

## Minutes of Department Head Meeting May 10, 2010

### 8:00am Meeting called to order by Craig LaHote

**Roll Call:** Mr. LaHote, Mr. Mack, Mr. Hrosko, Mrs. Haar and Rex Huffman  
Mr. Britten was absent

**Rex Huffman** from the Northern Wood County Port Authority spoke to the Trustees and told them the Port Authority has been very active. Mr. Huffman said they applied for a grant of \$300,000.00 from the Ohio Clean Air Fund to do an environmental clean up the LOF property on Broadway in Northwood and received it. This is for phase II and will be a good thing for Northwood as this is a prime manufacturing site.

Mr. Huffman said at about the same time they did a collaboration grant with the City of Northwood, the Port Authority and Wood County from the US EPA for two purposes. The first was to do a brown-field inventory for Wood County and the second was for petroleum type cases (such as buried tanks and abandoned gas wells). They sought a million dollars but only received \$250,000.00 for the petroleum cases. Match money will be needed.

LaHote asked if Northwood has shown any interest in joining the Port Authority and Mr. Huffman said they have. He said he still thinks it would be best if Wood County joined because then everyone would be included in the Port Authority. A third grant applied for is for Lake Township for Tracy Rd. south of 795 to the turnpike. Mr. Huffman talked about how Rudolph Libbe wanted to widen the road but that would have meant buying up some homes along there and how now the improvements will be on the current layout, but will make the road and industrial strength road. Mr. Huffman talked about how the project would be done.

Mr. Huffman also talked about Henry Township, the CSX project and how the CSX facility will transform the entire area. He said originally the project was 80 million but now is 180 million and will affect local plants shipping wise, making them more competitive. Mr. Huffman talked about eminent domain in projects and said the Port Authority has the power to take property through eminent domain, but from statute local boards can veto eminent domain.

Mr. Huffman said that a couple of years ago when the idea of a County Port Authority was brought up, a couple of Commissioners decided they didn't like that idea, they thought that maybe they should start their own and that the Wood County Economical Development Commission could be the entity. They finally decided that the Wood County Economical Development Commission could not be a Port Authority as it would be a conflict of interest. Hopefully now the Commissioners will now look at joining the Northern Wood County Port Authority. Mack commented that we are still the ones footing the bill but now everyone is using the Port Authority. Mr. Huffman said that is why we need to make it a County Port Authority. Mr. Huffman said they are trying to work on establishing some kind of fees the Port Authority will get to help cover costs if they work with an entity and then do not get the project, because right now the only way the Port Authority makes any money is if they get the project. Mr. Huffman said one of the Port Authority's goals is to build up the pot to use the money as grant money for projects. The Trustees thanked Mr. Huffman for coming and he left the meeting.

**9:00am** Kim Carty (from the State Auditor's office) and Becky Johnson joined the meeting

**Mack made a motion (seconded by LaHote) to adjourn into executive session for the purpose of the 2008-2009 state audit exit conference. Further business will be conducted. All Yes Motion Approved**

**9:40am Mack made a motion (seconded by LaHote) to adjourn executive session and re-enter regular session after a five minute break. All Yes Motion Approved**

9:45 2nd Roll Call: Chief Stribny, Chief Dimick, Kraig Gottfried, Grant Garn and Robert Warnimont (arrived at 10:10). Deputy Chief Brice was absent

**EMS:** Deputy Chief Brice absent

**Fire:** Chief Dimick told the Trustees that the reason Deputy Chief Brice was absent was that he is in his last week of Executive Officer class and will graduate on Friday May 14<sup>th</sup>. Dimick said he thought he would go to the graduation. Dimick said Wal-Mart was in last week and gave the Perrysburg Township Volunteer Fire Department a donation of \$2000.00 (copy of check in file). His will be put in the Fire Foundation's account.

Dimick said that at Monday night's meeting he will be asking the Trustees to approve the purchase of new fire pagers. Dimick said they are in desperate need of them. The fire department will purchase 6 and the EMS department will purchase 6. The cost is \$435.00 each for a total of \$2,610.00 per department. These pagers are two channel pagers with F1 and F2.

**Police:** Chief Stribny asked the Trustees for an executive session at the end of the meeting to discuss possible or pending litigation.

Stribny told the Trustees he and Hrosko are still working with Sprint on the coverage issue and on the issues with the buildings.

Stribny then told the Trustees that two Officers participated in a mock crash that Rossford put on and that Rossford sent the department a letter of thanks. He also said the Perrysburg Quantas Club had an Officer come in and speak and they also sent a letter of thanks.

Stribny said that due to an audit by Noris they had to add an addendum to their computer policy (copy in file). Stribny asked if the Trustees wanted a copy of it and if it should be read at a Trustees meeting. Hrosko said that Clemans and Nelson were coming in on June 1<sup>st</sup> to start working on a Township policy book. They will need copies of all the departments' policies which they will update and consolidate into a Township policy book. Stribny gave copies of the addendum to the Trustees (copy in file) and will work with Clemans and Nelson.

Next Stribny gave the Trustees copies of the quotes he received from Vance's Law enforcement (copy in file) on the tasers. The quotes are for 12 tasers (\$13,535.44), 12 tasers with cameras (\$18,192.30), 30 tasers (\$26,999.44) and 30 tasers with cameras (\$38,855.40). Stribny added that there could be an additional cost added on to the quote if they decide to add a warranty on the control devices. Stribny said that he is looking at dropping down to 6 tasers to start with which

would be enough for each shift to be covered. After a brief discussion it was decided that the cameras would be a valuable tool and would add an extra layer of accountability. Stribrny will get back to the Trustees on this. Stribrny then told the Trustees he is still working on the rifles.

Stribrny told the Trustees that because of multiple vehicle break-ins Rossford has started including some areas of the Township in their "One Call Now" program. He received one at his home and if it didn't get erased, will bring in a tape of it for the Trustees to hear since this program is one we are looking at.

**Maintenance:** Kraig Gottfried asked the Trustees to approve a PO for Teltronics in the amount of \$1,001.17 for work they did running CAT 5 cables. This will be a "Then and Now" PO. **Mack made a motion (seconded by LaHote) to approve the request. All Yes Motion Approved**

Gottfried said that just north of the basin on Fort Meigs Rd, at Stan Hubbard's house, where they put in a new structure, there was a crossover that they had cameraed and jetted. They found a structure down there that had been covered up so they had to dig it up. They tool the lid off it, jetted that line and raised it up. Now the neighbor's yards are dry. The second one just north of Buck & Bates Rd. had a broken tile which they repaired. They also cut down the edge of the road so that the water can now run right down to the basin. They also came off the tile, put a yard basin in there and ran some ADS to the south along the road so it can drain into the basin.

Mack said that the Comfort Suites on Helen Dr has a water problem. Gottfried said the grade is too high and it is on the list to be re-graded so it will drain. Next Gottfried talked about Lake Vue Dr. which was on the plans for resurfacing this year but there are drainage issues there. After discussing the drainage problems in the area, Gottfried said he, Britten, Proudfoot and the City met out there and determined the only way to correct the problem was to put in a storm sewer line down around the old K of C property and Holiday Inn over to the diversion ditch. The City now wants to move on getting that drainage put in and it will be well above the estimated \$82,000.00 that we were going to spend. It was discussed to talk to the property owners and see if they would be willing to help on the costs. This project is on hold for now.

Gottfried told the Trustees the maintenance department will be starting their summer hours of four 10 hour days next week (May 17,2010). They will return back to five 8 hour days on Tuesday September 7<sup>th</sup> (day after Labor Day).

Gottfried said he received quotes to clean the air ducts in the Trustee building from Duct Cleaning LLC and from Stanley Steamer. He will bring it up Monday night.

**Zoning:** Grant Garn told the Trustees the Zoning Commission meeting on the Master Plan is tonight at 6:00pm. He also said there will be no Board of Zoning Appeals meeting this month because they have nothing on the agenda. Garn then told the Trustees that Zoning permits are starting to pick up.

Garn told the Trustees he received a call about a potential cell phone tower going in on West River Rd. (Williams's farm) by Hull Prairie and 795

Garn said there is a Code Enforcement seminar next week on Thursday and he would like to attend it. The cost is \$45.00. Mack suggested he find out if Rosanna would like to go to it also. Garn will find out.

Garn said that Feller Finch is not yet done working on the Zoning Book but has exhausted the contracted amount. Garn said we will probably have to increase their contract. Mack told Garn they would need in writing what the overage is and why we need to increase the contract. LaHote told Garn that Feller Finch need to show why they need more time to finish the book.

Warnimont asked Garn who is responsible for sidewalk issues, such as leveling them and replacing them, in sub-divisions. Garn said this is probably a question for the maintenance department. Gottfried said this came up a couple of years ago in Parliament Place and he pulled the sidewalk policy. He said the sidewalk policy says it is the property owner's responsibility. If the Township goes in and fixes it, the owner would be billed for the work.

**Recreation:** Bob Warnimont told the Trustees he is working on getting the shelter house concrete pad made so it can be moved.

Warnimont then said the swing set and slide at Station II needs to be moved into a green area further away from the ball field. He would like to apply for a grant to move the equipment and to purchase additional equipment for there. Mack told him that he needs to wait until Britten is at the meeting to discuss this as we are not sure what is going to happen with Station II. Mack said we need to be careful accepting a grant because the property might not always be a park.

**Administrator:** John Hrosko told the Trustees that Sue Pinski who owns Interstate Lanes would like to come in and talk at a meeting about getting the Rossford Tourist and Information Bureau resurrected again. It was decided to ask her to come to the Department head meeting on the 24<sup>th</sup> for a 15/20 minute presentation.

Hrosko said that Kaminski hopes to have the wage sheets done either this week or next. Hrosko then reminded the Trustees we have a joint Cemetery meeting on the 18<sup>th</sup>.

**Office:** Shirley Haar told the Trustees that for the first time since she had been in office she receiver a check back for insufficient funds. Haar checked with the bank and they charge the Township \$12.00 for a returned check. The company whose check was returned was told they would need to pay for the check with cash or a cashier's check and would need to add the \$12.00 fee onto it. Haar said she checked with the City and they charge an additional fee on top of the bank fees. Haar suggested the Township make a policy that states how returned checks will be handled.

Haar also brought up the Annual Messenger Progress Addition that was approved at the last meeting. She asked if Jane Maiolo was going to do the lay out and if all we have to do right now is pay the bill. Haar was told that was correct.

*Bob Warnimont* said that the bull horns in the bays at the new fire station garble up the announcements and asked if anything was going to be done about them. Dimick said the issue has already been addressed and it is being handled.

**Mack made a motion (seconded by LaHote) to adjourn into executive session for possible or pending litigation. No further business will be conducted. All Yes Motion Approved**

**Mack made a motion (seconded by LaHote) to adjourn executive session and return to regular session. All Yes Motion Approved**

**Mack made a motion (seconded by LaHote) to adjourn regular session. All Yes Motion Approved**

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Shirley A Haar –Fiscal Officer

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Craig LaHote – Chairman