

## Minutes of Department Head December 8, 2008

**8:00am Meeting called to order by:** Gary Britten

**Roll call:** Mr. Britten, Mr. LaHote, Mr. Mack, Mr. Hrosko, Chief Stribrny, Chief Dimick, Deputy Chief Brice, Kraig Gottfried, Grant Garn, Rosanna Violi and Robert Warnimont

**Zoning:** Grant Garn introduced Rosanna Violi to the Trustees. The Trustees welcomed her said they were looking forward to having her onboard. Garn said the Zoning Commission is going to meet tonight (12-8-08) @ 6:00pm to hopefully finish up with Hinkle Manufacturing on their \$4,000,000.00 addition. Also they will be working with Comfort Suites on their parking issue so they can do their expansion. They are also going to work on FedEx who wants to redo their site plan to change the corner of Third and J streets from the 4 way stop back to the original 2 way stop. This would need the blessing of the Wood County Engineer. Garn said the other thing coming up is the signage for the restaurant behind Tuffy on Route 20. They are working on an agreement with their neighbor to put up their sign next to the Tuffy sign (see picture in file). This would cause no encroachment on Township property. If the Zoning Commission approves this, it will have to go to the Board of Zoning Appeals as a minor change.

Next Garn said that on the comprehensive plan for the book he has gone back to all four firms asking for clarifications on some things. Then he will set up a meeting to make sure which members from the Zoning Commission and which members from the Board of Zoning Appeals will do the initial interviewing. This will hopefully take place before the end of the year.

Mack read his letter to Arthur Rometo (copy in file) acknowledging his resignation and thanking him for his service. Garn said they would be moving an alternate in his place and looking for another alternate.

**Fire:** Chief Dimick asked the Trustees to approve a PO to Nextel in the amount of \$35.00 to cover his December phone bill which will not arrive until January 09. Currently he pays for his cell phone off a blanket PO. Dimick also asked for a Po made out to Warren Fire Equipment in the amount of \$1,500.00. **Mack made a motion (seconded by LaHote) to approve these POs. All Yes Motion Approved**

Dimick told the Trustees he will need to make a couple of adjustments to his 2009 budget and was told to get with Hrosko on them. Britten said the County had to cut their 2009 budget by 40% due to declining revenues and that the Township Department Head should look at their budgets and try to cut them by 10%. After the changes are given to Hrosko the Trustees will look over the budgets prior to giving their final approval of the 2009 budget on January 20, 2009.

Dimick asked the Trustees why the volunteers' pay increases, voted on at the last meeting were effective December 1, 2008 and not retroactive back to the first pay of 2008 like all the other departments' pay increases were. **Mack made a motion (seconded by LaHote) to approve the pay increase retroactive to the first pay in January 2008. All Yes Motion Approved**

**EMS:** Deputy Chief Brice told the Trustees that the Fire Department's Non Profit Foundation received a \$2,000.00 donation from the Rossford Eagles. He will bring this up at Monday's meeting.

Brice asked the Trustees for some clarification on an expense issue. He said the fire department purchases food and drinks for the fire and EMS personnel when there is an extended fire or long training fire. The bills when submitted have been questioned and he wondered if the Trustees were going to allow this in the future. Brice said they do that so the personnel involved are fed and kept hydrated. The state auditors questioned it if this is even allowable. Haar will contact the state auditor and ask. This issue was tabled for discussion at a later meeting.

Brice told the Trustees they would be seeing a couple of bills for a pediatric kit and an autovent we need. He may need to ask for a vendor specific PO for these at Monday's meeting.

Next Brice said he is having some major issues with his computer. Computol told him it was not worth the expense to fix and should just be replaced. Hrosko said that Johnson's computer is in the same shape and should be replaced as soon as possible. He also said when Computol accessed the computers Kerr's should be replaced and Haar's was borderline. Hrosko suggested he check with Computol on the price for three or four bought at the same time and see if they will give a price break on them. LaHote suggested checking online to see what Dell computers are running and said they could be ½ the cost. **Mack made a motion (seconded by Britten) to have Brice and LaHote work this out for Brice's computer and the ones in the office. All Yes Motion Approved**

**Police:** Chief Stribny told the Trustees he has been online looking at Dell laptop computers and will be brining this up after the first of the year.

Stribny said the Police department also received a check for \$2,000.00 from the Eagles and will be putting this in their donation account. He will bring this up at Monday's meeting.

Stribny told the Trustees that the Stephen Campbell contract (copy in file) is a state contract on equipment. He said he would have to get together with the Fire department to see what to do about the channels and see if we can live with the lower price ones. This system is much higher technology and has features that would allow the department to download information right into their computers. Stribny will bring this up at Monday's meeting and also will be asking for a PO for the service contract at Monday's meeting.

Stribny then told the Trustees that he is getting with Torrence Sound on the cameras and is making the fuel tank top priority.

Stribny asked the Trustees if they had any problem with him starting to look for another officer to replace Dawn Langenderfer who is planning on retiring in the middle of 2009. Britten said that we need to look at this issue and see if we need to make a cut back in the number of officers since we lost so much on the west side. LaHote asked if the Heights are annexed in spring will this cut back on the number of calls we have. Stribny argued that although new have lost areas to annexation it doesn't mean we have lost population. Britten asked how many officers are on a shift now and if Stribny could provide the Trustees with something that shows vacation schedules and how people are scheduled. He said he feels we really need to look at some cut backs here and if that means not replacing somebody when it comes in, then we need to look at that. Britten told Stribny "you need to sell me on why we need to replace that officer". Mack said Britten is suggesting we be cautious because some of this, like our real estate taxes declining, will not be felt until 2010 because the taxes are collected in arrears.

Mack said we should be able to call Mike Sibbersen and see if his office can give some kind of projections on the potential for us to have declining revenues for the first time in our lives in Perrysburg Township. Mack said he would make that call.

Stribrny told the Trustees he has to maintain 3 officers per shift minimum per their contract, but most shifts have 4 to 5, and one or twice a month we have 6. Britten asked Hrosko how much the Police department takes out of the general fund after the levies monies are depleted and Hrosko said he thought it was about \$650,000.00. Britten said we need to look at saving money anyway we can and so when we lose a person, we need to look at whether that person needs to be replaced. Stribrny said he didn't disagree with Britten but said we still have a responsibility to keep the community safe. LaHote said it was important to keep expenses down. This will be reviewed and discussed further at a future meeting. Stribrny reminded the Trustees the bid opening on the SUV id Monday night at 7:35pm. He added the Durango now has 96,000 miles on it.

Next Stribrny told the Trustees he has been pricing in car computers and would like to add 3 or 4 more. This will be taken out of his drug fund.

Stribrny said that just for the Trustees information he is posting internally for the vacant detective spot. He also told them he has one officer on extended medical leave and should know more about his condition on 1-14-09. And after the first of the year he will have an officer off on maternity leave.

Stribrny then asked if the Trustees have talked about the part-time dispatchers pay and was told they have not yet talked about it. They will talk about it very soon.

**Recreation:** Bob Warnimont told the Trustees he was at the litter board meeting and they decided to have the recycle round up the first week of May 2009.

Warnimont said just for general information; Goodwill will take old computers and equipment free of charge.

Next Warnimont told the Trustees he was going to go to North Baltimore this coming Saturday (12-13-08) to check out their recycling station.

The last thing Warnimont mentioned was that on behalf of all the volunteers he wished to say thanks for their pay increase.

**Maintenance:** Kraig Gottfried told the Trustees he received a bill from Wood County for the guardrail in the amount of \$1,033.77 and now needs a "Then and Now" PO approved. **Mack made a motion (seconded by LaHote) to approve the PO. Mack – yes LaHote – yes Britten – abstain Motion Approved** Gottfried showed the Trustees a picture of the new Spectra Precision Laser he would like to purchase. The old one they are currently using is duct taped together and not working properly. The cost of the Laser is \$2,596.95 from City BluePrint. If approved he can take it off his blanket equipment PO. He will bring this up at Monday's meeting.

Gottfried told the Trustees Troy Bankey is off work because his wife just had a baby girl last Friday (12-5-08).

Britten brought up the Northwest Ohio Concrete Streets Seminar being held at the University of Toledo on December 10<sup>th</sup> and said it would be a good thing for Gottfried to attend. The cost is \$20.00 per person and registration is due today.

Gottfried asked to take one other man with him to the seminar. **Mack made a motion (seconded by LaHote) to allow Gottfried and one other man to attend the Seminar. All Yes Motion Approved**

Gary Britten brought up the issue of the copy of a letter (copy in file) addressed to T-Mobile Central, LLC; he received concerning a complaint from a property owner on a proposed cell tower. Garn said this is going to the Board of Zoning Appeals on Tuesday December 16<sup>th</sup>. The most the Board can do since it is in an I1 zoning area (and this is the proper zoning for a cell tower) is to require them to put

some bushes around the base of it. Garn said he has not heard back from them. Garn also said he went to Attorney Paul Skaff on this and he said this is how we have to handle the situation because some property owners around the area complained. This is a public utility and we cannot stop it. We can however suggest ideas to insure the safety of the area residents. Mack asked if there is plenty of fall distance and asked if it was going to be a monopole. Garn said he wasn't sure but would find out at the meeting. Britten said then this goes to the BZA before it goes any further at the Township level and Garn said yes. Garn went on to say he did give them an application for a certificate Garn also said he sent notices to all the surrounding neighbors and to the Utility Co. The neighbors seemed to be concerned about the electromagnetic radiation.

**Administrator:** John Hrosko told the Trustees he received an email from Cassandra Michael from PASA asking about placing a link on the Township web site linking it to PASA's site. Hrosko needs to find out if they are totally non-profit before we do anything. LaHote said if we decide to set this up maybe we should just add a Communities Organizations links area and let other organizations put their link on that.

Hrosko mentioned that we need to talk about Home Rule soon and also mentioned he has received three bids on the new phone systems but has not had a chance to look at them yet.

Hrosko said he sent the Trustees' Health Savings Plan proposal to Attorney Marilyn Woodman and Mark Sobczak and haven't heard from them yet.

Next Hrosko said he received a change order from Spieker with a \$3,925.00 reduction and will sign it and return it to them.

Britten said he had a question on replacing the windows in the Police department and asked if any of the bad ones had been replaced. Hrosko said no. Britten suggested they not be replaced until after construction is completed and then we can get a contractor to come in and do what needs to be done. Gottfried said there was something about the one area that the roof or something needed to be supported. Brice said a constructional engineer came out and said something wasn't built correct, that there was too much weight on the panes. Gottfried said he thought we were holding off because there were some changes on that. Britten than asked what the story was on the flagpole that was taken down and laid around until it was damaged. Stribrny said the construction company took it down and it laid there for a couple of weeks. Hrosko said it wasn't wrecked, but the ball on top has to be replaced. Hrosko said we have paid only \$123,991.54 in change orders on the new construction so far (see copy of breakdown in file) and if you take out the expenses for the rock the figure drops to \$21,980.32. Britten said he blames Vetter for the rock problem not being allowed for in the original bids. It was discussed that possibly more core samples should have been done or maybe a backhoe should have been used to scrape away dirt and check for rock. Britten said Vetter should have figured more in the bid packs for the rock because you could tell there was rock here. Mack said if this becomes an issue later on where we have to pay Vetter more for extra work they do, we could always bring up that they needed to be more aware of the rock in the beginning.

Hrosko said he has not done anything on the ballot language for the levies. Mack said the media sure found it newsworthy. Hrosko gave the following meeting dates; 12-2-08 second meeting on the maintenance contract, 12-15 and 12-16 new payroll company coming in to train department heads on the time keeping system, 12-17 the Christmas Party at Holiday Inn from 4 to 8pm and on 12-18 a 9am meeting with ODOT, Mike Stormer, Craig Harris, Superintendent Hosler, Mack

and Hrosko. Britten said he would like to attend also so this will become a public meeting. It will be posted on the door and on the website as well as being mentioned at Monday's meeting.

**Office:** Shirley Haar said we need to talk about the Rossford Rec passes. They have raised their rates (see copy in file) to the residents and non-residents quite a bit. At this time we do not know what the passes will cost the Township to buy, so it cannot be determined what we would charge our residents. Warnimont said he would like to know how many people buy passes and then never or rarely use them. He will stop down at the center and try to find out if they can tell us that. Mack said in light of what Britten was saying earlier about looking at all our cost, it might be time to look at the pool and recreation passes. He said it was his observation that we are helping out very few people, not even a fraction of a percentage of the people who live and pay taxes in Perrysburg Township. Hrosko said if you compare the total cost a couple or family would pay to go to the Rossford recreation center to going to the YMCA or a private club it is much lower. Britten agreed and said this might be the time to look at not reimbursing at all on the cost of the passes. Mack said we do not pay township residents to go to the YMCA. This is something we need to discuss further. Haar will find out how many passes we sold this year.

Haar said that on Monday night she would be bringing the Trustees several transfers we need to make to balance the general fund. Then Haar said there was a couple that need to be done today. They are as follows; increase PO #043 line 1 by \$625.00 and line 2 by \$9,000.00. **Mack made a motion (seconded by LaHote) to approve the PO increase. All Yes Motion Approved**

Increase PO #042 line 1 (Police and Fire) by \$19,077.00 for Fire and line 2 by \$6,000.00 for EMS **LaHote made a motion (seconded by Mack) to increase this PO. All Yes Motion Approved**

Increase PO#317 by \$2,700.00 for Fire's Medicare **Mack made a motion (seconded by LaHote) to increase the PO. All Yes Motion Approved**

**LaHote** said New Bellville Cemetery is looking at purchasing some new software through the county. Right now she is doing it all in Excel and by hand and that is working but the concern is if anything would happen and she wasn't there how anyone else would pick it up. The cost of the new software would be around \$3,000.00 and the Township's portion would be \$2,000.00. Mack asked if we own the software that is used at Fort Meigs Cemetery and if so, could we also use it at New Bellville Cemetery. LaHote said he didn't know but would check it out.

**Bob Warnimont** said he just remembered he wanted to talk about the old Knights' of Columbus Hall on Lakeview. Joey Skaff now owns it. Warnimont said if you go by it the doors are all open and someone should check it out and call Mr. Skaff. Garn will call him.

**Rex Huffman** came in to talk about the possibility of Wood County joining the Rossford / Perrysburg Township Port Authority. Mr. Huffman said the Port is working on a variety of projects including getting a Federal EPA grant for the old Pilkington LOF plant on East Broadway in Northwood. They have had to bring in other legal council on this project, as Mr. Huffman's law partner owns that land. The purpose is to get the Federal grant to get a covenant not to sue. They have concluded there is not an environmental problem there. One of the things a Port Authority is able to do is work on these environmental issues because you are able

to take those things out of the public political subdivision area, plus then the ultimate landowner is not necessarily taking the ultimate risk. The Port Authority was one of the things the statute set up in the early 2000's to do these environmental cleanups. This is their first one and there are many more sites sprinkled around the county to do.

First Solar's as a result of the sewer issue they found out how much money they could save using the Port Authority. The Port Authority saw there was a need there and pointed out to them they could save substantial dollars on their construction, hopefully enough to do the sewer. This heated up pretty quickly. So hopefully the Port Authority can take part in that project and it would be a real win for First Solar and the Port Authority. They are also working on still financing the CSX project in North Baltimore. That would be huge project for the Port Authority revenues wise. All these entities, when we talk about financing are worried about prevailing wage and ultimately it doesn't make a difference as they found out with Bass Pro and FedEx. They didn't want to pay prevailing wage and with the Port Authority they would have too, but in the end they paid the prevailing wage anyhow.

Previously through the Wood County Economical Development Commission and the Port Authority they tried to get together all the remaining landowners to try to coordinate development. The Port Authority has been working on that for about 18 months but at the same time they found out Rossford Business Association was trying to coordinate marketing for that area. So the Port Authority is trying to bring these two groups together to make it easier for developers.

Mr. Huffman continued to discuss some of the projects the Port Authority is working on.

Then Mr. Huffman said the thing Hrosko asked him to come in and talk about today is the continued discussions with Wood County about expanding the jurisdiction of the Port Authority through out the rest of the County. Presently Wood County is surrounded by Port Authorities; there is one in Toledo/Lucas County, one in Hancock County, one out in Defiance/ Henry County and Ottawa County. Currently our Port Authority jurisdiction is Perrysburg Township and Rossford even though they can do projects elsewhere. The current project in Northwood is an example. Northwood signed a cooperative agreement that said yes they wanted us to exercise their Port Authority powers and so the project. It is an extra layer you have to go through to do the project and also we are in competition with every other Port Authority. The Commissioners are concern and would like to have more control over what kinds of projects are done by external agencies. So with that in mind, we started the formal part of trying to put together an agreement. To expand the Port Authority the County can join our Port Authority and this would be done by an agreement between Perrysburg Township and Rossford and the County. Once an agreement has been reached by the three entities then the Port Authority can accept it or not. The Port Authority is trying to get the negotiations started. The initial thought is currently you have 2 appointees from Perrysburg Township, 2 from Rossford and 1 joint appointee. Under the new agreement it would go to a seven-person board with 2 appointees from Perrysburg Township, 2 from Rossford, 2 from the County and 1 joint appointee. The thought financially is the first year each entity would pay the \$7,500.00, then over a 5 year period wean that out so it would be self sufficient.

Britten said he found it interesting that we have the same Commissioners we have had since the Port Authority was started. They were given the choice then to join and did not want to. Now the Port Authority is getting to be self-sufficient they want to join. Britten said if they want to get in they should have to put some dollars

in to repay Perrysburg Township and Rossford. He went on to say he thinks its great to have them join but now that everything is starting to go, they want on board. Mr. Huffman said the though is to do just that. We will reserve the money we have made up to this point for the Township and the City. After the five-year phase out Perrysburg Township and Rossford will not pay anything but the County still would have to pay. After some further discussion of the issues Mack said that they have seen the initial draft and will be talking about this over the next few weeks. Britten said it would be a benefit to have the County join.

**Mack made a motion (seconded by LaHote) to adjourn in to executive session for land acquisition, personnel discipline and personnel wages No further business will be conducted. All Yes Motion Passed**

**11:31 LaHote made a motion (seconded by Mack) to adjourn out of executive session and to adjourn. All Yes Motion Passed**

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Shirley a. Haar –Fiscal Officer

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Gary Britten – Chairman