

(ZOOM)
SAFETY COMMITTEE MEETING
AGENDA
October 7, 2020
6:00 p.m.

1. **MEMBERS PRESENT:** _____
2. **MEMBERS ABSENT:** _____
3. **OTHERS PRESENT:** _____
4. **CALL TO ORDER:** _____ called the meeting to order at _____
5. **ACCEPT MINUTES** from July 1, 2020. Motion to approve minutes by _____.
2nd by _____.
6. **CHIEF'S REPORT:** Appropriation Status, Vendors, and SRO reports sent via email. All reports on file.
7. **CITIZENS:** _____
8. **OLD BUSINESS:**
 - ❖ All gatherings and events are on hold pending outcome of virus situation.
 - ❖ Looking to purchase our own sanitizing machine. (Completed)
 - ❖ School Opening? Waiting on ODE.
 - ❖ Comments or any other Old Business:
9. **NEW BUSINESS:**
 - ❖ Purchasing (5) Laptops for Zoom Meetings using CARES Funds.
 - ❖ Installing (4) Temperature Gates for Village Hall and Park Lodge using CARES Funds.
 - ❖ Installing UV Lights in HVAC Systems in Village Hall and Park Lodge.
 - ❖ Trick or Treat is scheduled for Saturday 10/31 from 6pm-8pm unless restricted by Officials.
10. **ITEMS RECOMMENDED TO COUNCIL:** _____
11. **ITEMS REFERRED TO FINANCE COMMITTEE:** _____
12. **ITEMS REFERRED TO PARK COMMITTEE:** _____
13. **ITEMS REFERRED TO SERVICE COMMITTEE:** _____
14. **ITEMS TABLED:** _____
15. **EXECUTIVE SESSION IF NEEDED:** _____
16. **ADJOURNED:** Next Meeting: November 4, 2020, 6 PM. Motion to adjourn by _____
2nd by _____, at _____, all ayes.

VIDEO MEETING
COMMITTEE MINUTES

SAFETY COMMITTEE
July 01, 2020

MEMBERS PRESENT: Chief Urso, Ben Prescott, Marty Hura, Paula Tubalkain, Mayor Clark

MEMBERS ABSENT: None

OTHERS PRESENT: Michele Stuck, Village Solicitor

CALL TO ORDER: Chief Urso called the meeting to order at 6:05p.m.
May 06, 2020 minutes were reviewed. Motion to approve minutes by Ben, 2nd by Paula all ayes.

CHIEF's REPORT: Appropriation Status, Vendors, and SRO emailed. All reports on file.

CITIZENS: None

OLD BUSINESS:

- ❖ **Events** – All gatherings and events are still on hold- Changing daily due to the spike
- ❖ **Reopening** – Working on getting hand sanitizer at all Entrance/Exits of the Government Center for everyone to use
- ❖ **P/T Dispatcher** – Antonio Lightner has completed his training and is on his own.
- ❖ **P/T Officer** – Ptl. Brothers progressing in her training, should be on her own in the near future.

NEW BUSINESS:

- ❖ **Heroes Award** – Ptl. Dunn applied for and was granted the GE Heroes Award which was a program GE had for First Responders that would provide your department with appliances. We were chosen and received a new Washer/Dryer, Refrigerator/Freezer and a Microwave at no cost. The appliances are currently in the garage. With Covid 19 Virus if an Officer would get exposed they can come back to the station, wash uniform immediately and shower and not take the chance of contaminating anyone else. Ptl. Dunn wrote a very nice article for social media and the local newspapers displaying the appliances and thanking GE. Paula asked about the vehicle if an officer would be exposed. Chief explained we do have a sanitizing machine we are renting and we have a local person that can do extensive cleaning if need be.
- ❖ **PPE** – We have received various PPE from Portage County EMA including masks and gloves. BCI has provided us with 2 gallon of hand sanitizer and local residents got together and also supplied us with gloves. I will purchase a dispenser and put the hand sanitizer by exits for the everyone to use. Each employee has their own mask and gloves.
- ❖ **Village Properties** – Chief has been monitoring residents who have neglected mowing their properties this year, especially with fleas and ticks being a problem. We are putting a copy in the door and trying to hold the resident accountable.
- ❖ **Sanitizing Machine** – We are currently renting the sanitizing machine we are using. Chief discussed with Committee the option of buying at least 1 possibly 2 machines for the Village. Currently we are paying \$350.00 per month. We are cleaning Police Dept. vehicles at least twice a week, Service Dept. vehicles once a week and the Government Center every other week. We are trying to be pro active and feel this would definitely be an investment for the Village. Sounds like we are in this for the long haul and will get

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New Business Con't:

with the Mayor and Village Administrator and see what the best fit for our Village would be. Hope to have more information with prices and models by Council and we can evaluate.

- ❖ **Richfield OPOTA** – This is a local training facility that we were able to use instead of going to Columbus, it is now Closed. They have laid off instructors and doing more on training on line due to the Covid. Any classes required we will have to go to London Ohio which is south of Columbus. BCI, the evidence processing area, is still open in Richfield.
- ❖ **Crestwood Schools** – They are waiting on OH Dept. of Education and the guidelines. Currently they are looking at three options, to go back in school all day everyday, all virtual or 2-1-2 days in and 2 on line.
- ❖ **Meeting's** – Chief discussed the possibility of having Safety as in person meeting, usually we do not have more than 5-7 people. Looking at other options with Zoom. Will see how the month goes and see how the whole body feels. Ben suggested with the spike we should Zoom as long as we can.

COMMENTS/CONCERNS: Paula would like to add that she likes the meetings being recorded and available on line for public and Council members to have the ability to go to the site and review the meetings at their leisure. All meetings are not attended by everyone. Very helpful and very good. Hope we can continue to use the You Tube recording. Mayor advised planning commission has been meeting in person for the last 2 meeting and live streaming it, and it is recorded.

ITEMS RECOMMENDED TO COUNCIL: None

ITEMS REFERRED TO FINANCE COMMITTEE: None

ITEMS REFERRED TO PARK COMMITTEE: None

ITEMS REFERRED TO SERVICE COMMITTEE: None

ITEMS TABLED: None

NEXT MEETING: August 05, 2020 @ 6:00 p.m.

ADJOURNED: Meeting adjourned at 6:23p.m. Motion to adjourn by Ben, 2nd by Paula, all ayes.

Police Budget Summary
Appropriation

	2020	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	Appropriation												
Wage, Chief	50000.00	3846.15	7692.31	13461.54	17307.69	21153.85	25000.00	28846.15	34615.38	38461.54	42307.69	46153.85	50000.00
Wage, Chief		5029.94	8897.34	12525.64	16150.68	19898.26	26198.83	29255.43	32973.45				
Wage, Officers	118000.00	9076.92	18153.85	31769.23	40846.15	49923.08	59000.00	68076.92	81692.31	90769.23	99846.15	108923.08	118000.00
Wage, Officers		6136.24	9772.46	14246.02	19067.56	24746.58	37295.19	43342.99	50336.54				
Wage, Dispatch	150000.00	11538.46	23076.92	40384.62	51923.08	63461.54	75000.00	86538.46	103846.15	115384.62	126923.08	138461.54	150000.00
Wage, Dispatch		14742.95	26063.41	36290.69	47659.48	58650.17	76620.34	85889.26	96804.14				
Overtime	3200.00	266.56	533.12	800.00	1066.56	1333.12	1600.00	1866.56	2133.12	2400.00	2666.56	2933.12	3200.00
Overtime		1234.39	1711.47	3287.40	4745.94	5737.53	6317.80	6822.07	7170.84				
PERS	36000.00	2998.80	5997.60	9000.00	11998.80	14997.60	18000.00	20998.80	23997.60	27000.00	29998.80	32997.60	36000.00
PERS		2242.04	4317.40	6210.61	8292.67	10360.29	15274.68	15274.68	17475.32				
Medicare	3700.00	308.21	616.42	925.00	1233.21	1541.42	1850.00	2158.21	2466.42	2775.00	3083.21	3391.42	3700.00
Medicare		288.19	676.64	956.49	1232.59	1508.29	1961.05	2245.79	2530.29				
OPFPF	20000.00	1666.00	3332.00	5000.00	6666.00	8332.00	10000.00	11666.00	13332.00	15000.00	16666.00	18332.00	20000.00
OPFPF		842.87	1672.48	2432.50	3318.45	4174.57	7855.69	7855.69	9110.22				
Medical Benefits	40000.00	3332.00	6664.00	10000.00	13332.00	16664.00	20000.00	23332.00	26664.00	30000.00	33332.00	36664.00	40000.00
Medical Benefits		2377.75	5215.65	7830.72	10445.79	13060.86	15959.55	18716.43	25580.61				
Workers Comp	8500.00	708.05	1416.10	2125.00	2833.05	3541.10	4250.00	4958.05	5666.10	6375.00	7083.05	7791.10	8500.00
Workers Comp		0.00	0.00	108.36	108.36	108.36	108.36	108.36	108.36				
Unemployment	4500.00	374.85	749.70	1125.00	1499.85	1874.70	2250.00	2624.85	2999.70	3375.00	3749.85	4124.70	4500.00
Unemployment		123.26	123.26	123.26	624.45	624.45	879.37	879.37	879.37				
Cellphone Reimburse	350.00	29.16	58.31	87.50	116.66	145.81	175.00	204.16	233.31	262.50	291.66	320.81	350.00
Cellphone Reimbursements		28.52	56.82	79.71	104.27	128.75	153.23	177.71	202.64				
Uniforms	4800.00	399.84	799.68	1200.00	1599.84	1999.68	2400.00	2799.84	3199.68	3600.00	3999.84	4399.68	4800.00
Uniforms		0.00	526.59	759.25	1064.34	1064.34	1064.34	1064.34	1464.34				
Telephone	26000.00	2165.80	4331.60	6500.00	8665.80	10831.60	13000.00	15165.80	17331.60	19500.00	21665.80	23831.60	26000.00
Telephone		3991.01	6903.77	12002.64	15989.90	18213.18	23964.10	28056.36	30321.38				
Training	800.00	66.64	133.28	200.00	266.64	333.28	400.00	466.64	533.28	600.00	666.64	733.28	800.00
Training		0.00	595.00	595.00	595.00	595.00	595.00	800.00	800.00				
Dues	250.00	20.83	41.65	62.50	83.33	104.15	125.00	145.83	166.65	187.50	208.33	229.15	250.00
Dues		50.00	50.00	50.00	50.00	50.00	50.00	95.00	95.00				
VehicleMaintenance	8000.00	666.40	1332.80	2000.00	2666.40	3332.80	4000.00	4666.40	5332.80	6000.00	6666.40	7332.80	8000.00
VehicleMaintenance		91.97	91.97	248.02	1443.14	1462.74	1462.74	3750.19	3750.19				
Vehicles/Fuel	11000.00	916.30	1832.60	2750.00	3666.30	4582.60	5500.00	6416.30	7332.60	8250.00	9166.30	10082.60	11000.00
Vehicles/Fuel		784.45	1630.23	2257.34	2746.53	3138.61	3546.76	4314.89	4903.08				
Operating Police	20000.00	1666.00	3332.00	5000.00	6666.00	8332.00	10000.00	11666.00	13332.00	15000.00	16666.00	18332.00	20000.00
Operating Police		1902.39	2489.05	4040.69	4940.79	5662.72	7457.41	8395.34	9181.28				
Operating Dispatch	24250.00	2020.03	4040.05	6062.50	8082.53	10102.55	12125.00	14145.03	16165.05	18187.50	20207.53	22227.55	24250.00
Operating Dispatch		957.56	2624.75	3582.31	3939.87	5611.00	6708.64	8036.81	8827.51				
Cruiser Debt/Prin	10000.00	833.00	1666.00	2500.00	3333.00	4166.00	5000.00	5833.00	6666.00	7500.00	8333.00	9166.00	10000.00
Cruiser Debt/Prin		945.71	1901.46	2853.37	3811.67	4769.82	5734.17	6698.59	7666.16				
Cruiser Debt/interest	2000.00	166.60	333.20	500.00	666.60	833.20	1000.00	1166.60	1333.20	1500.00	1666.60	1833.20	2000.00
Cruiser Debt/interest		110.91	211.78	316.49	414.81	513.28	605.55	697.75	786.80				
Totals	541350.00	43066.59	86133.19	141452.88	184519.48	227586.07	270675.00	313741.59	369038.96	412127.88	455194.48	498261.07	541350.00
Cost to Date	0.00	41851.63	75474.71	110716.80	146642.02	179950.05	239659.57	272299.34	310764.88	0.00	0.00	0.00	0.00
Total under Appr.		1214.96	10658.48	30736.08	37877.46	47636.02	31015.43	41442.25	58274.08	412127.88	455194.48	498261.07	541350.00
TOTAL POLICE	565250.00	47085.33	94170.65	141312.50	188397.83	235483.15	282625.00	329710.33	376795.65	423937.50	471022.83	518108.15	565250.00
TOTAL POLICE	0.00	41851.63	76843.78	113944.76	150502.63	184181.46	244279.18	276953.75	315960.83	0.00	0.00	0.00	0.00
		5233.70	17326.87	27367.74	37895.20	51301.69	38345.82	52756.57	60834.82	423937.50	471022.83	518108.15	565250.00

**SRO Summary
Appropriation**

	2020												
	Appropriation	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
Wages, SRO	20000.00	1538.46	3076.92	5384.62	6923.08	8461.54	10000.00	11538.46	13846.15	15384.62	16923.08	18461.54	20000.00
		0.00	1337.76	2854.80	3056.20	3056.20	3056.20	3056.20	3563.35				
OPFPF, SRO	3000.00	249.90	499.80	750.00	999.90	1249.80	1500.00	1749.90	1999.80	2250.00	2499.90	2749.80	3000.00
		0.00	0.00	302.26	638.26	974.26	1310.26	1310.26	1310.26				
Medicare, SRO	350.00	29.16	58.31	87.50	116.66	145.81	175.00	204.16	233.31	262.50	291.66	320.81	350.00
		0.00	31.31	66.11	100.91	135.71	187.91	222.71	257.10				
Worker Comp, SRO	350.00	29.16	58.31	87.50	116.66	145.81	175.00	204.16	233.31	262.50	291.66	320.81	350.00
		0.00	0.00	4.79	4.79	4.79	4.79	4.79	4.79				
Unemployment, SRO	200.00	16.66	33.32	50.00	66.66	83.32	100.00	116.66	133.32	150.00	166.66	183.32	200.00
		0.00	0.00	0.00	60.45	60.45	60.45	60.45	60.45				
TOTALS	23900.00	1990.87	3981.74	5975.00	7965.87	9956.74	11950.00	13940.87	15931.74	17925.00	19915.87	21906.74	23900.00
Cost to date	0.00	0.00	1369.07	3227.96	3860.61	4231.41	4619.61	4654.41	5195.95	0.00	0.00	0.00	0.00
Total under Appr.		1990.87	2612.67	2747.04	4105.26	5725.33	7330.39	9286.46	10735.79	17925.00	19915.87	21906.74	23900.00

Mantua Police Department
Vendor List 2020

Bills	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	To Date
Wages	29338.81	19459.39	21695.06	21439.16	21410.26	23456.08	33396.43	22015.53					192210.72
Security Installations													0.00
Acquire Fire Protection													0.00
Ashton Sound													0.00
AT&T	2341.92	1810.55	2341.46	3294.50	1763.82	2835.14	1860.68	1827.78					18075.85
AT&T, Routers			2093.96	563.28	1530.68		1571.86	1125.19	1125.19				8010.16
Bannister Design													0.00
Bear Com	2850.00	2499.92											5349.92
Bica's Lock Service													0.00
Charles Auto Family			68.66	45.65		2223.81		583.75					2921.87
ComDoc / Wells Fargo	323.95	224.95	224.95	254.12	224.95	224.95	224.95						1702.82
ComDoc Meter Charge			34.67										34.67
Crestwood School													0.00
Excel K-9	141.00	326.00		141.00				141.00					749.00
Flag Store													0.00
Graphic Expressions													0.00
Galls	124.91												124.91
Geauga Door													0.00
Guardian	266.24	266.24	266.24	266.24	266.24	549.86	408.05						2289.11
Haines & Company													0.00
Hall Public Safety		507.36											507.36
IndependenceBusinessSupplies				113.57	55.20								168.77
Info Spec													0.00
Lexipol													0.00
L3 Mobile Vision													0.00
Mantua Auto Parts		156.05	41.52	19.60									217.17
Mantua Hardware													0.00
Tim Lally Chevy													0.00
Middlefield Bank, Charge Card	766.95	25.71	39.67		394.25	63.64	560.99						1851.21
Middlefield Bank, Crusier	1056.62	1056.62	1056.82	1056.82	1091.01	1056.62	1056.62	1056.62					8487.75
Mantua Vet													0.00
Medical Mutual	2305.42	2348.83	2348.83	2348.83	2348.83	2348.83	2348.83	3545.61					19944.01
Love Insurance			15470.00										15470.00
Midwest Radar													0.00
MISC.			30.95										30.95
Newbury Tire			993.92										993.92
Ohio Admin. Services (MARCS)		390.00			390.00								780.00
OACP	650.00					195.00							845.00
OPOTA													0.00
OSP, Lab						37.00							37.00
PC Chiefs Assn.	50.00												50.00
PERS													0.00
Petty Cash				66.05									66.05
Principal Dental													0.00
Rapid Electric													0.00
Red Diamond Uniform	140.98	51.94	200.00				400.00						792.92
Regiment Fabrication													0.00
Reimbursement, Employees	289.00	203.61	126.98	129.65	24.48	504.48	24.93	23.60					1326.73
RT 14 Storage & Embroidery						61.57							61.57
Sarchione Ford													0.00
Roger's Refrigeration						370.61							370.61
Spectrum Cable	12.65	12.65	12.65	12.65	12.65	12.65	12.65	12.65	12.65				113.85
Stephen Cambell Assoc.													0.00
Strobes & More													0.00
Sunny Communications													0.00
Survival Armor													0.00
TAC Computer	1361.25	700.89	700.89	700.89	700.89	700.89	4452.10	700.89					10018.69
Treasurer of Ohio-LEADS	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00				5400.00
UH Occupational Health		555.00											555.00
Unemployment													0.00
Verizon	108.66	108.66	139.12	129.48	129.32	129.34	129.88	127.22					1001.68
Vision Service Plan													0.00
Walmart													0.00
Workers Comp (Careworks)		113.15											113.15
Wright Express Services (Fuel)	784.45	845.78	481.19	384.08	408.15	689.07	588.19	703.25	605.31				5489.47
Total	43512.81	32263.30	48967.54	31565.57	31350.73	36059.54	47636.16	32463.09	2343.15	0.00	0.00	0.00	305099.53
	565250.00	521737.19	489473.89	440506.35	408940.78	377590.05	341530.51	293894.35	261431.26	259088.11	259088.11	259088.11	

**Mantua Police Department
SRO Program 2020**

DATE	Hours	Rate	Rate	Vcost	Sch. Invo	OPFPF	Med	Health	W/C	UnEmpl	TOTALS	Saving	TSaving
02/08/20	32.00	24.58	15.00	480.00	786.56	67.20	6.96	231.04	8.59	10.08	803.87	-17.31	-17.31
02/22/20	64.00	24.58	15.00	960.00	1573.12	134.40	13.92	462.08	17.19	20.16	1607.75	-34.63	-51.94
03/07/20	77.00	24.58	15.00	1155.00	1892.66	161.70	16.75	555.94	20.68	24.26	1934.32	-41.66	-93.60
03/21/20	24.00	24.58	15.00	360.00	589.92	50.40	5.22	173.28	6.45	7.56	602.91	-12.99	-106.59
04/04/20	0.00	24.58	15.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-106.59
04/18/20	0.00	24.58	15.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-106.59
05/02/20	0.00	24.58	15.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-106.59
05/16/20	0.00	24.58	15.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-106.59
05/30/20	0.00	24.58	15.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-106.59
06/13/20	0.00	24.58	15.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-106.59
09/19/20	72.00	25.44	15.00	1080.00	1831.68	151.20	15.66	519.84	19.34	22.68	1808.72	22.96	-83.63
10/03/20	72.00	25.44	15.45	1112.40	1831.68	155.74	16.13	519.84	19.92	23.36	1847.38	-15.70	-99.33
10/17/20		25.44	15.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-99.33
10/31/20		25.44	15.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-99.33
11/14/20		25.44	15.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-99.33
11/28/20		25.44	15.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-99.33
12/12/20		25.44	15.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-99.33
12/26/20		25.44	15.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-99.33
01/09/21		25.44	15.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-99.33
01/23/21		25.44		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-99.33
02/06/21		25.44		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-99.33
02/20/21		25.44		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-99.33
03/06/21		25.44		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-99.33
03/20/21		25.44		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-99.33
04/03/21				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-99.33
04/17/21				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-99.33
05/01/21				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-99.33
05/15/21				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-99.33
TOTALS	341.00			5147.40	8505.62	720.64	74.64	2462.02	92.16	108.10	8604.95	-99.33	-99.33

PERS Med Health W/C UnEmpl/up to \$9000.00
0.14 0.0145 0.01790 0.021

TOTAL SAVINGS -99.33