

Minutes of Department Head Meeting: November 9, 2009

8:00am Meeting called to order by Bob Mack

1st Roll Call: Mr. Mack, Mr. LaHote, Mr. Britten, Robert Warnimont and Mrs. Haar

Britten made a motion (seconded by LaHote) to adjourn into executive session for the purpose of personnel hiring. Further business will be conducted. All Yes Motion Approved

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

8:40am 2nd Roll Call: Mr. Hrosko, Chief Dimick, Deputy Chief Brice, Chief Stribny, Kraig Gottfried and Grant Garn.

Police: Chief Stribny told the Trustees that VASU would be starting the pre wiring on the communications center this week and would have to have access to all the buildings

Stribny said Lieutenant Pellek is still having a problem with the payroll. One officer has been having an ongoing issue with his vacation hours. This is an issue with the payroll company and not with the Township. Hrosko will look into this again.

Stribny said that last week Lieutenant Pellek brought in a candidate for Patrol Officer for the Trustees to meet and interview. Stribny said he was told the Trustees approved of the candidate and so they finished the required testing on him, which he passed. Stribny then asked the Trustees to approve the hiring of Joseph W. Ball III and to allow him to start work with the Township on November 15th. Mr. Ball is a seven year veteran with the Toledo Police Department who is looking to change jobs due to the uncertainty in Toledo. Mack said the Trustees all felt Mr. Ball was a very good candidate. **Britten made a motion (seconded by LaHote) to hire Joseph W. Ball III and to allow him to start work with the Township on November 15th. All Yes Motion Approved**

Stribny asked if the Trustees had given any more thought to hiring another officer for the other position opening. Stribny said he had two other candidates that were really good and said he told them he would keep their applications on file for a year. Britten said although he was not opposed to hiring a second officer, he would like to get the 2010 budget done first and see what the next year looks like. Stribny said he is keeping an eye on his budget and also has been keeping a tally on Police revenues. He said the department is making some monies other than from levies from things such as fines and sale of cars. He said they are not in the money making business but they do bring in some monies. Stribny said he will give a breakdown to the Trustees of this.

Fire: Chief Dimick told the Trustees that he has two breathing air compressors on GovDeals and the one is up tonight. The bidding is already up to \$1,700.00 so he is hoping it will bring a good price.

Next Dimick said the full timers would like to replace their winter coats and job shirts. He also said he and Brice would like to provide the Volunteers with coats and job shirts. This will give them an identity when they respond to a scene.

EMS: Deputy Chief Brice said it was time to come to the Trustees and ask for new coats and job shirts because the full timers have not had new coats for eight years unless their old one was damaged beyond wearing, and the Volunteers came to them and asked for the same type of coats the full timers have. A committee was put together to review and test coats and shirts and has been researching them for over a year. Captain Weist headed up the committee and the committee was able to get coats, shirts and hats from manufactures to test. They tested them on shift and washed them to see how they held up. The current quote of the coats we have is between \$340.00 to \$350.00 depending on style. The cost of the coats they would like to get is \$297.45 per coat with an additional \$20.00 per coat to mark the back of the coat with Perrysburg Township Fire and EMS. That brings it up to \$317.45 per coat x 39 members of the department equaling \$12,382.55. On the job shirts, a few years ago they switched to the sweaters, which look real nice when you get them but pill up before long. They were also expensive @ a cost of \$136.00 per sweater (they are heavy, lined and very warm). The job shirts they want to get are \$59.99 each plus the \$4.00 cost of a Perrysburg Township Fire & EMS patch. This brings the cost to \$63.99 per shirt x 39 equaling \$2,495.61. These are basically “list” prices but we should get some discount for bulk purchasing when we order them. This is something we are probably contractually required to do for the full timers but would be voluntary for the Volunteers. Britten said that after eight years the coats would not have the right striping on them and this makes it a safety issue also. Brice said it is the right thing to do for the Volunteers. Haar asked what kind of job shirts they were looking at this year. Brice explained the new type of shirts is basically like a New Yorker. LaHote asked if everyone had an ID they could wear around their neck to also identify themselves. Brice said they have them but do not wear them but that might be a good idea. This will be brought up at the Monday night meeting for approval.

Next Brice said that at Monday night’s meeting he will be asking for approval of his annual Physio Control Contract.

The next thing Brice brought up was three patient bills he needs to write off. The first one is Pat #004036 for \$350.00 where the patient is deceased and the estate has no money to pay the bill. The second is Pat #004062 for \$25.00 where the patient is also deceased and the estate has no money to pay the bill. The third one is Pat#000532 for \$1,534.00 where the patient is deceased and the estate has no money to pay the bill. On the third one, prior to the patient dying the insurance paid some and the wife was able to pay a minimum payment each month. Now the wife has no money and cannot pay. After briefly discussing the situations, **Britten made a motion (seconded by LaHote) to allow the three bills to be written off. All Yes Motion Approved**

Maintenance: Kraig Gottfried asked the Trustees to approve a PO in the amount of \$6,000.00 to Zimmerman Painting for stripping 1st Street by Owens, J Street, Scheider Rd., Neiderhouse Rd. and Helen Dr. **Britten made a motion (seconded by LaHote) to approve the PO. All Yes Motion Approved**

Gottfried asked the Trustees to approve an increase to his PO #2007-307 to help cover the cost of some additional hot mix. This will be a “Then and Now” increase. **Britten made a motion (seconded by LaHote) to allow the increase. All Yes Motion Approved**

Next Gottfried said he had to have Dimech come out for three hours and fix a heater in the shop. This heater goes out all the time. They found that some of the shutters were frozen up and a couple was unhooked. They fixed it so it would work but told Gottfried that if they hooked up all the shutters like they were

supposed to be, the gas bill for the shop would probably double. They recommended getting radiant heat for that area. After a brief discussion of radiant heaters, gas heaters and waste oil heaters Gottfried said he would research this for next year.

Gottfried told the trustees he received a bill for the 2010 TMACOG Stormwater dues in the amount of \$2043.00 and would pay it off an existing PO.

Gottfried said he talked to Jon Eckel from The City of Perrysburg about the bill from Proudfoot on the 15 and 20 year reimbursement study. Mr. Eckel is supposed to find the bill and call Gottfried so we can pay our ½.

The next thing Gottfried told the Trustees is that he is looking to purchase a smoke machine called a Leak Tamer. What it does is fills the EGR systems with smoke to find the EGR leaks. It can also be used to find leaks in exhaust systems. He can get one from Fleet Pride for a cost of \$1050.00 to \$1,100.00. Gottfried said he will take this off his equipment PO if the Trustees have no objection. No one objected. Gottfried said two weeks ago he brought up buying his guys sweatshirts. Under their contract they get seven tee-shirts per year. Last time he ordered the t-shirts it cost \$360.00. The men would like to give up the tee-shirts this year and get new sweat shirts instead. They would each get two or three and the cost would be around \$408.00. The sweatshirts cost \$17.00 for the pull-on ones and \$19.00 for the zippered ones. Gottfried explained that the guys did get three new ones last year but over the year they do take a beating and look pretty bad. He said he could take this off his blanket uniform PO if none of the Trustees had a problem with this. The Trustees said they had no problem with him ordering the sweatshirts. The last issue Gottfried brought up was that he would like to get started on the process of getting a new pick-up truck. This is in his 2009 budget and the truck being replaced is a 1997diesel truck. It was discussed if he would be getting a diesel or a gas and Gottfried said he planned on pricing out both. Gas would be cheaper and probably be under \$25,000.00. Gottfried will get back to the Trustees on this.

Recreation: Bob Warnimont said he talked to Gottfried about doing some crack sealing at Station II at the ice rink so hopefully they can get that going when it gets cold enough. Warnimont said the road is supposed to be surfaced coated this week but he didn't know when the finish coat was going to be laid. They are also supposed to be working on the ball lights.

Warnimont said he and Dan Kervin are supposed to be going out this week to look at walk behind snow blowers and John Deere ones. Hopefully he will have more information for the Monday night meeting.

Zoning: Grant Garn said things were really progressing with the records over in Zoning and asked where we are at in hiring someone to go over the scanning stuff. Hrosko said we are going to talk about that this morning.

Garn said he wanted to ask about was nuisances. He asked about the letter Solicitor Walt Celley was going to get together and stated that the Township has a number of nuisances that need to be addressed. Britten said the Trustees need to see a list of ones Garn would like to go after and Garn agreed to get this together. Garn told the Trustees he is still looking to but a new camera. The cost will be about \$450.00 for one that will do everything he needs it to do.

Garn said the Zoning Commission will be meeting tonight and then the Comprehensive Plan Committee will be meeting.

Garn asked the Trustees to approve him attending the Ohio Code Enforcement Officials Association meeting in Columbus on Thursday at a cost of \$45.00.

Britten made a motion (seconded by LaHote) to approve the request. All Yes Motion Approved

Garn told the Trustees that at TMACOG he picked up a thing about the 2010 census. The people there said they are looking for communities where they could set up an office for doing paperwork locally. He said he just wanted to mention this.

Administrator: John Hrosko told LaHote that he checked and the Township did not have a contract with AT&T. He then asked LaHote if he had gotten a chance to price the maintenance switch. LaHote said yes, but he had to double check something this morning, he thought he could save some money getting it. Hrosko asked the Department Heads to always let him know if they are going to take a day off.

Next Hrosko said he had received all the budgets from the Department Heads, except Zoning (because Garn was off) and given them to Mr. Britten to review. Hrosko said he and Britten will get together and figure out a schedule to go over them.

Hrosko next mentioned the Health Censuses and said as of Friday he had 24 that were completed and 10 that are still being updated. That is only half of them. These have to be done and need to be completed by Friday.

Hrosko said that last Friday WSPD TV called about a house on Roachton west of the tracks. WSPD said the house was in Perrysburg Township but Hrosko did not think it was. Hrosko got hold of Garn and Joe Schaller and it was confirmed the house had been annexed by Perrysburg City. The strange thing about this is the house is owned by a Mr. Howe from across the street, and the City demanded that the house be torn down. The house is now a pile of rubble and WSPD was asking why the Township had not gotten it cleaned up. After doing some checking Hrosko called WSPD back and told them Mr. Howe is taking a wheelbarrow over there, taking pieces from there and burning them in his fireplace. So it will be there a while. The thing that was related to Joe Schaller that day was the City told him to tear down the building but they did not say how long he had to clean it up, so he is taking his time doing it.

Hrosko said the next thing he wanted to mention was that a couple of weeks ago Dimech came in and had to work on the boilers in the Trustees building. They said the boilers are obsolete and that may be a serious problem in the future.

Next Hrosko mentioned Ron Bloomfield was going to come in tomorrow after his doctor appointment and let us know when he can return back to work.

Hrosko asked Mack if he had a chance to look over the Contract for Sale and Purchase of Real Property. Mack said he had but wished to turn it over to Solicitor Walt Celley for review. Mack said there are a couple of things that need to be addressed and he would talk to Solicitor Celley about them at a later time.

Another thing Hrosko wanted to bring up was having a Christmas Party again this year and gifts for the employees. Hrosko said if we are having a party we need to get started planning a date and stuff. Mack said Warnimont told him he thought the Christmas party was a real nice gesture and brought people together. Mack added he agreed. Britten thought how we did it the last couple of years worked out well and we could look into dates and prices now. **Britten made a motion**

(seconded by LaHote) to have Hrosko look into dates and prices for the Holiday party at the Holiday Inn by the pool. All Yes Motion Approved

The last thing Hrosko brought up was the paperwork he received from Myer Hill Lynch on the "Scope of Work for the ISP Litigation", the "Scope of Work for the Web Site Maintenance and Relocation" and The Total Scope of the Servers and

Servers Deployment”. Hrosko said it is very costly and some of it may have to be bid out because some of it is hardware as well as services. These he gave to LaHote to review and this will be brought up at the Monday night meeting.

Stribrny said he forgot to mention Veterans Day. His hourly people usually follow what the Trustees office does and work Veterans Day and take off the day after Thanksgiving. His problem is the day after Thanksgiving is “black Friday” and the business district is heavily populated. If he has his detectives off that day he would have to put officers in plainclothes that day. Britten asked if they would have a problem taking Veterans Day off and working Friday. Stribrny said no and that what probably will happen is one detective will take off Veterans Day and work Friday. He said he still might have to beef up with some over time because he has a real concern that this year might be bad. The stores have their own security but they can only do so much. Stribrny said he would work it out.

Office: Shirley Haar asked the Trustees to approve a PO in the amount of \$3,933.00 to TMACOG for our 2010 dues. Haar said last year the dues were \$4,400.00. **LaHote made a motion (seconded by Britten) to approve the PO. All Yes Motion Approved**

LaHote brought up the issue of the Township collecting fines and said that now that we are home rule we should look into this. Solicitor Celley will look into this. LaHote also said we need to put the old phone system out for auction. Hrosko said that he needed to get with Todd from Teltronics because at one time he thought he might have a buyer for the system. Hrosko said we also need to figure out exactly what we have and get some numbers together so we could put it on GovDeals. LaHote said he could help out on that but maybe since it is not just a government system we might be better off putting it on EBay.

Warnimont then asked about an update on the turn lane at Thompson and Route 20. Britten said he was going to talk to Jason Sisco today and would let Warnimont know. The timing on the lights there was brought up and Gottfried said he would talk to Mike Stormer about them. It was also discussed we really need a left turn arrow at that corner, especially with the Holidays coming. Stribrny will call Jason Yeary on that.

Warnimont said he was asked by two retirees from the police department if they could get one of the Township shirts that were given to the employees last Christmas.

Stribrny said he wanted to mention a complaint that was brought up at the last meeting. He said he went out to Roachton & 199 and did not see a problem there. Britten said he has a call into Tom Carpenter because the trees are on his property. Maybe because the leaves are off now the problem is gone for now. LaHote said when the leaves are out, there is an obstruction there. Britten said he looked at it and does not see a problem getting the trees cut down before spring.

9:45am LaHote made a motion (seconded by Mack) to adjourn into executive session with Township Solicitor Walt Celley for pending or imminent litigation and potential real estate disposition. No further business will be conducted. All Yes Motion Approved

10:45am Britten made a motion (seconded by Mack) to adjourn executive session and to adjourn. All Yes Motion Approved

Shirley A Haar –Fiscal Officer

Bob Mack - Chairman