

## Minutes of Department Head Meeting: July 13, 2009

### 8:00am Meeting called to order by Bob Mack

**Roll Call:** Mr. Mack, Mr. Britten, Mr. LaHote (arrived at 8:05), Mr. Hrosko, Mrs. Haar, Chief Stribrny, Chief Dimick, Deputy Chief Brice, Kraig Gottfried, Grant Garn and Robert Warnimont (arrived at 8:10)

**EMS:** Deputy Chief Brice told the Trustees he wanted to let them know he received a grant of \$4500.00 from The Ohio Division of EMS. Brice also told them there are still radio issues from the lighting strike Saturday (Blade article in file).

**Police:** Chief Stribrny told the Trustees he would like to start pricing out two new vehicles. With the current mileage on the two vehicles that are in line to be replaced, we will not need to put the new vehicles in service until end of 2009 or beginning of 2010. But because of the current conditions of the auto companies, there is no telling how long it could take for the vehicles to come in. Stribrny said he had heard that if you can get them, there are some special deals on the Chargers. Stribrny said that one cruiser is now at 108,000 miles so they are getting its replacement set up for the road. They Trustees told Stribrny to start getting prices on the new cars.

Stribrny then told the Trustee that he didn't know what got hit but that something, somewhere caused the radios, some of the phones and the computerized door locks to go out Saturday. The radio people are saying they don't believe the Tower got hit. Stribrny asked if he should get some one out to find where the lighting hit and if so who? Britten said we should call the insurance company and have them tell us what to do. Hrosko said he already contacted them. Stribrny said he has started a handwritten time line starting 9:30am Saturday through 10:00 Sunday. As far as the Police radios go, they are operating on portables. Stribrny said he was going to call Ken Tracer from Bender and get the strongest portable they have or give him a mobile radio. Stribrny said he thought the mobile radio would be better. Stribrny will have them hook it up in dispatch and then get with Chief Dimick and Deputy Chief Brice and talk about the console. Stribrny stated they cannot rush the console, they need time to do it right. Britten said the console would have to be bid out and Stribrny agreed. Brice said maybe they could purchase it as an emergency purchase. Stribrny said that yes it is an emergency but they need to do this step by step and do it right the first time. LaHote said we need to have good protection for the building as well as the tower. Brice said that maybe we need to have lighting rods on the building. Stribrny said that no matter who we use and what we do, we need to make sure those protections are in place if they are not already. Right now and this is just a ball park figure, Stribrny said we are looking at over \$1600.00 worth of work so far. Brice said he talked to Chief Cline from Perrysburg and he offered an encoder that we can borrow. Between him and Bender, they came up with a system that basically would get us up and running where we can page out over fire band F1 and communicate with the trucks on fire band F1.

Stribrny said that they also lost the air conditioning in the communication building. Dimech came out and said the system is fried and the compressors are gone. This is a priority top get fixed. Brice suggested that they get a portable AC unit to put in there. Jason from Dimech was the technician who came out and could give them no timeline for the repair. Gottfried will work with Dimech and

get the portable if necessary. Stribrny said we need to find out where we were hit. Brice said that Romanoff was also out Saturday and looked at the tower. They thought it should have a test run on it to make sure it was not hit and to check the grounding on it. Brice said we need to have Tower Maintenance come out and check the tower and see if they can find out where the hit was. Hrosko will call Vetter and talk to Jeff Buerer. Stribrny said he would be leaving early today and gone tomorrow but will try to stay in touch by phone.

**Maintenance:** Kraig Gottfried told the trustees he purchased a new Toro push mower that is a mulcher and bagger for the cost of \$550.00. Gottfried also told them CamTech is coming out Wednesday to camera those lines in Lakemont. Gottfried showed the Trustees pictures of a stop sign in Shannon Hills that is blocked from view by a tree. Some of the residents want the stop sign moved 10 feet and not trim or cut the tree. Gottfried feels the tree should be removed. He said if the sign is moved it will again be covered up in a couple of years as the tree grows. Britten says the regulations say a stop sign has to be within a certain number of feet from the intersection and moving it is not a good idea. He also felt the tree should be removed. **Britten made a motion (seconded by LaHote) to have the tree removed. All Yes Motion Approved** Gottfried said he will call Joe Dennis and let him know. Possibly it could be dug up and moved to another area and the Township could help them move it. It would have to be located somewhere that is not between the sidewalk and the street. If they do not want to relocate it, we will cut it down.

**Fire:** Chief Dimick – no report

**Administrator:** John Hrosko asked the Trustees for an executive session for contract negotiations and for pending or possible litigation.

**Recreation:** Bob Warnimont told the Trustees the Little League is going well and should be ending next week already. It was discussed if it is actually more cost efficient to leave the ball lights active for the winter than to turn them off and incur a reactivation fee in spring. Warnimont was asked if the Little League could start their games earlier next year and do without lights. Warnimont said he would check with them and get back to the Trustees.

Warnimont then asked about the parking lot at the soccer field. This was discussed at the last meeting. The Soccer Association wants to increase the parking 245 long by 65 feet wide. They talked to Maumee Turf who is doing Perrysburg City's football field and they gave them a quote of \$12,625.00. This cost would be split three ways between the Soccer Association, Perrysburg City and Perrysburg Township. Britten said that the Township needs to do more for recreation. **Britten then made a motion (seconded by LaHote) to help pay for the parking lot extension up to \$4,200.00. All Yes Motion Approved**

Hrosko asked Warnimont about a park equipment safety inspection in 2005 and questioned if it was ever completed. Warnimont said he came out but gave us no written report. Warnimont said he would get hold of Jeff (from the Park Board) and have him come out and check the equipment at Station 2 and Starbright. Hrosko will send out a letter requesting this be done.

**Zoning:** Grant Garn told the Trustees the Zoning map is complete. He also said the Master Plan Committee will be meeting after the Zoning Commission meeting tonight to go over their findings.

Garn said the Rosanna has most of the file folders with the addresses on them done.

**Office:** Shirley Haar told the Trustees we had a letter form the Wood County Commissioners designating July as County Flag month. They are selling the County Flags but the cost is rather high. One outdoor flag would cost \$92.00 (an indoor one is \$122.70) but if they were bought in a quantity of 12 or more the cost goes down to \$42.00. Haar suggested that at the Wood County Township meeting on the 16<sup>th</sup> it be brought up to have the Township Association purchase 12 flags and let townships who are interested buy one or more from the Association at \$42.00. The Trustees thought this was a good idea so Haar will bring it up at the meeting. Brice said along the lines of flags he presumed we want a state flag for one of the three poles outside the Safety building. Hrosko said he would see about getting one ordered.

Haar told the Trustees that the Townships time at the Township Rest Station at the Wood County Fair is on August 8<sup>th</sup> from 2 to 6pm. However she will not be able to attend it as she will be on vacation that weekend. Haar also said she will have to miss the Department Head meeting on the 10<sup>th</sup> because she will still be gone. Mack said that he might be gone the first two weeks of August himself.

The last issue Haar brought up was what we are going to do about the Crossing Guard. This is something we need to be thinking about and discussing at a future meeting.

**Chief Stribrny;** Stribrny said he just received a follow up from Dimech who said they have no time line to offer at this time but will let us know as soon as they can. They did say they have three portable A/C units they can bring in. Stribrny said that Ken Tracer from Bender also just called and the console is not repairable and the voting system that goes to the antenna on the tower is gone.

**Gary Britten:** Britten asked if the computer policy was ever passed and was told it was. LaHote said that after this last problem we have had with the computers it would be a good idea to make a copy of the policy and give it to all the employees. Then have them sign it and return it to the office so it can be filed in their employee file. That way no one can say they never saw it. Hrosko will get the policy out and get it to the employees.

Britten asked if on the Port Authority is the County in it and if so, are they paying any of the bills? The County waited until the Authority started making money and then wanted in and they should be paying. Britten suggested that Rex Huffman be asked to come to a meeting, maybe if he is available on the 27<sup>th</sup>.

Britten asked if the inner door into the fire station is kept locked even when Sharon Kerr is at her desk. Brice replied that it was for security reasons. Even though Sharon is at her desk she cannot see the doors and would not know someone was coming in until they were already in the building.

Britten then asked if we were still pursuing the one carrier trash pickup for the entire township. Hrosko said he was still doing some checking on it.

Hrosko told everyone the Islamic Center festival is August 15<sup>th</sup> & 16<sup>th</sup>.

**Bob Warnimont;** Warnimont asked Haar if she would cancel the dumpster at Station 2 and Haar said she would.

**Craig LaHote:** LaHote said we need to decide what we are going to do about computer support and we need to do it soon as the server is going bad again. Also

we have had a few minor problems with personal computers being connected to the Townships network. We need to set a timeline and get them off it, get something else in place and eliminate the problems. The Police department has a couple of personal laptops being used for business purposes on the Township network but they should probably be replaced with Township computers. Britten told Stribrny if they need to purchase additional computers they should do so and that we need to set a date for all personal computers to be banned from the Township network. Hrosko will send out a letter to all employees setting September 1<sup>st</sup> as the cut off date for all personal computers on the Township network. LaHote said if the Chiefs allow it, the employees could have a separate line run for the employees personal computers.

**John Hrosko;** Hrosko told Chief Stribrny that on the speed trailer TMACOG is not the agency that can help us. However ODOT may have some safety funds available and they will get back to us.

Hrosko also said that on the HSA accounts there might be a problem. When he received his end of month statement and it showed he was out of network. This shortened his HAS account. He did not go to any different docs that he had always gone to for the last 10 years. Hrosko called Sally at Hylant and she is looking into it. No one is going to track where a lab sends its blood work out to but the lab could be in network and who they send it to out of network. The account would then be charged more and would come up short. Hrosko will update the Trustees on this as soon as he hears something.

**Chief Stribrny;** Stribrny said Dimech just called back and the items are in stock. For both compressors & the parts that go with them, they are looking at \$2700.00. Labor would be in the \$1500.00 range. So for the both of them you are looking at \$4,300.00 to \$4,500.00. They also will bring out two portable A/C units. **LaHote made a motion (seconded by Britten) to proceed with the repairs. All Yes Motion Approved**

**Kraig Gottfried;** Gottfried said he, Deputy Brice and Dan Kervin have been looking at floor scrubbers for the bay area. They have demoed a couple so far. He will keep the Trustees informed.

**9:20am Britten made a motion (seconded by LaHote) to adjourn into executive session for the purpose of contract negotiations and pending or possible litigation. Further business will not be conducted. All Yes Motion Approved**

**10:05am Britten made a motion (seconded by LaHote) to adjourn executive session and to adjourn. All Yes Motion Approved**

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Shirley A Haar –Fiscal Officer

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Bob Mack - Chairman