

Minutes of Department Head Meeting September 27, 2010

8:00am Meeting called to order by Craig LaHote

Roll Call: Mr. LaHote, Mr. Mack, Mr. Britten, , Mr. Hrosko, Rosanna Violi, Chief Stribrny, Deputy Chief Brice arrived (@ 8:08), Chief Dimick, Kraig Gottfried, and Robert Warnimont. Mrs. Haar and Grant Garn were absent

Zoning: Grant Garn - absent

EMS: Deputy Chief Brice – no report

Fire: Chief Dimick told the Trustees they had their trucks pump tested at W.W. Williams last week and two failed because of overheating issues. One has been taken care of. The other one, 503, is more serious and he is getting an estimate on it.

Dimick said they have a mezzanine over at the station they use for record storage and turn out gear and he would like to put a gate or something across the entry to secure it. Jeff Buehrer gave him a name of someone named Steve Gillespie, who could do the work and have it match the existing walls and rails for a cost of \$1,753.00.

Maintenance: Kraig Gottfried told the Trustees brush pick-up starts this morning (9-27-10). Gottfried said last week it didn't look too bad. Britten said he had a call from a resident about it and he told him how to bundle the brush for pick up. Gottfried said last week they worked on hot mixing White Rd and are just about done with it. Mack asked Gottfried if the large hole at Simmons and 795 had been fixed and Gottfried replied it had.

Gottfried said Hrosko got with him last week on the grant for First Solar and it just needs an estimate on possibly doing some road re-surfacing in there. Hrosko said we are waiting for final confirmation on that and that all the paperwork has been sent down. Britten said he and Hrosko talked about it some last week and his concern was that it was a grant specific for the road extension but it can be used for the arteries. This is a good thing. Gottfried said this has been on the Township's radar for next year so we will be saving a lot of money. Gottfried said it is the original pavement in that area and that the pavement in the whole complex is in rough shape. Gottfried said it would be nice to get it all done at the same time and be done with it for another 20 years. Hrosko said he received a call from Lane Williamson and they want to resurrect the possible grant monies and project for the extension of the boulevard across the tracks towards Oregon Rd. Hrosko said he made it clear to him that when the Trustees looked at this the first time we felt the burden of monies were going to be put on the Township to do that. Mr. Williamson said he is trying to get a group together to try to get this through without the Township. Hrosko said he told Mr. Williamson that the Township would not have a problem with them putting in the road and then dedicating it to the Township, but the Township wouldn't pay for it because it doesn't see a need to put in the road. The next thing Gottfried brought up the Deer Creek Engineers Conference which is coming up. He said the sign up date was last Friday but he felt he could still sign up today. This is for mechanics and supervisors and he was wondering if he could send a couple of people down to it. He himself cannot attend due to a scheduling conflict. The rooms are \$100.00 plus tax for a double and \$80.00 plus tax for a single. **Britten made a motion (seconded by Mack) to send down two**

individuals with a cap of \$400.00 for the conference and lodging. All Yes Motion Approved

Warnimont asked about wood chips and said that Hertzels in Pemberville do organic farming and would like to have them. He said that Rossford send them theirs. Gottfried said he has their card and will call them.

Police: Chief Stribny said North Baltimore Police Department is interested in the old K-9 equipment. He said Detective Moskowitz checked on line and said a fair price would be \$100.00. The Trustees told him to go ahead and sell it to them.

Stribny said that on Monday 10-4 he will have the detective report for the Trustees. He said they have been very busy with a lot of breaking and entry calls and that unfortunately Britten was broken into last Friday night at the old turkey farm. He said they have some leads in the cases and are investigating them.

Stribny said the computers in the dispatch area are not holding up and he needs to replace them. Stribny said he received a quote for the three computers with a keyboard and mouse from Meyer Hill Lynch at \$2,128.39 and from Insight at \$2,183.00. LaHote discussed the size of the screens and said they should go with a 20inch or slightly bigger. Stribny asked for approval to go with Meyer Hill Lynch but with a larger screen. The Trustees asked him to get a quote with the bigger screens and bring it back to them Monday. LaHote recommended getting two screens because of multiple applications being run.

Stribny said Lieutenant Pellek told him the Speed grant was approved and will go from October 1, 2010 thru September 30, 2011.

Next Stribny said he is still working on the issue of the crossing guard and that Ft. Meigs has been very helpful. Their Principal Mr. Best forwarded the letter to the parents and today is the first day to shift the students the other way. Stribny said he has received one phone call which he forwarded to Hrosko (which had no return phone number or contact information on it) from a mother who was opposed to the switch and one parent stopped and talked to one of our officers and said they were opposed to it. The biggest issue is we do not have a sidewalk there.

Stribny told the Trustees he will not be here on Monday.

Stribny asked for an executive session for personnel discipline and litigation.

Recreation: Bob Warnimont said that Neil Munger still hasn't done anything on the Parks grants.

Warnimont said that they hauled cardboard down to BG and had over 600 pounds of it. He said he still has 45-50 bags of shredding to take down there and still has someone doing community service who can do more shredding. Warnimont said he talked to someone at Solid Waste and got information on roll off bins for cardboard and they cost about \$900.00 each. He will get more information and get back to the Trustees. He said he is also looking for containers for aluminum cans. Warnimont told the Trustees sending the wood chips to Hertzels would save the Township money.

Assistant Administrator – Rosanna Violi told the Trustees the unpaid administrative intern, Carolyn Mundwiler began on September 21 and will be here for 8 hours a week (4 on Tuesday and 4 on Thursday) to do the scanning. In a 4 hour time frame she will be able to scan about three years worth of minutes. At that pace Violi said it will take her about two months just to finish the Trustees Meetings minutes. Her current agreement is to be here until December 16th with negotiations to be here longer if necessary. It was again discussed that she should

be paid at least a stipend for doing the scanning. The Trustees said it was something to think about.

Violi said she came up with a few suggestions for renaming the Food Give Away Program like Mack asked about. She suggested; Project Feed the Needy, Food Initiative, Feed 43551, Project Open Table and Perrysburg Township Helping Hands. She said this was something they could think about.

Violi gave the Trustees a copy of the newsletter (copy in file) and said the following are the cost from Welch Publishing;

- 1) A full page newspaper ad in the Messenger Journal and Advisor with 4-color in both \$1,400.00
- 2) Print 6100 copies 4 page newsletter in 4-color on 60# opaque, fold to 5.5 x 8.5 and tab, address and deliver to post office \$1,640.00
- 3) Print 6100 copies 4 page newsletter in 4-color on 80# enamel, fold to 5.5 x 8.5 and tab, address and deliver to post office \$1,661.00
- 4) Postage rough estimate \$1,220.00

Mack made a motion (seconded by Britten) to approve the 6100 copies for \$1,640.00 to be mailed. All Yes Motion Approved

LaHote mentioned having people sign up on the website to have future copies e-mailed to them.

Next Violi mentioned TMCOC's Environmental Council met on September 23, 2010 to discuss the topic of Lake Erie Algae Blooms. There were four presenters who provided information regarding the algae blooms and how they affect us all from the water we drink to the recreational activities we participate in on Lake Erie. She gave the Trustee a summary of the topics talked about by the presenters at this meeting. Violi said the TMACOG meetings provide a great deal of information that many Township residents would benefit from having. Violi suggested that any employee attending a TMACOG meeting present a brief summary of topics so they can be posted on the web site.

Violi presented a sheet of increases and decreases in revenues that need to be approved and sent to the Auditor to the Trustees for Haar. After discussing a couple of them, it was decided to wait until the next meeting to further discuss them when Haar will be present.

The last thing Violi asked the Trustees to do for Haar was to set the date and time for Halloween this year. Traditionally it is set the same as the City of Perrysburg's. **Mack made a motion (seconded by Britten) to have Halloween on October 31st from 6:00pm to 8:00pm. All Yes Motion Approved**

Violi told the Trustees that just for their information when it rained last week the front lobby again flooded.

Office: Shirley Haar – absent

Administrator: John Hrosko asked for an executive session for contract negotiations.

Hrosko told the Trustees that on September 28th @ 2:00pm the alarm people were coming in for the alarm panel here and across the street. Teltronics is showing up and so is Buckeye Cable to meet and figure out exactly what is needed to make the alarms work. Hrosko then reminded the Trustees the Finance Committee meeting is on October 5th @ 9am.

Hrosko said that Dave Dewey from St Luke's is coming on the 1st @ 8:00am for an informational meeting.

Hrosko also mentioned that at the Department Head meeting on October 12th Feller Finch and Beckett & Raeder are coming in to do a presentation about recreational

options for municipalities. Hrosko said he attended the Ft Meigs Cemetery meeting and reviewed their financials.

Lastly Hrosko said Brice told him that the last rain didn't seem to produce any water problems over at the Fire Department building. It was mentioned that it wasn't a very heavy rain but hopefully it is all taken care of now. Hrosko said he guessed if it would happen again we would have to turn it over to Solicitor Walt Celley to handle. Warnimont asked if anything is going on with the other issues in the new building. Hrosko said on the issue of Dimech; it is in the hands of Solicitor Celley and on the issue of the concrete Solicitor Celley is looking into that also. It was also discussed that some of the doors do not close properly because they drag on the concrete.

Gottfried asked if it was ok to put the old fuel tank on GovDeals to sell. The trustees told him they had no problem with him doing that.

Britten made a motion (seconded by Mack) to adjourn into executive session for personnel discipline, litigation and contract negotiations. No further business will be conducted. All Yes Motion Approved

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

Shirley A Haar –Fiscal Officer

Craig LaHote – Chairman