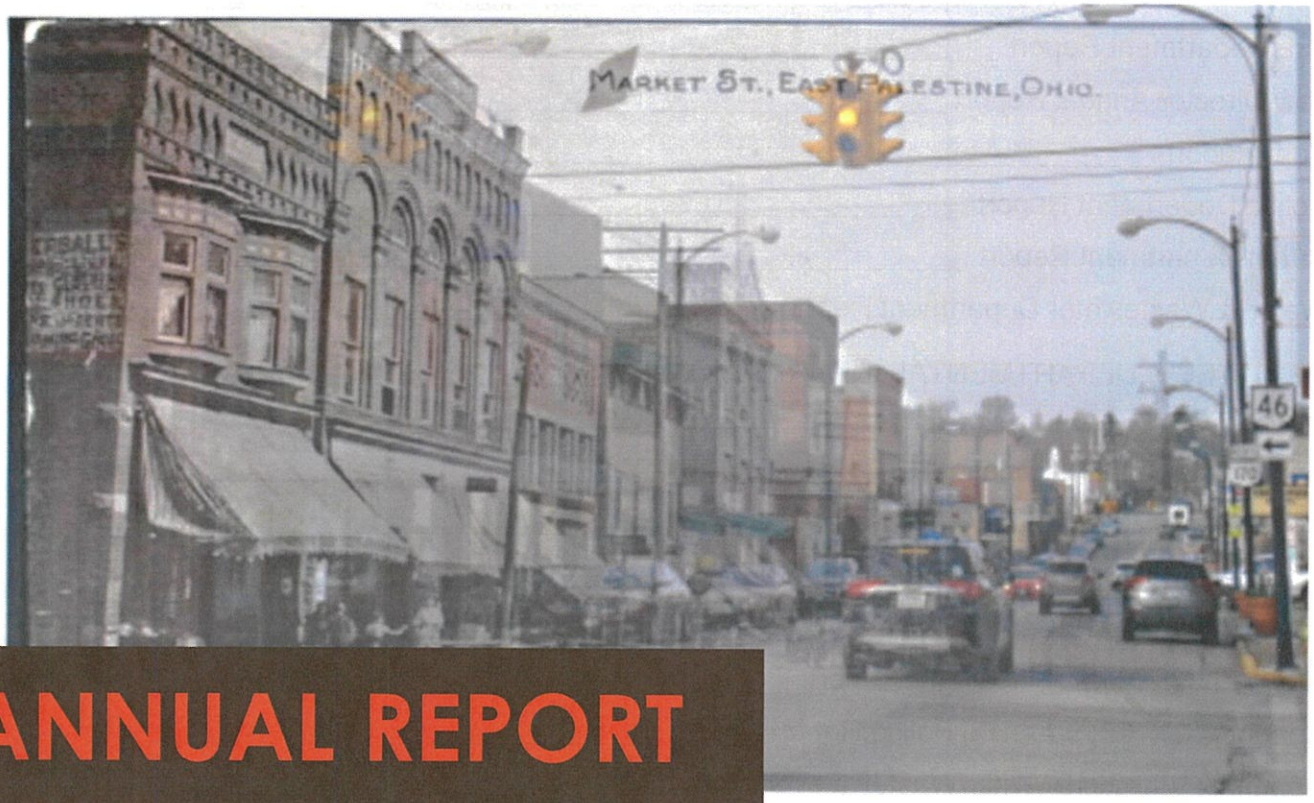
The Village of East Palestine
The place where you want to be



ANNUAL REPORT 2019

Village of East Palestine

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TABLE OF CONTENTS

MAYORAL LETTER 3
MANAGER'S LETTER 5
MUNICIPAL VISION, MISSION, AND VALUES 6
ORGANIZATIONAL CHART 7
FINANCIAL SUMMARY 8
DEPARTMENTAL REPORTS 9

- Administrative Report 9
- Fire Department Report 11
- Law Director Annual Report 13
- Park Report 14
- Police Department Report 16
- Street Department Report 17
- Water & Wastewater Department Report 19

COMMITTEE & DEPARTMENTAL INFORMATION 21
APPENDICES 22

- Appendix I - 2019 Legislation 23
- Appendix II - 2019 Total Park Income 25
- Appendix III - 2019 Building Permits Issued 26
- Appendix IV - 2019 Park Pool Data 28
- Appendix V - 2019 Annual Fire Report 29
- Appendix VI - 2019 Annual Police Report 32
- Appendix VII - 2019 Water/Wastewater Statistical Data 37

MAYORAL LETTER

Events in 2019 brought both turmoil and progress to the village.

Esteemed Resident:

The unexpected, sudden resignation of our Village Manager touched off a lengthy search process that consumed council's attention through the spring and summer months. Fortunately, Traci Spratt, our Finance Director, stepped up as interim manager and did a superb job. Every dark cloud has a silver lining. She not only held the village on a steady course, but moved us into a new USDA grant and loan process for the funding of our multi-million-dollar wastewater project that will save the village money and greatly ease the burden of annual loan payments.

In May, EP voters approved an additional 0.5% increase in the village income tax which, among other things, will help assure the continued high standards achieved by our police and fire departments into the future. In November, our voters once more came to bat for the village by approving a renewal of the street levy, thus assuring that our village streets will remain the best among area municipalities. And by year's end, after finances had dictated an across-the-board wage freeze in 2018, the village and its employees successfully negotiated a 2% wage increase.

The one-million-dollar-plus project to renovate and modernize our freshwater treatment facility on Bacon Avenue was brought to a smooth and successful completion by the end of summer, and the new systems were brought on line without a wrinkle.

"We are gearing up to provide a much-needed increase in jobs and payroll for our community."
Mayor Alan Cohen

The park once again sparkled as the crown jewel of the village. Five completely new open shelters, replacing deteriorated structures, came into their first summer of service, and the new tennis and pickleball courts also saw their first full summer of use. A yearlong fundraising drive initiated by local residents and business-owners Ashley and Mike McKim, and aided by major donations from local GM dealer Tom Brittain, gathered large sums for the purchase of new playground equipment. The annual 4th of July celebration brought thousands to the park throughout the day for picnics, games, parades, and concerts, and the events were capped by the area's most

dazzling fireworks display, staged by our own fire department. The park set a new record in combined gross receipts for the use of its swimming pool and other park rental facilities.

A good spurt of growth was reflected in higher-than-average building-permit receipts, and two new industrial concerns -- CeramFab and PureOhio's marijuana growing and processing facility - we're gearing up to provide a much-needed increase in jobs and payroll for our community.

By year's end, council had in place new Village Manager Mark McTrustry, two new council members in Flay Stewart and Brandon Runnion, and a newly-elected mayor in Trent Conaway, setting the stage for continued progress in 2020.

Respectfully submitted,

Alan Cohen,
Interim Mayor, Village of East Palestine
February 2020.

MANAGER'S LETTER

2019 has proved to be a year of change for our Village.

Esteemed Resident:

Most obvious has been the change in managerial leadership - Manager Monteleone's resignation, Finance Director Spratt stepping in as interim manager, and then my hiring. However, this is not the only change happening in our community. The citizens of East Palestine voted to pay an extra earned income tax of 0.5% to provide extra financial assistance to our first responders, as well as the park. The Village has invested in upgrades for our water plant and repaired some of our streets. A greater focus was made on our park, and a new festival was celebrated. Interim Manager Spratt worked with M.S. Consultants and the U.S.D.A. to provide funding for E.P.A. mandated changes to the wastewater treatment plant.

Not all of the change was positive. An earned income tax increase to support the City School District, failed by about 70 votes. Our infrastructure continues to need overhauls and upgrades. Our First responders and dispatch continue to be short-handed, although the additional funding will begin to address this issue.

"Success can happen here."

Mr. Chris Neifer

As I look to 2020, I think about a statement made by School District Superintendent Neifer at the 2019 Hall of Fame ceremony "Success can happen here". Success ***can*** happen here. We are currently in the process of adding personnel to address the concerns of residents and Village Council. We are planning to provide more repairs and investments to the infrastructure, and are in the process of planning to repair the alleyways in town. There are upgrades to the park planned and repairs planned for the swimming pool. Some new business will be coming to town, and we're trying to find ways to address the issues of blight.

I look forward to 2020, and the ways that our community will grow and change, and, to working through the challenges, and discharging the trust that has been placed in me.

Mark R. McTrustry
Village Manager
February 2020.

MUNICIPAL VISION, MISSION, & GOALS

VISION STATEMENT

The Village of East Palestine's overall vision statement as derived from the past input of citizens, business owners, and other key stakeholders interested in the long-term future of the community is as follows:

"To be a Village with an emerging vibrancy guided by a strong sense of community."

MISSION STATEMENT

The Village of East Palestine's organizational mission statement reflecting the purpose to be served by the existence and ongoing efforts of our municipal operations is as follows:

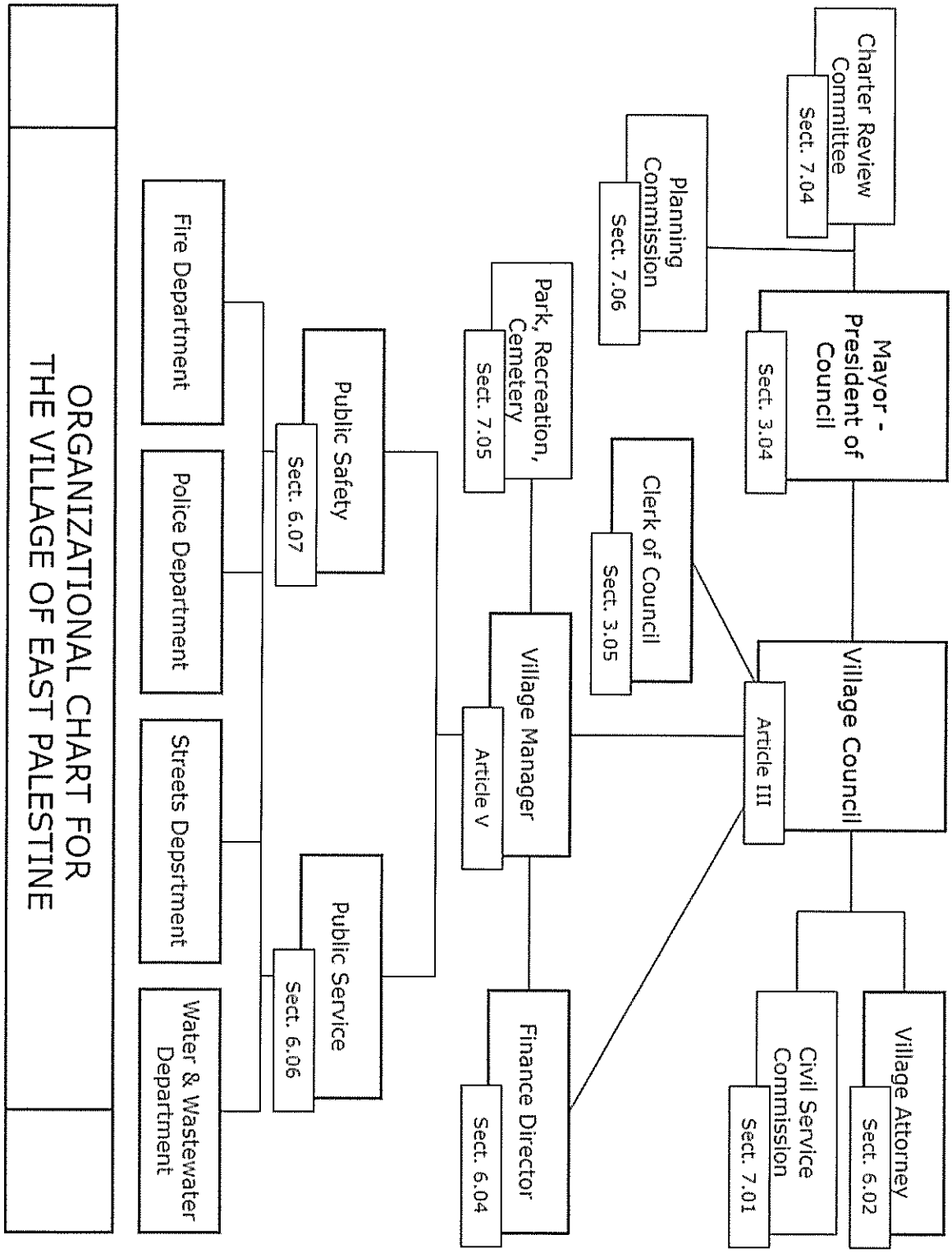
"To provide affordable, high quality municipal services and responsive accessible local governance ensuring all persons have the opportunity to enjoy contributing to and being a part of the East Palestine community."

VALUES STATEMENT

The core values representing the beliefs and behaviors by which all members of the Village of East Palestine organization shall conduct ourselves and providing a common basis for making and evaluating all decisions and actions are as follows:

Resident-focused service	We engage our residents with a focus on listening to and supporting their needs, delivering quality services and seeking satisfaction.
Integrity	We conduct ourselves in a manner that is legal, ethical, and professional, with honesty, respect, and fairness
Innovation	We develop creative solutions and share practices that enhance the value of services provided to our residents
Accountability	We promote openness and transparency in our operations to ensure accountability at all times.
Stewardship	We serve as stewards of the residents' resources seeking to responsibly utilize, conserve, and sustain our Village for future generations

ORGANIZATIONAL CHART



FINANCIAL SUMMARY

Statement of Financial Position

The Finance Department handles the following:
Finance/Budget, Insurance, Payroll, Cemetery, Assets for the City.

Budget:

Total Budget Expenses	$ 6,642,559.96
Wages/Benefits	$ 2,227,074.46
Debt Payments	$ 857,201.70
Department Expenses	$ 3,558,283.80
Total Revenue Collected	$ 6,327,191.82

Levies:

Fund	Millage	Expiry Year	Amount Received
General Fund	2.1 Mills		$131,729.44
Police Pension Fund	0.3 Mills		$18,819.36
Park	2 Mills & 1 Mills	2022	$135,432.79
Fire	1.5 Mills	2023	$86,183.37
Street	5 Mills	2025	$313,907.77
Police	2 Mills	2021	$126,251.92

Cemetery:

Graves Sold	17
Burials	24
Vaults	10
Cremations	14

DEPARTMENAL REPORTS

Administrative Report

Personnel changes

As usual, there were a number of part-time summer hires. Twenty-nine lifeguards were hired for regular pool and pool-party duties were hired. This proved to be more guards than were needed and will be used to adjust the hiring numbers for the 2020 season. The park hired three high school and/or college aged students, and the Street department hired four college students.

Within our regular departments, Water/Wastewater has lost one full time person due to retirement, the Street department has one additional full time and one part time person. The Police department has lost one part time officer to a higher paying position elsewhere, hired two part time officers, and renewed the sharing agreement with the officers assigned to the county Joint Drug Task Force. Furthermore, the dispatch department has lost one full time person with that position filled from internally with a further third full time dispatcher to be put into place later in 2020: the Police department continue to look for part-time officers and dispatch personnel. The fire department had seven students enroll in an EMT-Basic class in the late Fall: it is anticipated that the new EMT's should begin duties around Easter 2020. Prior to the current EMT-Basic class an early Spring class provided us with one Nationally Registered Advanced EMT, and one who is ready to take the National Registry test. Manager McTrustry has had to drop his active membership of this department but continues to provide Chaplaincy services and a presence for top tier emergencies.

2019 Ordinances and Resolutions

Twenty-nine ordinances were passed, as were twenty-one resolutions. The ordinances included budget allocations, the elimination of debt, the receipt of funds from grants, projects, and new or renewed contracts with personnel. The resolutions included a similar variety of matters: contracts with vendors, budget allocations, levy renewals, and purchasing matters.

A full list of Ordinances and Resolutions, by title, may be found in Addendum I on page 23.

Projects

On top of the normal maintenance of the Park property, maintenance and repair of our infrastructure, we completed one major project and brought a second near to closing. The water plant had a major upgrade, which included a new addition onto the existing water plant. This

upgrade now allows remote monitoring of the water plant and easier access to the water being supplied through each well. This upgrade also allows us to better monitor what volume of water is being "lost" in our infrastructure, and coordinate with regulating bodies. The project that Interim-manager Spratt oversaw, in tandem with her normal tasks of managing the finances of the Village, was the expansion of the Wastewater plant. First quarter of 2020, this project will go to construction bid. This project will expand the holding capacity of the sewer plant and bring us into compliance with Ohio EPA regulations. Manager Spratt worked with the engineers from M.S. Consultants to negotiate a $3.2M grant through the U.S.D.A. which will cover approximately 25% of the total cost of the project.

The licensing and construction of a marijuana growing and processing plant was an important development for the Village. The owner of this business hopes to have the business up and running in 2020. The old Tube-Tech building on East Taggart Street has also been under development. The owner has spent approximately $2M on upgrading the building and grounds, and as of the end of 2020, was in process of installing production machinery. All of these projects are of great benefit to the village, and our residents.

Looking Ahead

The following projects are planned for 2020 and beyond:

- Safe Routes to School: sidewalk repairs & replacement. Summer 2020
- Wastewater plant EQ Basin construction. Summer 2020 to Spring 2021
- Installation of Rainbow Dreamland play ground equipment. By End of Fall 2020
- Start of four to five-year alleyway replacement plan. One quarter of the Village per year
- Paving Streets. Late Spring to Early Fall 2020
- Chip and seal through County Engineer's Office. Late Spring to Early Fall 2020
- Revitalization of the walking trail via O.D.N.R. grant. By End of Fall 2020
- Develop plans for replacing aging water and sewer lines and find grants for those programs.
- Develop plans to address O.D.N.R. & E.P.A. issues with City Lake dam, and consult with engineers and Army Corps of Engineers to find funding for the repairs, consult with the community about wants for that area, and to be best stewards of our property and finances.
- Add additional personnel to Fire Department, Police Department, and emergency dispatchers, as well as repairing or replacing necessary equipment.

For 2019 Building and Zoning data, please see Addendum III on page number 26.

DEPARTMENAL REPORTS

Fire Department Report

For Chief Brown's full report, please see Addendum V, page number 29.

the East Palestine Fire Department is committed to serving the citizens of East Palestine and area communities with the highest level of life and property protection. We continue to achieve this by providing excellent and compassionate service in an atmosphere that encourages innovation, professional development and diversity. We extend our greatest gratitude to the citizens of East Palestine for their continued support.

Summary

- The fire department answered 1,003 calls for service.
- The fire personnel answered 276 calls and the EMS personnel answered 727
- At the end of the first quarter 2019 the East Palestine Fire Department was accepted to the University Hospital EMS Protocol.
    - This is very aggressive protocol
    - Allows our EMS providers to function at their maximum potential
    - Offers better care to our community.
    - UH also supplies the department with pre-hospital medications to administered in the field. Previously the department had to purchase and maintain these medications in house.
- New equipment in 2019
    - East Palestine Firefighter's Association donated a new set of hydraulic rescue tools, and a set of Rams to be used for vehicle extrication
    - East Palestine VFW made a donation to the department that was used to purchase two sets of vehicle stabilization strut systems to be used during rescue operations.
    - A grant from the Pittsburgh Pirates that was used to purchase a new Firefighter Accountability System
    - A grant was awarded by the Trans Canadian Pipe Line that was used to purchase three Multi Gas Meters
    - A grant from the Ohio BWC that was used to purchase a turnout gear washer and two pair of fire gloves and two Nomex hoods per responder

- The Division of Fire currently has a roster of 32 Firefighters. Of these Firefighters six are scheduled to attend the Ohio Basic Firefighter's Course in the spring of 2020. Our Firefighters are assigned to one of three station
    - One Fire Engine and four Firefighters assigned to the Main Street station,
    - One Fire Engine, Brush Truck and six Firefighters assigned to Unity station,
    - A Fire Engine, Tanker, Ladder, Brush Truck and Utility and twenty-two Firefighters assigned to Clark Street station.
- The Division of EMS currently has a roster of 17 EMS personnel that respond from either the Clark or Main Street stations.
    - With the completion of the 2020 EMT class this will increase our roster to a total of 23.
    - The EMS Division has begun recruitment of EMS certified personnel to add to the growing roster to cover the future staffing.

DEPARTMENAL REPORTS

Law Director Annual Report

The waste water and sewer improvement project is moving forward. All easements and properties required for the project have been secured. OEPA seems to be content with the progress made.

Litigation continues over the OPEC-HC health care consortium insolvency. The Receiver appointed in the Franklin County Court of Common Pleas, has indicated that it may begin attempts to assess former members for debts incurred by OPEC-HC. Jefferson Health Plans is a major creditor of OPEC-HC. Discussions are occurring on behalf of the Village of East Palestine, and other former OPEC-HC members, in efforts to minimize the Village's exposure to liability. This is an ongoing matter, and of great concern to the financial stability of the Village. The State Auditor finally initiated an audit of OPEC-HC, which we are hopeful will shed some light on the causes of the collapse of the consortium, and hopefully will result in some findings for recovery from those at fault.

The proposed JEDD Agreement with Unity Township needs to be considered further and pushed forward, if beneficial to all concerned.

I am aware of a couple situations, which may result in claims or litigation against the Village. At this point nothing formal has been filed.

My son has suggested a book for your consideration: Strong Towns by Charles L. Marohn, Jr.

Weekly meetings with the Village Manager continue, as we work on issues of concern, and discuss future plans.

Respectfully Submitted,

David P. Powers, Esq.
Law Director

DEPARTMENAL REPORTS

2019 Summary Park Report

The park crew's responsibilities change from season to season. In the spring we are gearing up for the opening of the pool. This includes pressure washing the pool, applying a marine caulking around the gutter system and then painting the entire pool. All lifeguard chairs, ladders and stairs are put into place. The features for the splash pad are installed. The chemical application, heating and filtration systems are checked to make sure they are in good working order. The pool house and concession area are cleaned and the bathrooms are opened up. This is a very important time for mowing grass and trimming weeds. I feel getting ahead of the landscaping at this time is crucial for the overall appearance of the park for the entire year. This task was made easier by a donation from Brittain Motors. It allowed us to hire seasonal help earlier.

During the summer the pool is in full operation and open daily. Chemicals are checked every morning to assure we are in compliance with the health department regulations. The pool filters are backwashed twice a week. This entails emptying the pit and washing each individual filter. By doing this we ensure our system is operating at its most efficient level possible. The park crew, which is comprised of three hard working college students, cleans the bathrooms every morning and empties all trash cans throughout the park. Buildings and pavilions are inspected to make sure they are ready for rental. Mowing of grass and trimming is done every day.

Baseball fields are all mowed and weed whacked at least once a week. July 4th is the largest gathering of the summer and the crew works extremely hard to make sure the park looks its best for the event. The crew was also in charge of decorating for the WW1 convoy that made its way through our park.

The fall brings the closing of the pool. All equipment is taken down, inspected and put away. Soccer, football and baseball are all still being played at the park. Soccer goals are put up and all fields are maintained.

During this past soccer season, a memorial for Edward McGuckin was constructed to honor his military service. The stone water fountains were also grouted at this time. Many dead trees were cut down. The fountain in the duck pond was also replaced. When temperatures start to drop below freezing the entire park is winterized. This winter both sides of the creek were cleared entering the park. The old green benches have been refurbished with newly painted frames and stained wood. Overgrown areas around the girl scout cabin have been cleared to help better utilize them in the

future. This was also done to the hillside at city lake and Elder's park. The park garage and pool house have been cleaned out.

The area outside of the park garage was also cleared. Mowers have been evaluated and repaired to get them ready for the spring.

Respectfully Submitted,

Brennan Harvey
Park Superintendent

For 2019 Park Income data, please see Addendum II on page number 25.

For 2019 Pool data, please see Addendum IV on page number 28.

DEPARTMENAL REPORTS

Police Department Report

For Chief Brown's full report, please see Addendum VI, page number 32.

The East Palestine Police Department is committed to protecting the lives, property, and the rights of all people who live in or visit the Village of East Palestine. In 2019 we continued our efforts to enforce the law impartially and provide quality police service in hopes of reducing crime and improving the quality of life for the residents.

Summary

- The police department answered **3,656** calls for service.
- Dispatch answered a total of **20,103** calls.
- 2019 Parking Ticket and Crash Report Receipts totaled **$2,687.50**
- Court Fine Receipts totaled **$5,921.54.**
- Local drug related charges and/or arrests decreased in 2019 reflecting enforcement efforts
- East Palestine / Columbiana County Drug Task Force continues to produce positive results holding accountable those who violate drug laws.
- Lt. Johnson and K-9 Toney received their annual Ohio Peace Officer Training Academy certification in Narcotics, Tracking and Article Search.
- Lt. Johnson and K-9 Toney received their annual recertification through the North American Police Working Dog Association for Narcotics, Tracking and Article Search.
- Security for: Street Fair, High School Commencement, Prom, 3 dances, 5 Football Games, 12 Basketball Games, 5 Track Meets, 2 Soccer matches, Christmas Eve services at Our Lady of Lords and New Year's Eve at the Liquor Stop.
- Three veteran officers added to part-time roster this year and our recruiting efforts continue.
- Dispatcher Shannon Campy hired as a full-time dispatcher and Dispatcher Patty Lacey will be promoted to full time in 2020.
- One of the things that did not change in 2019 was the level of support we received from the community. Local residents delivered food, thank you cards and offered encouraging words of support for our police officers. The entire department would like to thank all those who took the time to offer support throughout the year.

DEPARTMENAL REPORTS

Streets Department Report

The Street Department maintains 27 centerline miles and an equal number of Alleyways. They also apply hot tar to cracks on roads that are starting to show wear and tear. And on a weekly basis sweep all over town. They also apply cold patch to potholes in the winter and hot mix and dura-patch in the summer months.

We also maintain 91020 feet of storm drains and 750 catch basins. They also handle forestry duties, taking care of dead or damaged trees and overgrowth along some Village Streets and in the Park. And they take care of the painting of crosswalks, curbs and parking spaces. They place barricades for events, erect flags, banners and Holiday decorations downtown. They also take care of maintenance of licensed and unlicensed vehicles and equipment. In the winter months the Street Department does maintenance on the mowers, sharpening blades, changing oil and filters and anything else that we may find with inspections.

Paving

We had another good year of paving this year in the Village. The streets paved this year were

- McClure Ave.
- Hamilton La.
- Park Ave.
- Vine St.
- Prospect
- Malibu Dr
- Wallace Ave.
- Conner Dr.
- And Pleasant Dr. between Taggart and Martin

Mowing

The Street Department also maintains all city properties in town. We mow and weed-whack on a weekly basis. We also mow and weed eat all vacant lots in town. The Properties include:

- Taggert St by Tube Tech
- Rebecca St by family Dollar
- The Grass on both sides of the creek by the recycle bins
- The Triangle lot on Rt 14 by The Welcome to East Palestine sign

- West Main in front and on side of The Street Garage
- West Main at Elders Park on both sides of creek
- Both sides of the West St bridge
- Empty lots at The Leslie Run Estates
- We also highway mow in 12 areas all over town.

Projects

This past year was a very productive year for the Street Department. We were able to clean out a lot of catch basins and jet the lines with the help of summer help. This leads to us finding catch basins that need attention or even replaced. We did replace Six catch basins last year that were in very bad shape. We installed four catch basins and ran 500 feet of pipe down Conners drive that alleviated a lot of the water run off that was flooding Grant and damaging the edge of Conner Dr.

Another project that we had was at the end of McClure Ave where we also dropped 3 catch basins and ran 460 ft of pipe to help with drainage problems and erosion.

We also were able to fix our water problems on East North Ave. and Clark St. by renting a small milling machine for our skid loader, milling the sections out in front of the catch basins and repaving the areas where water had laid.

We hired 2 college-aged kids to also go around and apply hot tar in cracks of our most recently paved roads. And they were also a big help in paving projects.

Respectfully Submitted,

Steve Baird
Streets Department, Superintendent

DEPARTMENAL REPORTS

2019 Water & Wastewater Department Summary

For the year 2019 the water plant produced 153.421 million gallons of water. This total is up slightly from the previous year by 5.798 million gallons. The total from 2017 was 172.603 million gallons. Unaccounted for water for the year was at 33.15%. This is a slight increase of 2.15% from 2018. Unaccounted for water in 2017 was at 40%. Again in 2019, Leak Seekers performed a leak survey of the entire system. A few small leaks were discovered and repairs made. Overall for a distribution system which is over one hundred years old in many sections, we are not finding many large leaks. Unaccounted for water would include: entire system hydrant flushing, flushing after water leaks, overflowing the reservoirs periodically, water leaks, fires and fire training. We continue to work with Leak Seekers and NECO on unaccounted for water.

Water Department contingency plans and bacteria sample site plans are updated each year to stay in compliance with EPA standards. We continue to keep up to date on changes to all EPA standards such as depressurization, lead services, consumer confidence, sampling and testing. Adjustments to these standards are handed down frequently. All annual, monthly and daily sampling and testing was completed for compliance with EPA standards.

The construction project for the water treatment plant was begun in February and completed in November. This was a great project for our water plant and for the village. Improvements included a building addition for the well manifold and VFD control of the wells. A new motor control center was added for operation of the entire plant as well as replacement of the breaker box with a newer, larger one. Many improvements to the electrical system were made. New magnetic flow meters were added for the influent, effluent and for well by-pass. Two new wells were put into service and the motors were replaced in the Nulf and Rhodes wells. We now have a total of five wells. Also, as part of the project the 10" transite effluent line from the plant was replaced with a new 12" ductile line and connected to the system near the street garage. We now have three separate feeds for the distribution system.

In the distribution system a total of 20 water leaks were repaired and 4 services were replaced or installed including one lead service. A total of 275 hydrants were flushed and 25 valves were exercised. Replacements included 4 hydrants and 5 main line valves. A total of 125 commercial backflow devices were tested and there are now 557 residential backflows in homes.

We contract with SUEZ for maintenance of the Wheat Hill and Moore Lane reservoirs. Both tanks were inspected in 2019 with no major deficiencies found.

The wastewater treatment plant treated a total of 324.555 million gallons of wastewater in 2019. Sludge production for the year was 319.39 tons sent to the landfill. We continued to work with MS Consultants on the wastewater project. Construction should begin in the spring of 2020. All weekly, monthly, quarterly, semi-annual and annual sampling and testing was completed for EPA compliance with no violations. Also, DMRQA testing was performed. This is a requirement through the US EPA which is quality assurance testing for analyticals which are run in house. There was one sewer line repair made and a total of 12 backed up sewers were corrected through jetting. General maintenance jetting was performed on particular problem areas periodically through the year.

For the water and wastewater department, a total of 617 job orders were completed. Shut-off notices sent to delinquent customers totaled 1,553. Disconnection notices hand delivered totaled 925 and 59 services were terminated at the curb-stop.

A statistical summary of the year is attached as Addendum VII, on page number 37.

Respectfully Submitted,

John Jurjavcic
Water & Wastewater Department, Superintendent

COMMITTEE & DEPARTMENTAL INFORMATION

Village Council

Mayor, President of Council	-	Mr. Trent Conaway
Mayor Pro-tem	-	Mr. Doug Simpson

Councilmember	-	Mr. Alan Cohen	Safety* (C), Development, Legislation
Councilmember	-	Mr. Jim Hall	Development (C), Utility, Finance
Councilmember	-	Mr. Robert Runnion	Legislation (C), Street, Finance
Councilmember	-	Mr. Doug Simpson	Utility (C), Development, Legislation
Councilmember	-	Mr. Flay Stewart	Finance (C), Street, Safety
Councilmember	-	Mr. Mark Walker	Street (C), Safety, Utility

(C) indicates Council committee chairperson.

* Safety is abbreviated form of Safety/Park/Recreation/Cemetery Committee.

Village Administration and Departments

East Palestine Fire Department	Chief Joshua M. Brown Deputy Chief (Fire) Rick Gorby Assistant Chief (E.M.S.) Barb Greaves
East Palestine Police Department	Chief James C. Brown III Lieutenant Don Johnson Sergeant Brian Moore
East Palestine Street Department	Steve Baird, Superintendent Brennan Harvey, Park Superintendent
East Palestine Water & Wastewater Department	John Jurjavcic, Superintendent
Village Attorney	David Powers, Esq.
Village Clerk of Council	Misti Martin
Village Finance Director	Traci Spratt
Village Manager	Mark McTrustry

APPENDICES

APPENDIX I	-	2019 LEGISLATION
APPENDIX II	-	2019 TOTAL PARK INCOME
APPENDIX II	-	2019 BUILDING PERMITS ISSUED
APPENDIX IV	-	2019 PARK POOL DATA
APPENDIX V	-	2019 ANNUAL FIRE REPORT
APPENDIX VI	-	2019 ANNUAL POLICE REPORT
APPENDIX VII	-	2019 WATER/WASTEWATER STATISTICAL DATA

APPENDIX I - 2019 LEGISLATION

Ord. 1-2019	Credit Card Policy
Res.1-2019	ODNR Authorization of walking trail grant application
Ord.2-2019	2019 Paving
Res.2-2019	Authorizing settlement with Jefferson Health Plan
Ord.3-2019	Dedication of Malibu Dr.
Res.3-2019	Contract with DeSantis Vending for Concession Stand
Ord.4-2019	Mutual Aid Agreement with Homicide Task Force
Res.4-2019	2019 Road Salt
Ord.5-2019	Video Service Provider Fee
Res.5-2019	Alternate Method of Apportionment LGF Monies
Ord.6-2019	Supplemental Appropriations
Res.6-2019	Excluding Salem from Alternate Method of Apportionment
Ord.7-2019	Appointing Traci Spratt Interim Manager
Res.7-2019	WSOS Contract - USDA Grant Applications
Ord.8-2019	2020 Budget
Res.8-2019	Authorizing RCAP to submit USDA Rural Development App (WW Project)
Ord.9-2019	Repealing section 231.01 - PERS pickup
Res.9-2019	Budget allocations for the .5% income tax increase (25% to 40%)
Ord.10-2019	Establishing Police Fund (.5% Income tax increase)
Res.10-2019	Accepting amounts and rates
Ord.11-2019	Establishing Fire Fund (.5% Income tax increase)
Res.11-2019	Certifying the tax valuation for street levy renewal
Ord.12-2019	Amending section 246.02 - Authorized Positions Fire Department
Res.12-2019	Urging Gov/General Assemble to return LGF Funds to pre-recession levels
Ord.13-2019	Codification
Res.13-2019	Tax valuation for Street Levy Renewal
Ord.14-2019	Property purchase for Sewer Plant upgrades-Slavick
Res.14-2019	LMI Study
Ord.15-2019	Establishing Fire Loss Agency Fund
Res.15-2019	Street Levy Renewal
Ord.16-2019	ODOT Bridge Inspection Program

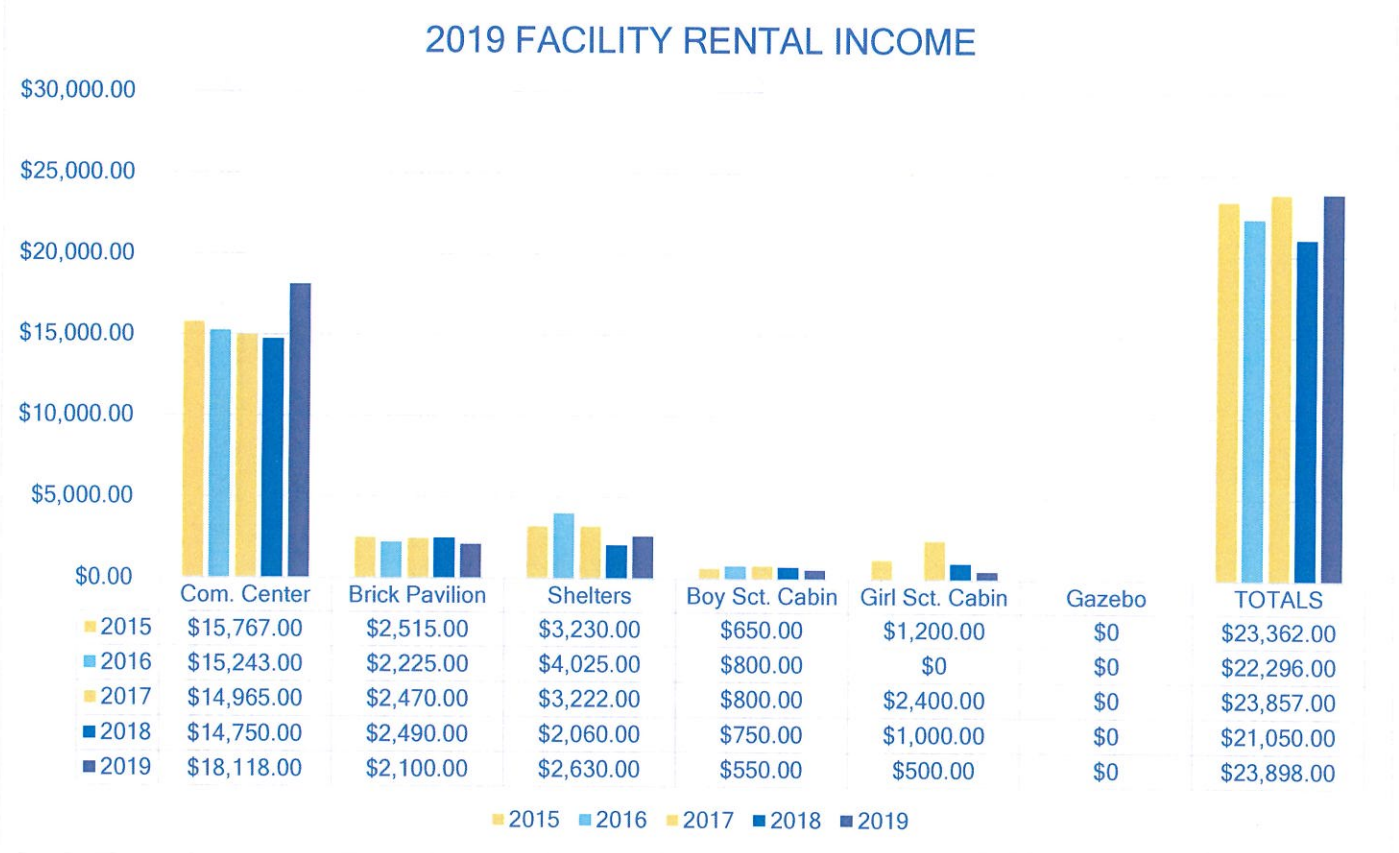
Res.16-2019	Special Assessments
Ord.17-2019	Eliminating Electric Trust Debt
Res.17-2019	Mark McTrustry Village Manager
Ord.18-2019	Increasing the base water rate
Res.18-2019	DTF Monies
Ord.19-2019	Supplemental Appropriations
Res.19-2019	Authorizing the purchase of protective gear for FD
Ord. 20-2019	Selling real estate (Park Avenue 68-04265-000)
Res.20-2019	Authorizing incurrence of debt for Village portion USDA funding WWTP upgrade
Ord.21-2019	2020 Budget
Res.21-2019	Authorizing purchase of new K9 vehicle-2019 Tahoe
Ord.22-2019	Change order for MS Consultants
~~Res.22-2019~~	Unused resolution number
Ord.23-2019	Contract with David Powers law Director
~~Res.23-2019~~	Unused resolution number
Ord.24-2019	Hire/Wages Building Inspector
~~Res.24-2019~~	Unused resolution number
Ord.25-2019	Teamsters pay increase
~~Res.25-2019~~	Unused resolution number
Ord.26-2019	FOP pay increase
~~Res.26-2019~~	Unused resolution number
Ord.27-2019	Full time nonunion pay increase
~~Res.27-2019~~	Unused resolution number
Ord.28-2019	Supplemental Appropriations
~~Res.28-2019~~	Unused resolution number
Ord.29-2019	Authorizing issuance of bonds for USDA funding

APPENDIX II - 2019 TOTAL PARK INCOME

	2015	2016	2017	2018	2019
TOTAL INCOME	83,273.20	89,011.00	84,686.00	96,645.00	$98,181.00

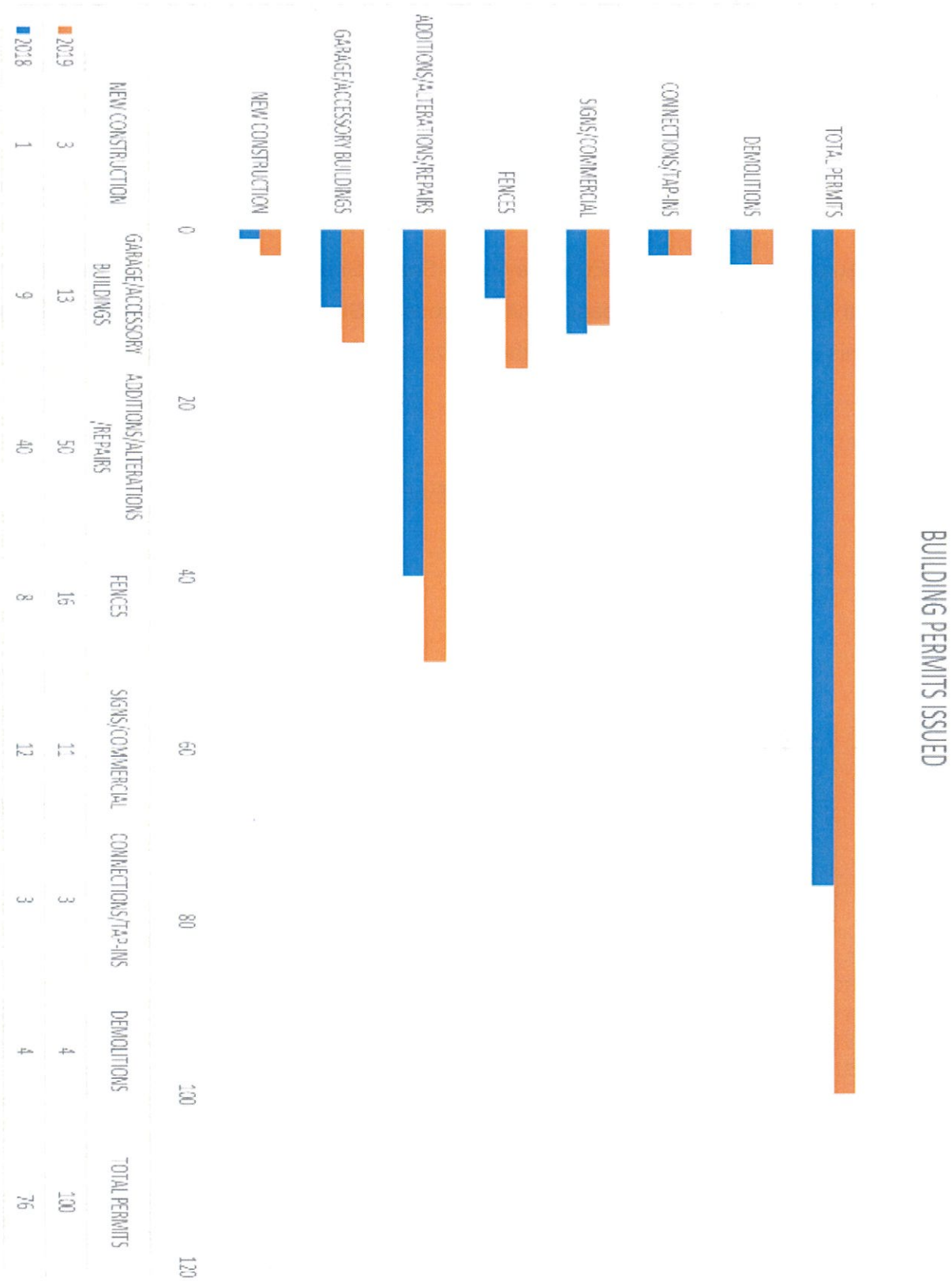
**NOTE: Profit from concession stand in 2019 (DeSantis Vending) $600.00 not included in the above figure.

**NOTE: In lieu of paying utilities for 2018 Savvy J's Snack Shack forfeited their original $200 deposit since they will no longer be leasing the Concession Stand. The percentage of profit paid was $8.90. This amount is NOT included in the above figures for total park income.



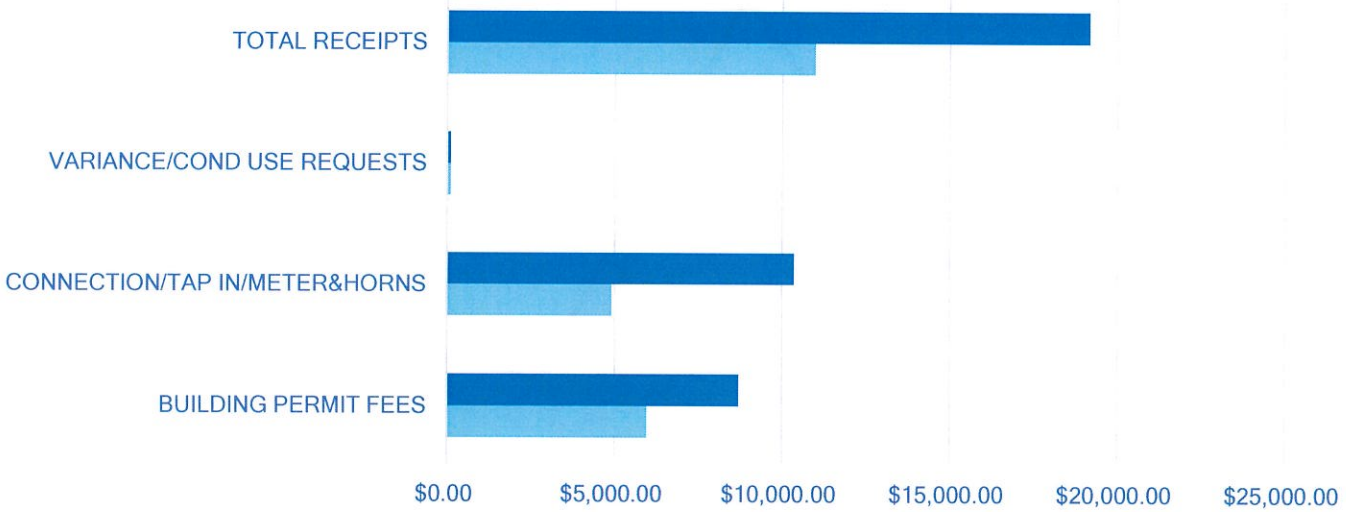
	Com. Center	Brick Pavilion	Shelters	Boy Sct. Cabin	Girl Sct. Cabin	Gazebo	TOTALS
2015	$15,767.00	$2,515.00	$3,230.00	$650.00	$1,200.00	$0	$23,362.00
2016	$15,243.00	$2,225.00	$4,025.00	$800.00	$0	$0	$22,296.00
2017	$14,965.00	$2,470.00	$3,222.00	$800.00	$2,400.00	$0	$23,857.00
2018	$14,750.00	$2,490.00	$2,060.00	$750.00	$1,000.00	$0	$21,050.00
2019	$18,118.00	$2,100.00	$2,630.00	$550.00	$500.00	$0	$23,898.00

APPENDIX III - 2019 BLDG. PERMITS ISSUED



ESTIMATED CONSTRUCTION COSTS

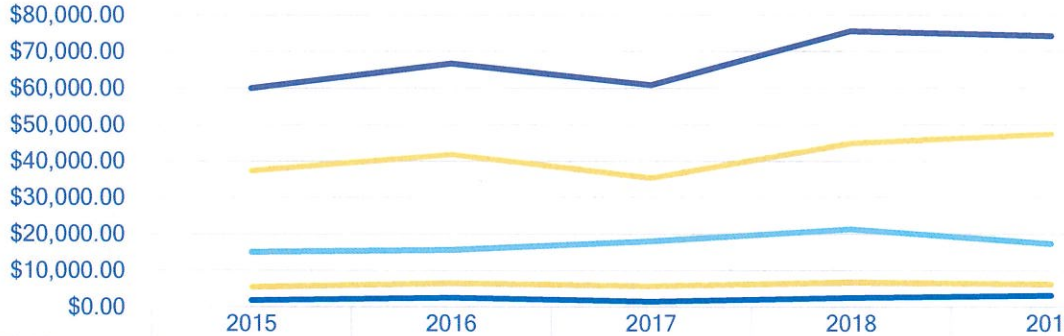
INCOME FROM FEES, TAP-INS, & ZONING DEPT.



	BUILDING PERMIT FEES	CONNECTION/TAP IN/METER&HORNS	VARIANCE/COND USE REQUESTS	TOTAL RECEIPTS
2019	$8,721.49	$10,361.50	$100	$19,182.99
2018	$5,973.86	$4,912	$100	$10,985.86

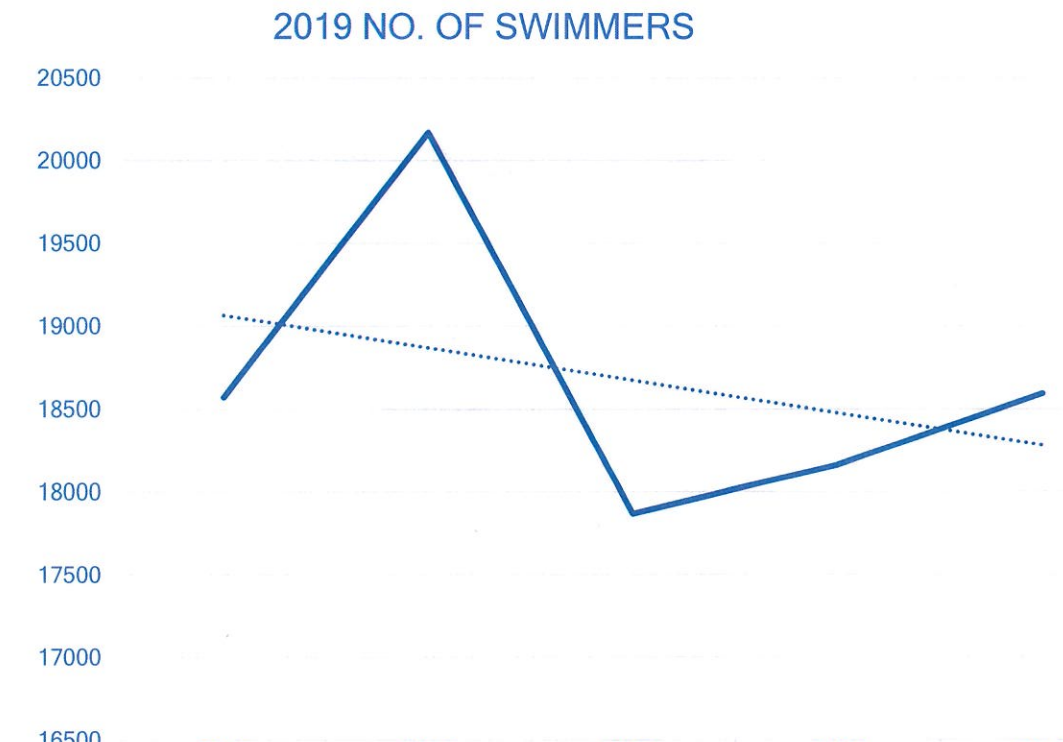
2019 2018

APPENDIX IV - 2019 PARK POOL DATA



	2015	2016	2017	2018	2019
Daily Admission	$37,391.20	$41,902.00	$35,461.00	$44,888.00	$47,478.00
Passes	$15,130.00	$15,655.00	$18,045.00	$21,345.00	$17,355.00
Pool Parties	$5,525.00	$6,565.00	$5,815.00	6,755.00	$6,290.00
Swim Lessons/Aerobics	$1,865.00	$2,596.00	$1,508.00	$2,607.00	$3,160.00
Totals	$59,911.20	$66,718.00	$60,829.00	$75,595.00	$74,283.00

Daily Admission Passes Pool Parties Swim Lessons/Aerobics Totals



	2015	2016	2017	2018	2019
NO. OF SWIMMERS	18570	20171	17868	18163	18592

Dashed line is the trend for the five-year totals and does not represent a future estimate.

APPENDIX V - 2019 ANNUAL FIRE REPORT

In 2019 the East Palestine Fire Department was called for service a total of 1,003 times. This is a decrease in call volume by 7.2% from 2018. Below is a detailed breakdown of the 2019 call volume.

DIVISION OF FIRE

Series	Call Category	Totals	Call Zone	Totals
100	Fire	45	East Palestine	162
200	Over Pressure, Explosion, Overheat (No Fire)	6	Unity Twp.	97
300	Rescue, MVA, EMS	74	New Waterford	2
400	Service Call	22	Middleton Twp.	7
500	Hazardous Condition (No Fire)	46	Pennsylvania	6
600	Good Intent Call	26	Other	2
700	False Alarm, False Call	39	**Total**	276
800	Severe Weather, Natural Disaster	8	MA Provided	38
900	Special Incident	10	MA Received	15
	Total	276	**Total**	53

DIVISION OF EMS

Call Category	Totals	Call Zone	Totals
BLS Transport	183	East Palestine	567
ALS Transport	170	Unity Twp.	137
Non-Transport	164	New Waterford	9
False Alarm	6	Middleton Twp.	7
No Patient Found	13	Pennsylvania	6
Body Removal	14	Other	1
EMS Standby	23	**Total**	727
Call Cancelled	15	MA Provided	35
Dropped Calls	139	MA Received	78
Total	727	**Total**	113

In May of last year voter passed a .5% tax increase in the Village of East Palestine. This increase will allow for the fire department to staff an ambulance from 0900-1500 Monday-Friday

for part of the year starting mid-year 2020. As the Village receives more tax funding the amount of time covered by staffed personnel will increase with goal of staffing one crew 24 hours per day.

Two EMT's completed the AEMT course in the spring of 2019 and currently one of the students has obtained certification as a NRAEMT as the other EMT is waiting on testing. In addition, seven students were sent to the Basic EMT course in the fall. That class is scheduled to graduate in March 2020.

At the end of the first quarter 2019 the East Palestine Fire Department was accepted to the University Hospital EMS Protocol. This protocol is very aggressive and allows our EMS providers to Function at their maximum potential and offer better care to our community. In addition to a more aggressive protocol, UH also supplies the department with pre-hospital medications to administered in the field. Previously the department had to purchase and maintain these medications in house.

The East Palestine Fire Department was fortunate to receive some new equipment in 2019. The East Palestine Firefighter's Association donated a new set of hydraulic rescue tools, and a set of Rams to be used for vehicle extrication. The East Palestine VFW made a donation to the department that was used to purchase two sets of vehicle stabilization strut systems to be used during rescue operations. In addition to these generous donations the department also received a grant from the Pittsburgh Pirates that was used to purchase a new Firefighter Accountability System. Another grant was awarded by the Trans Canadian Pipe Line that was used to purchase three Multi Gas Meters. The department was also awarded a grant from the Ohio BWC that was used to purchase a turnout gear washer and two pair of fire gloves and two Nomex hoods per responder as part of a cancer prevention initiative started by the department this year.

The Division of Fire currently has a roster of 32 Firefighters. Of these Firefighters six are scheduled to attend the Ohio Basic Firefighter's Course in the spring of 2020. Our Firefighters are assigned to one of three stations throughout our response area based upon the location of their residence. Currently there is a Fire Engine and four Firefighters assigned to the Main Street station, a Fire Engine, Brush Truck and six Firefighters assigned to the Unity station and a Fire Engine, Tanker, Ladder, Brush Truck and Utility and 22 Firefighters assigned to the Clark Street station.

The Division of EMS currently has a roster of 17 EMS personnel that respond from either the Clark or Main Street stations. With the completion of the EMT class this will increase our roster to a total of 23. In addition to this roster the Village and the department has begun recruitment of EMS certified personnel to add to the growing roster to cover the future staffing.

East Palestine City School District and the Village have started meeting and planning an exciting new program that will soon be offered to high school students in our school district. Currently the Fire Chief is working with the school administration to start an apprenticeship program that will allow qualified students to receive training and certification as Firefighter/EMT's that will count towards their graduation requirements.

In closing the East Palestine Fire Department is committed to serving the citizens of East Palestine and area communities with the highest level of life and property protection. We continue to achieve this by providing excellent and compassionate service in an atmosphere that encourages innovation, professional development and diversity. We extend our greatest gratitude to the citizens of East Palestine for their continued support.

Respectfully Submitted,

Joshua M. Brown
Fire Chief

APPENDIX VI - 2019 ANNUAL POLICE REPORT

The East Palestine Police Department is committed to protecting the lives, property, and the rights of all people who live in or visit the Village of East Palestine. In 2019 we continued our efforts to enforce the law impartially and provide quality police service in hopes of reducing crime and improving the quality of life for the residents.

1. In this section, East Palestine reported crime data is presented. Emphasis is placed on 2019 crime totals, however, totals from the previous year are provided for comparison.

	2019	**2020**
Burglary / B&E	17	**20**
Carrying Concealed Weapons	2	**2**
Criminal Damaging	27	**30**
Domestic Violence	60	**66**
Drug Offenses	72	**57**
Juvenile Offenses	39	**24**
Murder (conspiracy)	0	**1**
Robbery	1	**0**
Sex Offenses	6	**7**
Theft	40	**36**
Traffic Citations	421	**374**
Traffic Crashes	58	**71**

**Excludes Drug Task Force cases which are referenced later in this report*.*

- The police department answered **3,656** calls for service.
- Dispatch answered a total of **20,103** calls.
- 2019 Parking Ticket and Crash Report Receipts totaled **$2,687.50**
- Court Fine Receipts totaled **$5,921.54.**

Law Enforcement Receipts totaled

2. In this section, East Palestine Detective / Investigative data is presented for 2019. The following cases were investigated / closed due to the combined efforts of Det. Dan Haueter and the assisting patrol officers.

Offense	**Total**
Arson	1
Auto Theft / Unauthorized Use	3
Burglary	2
Breaking and Entering	1
Child Abuse	2
Conspiracy (murder)	1
Drug Trafficking	1
Overdoses	4
Permitting Drug Abuse	1
Sex Crimes	6
Theft / Receiving Stolen Property	1
Total	23
****Search Warrants**	
Residences	7
Electronic Devices	8
DNA	4
Vehicles	1
Other	1
Total	21
Indictments	
Total	15
Misdemeanor Charges	
Total	4

3. In this section, East Palestine K-9-unit statistics are presented for 2019. Lt. Johnson and K-9 Toney continued their efforts in our commitment to combating the illegal drug problem in East Palestine and the surrounding area.

Activity	Total
Traffic Stop Sniffs	26
Tracks	1
Public Demonstrations	1
School Related Usages	1
Vehicle Sniff (other department)	10
Total Deployments	39
Training Hours	45

As noted in chart 1, local drug related charges and/or arrests decreased in 2019. This is a direct reflection of the enforcement efforts made by all East Palestine Police Officers, K-9 Toney, K-9 handler Lt. Johnson and our participation with the Columbiana County Drug Task Force.

Lt. Johnson and K-9 Toney received their annual Ohio Peace Officer Training Academy (OPOTA) certification in Narcotics, Tracking and Article Searches. This is a State certification.

Lt. Johnson and K-9 Toney received their annual recertification through the North American Police Working Dog Association (NAPWDA) for Narcotics, Tracking and Article Search. This is a nationally recognized accreditation.

4. In this section, East Palestine / Columbiana County Drug Task Force statistics are presented for 2019. Our participation in the Drug Task Force continues to produce positive results holding accountable those who violate drug laws.

Activity	Total
Indictments	1
Pending indictments	13
**Search Warrants	7

*** As indicated in chart 2 and chart 4 the combined efforts of the East Palestine Police Department, The Columbiana County Drug Task Force and the Columbiana County Prosecutor's Office led to a total of **28** Search Warrants being executed in East Palestine and the surrounding area*

5. In this section, East Palestine Community Policing information is presented (in summary) for 2019.

Sgt. Moore's D.A.R.E. class consisted of **85** 6th grade students.
Lt. Johnson and K-9 Toney completed their annual State and National certifications.
Memorial Day Parade traffic control and park services.
Security and traffic control for the Freedom Run and Fourth of July festivities.
Sgt. Moore completed alcohol sales compliance checks for ADAPT.
Security for the car cruise - worked the ADAPT booth.
Participation in the Drive Sober or Get Pulled Over campaign.
Trick or Treat and traffic control for the Halloween Parade.
Thanksgiving Day traffic control for the Turkey Trot 5 k.
Traffic control for the Christmas Parade and foot patrol in the business district during Holiday season.
Security for: Street Fair, High School Commencement, Prom, **3** dances, **5** Football Games, **12** Basketball Games, **5** Track Meets, **2** Soccer matches, Christmas Eve services at Our Lady of Lords and New Year's Eve at the Liquor Stop.
hours were dedicated responding to Public Information Requests in 2019.
Officers dedicated approximately **40** hours processing the **59** zoning complaints that were filed in 2019.
On three separate occasions in 2019 EPPD Officers worked with the Ohio State Highway Patrol conducting criminal patrol / drug interdiction within the Village.

2019 in review: Three veteran officers were added to our part-time roster this year and our recruiting efforts continue. Dispatcher Shannon Campy was hired as a full-time dispatcher and Dispatcher Patty Lacey will be promoted to full time in 2020. Employees once again participated in "No Shave November" and raised $1,115.00 for charity. Lt. Johnson organized the collection and delivery of Christmas gifts for families in need during the Holiday season. We remain enrolled in the 1033 / LESO program and continue to receive Government Surplus Equipment at little or no cost to the Village. Grants were submitted for the hiring of a full-time officer and the replacement of the aging K9 cruiser (award status unknown as of this writing). Sgt. Moore obtained a grant for the 2019 D.A.R.E. program. Ptl. Milliken received certification as a rifle armorer and Ptl. Koehler received civil liability and use of force training through the Ohio Peace Officer Training Academy. Having received FTO certification last year, Ptl. Koehler has implemented the department's first comprehensive training program for new

recruits. Sgt. Moore attended crisis intervention training and Lt. Johnson attended drug interdiction training.

Of the changes listed above, one of the things that did not change in 2019 was the level of support we received from the community. Local residents delivered food, thank you cards and offered encouraging words of support for our police officers. The entire department would like to thank all those who took the time to offer support throughout the year.

The East Palestine Police Department has a long history of dedicated service to our community. I am proud to report that the men and women serving today continue to provide selfless and dedicated service to the Village of East Palestine and the residents we are sworn to protect. I am confident in their abilities and I know through their commitment, hard work and dedication, both the police officers and dispatchers of the East Palestine Police Department will continue to provide quality service regardless of obstacles, situations or conditions. It is these men and women who make the department what it is today and these men and women who will shape this department for generations to come.

In closing, it is an honor and a privilege to serve as the Chief of Police for the Village of East Palestine and a blessing to do so alongside some of the finest people society has to offer, the men and women of the East Palestine Police Department. As we look forward to 2020, we remain committed to the use of sound police strategies, the continued development of community relationships and attaining the highest degree of ethical behavior and professional conduct.

Respectfully Submitted,

James C. Brown III
Chief of Police

APPENDIX VII - 2019 WATER/WASTEWATER STATS

2019	Final Reading	High consumption	OUPS Ticket	Check Reading	Repair/Replace Equipment	Check sewer	Check stopped meter	Shut off curb	Turn on curb	Replace /Repair shut off	Check leak	Misc	TOTAL
Jan	6	4	4	1	3	0	0	4	3	0	4	5	34
Feb	0	13	9	0	4	0	0	4	5	0	2	2	39
Mar	8	3	7	0	4	1	1	7	5	0	6	1	43
Apr	17	6	22	1	5	2	0	1	7	0	3	2	66
May	8	4	19	0	3	2	0	8	9	0	6	2	61
June	10	12	11	1	7	1	0	5	6	0	7	2	62
July	15	9	15	1	2	5	0	5	4	0	6	2	64
Aug	12	15	13	0	6	0	0	2	7	1	2	5	63
Sept	12	11	10	2	5	1	1	6	9	0	2	6	65
Oct	3	8	12	0	3	1	0	2	7	0	1	3	40
Nov	8	11	13	0	0	0	0	6	3	1	0	1	43
Dec	5	9	5	0	3	2	0	8	2	0	2	1	37
TOTAL	104	105	140	6	45	15	2	58	67	2	41	32	617

TOTAL RESIDENTIAL BACKFLOWS TO DATE 555

12/2019

2019	Waste Water Flow	Water Production	Water Billed	Residential Backflows	Shut off Sent	Disconnection Cards	Shut off At curb	Taste/odor	Discolored water	Low pressure
Jan	31.425	11.222	7.73	1	131	85	3	0	4	1
Feb	37.051	11.837	8.79	1	155	85	5	0	12	2
Mar	24.673	13.103	7.08	0	120	60	1	0	0	0
Apr	30.405	11.723	7.85	1	127	75	8	0	0	0
May	29.489	12.659	8.84	3	116	80	7	0	2	1
June	41.163	13.527	10.17	3	119	72	5	0	2	2
July	37.458	13.987	9.50	1	138	68	3	0	1	0
Aug	16.646	13.963	9.79	1	150	93	11	0	0	0
Sept	16.919	12.746	8.52	2	122	70	2	1	6	0
Oct	18.91	11.71	7.91	0	121	83	7	1	0	0
Nov	16.414	12.458	7.86	0	123	69	4	0	1	0
Dec	24.002	14.486	8.51	2	131	85	3	0	1	0
Total	324.555	153.421	102.55	15	1553	925	59	2	28	6

*****water production in million gallons***

*****water production read from the 1st of the month to the last of the month***

*****water billed is read from the middle of the month to the middle of the next month***

APPENDIX VI - 2019 ANNUAL POLICE REPORT

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Law Enforcement Receipts totaled

ERRATA

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ERRATA