

Minutes of Department Head Meeting: June 22, 2009

8:00am Meeting called to order by Bob Mack

Pledge of Allegiance

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

Police: Chief Stribrny told the Trustees his laptop computer, which was a gift from the Ohio Safety and did not cost the Township any thing, crashed and he needed to replace it. He said he had it checked out and the estimate to repair it was between \$500.00 & \$700.00. Stribrny said he might have to special order it because they need to run Windows XP and the new computers are coming in with Vista on them. Stribrny asked the Trustees to approve a blanket PO in the amount of \$1000.00 for the purchase of the new laptop computer. **Britten made a motion (seconded by LaHote) to approve the request. All Yes Motion Approved** Mack told Stribrny he has Officer Gross show him how the in car computers work and it was very interesting.

Stribrny said they still are having some communication problems over at their building on the phone system and that over the weekend he had to make a call on the new phone system but it was able to be corrected from their remote site.

Hrosko said they know there are still some problems with the system such as data lines, faxes and stuff like that and they will be out this week to correct it.

Fire: Chief Dimick – no report

EMS: Deputy Chief Brice gave the Trustees a copy of the breakdown (copy in file) on the 2008 Assistance to Firefighters Grant they received. They are attempting to purchase 33 Self Contained Breathing Apparatuses In addition the grant pays for 26 forty five minute 4500psi cylinders. They would also like to purchase 14 additional face pieces, one RIT pack, 40 fit tests for the mask (required), and 33 telemetry transmitters. The total cost would be \$168,485.00. The grant they received was for \$136,500.00. Of that amount \$129, 675.00 is the Federal share and our 5% match is \$6825.00. The Townships bottom line cost is; the Townships share of the grant @ \$6,825.00, 7 additional air packs @ \$27,986.00, 7 additional face pieces @ \$5,395.00, one RIT pack @ \$698.00 and 7 telemetry transmitters @ \$1,386.00 for a total cost of \$42,290.00. **LaHote made a motion (seconded by Britten) to allow the purchase of all the requested equipment for a total cost to the Township of \$42,290.00. All Yes Motion Approved**

Brice said he received an e-mail from Eric Larson from Wood County Hospital regarding the up coming Wood County Fair. The EMS coverage is usually covered by a private company but what they are trying to do this year is have local agencies cover it. We are assigned on day and in the past that only required us to send down an engine staffed with first responders to stand by and handle any fire calls or things of that nature. This year they are asking agencies with two or more ambulances to send down an ambulance to stand by. They are saying we can still bill any transports as we would normally do. Brice asked the Trustees what their feeling were regarding doing this. Britten said if Brice can get enough volunteers

to staff it that day, it would be ok with him. LaHote said he agreed. Brice will let Larson know if we can get enough volunteers we will send an ambulance also. Brice said he had a request from one of our full timers who also works part time at Pemberville to donate our old lazy boy chairs to Pemberville. Brice said none of the four are in very good condition and we will not need them. **Britten made a motion (seconded by LaHote) to donated any or all of the four chairs to Pemberville. All Yes Motion Approved**

Brice said he wanted to make the Trustees aware of a new problem that has emerged. The Sheriff made a decision to modify the County dispatch system. The Sheriff called last week and informed Brice the County Prosecutor had given him an opinion that he (the Sheriff) is in charge of the County Communication system and that includes Perrysburg Township. The Sheriff decided to dispatch only on F1. F2 would be used only for communications between dispatch and the road units. This is what Perrysburg Township has done for about 10 years. F3 and F4 would be used for fire ground on scene communications. We currently dispatch simultaneously on F1 & F2 which allows us to keep our radios on F2 all the time so they do not have to switch back and fourth between frequencies. We do not currently use F3 & F4 because dispatch has no way of monitoring it. In a situation where immediate assistance is needed if the incident commander cannot hear them the dispatchers probably would be able to. Brice said he told the Sheriff this and was told in response that the Sheriff did not expect his dispatchers to monitor that traffic. The Sheriff indicated to Brice it didn't matter what Brice wanted to do because this was the way it is going to be. Brice said he contacted Bender and asked them for a price on what it would cost to have a mobile radio dispatch center that would be programmed with F3 & F4. This would necessitate the installation of another antenna on the tower. Bender indicated this was not the best way to do that. The best way to do it would to put in a MRT or in other words a whole new base station in, which is considerably more expense. Brice said his other concern is F3 & F4 are not licensed by the FCC for use as a base station. Brice said base stations are (he thought) 100 watts and a mobile is 40 watts. F3 & F4 are only licensed by the FCC for mobile usage but Bender said they can modify the wattage. This will be a significant cost to the Township and Brice said he is not sure how we are going to deal with this. He also said he notified the Sheriff we would work on the problem. Britten asked if was going to effect cities and villages also and Brice said the way he understands it, anyone using County frequencies will be effected. This all came out because when the tornado sirens are activated, that is sent across band F1. They are very sensitive to corruption and if there is activity on the channel when their signal is sent it could result in the sirens not getting the signal and not activating. Brice said he asked Bender for some quotes on the various options. Mack asked if he had any rough ideas of the cost and Brice replied to have a mobile installed is only about \$800.00. To have a new antenna installed it would be about \$1,200.00, the wire to run if would be around \$8.00 to \$10.00 a foot and it is about 200 feet. So if we go to the mobile route it would probably be \$5,000.00 to \$10,000.00. If we go with the MRTs, those are about \$7,000.00 each so you are looking at closer to \$20,000.00. Brice said they will continue to work on this.

Brice said the Grand Opening of the new building is this Saturday (June 27) from noon to 4:00pm. It will start with our Honor Guard taking down the flag at the old station and raising it on the new station. Chief Dimick will speak and then the Trustees. After that the new building will be open for tours, there will be food and various activities.

Maintenance: Kraig Gottfried told the Trustees last week Gerkens finished up Scheider Rd, the fist plat in Lakemont and Helen Dr.

Gottfried said that he put in for a grant from the PUCO for the railroad crossing in Cedar Park. He is looking at what it will cost to put in 2 lights, one on each side and to upgrade it. Gottfried said he was thinking about solar powered lights and talked to a neighbor of his who is an engineer at First Solar about them. He was told First Solar doesn't make fixtures like that but there is a company that does. Gottfried will be checking into this. Mack said there is a new company over by Gem Industries that have an LED street light patent underway. They would probably be interested in showcasing something like that. Mack will give Gottfried their name. Hrosko told Gottfried on the CSX crossing Gottfried should check with our solicitor Walt Celley because of possible litigation due to the accident there. Mack said the track is owned by Rudolph Libbe. Gottfried said that Ken Gilsdorf from CSX said they do not take care of those tracks because they are a private spur and it is up to the owners of Cedar Park. Mack said there are a couple of spots in the Township that are basically owned by the developer and the developer has exited the project. An example of this is the pond on 795 at Oregon Rd that is owned by Rudolph Libbe and the road in front of Lowe's which is owned by Bostleman. It was discussed if the township needs to get involved in theses areas and figure who will be taking care of them.

Gottfried told the Trustees that Wednesday when they were berming Dowling road they hit an electrical wire that went to the mast on a building. There was no power in the line but Edison did come out and take it down. Gottfried will find out what the estimate is to put the mast back up and repair a bit of the siding on the building and get it to the Trustees. Then the same day the tractor that was berming the road got hit by a pickup truck. Hrosko is going to check into turning this in to the insurance company and get back to the Trustees.

Gottfried said he received a call from a lady in Oakmeadows and she said when we had those storms a few weeks back, the storm basing in her backyard overflowed and she had water in her basement. We have had concerns out there before but never in this area. Gottfried said he didn't know what we could spearhead about getting that ditch done in Oakmont. Britten said when he talked to Jim Carter he sounded like there was someone who would help foot that cost and Britten said he would call him back and talk to him or Gottfried could.

Britten asked if Gottfried or Hrosko saw anything about residents wanting to change Fountain Blvd. to Wexford Dr. Hrosko and Gottfried said they had not. Britten said Ray Huber said he had gotten something on it.

Recreation: Bob Warnimont absent

Zoning: Grant Garn told the Trustees Rosanna is working on the files and needs archival folders and labels. She estimated she needs 7,500 folders. These are special folders designed for the long term archiving of papers. After checking, Seagate gave him a very good price. They quoted a price of \$19.99 per box of 100. Garn asked the Trustees to approve the purchase and approve a PO to Seagate in the amount of \$1,529.22. **LaHote made a motion (seconded by Britten) to approve the purchase and the PO. All Yes Motion Approved**

Garn told the Trustees he would be on vacation next week. He also told them that Feller & Finch had the draft of the new zoning map done.

Garn said that Bill Miller has started doing some clean up on his property by the lawn care business. The lawn care company cleaned up their property and has it pretty straightened out. Britten asked if got the confusion straightened out over the

notifications and Garn replied he thought so. Britten so said all parties have been notified so the timetable actually starts. Garn said he had to get with Attorney Celley because he didn't know all this was taking place with the notifications, when it did take place. Britten said we need to make sure because they received a call from a gentleman who said he wasn't notified and read it in the paper. Britten added "we have been down this road before with the nuisance stuff before with E. River Rd and I am to the point where I am not even going to hear this stuff if we are not doing it right". Garn said there is a whole series of things that need to be done and we need to make sure our Attorney knows all the steps we need to take and then make sure we do them all correctly. These issues will continue to be worked on to insure in the future all things are done right.

Garn asked the Trustees permission to move his office into the old offices of the fire chief and deputy fire chief. He then could use the day room for a records room. The Trustees will study the issue and get back to him.

Garn said he would like to attend the joint TMACOG and SEMACOG meeting in Dundee at Cabela. Garn was told he could attend.

Brice asked about record retention and Haar said she had some information for all of the departments. She had the record destruction papers compiled by Robert Schultz for each department. Haar asked each department head to get with her today and look over their set. If they read all right, the department head will sign the forms and then all forms will be mailed in to be recorded. After the 10th of July qualifying records can start to be gathered and the shredded. Haar asked Gottfried if he was still going to let everyone use the last maintenance bay to gather all the records in and he replied he would.

Stribrny said he was working on a dispatch issue and may be coming back to the Trustees at a later date with a request to move a part-time dispatcher to full time.

9:20am Britten made a motion (seconded by LaHote) to adjourn into executive session for the purpose of pending litigation, personnel termination review hearing, a contract issue and a real estate matter. Further business will be conducted. All Yes Motion Approved

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

Administrator: John Hrosko-no report

Office: Shirley Haar asked the Trustees to approve a PO for Robert Schultz in the amount \$3,500.00 for the second half of his record consulting contract. **Britten made a motion (seconded by LaHote) to approve the PO. All Yes Motion Approved**

Haar asked the Trustees to approve hiring Sharp-Shred to shred all the approved records for destruction. These are the records that will be gathered in the maintenance bay. Sharp-Shred will come out to the Township and (as advised by Robert Shultz) shred the documents on site. Eric Sloan sent a letter (copy in file) outlining how the procedure works and quoting a ballpark figure of ten cents a pound for the onsite destruction. Most banker boxes weigh about 55 pounds. **Mack made a motion (seconded by Britten) to have Sharp-Shred give us a quote to do the onsite destruction. All Yes Motion Approved**

Britten asked about the bill from the Port Authority and asked if Wood County was putting money in to the Authority. Hrosko said he did not think Wood County contributes anything to the Authority yet. Britten said to check with Rex Huffman and find out. Hrosko said he would.

LaHote made a motion (seconded by Britten) to adjourn. All Yes Motion Approved

Shirley A Haar –Fiscal Officer

Bob Mack - Chairman