

TRUMBULL COUNTY EMERGENCY MANAGEMENT AGENCY  
Executive Board Meeting Minutes

Date: May 26, 2022

Time: 9:00 a.m.

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

Roll Call:

Mayor Doug Franklin (Chief Ken Nussle)

Commissioner Frank Fuda

Mr. John E. Hickey

Mayor Ben Kyle

Trustee Ed Anthony

Roger Peterson

James Pantalone

Mayor Deidre Petrosky (Chief David Rea)

Trustee Jeff Tucker

Sheriff Paul Monroe

Chief Steven Craiger

Guests: Kevin Kuriatnyk TC HazMat and Tom Domes TCFIU

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 March 10, 2022 meeting as presented. There being none -

**MOTION: A motion was made by Sheriff Monroe to approve the minutes of the March 10, 2022 meeting as presented.**

**Mayor Ben Kyle 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 March 5, 2022 – May 26, 2022. There being none

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

**Chief Steve Craiger seconded the motion.**

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

**MOTION:** A motion was made by Mayor Ben Kyle to approve an invoice in the amount of \$ 1,236.81 to Lazy B Trailer Sales for the preventative maintenance on two (2) Polaris UTV trailers.

**Sheriff Paul Monroe 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.
- Reviewed current classroom upgrades that have been completed.
- Advised the board that EMA/FIU/HazMat are in the process of cleaning out the Vehicle bays and disposing of unneeded and out of service items.
- Advised the board that the preliminary FY2023 budget is due in June.
- Overview of vetting process for proposed county emergency warning notification system. It is the hope of the director that we have a program in place no later than September 1, 2022.
- Director Hickey advised the board that he would send out a year to date expense sheet that list all of the upgrades that have been made, and scheduled ones.

### **4. HAZMAT**

- 1 calls/request for assistance
- Conducted 2 trainings.
- 3 phone consults
- 1 community event

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

- Assisted Warren Township on a structure fire April 5<sup>th</sup>
- Assisted Girard City on a structure fire April 24<sup>th</sup>
- Two applications for membership submitted to the executive board for approval.

### **6. LEPC**

- Meeting was held May 24, 2022
- Elections were held due to no quorum at the previous meeting. Beck Whitman will serve as Chairman, Tom Domes will serve as Vice Chair, and Director Hickey will serve as the secretary for 2022.
- The LEPC board will start planning a table top exercise with LG Chem. in Lordstown during the first quarter of 2023.

- All positions on the LEPC board will be up for reappointment in August of 2023. Director Hickey advised that he wants to seek out members that will be active in the future.
- Next Meeting July 19, 2022 at noon.

## 7. OLD BUSINESS

**MOTION:** A motion was made by Chief Steve Craiger to approve the EMA Bylaws dated May 2022.  
**Sheriff Paul Monroe seconded the motion.**

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

**MOTION:** A motion was made by Mayor Ben Kyle to approve the quote in the amount of \$ 12,485.00 from Valley Electric (VEC) for communications upgrades to the small EMA classroom. The funding for these upgrades will be paid out of fund 505417

**Chief Ken Nussle seconded the motion.**

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

- Discussion held concerning new vehicle for EMA Director. Board advised the director to continue pursuing funding throughout the county commissioners for the purchase. The director will report back to the board on the progress through the ARPA process.

## 8. NEW BUSINESS

- Discussion held concerning a proposal submitted by Director Hickey to hire Arcadis Consulting out of Columbus in the amount of \$ 10,500.00 to provide an EMA Needs Assessment for our agency. After a discussion concerning the proposal, Chairman Anthony asked to table it and to have the proposal sent out to the board members for review prior to accepting or denying the proposal request.

**MOTION:** A motion was made by Roger Peterson to approve Todd Garland of Braceville Fire as a member of the Trumbull County Fire Investigative Unit.

**Mayor Ben Kyle seconded the motion.**

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

**MOTION:** A motion was made by Roger Peterson to approve Colton Garland of Braceville Fire as a member of the Trumbull County Fire Investigative Unit. Colton will serve a 1-year probation, pending receiving required Fire Investigative certificates.

Mayor Ben Kyle seconded the motion.

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

**9. ANNOUNCEMENTS**

Next meeting is scheduled for September 8, 2020 due to summer break. The board agreed that a meeting could be held prior, if the need arises, but we will schedule that on a case by case basis.

**10. ADJOURN**

**MOTION:** Sheriff Monroe made a motion to adjourn.  
Mayor Ben Kyle seconded the motion.  
Meeting adjourned at 1004

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

**The next regular meeting will be on September 8, 2022 at 9:00 A.M. at the EMA Office located at 640 N. River Road N.W., Warren, OH 44483.**