

TRUMBULL COUNTY EMERGENCY MANAGEMENT AGENCY  
Executive Board Meeting Minuets

Date: March 10, 2022

Time: 9:00 a.m.

Place: EMA Office  
640 N. River Rd., N.W. Unit B  
Warren, OH 44483

Roll Call:

X Mayor Doug Franklin (Chief Ken Nussle)

   Commissioner Frank Fuda

X Mr. John E. Hickey

   Mayor Ben Kyle

X Trustee Ed Anthony

X Roger Peterson

   James Pantalone

   Mayor Deidre Petrosky (Chief David Rea)

X Trustee Jeff Tucker

X Sheriff Paul Monroe

X Chief Steven Craiger

Kevin Kuriatnyk, and Bob Zehenthuer from the Ohio EMA were also in attendance.

Chairman, Ed Anthony called the meeting to order at 9:00 A.M.

The Pledge of Allegiance was recited.

**1. APPROVAL OF PREVIOUS MEETING MINUETS**

Chairman Anthony asked if there were any additions or corrections to the minutes of the December 2, 2021 meeting as presented. There being none -

**MOTION:** A motion was made by Jeff Tucker to approve the minutes of the December 2, 2021 meeting as presented.  
Sheriff Monroe seconded the motion.

**FOR 6            AGAINST 0            ABSTAINED 0            MOTION CARRIED**

**2. APPROVAL OF INVOICES & FINANCIAL REPORT**

Chairman Anthony asked if there were any questions concerning the invoices that were submitted for payment from December 1, 2021 Through March 4, 2022. There being none

**MOTION:** A motion was made by Chief Nussle to approve the financial report as submitted:  
Sheriff Monroe seconded the motion.

**FOR 6            AGAINST 0            ABSTAINED 0            MOTION CARRIED**

**MOTION:** A motion was made by Steve Craiger to amend the motion made at the December 2, 2021 board meeting to move forward with the Phase I EOC/Classroom upgrades in the amount of \$16,740.00. The motion was amended to include an additional **\$2,615.00** for the installation of duplex electrical outlets in the ceiling of the EOC/Classroom. This will provide more flexibility when setting up the EOC desks in the event of an emergency.

Ken Nussle seconded the motion.

**FOR 6 AGAINST 0 ABSTAINED 0 MOTION CARRIED**

**MOTION:** A motion was made by Roger Peterson to approve the quote submitted by Hudson Communication in order to provide security upgrades and communications equipment and installation in the EMA Facility in the amount of **\$8,614.32**

Jeff Tucker seconded the motion.

**FOR 6 AGAINST 0 ABSTAINED 0 MOTION CARRIED**

**MOTION:** A motion was made by Ken Nussle to approve the quote submitted by Santoli Carpet of Warren Ohio in the amount of **\$6,422.46** in order to install commercial carpet in the EOC/Classroom area of the EMA Facility. Quote was also received from Campbell Carpet of Cortland, but the director felt that the quote from Santoli was a better fit for the office.

Jeff Tucker seconded the motion.

**FOR 6 AGAINST 0 ABSTAINED 0 MOTION CARRIED**

**MOTION:** A motion was made by Steve Craiger to approve Director Hickey to attend the FEMA L-449 train the trainer class at the Franklin County EMA May 2, 2022 – May 6, 2022. In addition, approval of lodging at **\$550.00** and per diem for meals will be approved per the current Trumbull County Policies and Procedures Manual.

Paul Monroe seconded the motion.

**FOR 6 AGAINST 0 ABSTAINED 0 MOTION CARRIED**

**MOTION:** A motion was made by Jeff Tucker to approve the increase in the dollar amount that Director Hickey is authorized to spend without board approval from \$500.00 to \$1,000.00

Roger Peterson seconded the motion.

**FOR            6    AGAINST       0       ABSTAINED       0    MOTION CARRIED**

### **3. EMA DIRECTORS OPERATIONAL UPDATE**

Director Hickey provided a written report: See Attachment

- A brief overview submitted directors report was conducted.
- A review of the 2022 Per Capita payments was conducted. The Trumbull County Commissioners and Niles City are the only per capita payments not received as of today.
- A review of the EMPG Cash requests was conducted. We have received \$25,953.82 so far in this grant cycle. We still have a balance of \$55,877.18 to request before September 30, 2022.
- Updated the board on the preventive maintenance being conducted on all trailers and the (2) Polaris ERV's
- Director Hickey provided information and dates of upcoming Incident Command classes that will be held at the EMA office.

### **4. HAZMAT**

- 0 calls/request for assistance
- Conducted 1 meeting with personnel.
- Ordered parts to repair inflatable HazMat tent.

### **5. FIRE INVESTIGAVE UNIT**

- 2 calls for assistance in Gustavus Township.
- Held Zoom meeting with members of the unit.

### **6. LEPC**

- Meeting was held January 11, 2022
- There were not enough members in attendance for a quorum.
- Upgrades have been made to the computer in the LEPC office for Tier 2 reporting.
- Next Meeting April 12, 2022 at noon.

### **7. OLD BUSINESS**

- Director Hickey provided an update of the proposed bylaws. We are still waiting for final approval from the Trumbull County Prosecutors office. Director Hickey has stressed the need to get this wrapped up to Attorney Fredericka.

- Director Hickey presented 4 quotes, (2) for Ford Expedition's and (2) for Chevrolet Tahoe's that would replace the current Ford Escape EMA vehicle. It was decided to pursue a Ford Expedition that is listed on the State of Ohio State Purchasing Schedule in the amount of \$45,835.00. Director Hickey will compose a package that will be presented to the Trumbull County Auditor and the Trumbull County Board of Commissioners for review and approval. Director Hickey will seek approval to use COVID-19 Cares Act monies or American Rescue Plan monies for the purchase.
- Per the request of Mayor Petrosky and Roger Peterson at the December Board Meeting he checked with the auditor about setting up an account that would be able to be used for contingency purposes in the event of a disaster in Trumbull County. In October when the 2023 budget is completed, an account will be established with \$50,000.00 that could be used only for emergency purposes in the event of a disaster.

**8. NEW BUSINESS**

None Stated

**9. ANNOUNCEMENTS**

None Stated

**10. ADJOURN**

**MOTION:** Sheriff Monroe made a motion to adjourn.  
Ken Nussle seconded the motion.  
Meeting adjourned at 1000

**FOR 6 AGAINST 0 ABSTAINED 0 MOTION CARRIED**

**The next regular meeting will be on May 12, 2022 at 9:00 A.M. at the EMA Office located at 640 N. River Road N.W., Warren, OH 44483.**