**

**Other Sources**

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1000: General	178,024.23
2011: Motor Vehicle License Tax	6,000.00
2021: Gasoline Tax	135,000.00
2031: Road and Bridge	200.00
2041: Cemetery	2,500.00
2081: Police District	189,300.00
2111: Fire District	121,300.00
2181: Zoning	5,288.00
2221: Drug Law Enforcement	500.00
2272: Coronavirus Relief	-
2273: ARP Coronavirus Relief	40,000.00
2401: New Lighting Assessment	600.00
2901: DUI Enforcement	200.00
2902: D.A.R.E.	-
2903: Vienna Township Park	-
2904: CPT - Police	8,100.00
2905: Opioid Settlement	400.00
2906: Ohio Ambulance Transportation Grant	-
2907: First Responders Retention Bonus Grant	-
2908: Body Camera Grant	-
3301: Special Assessment	-
9001: Fire Loss	-
9751: Private - Purpose Trust	-
9755: Private - Purpose Trust	3.00
Total:	687,415.23

Moved by Mr. Haddle, second by Mr. Dascenzo

Roll Call: Mr. Pegg – yes, Mr. Dascenzo – yes, Mr. Haddle – yes

**Motion 24-0701-I**

Resolved, to amend appropriations for 2024 in all funds.

**Vienna Township**

***2024 Appropriations Revised 7.1.2024***

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**General Fund**

***Administrative***

Personal Services	250,000
Fiscal Officer's Office	18,200
Other	336,200
<b><i>Total Administrative</i></b>	<b><u>604,400</u></b>

<b><i>Townhalls, Memorial Buildings &amp; Grounds</i></b>	
Personal Services	6,300
Other	5,000
<b><i>Total Townhalls, Memorial Buildings &amp; Grounds</i></b>	<u>11,300</u>
<b><i>Zoning</i></b>	
Personal Services	300
<b><i>Total Zoning</i></b>	<u>300</u>
<b>Total General Fund</b>	<u>616,000</u>
<b>Motor Vehicle License Tax Fund</b>	
<b><i>Highways</i></b>	
Other	25,500
<b>Total Motor Vehicle License Tax Fund</b>	<u>25,500</u>
<b>Gasoline Tax Fund</b>	
<b><i>Highways</i></b>	
Personal Services	134,500
Other	283,000
<b>Total Gasoline Tax Fund</b>	<u>417,500</u>
<b>Road &amp; Bridge Fund</b>	
<b><i>Highways</i></b>	
Personal Services	60,000
Other	18,500
<b>Total Road &amp; Bridge Fund</b>	<u>78,500</u>
<b>Cemetery Fund</b>	
<b><i>Cemeteries</i></b>	
Personal Services	1,000
Other	10,500
<b>Total Cemetery Fund</b>	<u>11,500</u>
<b>Police District Fund</b>	
<b><i>Police Protection</i></b>	
Personal Services	310,000
Other	180,500
<b>Total Police District Fund</b>	<u>490,500</u>
<b>Fire District Fund</b>	
<b><i>Fire Protection</i></b>	
Personal Services	0
Other	0
<b><i>Total Fire Protection</i></b>	<u>0</u>

<b><i>Emergency Medical Services</i></b>	
Personal Services	0
Other	0
<i>Total Emergency Medical Services</i>	<u>0</u>
<b>Total Fire District Fund</b>	<u>0</u>
<b>Zoning</b>	
<b><i>Zoning</i></b>	
Personal Services	6,500
Other	0
<b>Total Zoning</b>	<u>6,500</u>
<b>Drug Law Enforcement Fund</b>	
<b><i>Police Protection</i></b>	
Other	1,000
<b>Total Drug Law Enforcement Fund</b>	<u>1,000</u>
<b>Coronavirus Relief</b>	
<b><i>Other</i></b>	
Personal Services	0
Other	0
<b>Total Coronavirus Relief</b>	<u>0</u>
<b>ARP Coronavirus Relief</b>	
<b><i>Administrative</i></b>	
Personal Services	200,000
Other	0
<i>Total Administrative</i>	<u>200,000</u>
<b><i>Emergency Medical Services</i></b>	
Personal Services	121,884
Other	0
<i>Total Emergency Medical Services</i>	<u>121,884.16</u>
<b>Total ARP Coronavirus Relief</b>	<u>321,884.16</u>
<b>New Lighting Assessment</b>	
<b><i>Lighting</i></b>	
Other	851.40
<b>Total New Lighting Assessment</b>	<u>851.40</u>
<b>DUI Enforcement</b>	
<b><i>Police Protection</i></b>	
Other	1,000

<b>Total DUI Enforcement</b>	<u>1,000</u>
<b>D.A.R.E.</b>	
<i>Police Protection</i>	
Other	<u>8,000</u>
<b>Total D.A.R.E.</b>	<u>8,000</u>
<b>Vienna Township Park</b>	
<i>Parks and Recreation</i>	
Other	<u>1,000</u>
<b>Total Vienna Township Park</b>	<u>1,000</u>
<b>CPT - Police</b>	
<i>Police Protection</i>	
Other	<u>9,500</u>
<b>Total CPT - Police</b>	<u>9,500</u>
<b>Opioid Settlement</b>	
<i>Human Services</i>	
Other	<u>1,500</u>
<b>Total Opioid Settlement</b>	<u>1,500</u>
<b>Ohio Ambulance Transportation Grant</b>	
<i>Emergency Medical Services</i>	
Other	<u>20,000</u>
<b>Total Ohio Ambulance Transportation Grant</b>	<u>20,000</u>
<b>First Responders Retention Bonus Grant</b>	
<i>Police Protection</i>	
Other	<u>0.62</u>
<b>Total First Responders Retention Bonus Grant</b>	<u>0.62</u>
<b>Body Camera Grant</b>	
<i>Police Protection</i>	
Other	<u>11,660</u>
<b>Total Body Camera Grant</b>	<u>11,660</u>
<b>Special Assessment</b>	
<i>Other Financing Uses</i>	
Other	<u>4,910.29</u>
<b>Total Special Assessment</b>	<u>4,910.29</u>



**Private - Purpose Trust**

*Cemetery*

Other

3.00

**Total Private - Purpose Trust**

3.00

**GRAND TOTAL**

2,027,309.47

Moved by Mr. Dascenzo, second by Mr. Haddle

Roll Call: Mr. Pegg – yes, Mr. Dascenzo – yes, Mr. Haddle – yes

A letter from Russell McQuaide, Superintendent for Mathews School District, requesting coverage from police and fire station for Friday night football games at the high school. The school will pay the wages for police and fire personnel. Chief Brannon says he has no manpower. Was told to post it on board at the fire station.

Tom Shay:

Health care selection has been made. Renewed with an increase in deductible from \$2,500 to 3,000. Employee cost to be 5% of policy. HRA will remain the same.

Vienna Historical Society received a \$83,000 grant to go towards a new roof and windows of the Copper Penny building as part of the capital budget.

Kim Ellis:

Are we in fiscal emergency?

Mr. Pegg – No.

Trustee Mike Haddle has scheduled a meet with trustee meeting on 7/8/2024 at 6pm at Town Hall

**Motion 24-0701-J**

Resolved, to adjourn meeting @7:47 pm

Moved by Mr. Pegg, second by Mr. Haddle

Handouts available to public:

Farmers June Bank Statement

Wage Summary for month of June

Unencumbered Budget

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Phil Pegg, Chair

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Corine Hardman, Fiscal Officer