

Minutes of Department Head Meeting January 11, 2010

8:00am Meeting called to order by Craig LaHote

Roll Call: Mr. LaHote, Mr. Britten, Mr. Mack, Mrs. Haar, Mr. Hrosko, Chief Stribrny, Chief Dimick, Deputy Chief Brice, Kraig Gottfried, Grant Garn and Robert Warnimont @ 8:20.

Fire: Chief Dimick told the Trustees he had a request to allow the wives and kids of the employees to use the exercise room. It was discussed what the Township liability would be, whether a waiver would have to be signed and if an age limit should be set. Brice said he didn't want people running around the station unsupervised and suggested that any non-employee would have to have an employee present when they are there. Hrosko said he would check into the liability issue. Mack said if we do allow it a couple of ground rules should be; the employee needs to be with the "guest" and any "guest" has to be a person covered under our health plan.

Mack asked if the exercise room got used very much and was told the usage is on the increase. Brice said the Fire/EMS department held a biggest loser contest and collectively about 16 people lost 150 pounds. Brice said the Police are currently running a contest also.

Dimick said he received a letter today from the Wood County Board of Elections asking if Station II is still going to be a polling place. The BOE is asking for grants to make all polling places ADA compliant, which Station II is not. They will provide signage, door handles and such (we would have to install them) to update so it would meet ADA requirements. Mack looked at the letter and said we would not be able to agree to this because they are asking for a five year term of use as part of the stipulation. Britten said we cannot commit to a five year term there.

EMS: Deputy Chief Brice told the Trustee their dryer died and they were able to replace it at Lowe's for about \$250.00.

Zoning: Grant Garn told the Trustees the Zoning Commission is meeting tonight @ 6:00pm with a Master Plan meeting right after it.

Garn said the Board of Zoning Appeals is meeting at 5:30 on Tuesday January 19, 2010, just before the Trustees Regular meeting at 6:00pm, for one hearing.

Garn said that although no one has asked him about this, he wanted the Trustees to know the Board of Zoning Appeals and the Zoning Commission have not had a raise in their pay for quite some years. Currently they receive \$35.00 per meeting with the Chairman receiving \$45.00. Sylvania Township pays \$50.00, Springfield pays \$55.00 and Monclova pays \$125.00. On the other end of the scale, Perrysburg City pays nothing. **Britten made a motion (seconded by Mack) to approve paying the Board of Zoning Appeals and the Zoning Commission \$50.00 per meeting with the Chairman getting \$60.00 per meeting. All Yes Motion Approved**

Next Garn said he received a complaint (see copy in file) on a property on Dunbridge Rd. where the complainant stated the grass has not been mowed since purchase in Nov. 08 and where the family members are hauling unwanted junk onto the property. The complainant then followed up with a call and said that someone had now put up a "scrap wanted" sign on the rubbish pile by the road (copy of photo on file). Garn told the Trustees he sent a letter (copy in file) to the

property owners calling their attention to the potential Zoning, Nuisance or Property Maintenance Code infractions. In the letter he asks them to call him at their earliest convinces to discuss and presumably remedy potential issues.

Police: Chief Stribrny told the Trustees he has the Resolution for the 40mph speed limit on Mandell Rd. between Lime City and Bates for them to approve. If they approve the Resolution it will then be sent back to ODOT. They will then finalize it and post the limit. Stribrny asked the Trustees to pass the Resolution today.

Britten made a motion (seconded by Mack) to approve Resolution 2010-02 (copy in file) the Mandell Road Speed Limit Revision from Bates Rd to Lime City Rd. All Yes Motion Approved

Stribrny said he has been working with the Labor Management Committee in reference of some of the items they would like to purchase, such as the Tasers. He said he would like to get someone in here to answer any questions and concerns the Trustees might have. This would be helpful especially if something occurs out of it, the Trustees would be questioned about it. Stribrny said he is stepping lightly on this, it is a good law enforcement tool but he still has a few questions on it. The committee would like 10 (one for each car) purchased, but Stribrny said he would likely only purchase 5 or 6. That would be enough for each officer to have one issued to him/her for their shift. After that if it works out and we have the additional funds, we could then add more. The cost for 10 tasers, all the equipment and training would be \$11,597.54. Then the yearly cost for the replacement cartridges and batteries would be \$1,068.00. We would send a couple of officers to training and then have them come back and train everyone else. If we purchase the tasers we would need to make a policy concerning them.

Stribrny said the second item they talked about is the AR-15 rifles. They would like to replace our old rifles and then add more. They would like to purchase 10 or 11 and the cost would be from \$17,428.00 to \$19,170.80. Stribrny said he will need to look at that and the funding because there is also another request for specialized equipment in the area of \$11,000.00. With all three requests, the cost is in the area of \$42,000.00.

Stribrny said he will have the Police statistics for December and the year on Tuesday for the meeting. Stribrny asked if the stats on the web were going to be updated. Haar explained the current web site is not allowing her to get in and do the updates. To have the current company put them on the web it will cost up to \$100.00. We are in the process of changing web hosts and hopefully the web will be updated and then be available for the Township to do their own updates soon. Stribrny said he talked to Meyer Hill Lynch about the computer he wanted to buy in December and they recommended he not buy it. They recommended he purchase an HP. They went to Best Buy, and to purchase a comparable HP the cost went from \$819.00 to \$997.57. The Trustees gave him permission to purchase a computer in December that Meyer Hill Lynch can support, at a reasonable cost. The Trustees said they thought the \$997.57 was a reasonable cost and to go ahead and purchase it. Haar will have a check typed up today and have the Trustees sign it so Stribrny can make the purchase today.

Stribrny reminded the Trustees that this is the time of year his yearly contracts start coming in for renewal so they will be see them soon.

Stribrny then gave an update on VASU. He said they have almost completed their work and really cleaned out the back room of all the old wiring. They will be starting training soon.

The last that Stribrny brought up was getting some shredding of old records done. Haar said Warnimont is going to talk to the Trustees about having some people who need community service come in and shred stuff.

Maintenance: Kraig Gottfried asked the Trustees to approve having TAS Electrical Contractors, Inc come in and install the manual transfer switch and 30 amp twist-lock power receptacle for the fuel tank for the cost of \$1,431.00, as was talked about at a previous meeting. **Mack made a motion (seconded by Britten) to approve the work being done by TAS and to approve the PO for \$1,431.00. All Yes Motion Approved**

Gottfried said he looked into a programmable thermostat for the Trustees' office but the system is old and the thermostat is only 110 volts. To put in a new one we would have to have some one come in and wire for it. Dimech told Dan Kervin that it is possible to wire for it but it would be from \$500.00 to \$800.00 to do. Gottfried was asked to get a hard number for the work although the payback would probably not be there.

Gottfried said he put the old tar kettle that we replaced in 2009 on GovDeals and it sold to a person from Texas for \$1,017.00. Gottfried remarked that we bought it from the County for \$500.00. Gottfried said he also put some hollow doors from the old sleeping quarters on GovDeals and the five of the sold for \$66.00.

Gottfried then said he looked it up and the Township had made \$101,209.24 so far by selling things on GovDeals. Out of that money we paid a 7% fee to GovDeals. This money is put in the departments' revenue accounts so they can appropriate it at a later time and use it for other equipment needs.

Next Gottfried asked to put the 1997 pick-up he replaced on GovDeals. He said he has two people interested in bidding on it. Britten said he would like to see it sold locally at ABC Auto Auction. Mack said if it goes to ABC we need to specify that it goes in the public auction on a Friday, rather than the dealer's auction, so some locally can bid on it. Britten asked Gottfried how miles are on it and Gottfried said he did not know. **Mack made a motion (seconded by Britten) to approve sending the 1997 pick-up to ABC Auto Auction to be publicly auction off. All Yes Motion Approved**

Gottfried reported that so far this season we have used 600 net tons of salt out of the 1600 tons we purchased. Gottfried said he likes working with Cargill and that their salt crystals are bigger and do not clump and stick together as bad.

Recreation: Bob Warnimont told the Trustees he has a man who needs to do some community service and he would like to have him come in and shred old records, Warnimont also said that a lot of times kids are looking for community work to do for school. Warnimont said if the Trustees approve letting him have the man and the kids come he would work with them, so they would be supervised at all times. After the records are shredded, they will then be taken to the Bowling Green recycling station. **Britten made a motion (seconded by Mack) to allow Warnimont to bring in the man and the kids who need community service to do the shredding with supervision at all times. All Yes Motion Approved**

Warnimont said he will be getting a report soon from Solid Waste to fill out on the recycled Christmas trees.

Warnimont said that in the old quarters there are two old end tables that need to be gotten rid of but he isn't sure who owns them. Brice said they were probably brought in by one of the firefighters but he wouldn't have a clue as to whom. Warnimont said if no one wanted them he was sure St Louis Helping Hands would like to have them. **Mack made a motion (seconded by Britten) to allow**

Warnimont give the end tables to St Louis providing the original owner does not come forward and want them. All Yes Motion Approved

The last thing Warnimont brought up was tables. He said at Christmas time he used a lot of them and some are not in useable shape. They all need to be gone through and the old unsafe ones destroyed so no one gets hurt on them. The tables are no longer loaned out but they are used for events such as Operation Bread Basket and need to be safe. Warnimont said there are also some chairs that are unsafe and need to be destroyed. **Britten made a motion (seconded by Mack) to approve having the Maintenance Department go through the tables and chairs and destroy all the unsafe ones. All Yes Motion Approved**

Administrator: John Hrosko said he received a call from someone regarding right away issues. He told the man he would bring this up at the department head meeting and then spoke to Britten prior to this meeting. We need to try to get some kind of clear explanation of why we have and what we have and what we police in the right ways. Hrosko said he did tell Gottfried to continue removing any signs he sees in the right ways Hrosko said we need to look into getting some clarity on the issue.

Hrosko said at the Trustees request, Kaminski is preparing benefit statements for all the employees. They hopefully will be ready yet this month.

Next Hrosko brought up the issue of Warnimont getting a list of the people he uses for re-cycling to the Trustees as discussed at a previous meeting. Britten said he didn't want to get involved in how Warnimont runs the recycling and that he does a wonderful job doing it. Mack said it would be nice if the Trustees knew who was doing the recycling. Warnimont said he uses youth groups, church groups or service organizations. He said sometimes a youth group will be trying to raise money for a trip or something and will call and say they are short and ask to do recycling. He then will try to work them in. Sometimes in months he knows recycling is usually heavy in, he will use two groups. Britten said the Trustees are not trying to second guess Warnimont on how he runs the program but maybe he could make a list of the potential workers for the Trustees to review. LaHote said a general list would do.

Hrosko said he received the papers and the equipment lists for our insurance renewal. Each Department Head will take their equipment list and go through it adding new equipment and deleting sold or donated equipment. Hrosko said he received a call from Brooks (who was our old broker) and they want to bid the insurance again this year.

Hrosko reminded the Trustees and Department Heads the 2010 budget, which right now is at \$13,700,000.00, will need to be approved at the January 19th meeting. Any changes to either side need to be turned in. This included both the expenses and revenues. After this is approved it will then be sent to the Wood County Auditor's office.

Hrosko said he gave the information to Solicitor Walt Celley on the Police levy so he can write up a resolution to put it on the ballot.

Hrosko told about his upcoming meetings. Hrosko also asked for a short executive session for employee discipline.

Office: Shirley Haar mentioned that at the Ohio Township Association meeting it was mentioned that the members of the Board of Zoning Appeals and the members of the Zoning Commission could be added as associate members for the Township Association. Haar asked if the Trustees thought they should be added. It was decided this wasn't necessary to do. Haar also said that if any Department Head

was going to go to the Conference in February to let her know. It is \$20.00 less expensive to pre-register before January 29th.

Mack said he noticed there are a lot of illegal signs being posted on telephone phone poles and asked if we are watching that. Garn said he was and has been stopping and removing them.

Mack said he had some colored Zoning maps from the City of Perrysburg's web site that show the Township / City boundaries

Mack said he received a belated invitation to the new Shrine Temple ribbon cutting and asked if anyone attended it. Warnimont said he was there. Mack said he felt bad he missed it and would send a letter on behalf of the Trustees welcoming them.

Trustees; LaHote said the Trustees received a letter (copy in file) from Lorrie Hammer the Rambling River Service Unit Cookie Manager requesting the Girl Scouts be allowed to use the Fire Station building again this year on February 13th for the cookie drop. **Mack made a motion (seconded by Britten) to approve the request and to allow one of the maintenance workers to assist them. All Yes Motion Approved**

LaHote asked for a short executive session for pending litigation. Gottfried asked for a short executive session for a personnel medical issue.

Warnimont asked about the turn lane at Route 20 and Thompson Rd. Britten said it is in the 2010 budget. Britten agreed it needs to be fixed this year.

Solicitor Walt Celley; gave the Trustees minutes from the Toledo-Perrysburg Township joint Economic Development District meeting held on December 15, 2009(copy in file). He said on the last page there is a breakdown on the receipts for the JEDD for the period July 1, 2009 thru December 15, 2009 that shows total receipts from FedEx tax of \$85,544.32. Then they received, from construction another \$2,583.82. The Township would get half of the \$2,583.82. The city made a note that they think they will receive another \$5,000.00 to \$7,500.00. If they collect all that we would get \$5,000.00 from the JEDD. But even with what they are collecting from FedEx Celley said he didn't see where the Township was ever going to get anything. The threshold is \$235,000.00 before anything gets divided to the Township. The projection for 2010 is \$203,000.00. Britten asked if they padded the totals in the beginning. LaHote asked how could they add jobs and still collect less. The \$235,000.00 was the estimate for 2007 and they were supposed to add jobs when they came here. Britten said we need to go back and do some research and see what they were actually collecting back then. If they did indeed pad the numbers that could be a real problem. After discussing the situation it was decided that Hrosko and Celley should make a formal records request for the information on what they were collecting. Celley said we also need to look into who we deal with now that there is a new administration.

Celley said that on the RTID bond sale the Bond Council we hired are working on it. They will identify the issues and then it will come back to the Trustees for discussion.

Celley then spoke about the issue of the Township wide trash collection, by one carrier. He said it is not a complex process. The Trustees do a resolution then put it out to bid. You can make it an exclusive contract with the lowest bidder and this would save residents a lot of money. Most public contracts of this nature would be for three to five years. If the Trustees do this Township wide, the winning bidder would be the only carrier allowed to pick up trash in the Township. All other

would be barred. Most Townships do this only for single or two family residents, not commercial or multi family units. Celley said that you cannot force anyone to use the carrier but they would not be able to use anyone else either. In other Townships doing this, the carrier would notify the residents and let them know of the plan. If the Trustees wanted they could also divide the Township into sections and have each section bid separately to allow the possibility of more than one carrier getting the bid. The trash collector would collect the trash and also do all the billing. The Trustees would have to decided what kind of service they want the carriers to bid on such as limited, unlimited and recycling. This issue will be looked into further and brought back at a future meeting.

Mack made a motion (seconded by Britten) to adjourn into executive session for Pending Litigation, Real Estate, Personnel Discipline and a Personnel medical issue. No further business will be conducted. All Yes Motion Approved

Britten made a motion (seconded by Mack) to adjourn executive session and to adjourn. All Yes Motion Approved

Shirley A Haar –Fiscal Officer

Craig LaHote - Chairman