

The Board of Liberty Township Trustees met in a Regular Session on November 15, 2018 at 7:30 a.m. at the township Administration Building with the following members present, Mr. Gregory Cizmar, and Mr. Arnold Clebone, presiding. Mrs. Jodi K. Stoyak was absent. Also in attendance were Administrator Pat Ungaro and Fire Chief Gus Birch.

18-132 Motion to approve the minutes of the November 8, 2018 regular meeting.

Motion: Mr. Cizmar. Second: Mr. Clebone.

Roll Call: Mr. Cizmar, Yes Mr. Clebone, Yes. Motion carried.

Ohio Township Association Risk Management Authority (OTARMA) suggested a password policy and continuity/disaster recovery plan. Martha will follow up with the OTARMA official for more information and recommend a policy for the board to adopt.

The role that Third Party Administration (TPA) and Managed Care Organizations (MCO) in workers compensation claim was explained by Christine Williams, Regional Business Consultant for BWC. Ms Williams also advised the board on rate determination and the impact of claims records. She noted that in 2017 Liberty had no claims and hence 2018 premiums were relatively low. In addition, because we've been enrolled in the retrospective program through BWC for over 10 years, Liberty Township has saved over \$200,000.00 of premium payments.

Also discussed was educating the employees who cross the State Line while on duty. Should a claim occur, employee must file the claim with Ohio BWC, to avoid any penalties or fines. A packet will be placed in each vehicle that crosses the state line. Martha will meet with the department heads and pass out the packets.

Christine suggested we contact Zurich American Insurance who may provide us a rider to further indemnify the township for mishaps that may incur in other states

Martha advised members of the Ohio Township Winter Conference.

Genny Costanzo, Relationship Manager, Northeast Ohio Public Energy Council discussed the \$41,052 NOPEC grant monies that if not expended by December 1<sup>st</sup> can be escrowed and carried over for use in 2019. She informed the board that grant funds can be escrowed for up to three years. Martha informed the board that she had escrowed the 2018 funds.

Fire Chief Birch discussed 3<sup>rd</sup> ambulance will need major repairs and will be sending it out.

The attending board members and Fire Chief discussed issues and burdens of following Civil Service in hiring and steps necessary to discontinue use of Civil Service. It was agreed that we would ask Cherry Poteet, Township Attorney to advise process for replacing civil service with alternative method for hiring.

Chief Birch advised he wants hire a company to shred documents, once the records retention policy is in place.

Birch advised need for a generator for the Belmont Fire Station and suggested possible use of NOPEC grant money.

Motion to adjourn at 9:40 a.m. Motion: Mr. Cizmar. Second: Mr. Clebone.

Roll Call: Mr. Cizmar, Yes Mr. Clebone, Yes. Motion carried.

Next business meeting scheduled for Monday November 19, 2018 caucus 6:30 p.m./meeting 7:00 p.m.

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STEVE SHELTON, FISCAL OFFICER

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ARNOLD CLEBONE, CHAIRPERSON