

Minutes of Department Head Meeting March 22, 2010

8:00am Meeting called to order by Craig LaHote

Roll Call: Mr. LaHote, Mr. Mack (arrived at 8:07), Mr. Britten, Mr. Hrosko, Mrs. Haar, Chief Stribrny, Chief Dimick, Deputy Chief Brice, Grant Garn, Robert Warnimont and Solicitor Walt Celley. Kraig Gottfried was absent

Solicitor Walt Celley told the Trustees the JEDD board will be meeting next week and he requested information from Toledo and FedEx and they said they will have it for him. From that he will be able to evaluate what we can expect to receive and compare that to what the earlier predictions were.

Celley then talked about doing a Solid Waste exclusive contract/ district. He said what he would recommend were the Trustees hiring a consultant to look into the issues. He said Hull & Associates have people who can do this. If the Trustees are interested, Hull would be interested in meeting with them. Celley said this does not have to go to the voters to be established. LaHote said he thought it should go to the voters because if we cannot get a majority to approve it, maybe we shouldn't be doing it. Celley said he was sure it can go on the ballot. Britten said he would be comfortable with putting it on the ballot for the voters to decide. Britten said he thought Celley and Hrosko should proceed with the meeting with Hull. Mack said once they get a time set up with Hull they should let the Trustees know and maybe one of them could be there.

Next Celley told the Trustees he brought copies of the Sexually Oriented Business Licensing Resolution and a companion resolution for Criminal Conduct in a Sexually Oriented Business for them to review. He said he would recommend passing them as soon as possible.

Celley asked what the Trustees want do about properties that need to be cleaned up or demolished. He said he though we need to start looking at the properties in the Heights and a property they received a letter on in the trailer court at Ford & Hufford. His suggestion with the Heights is to get the Community Association involved. It would be good for the Heights and it would be good publicity for the Township. Britten said he would like to have the Speck property finished before we start anything else to see how it goes. Celley said all the legal work is done on the Speck property so it can now be cleaned up. Mack said the Police have some concerns about going on the Speck property. Celley replied that under Ohio law the Township has the right to go on the property and clean it up but, if it comes to forcibly going on it and cleaning it up, that would take a court order. Britten said he thought we should be prepared to be challenged by the owners. LaHote asked if getting a court order is a fairly fast procedure. Celley replied that it could take a couple of weeks. Celley said he thought the Sheriff would enforce the court order. Stribrny said on a worst case scenario, the Police do not have the authority to arrest someone who might impede the process without a court order. He said you cannot violate the person's rights. Stribrny said that on the Speck property, it is an ongoing situation for quite some time and it has escalated. The Police are called on a regular basis by both parties and probably will be challenged. Britten said he thought we need to be ready before we go in there. **Britten made a motion (seconded by Mack) to allow the Attorney to proceed forward on the filing of a legal action to complete the clean up work on the nuisance property on Dunbridge Rd. All Yes Motion Approved**

Garn asked what all can be cleaned up. Celley said the court order will set parameters on what can be removed and what cannot. Mack said that last week he saw them set the lawn ablaze and a few hours later it was burning up by the house. Going back to the issue of the Heights it was decided to send a letter to the Association asking if they would like to have a meeting to discuss the clean up issues. Mack will write and send the letter.

Brice told the Trustee he had a question on the property on Route 20 east of Cardinal. He asked if it would be ok to go ahead and mark it the with "Do Not Enter" signs indicating that in the event of a fire, the building was not to be entered. This property is and has been unoccupied for some time and would be a safety hazard. Brice said Ohio Fire Code allows you to mark theses structures. Celley told him to go ahead and mark it but the owner might come and take it down. The Trustees also told Brice it was ok to mark it. Celley said there is a clear statutory process for handling a property like this one. He said you do the noticing and then, have the Fire Department certify that it is unsafe and unsound. Britten said he didn't have a problem with following up with this one because this is one we already started with. He said it needs to get done. **Mack made a motion (seconded by Britten) to reinstate our action against the Green property on Fremont Pike (Route 20). All Yes Motion Approved** Celley said he would get with Brice and do the notice and get Garn's old file on the property.

LaHote the brought up the property on Roachton & Scheider owned by the church and said we need to do something about it. The building has a hole in the roof and is a mess. Brice said that a couple of years ago the Fire Department was asked to burn the structure down. Mack suggested Garn call or writes them a letter and tells them they need to do something about the property or the Township may take action on it.

Mack told Garn that after the last meeting he noticed the signs for firewood were still up at Bates & Buck. He said he called the man and told him he was in violation of the law and the signs needed to be taken down. The man said no one ever told him that and he would get them taken down. Mack told Garn that we need to reach these people and tell them this is how things work. Garn said he had been going around the Township and removing them but must have missed them.

Maintenance: Kraig Gottfried - absent

Fire: Chief Dimick gave the Trustees an update on engine 501. He said it went to the dealer for warranty work and now the dealer is arguing with American LaFrance over the work. Dimick said he should be getting the truck back sometime this week.

Dimick told the Trustees the phone line at Station II that is for the alarm system is not connected. Hrosko will call AT&T and get it reconnected. It was also discussed that the dialer on the Trustee's building will have to be changed because it is not compatible with the new fiber optic lines.

EMS: Deputy Chief Brice told the Trustees that one full time firefighter, who is an advanced EMT, wants to go to paramedic school which will cost in the range of \$7,000.00 to \$7,500.00. Before he can start the paramedic classes he will need to take anatomy and physiology classes at Owens and they will cost \$300.00 to \$400.00. Brice asked the Trustees if they would approve paying for the classes. The Trustees said they would agree to pay for the classes but in the future this will be looked at on a case by case basis. Brice told them the man is a good asset to the

Township and would be willing to sign the standard agreement. Brice will bring this up at the Monday night meeting.

Brice gave an update on the new building and reported that he isn't sure where we are with Dimech but there is still one heater that isn't working out in the bay.

There is still the issue of the water leakage out of the pipes in the radiant heating system, the pipes leading to and from the radiant heating system are getting worse looking over time as they corrode more. Brice said from his talks with Jeff Buerer from Vetter the pipes need to be installed to manufactures specifications.

Manufactures specifications say those pipes need to be wrapped in insulation, which they are not, and this is why they think we are getting condensation and why the pipes are leaking. Hrosko said in his last conversation with Mr. Buerer, he said he was about to give up on Dimech and go forward and litigate it. It was decided we need to get some pictures taken of the problem. Hrosko will call Mr. Buerer and tell him we need to have this taken care of. Hrosko will also tell him that that it will not be acceptable to wrap insulation around rusty pipes. Brice then continued on and said that a few garage doors on the west side are hitting an overhead pipe and he has made Spieker aware of it but doesn't know what they are going to do about it. Also the flag pole outside is leaning and he has made Spieker aware of that also. Brice said there are still some breakers over there that are popping quite frequently and Romanoff has been out to look at that. They changed out some of the breakers because they thought the breakers were bad, so they are still working on that issue. As mentioned before there is cracked concrete on the pad and a few other places. Brice said he encouraged the Trustees to look at the concrete and inspect it. Hrosko said Mr. Buerer was aware the deadline on the building and what needs to be done. Brice said he is also afraid the humidity problem is not solved and will not show up until this summer when it is hot and humid. Hrosko said Mr. Buerer is aware of this also. Bob Warnimont mentioned some tile that needs to be replaced in the standby room and a door latch that needs to be replaced. Mack said we need to make a complete list of all problems and send a letter stating that we expect them to take care of all the problems.

LaHote asked Brice about some billing software and asked if this was something he was looking for the board to give him direction on. Brice said he actually had a company come in and give a demonstration on a system last week. Brice said he is still doing some research on it but thinks this is something we need to keep looking into.

Brice said he went to the regional dispatch meeting and he thought there were so many unanswered questions that you cannot make an intelligent decision whether this is something you want to or should be involved with. Brice said he still cannot see where we will have a huge cost saving if we were to join. LaHote said he looked at the figures from the Sheriff and unless that system wouldn't work for us for some reason, it seemed pretty reasonable compared to some of the other numbers. Stribrny said that was the problem the consultant who just came in for the County said that is what ups the price. We have a large capacity of data dump to be transferred and he said that is where the price would jump. Stribrny asked what the cost of a consultant would be to help us with this. He said he didn't know what Brice or Dimick thought but we keep going different directions. Hrosko asked what the cost of the data dump would be. Stribrny said Alert Tracking told him that for our system, if we were to purchase it on our own, the ball park figure would be \$160,000.00 for the records management systems cad. LaHote said that should be a one time cost. Brice said that from what he understood from the meeting the Sheriff wants everybody to be dispatched through the Sheriff's office and that this was a preliminary cost estimate for someone else that they dispatch

for. So this would basically be to have the equipment installed in the Sheriff's office, and run dispatch from there. Brice said he didn't think he would be in favor of that and it would cause a whole lot of other problems. He said he didn't think it would save us much money and we would lose control of our dispatching. Hrosko said he didn't think it was going to work out. Brice said we need to look at the software we are using. CAD is a good thing to look at, it's not cheap but it is something we need to look into.

Police: Chief Stribny asked the Trustees for an executive session at the end of the meeting to discuss a personnel medical issue.

Stribny said that Monday night he will give the Trustees a SRT (Special Response Team) report. This is a program he would like to continue to support. He said the SRT team is specially trained to take an escalating situation and take it down. Stribny said the Labor/Management Committee still want the tasers and rifles. He said they are still moving forward on them. He said he is being very cautious about the tasers.

Stribny said there are two issues still outstanding that are very important to him and one is the fact we are still down one officer. He said he feels the Trustees need to talk about this and revisit the hiring of another officer. Britten said the Trustees need to talk about this again soon. The other issue is the Marine Patrol. He asked if the Trustees were going to go forward with it this year. Mack said on the Marine Patrol he has some notes from the meeting in Columbus he needs to put together. Britten said that they had decided the Marine Patrol was going forward but the Trustees would like to make just a couple of changes to the program. Next Stribny told the Trustees the remote camera on the gas pumps has been having problems. Torrence Sound is saying the problem is with the signal and we would have been better off running a digital line. Stribny said he told them he had taken their suggestion and purchased the remote unit so they have to make it work. LaHote remarked that the fiber optic line is already there now and would handle the camera addition on it. It was suggested Stribny talk to Torrence Sound and see if they cannot make the remote work if they would credit up towards another camera system using the fiber line.

Recreation: Bob Warnimont told the Trustees May 1, 2010 is the Recycle Roundup. Warnimont asked if it would be ok to use the electrical plug on the outside of the radio building as a source of power for the Round up. He was told it would be ok and he should get the gate key from dispatch that morning. Warnimont said the League of Women Voters would be working the Round up this year. Warnimont reminded everyone that any old TVs, printers or computers can be disposed of at the Round Up. Warnimont talked about all the items that can be recycled that day.

Warnimont said he is having three companies look at the parking lot at Station II. He said he would like to ask Jon Eckel to have the City pay for it. He said he also has to talk to Mr. Eckel because the ball lights are still not hooked up.

Warnimont said recycling went very well Saturday.

Zoning: Grant Garn told the Trustees he would like to work with Keith Feeney on some different properties, such as Green's, Larry Moore's and some in the Heights and get some of the signage up on them. Garn said even if nothing is done right away as far as the nuisance end of them at least they would be marked for the Fire Department. It was discussed that Garn should get the addresses on the properties and get them to the Chiefs to inspect and mark.

Garn said that a neighbor complained about the old Township building and we need to do something about it. This is something we need to discuss further. Garn said he put the binders in the Trustees mailboxes that John from Beckett Rader left and asked them if they have any changes in them to let him know. Garn then told the Trustees they are working on the Zoning Resolution Book and will be starting to have open meetings on it soon.

Next Garn reported that he sent out some letters and is trying to work some things out with the person who rents the Perrysburg Events Center. The person who owns the building has all the information about getting a legal sign for the building. This is an ongoing situation.

Garn said he had a question on the proposal from Myer Hill Lynch, and wondered if one of the Trustees got to meet with Mr. Fournier on it. Mr. LaHote said he met with him. He said we are at a point to move forward, and the records are well organized. LaHote said it is probably time to move forward on this. It is probably time to hire Myer Hill Lynch to consult on what we need in the line of equipment, software and data capacity. The cost of the equipment (scanners, computers, servers and etc.) could be \$150,000.00. The Trustees will review the proposal from Meyer Hill Lynch and talk about it at the next meeting.

Bob Warnimont asked what happens if we clean up the Speck property and they do it all over again. This will have to be looked into.

Administrator: John Hrosko gave the Trustees copies of the Motor Vehicle Record Classifications list (copy in file) from the insurance company. Britten said we should have a policy on this and if anyone gets a moving violation they must tell the Township. The Police already have a policy on this but the Township needs one. Hrosko said Hylant watches this very closely so we would always know. Hrosko asked the Trustees if they had made any decisions on letting PUCO use Garn's old office for a Transportation Department Enforcement Division office for a field inspector. Mr. Orbovich sent a user agreement for us to sign if we decide to approve it. **Britten made a motion (seconded by Mack) to enter into a contract, after our Attorney reviews it, with the PUCO in reference to the use of one of our old offices. All Yes Motion Approved**

Hrosko said he did check out the expenditure from Cintas on the rugs. We are paying over \$6,000.00 per year. He did some checking and we could purchase them for about \$4,000.00, but we would be responsible for cleaning them. Then Cintas came back and gave a quote of \$2,712.60 for the year. We will look into buying a few of the mats and then keep the heavily used ones with Cintas. Hrosko said that we really need to put together a schedule for passing the policies. Hrosko asked if anyone was ready to pass any today. They were not. It was decided that we will start passing a couple each meeting until we have them all taken care of. Hrosko will make a list of the policies and make a schedule of when they will be on the agenda.

Office: Shirley Haar told the Trustees she received a bill from the Port Authority for our annual fee of \$7,500.00. After a brief discussion it was decided to have Rex Huffman come in and talk to the Trustees about what the Port is doing and give us some accounting of where the money is being used.

Bob Warnimont asked the Trustees about the turn lane on Route 20 and Thompson and was told we have not heard anymore on it He said he was going to stay on this until it was being put in. Warnimont also asked if anything was happening on Carronade and 199 with Harris. He was told no and that the intersection is no

longer on ODOT's radar. Next Warnimont asked if McCarty & Miller Diversified ever signed the contracts and brought them in. He was told Celley is working on this right now. Hrosko will call Celley and ask.

Warnimont then said he had a concern about the \$22,000.00 bill from the new station that wasn't paid. Haar explained that the bill was attached to some other paperwork and somehow was filed away. Hrosko said he received a call from the company asking why they had not been paid and that is when he went through his file on the building and found the bill. It is now paid.

Next Warnimont asked if Hrosko had the figures pulled together on the cost of the new building and was told he did.

The last thing Warnimont talked about was Station II. He said the electric bills were not the problem there, the gas bills were. Last month Haar told him the gas bill was over \$600.00 and the building is being kept cold. Warnimont said he thought we should do some testing and see if we have a gas leak. On that issue Stribny said he notices that you can smell gas outside the Police building. He said he asked a gas company representative about it and was told the system "burps" itself once in a while and you will smell gas. Hrosko will look into this.

Britten made a motion (seconded by Mack) to adjourn into executive session for personnel medical issues. No further business will be conducted. All Yes Motion Approved

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

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

Shirley A Haar –Fiscal Officer

Craig LaHote – Chairman