

## **Minutes of Department Head March 8, 2009**

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

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

**9am to 10:30 am interviews for Township Solicitor**

**10:30am Jeff Buehrer from Vetter**

**Maintenance:** Kraig Gottfried told the Trustees on Thompson Rd the right away has been marked out there for the possible turn lane. It looks like there is roughly six foot there.

Gottfried said the Spring Brush pickup will start April 6<sup>th</sup> for the first section. The Road Side pickup will be the last week of March. He said he tried to get hold of Labor Works, who we have hired in the past and found out they closed about four weeks ago. He has a guy coming out from Labor Ready today and he will get a quote from Renhill and a couple of others also. Gottfried said he is concerned about using someone else because in the past, before using Labor Ready, having the same number of workers show up every day was a problem. He said we will try to complete the pickup in one week. Mack asked Britten if he knew of anyone who had any luck using the Sheriff's program. Britten said the worst thing about using them is they don't start until June and our guys want to get it done before they have to start mowing. Gottfried said he would try his best to get some prices for Monday night's meeting.

Tim Murphy said he will be completing the cost estimates from the County that have our road projects on them sometime this week. Gottfried said he will look them over and see what they come in at and bring his plans this year to the Trustees to talk about. Britten asked if Gottfried was planning to do any surface treatments on roads. Gottfried said he had some in mind but has to wait and see what the prices come in at. Mack said the way he understands it is that we can hire the County to do some road work for us. Britten said the County would probably only do resurfacing. Mack said it sounded like it wouldn't be such a bad deal for the Township and Britten said no it wouldn't. Britten said it would be a lot cheaper and that is why he said if Gottfried had anything, he probably would want to look at it that way. Gottfried said with the preventative maintenance stuff we started in the past we have to look at what the cost is going to be for paving again this year to see how much we actually pay. Then compare the cost with the preventative cost. He said he will be looking into all of the factors this year.

**Fire:** Chief Dimick told the Trustees he and Brice went to South Carolina last week and he put a copy of the punch list on the new truck in their mailboxes. He also showed the Trustees pictures he took of the truck while down there. Dimick said he talked to Bill on Friday and he said they were finishing up the truck then. They are going to release the truck today for delivery. Dimick went on to say they did not have enough people to sign a check last Friday so they will wire transfer the money they owe us in late penalties today. Dimick showed the Trustees a copy of the final invoice on the truck (copy in file) and it showed we will get \$33,409.00. Dimick asked how we will know when the money is in the bank. Hrosko said he would go online today and keep checking the bank to see when the

money is transferred. Dimick said that would be good because the dealer will not accept the truck until we get the money.

Dimick told the Trustees they would like to start purchasing some equipment so he had three POs to get approved Monday night. Mack said the reality on the fire truck is we received a substantial discount for paying for the truck upfront when we ordered it and we received \$100.00 a day for every day it was late in penalty money, so compared to what out money would do in the bank we did well. He said we should buy all our fire trucks this way.

**EMS:** Deputy Chief Brice said we did the smoke detector give away with Fox 36 on the 27<sup>th</sup> and it went very well. He said we gave out 109 smoke detectors during the two hour period. The Red Cross was also there and gave out information. Brice said Mack asked him to look into an extended warranty on the new life squad and he received some information (copy in file) Thursday, which he gave the Trustees. Brice said he hasn't had time yet to go over the figures and would bring it up at a future meeting. Warnimont said that on the 27<sup>th</sup> they also gave away gun locks and that went over well also.

**Police:** Chief Stribny said Monday night he will have the January and February calls for service. He said in January they are at 1118 calls and for February they are at 1092 calls.

Stribny said a while back, under the prior Chief some officers were sent to weapons school. This was done because the department tears down their own weapons but on the newer one we cannot do this because no one is trained on them. Officer Harger has requested to go to an update (he is expired) recertification class for Remington which is the shotguns we handle. The Glocks we handle right now have not had enough rounds put through them to worry about yet according to Glock. The school is in Ilion New York, runs from the 28<sup>th</sup> of April thru the 31<sup>st</sup> and the cost would be \$725.00 plus meals and hotel. He said he has enough in his training budget to pay for the school but wanted to let the Trustees know about it.

Stribny said the dispatchers have an upcoming training seminar through Powerphone. They will not accept the registration without a PO. He said he will not send them a copy of the blanket PO so he will be submitting a PO request for \$418.00 out of his training budget to cover the three dispatchers attending the class.

Next Stribny said the laptops for the cars are in. They have been programmed by Sprint and Noris but he needs to purchase some additional mounting brackets. Stribny said he had mentioned before that he probably will have to buy some additional licensing. It has been recommended to him to do either 2 or 3 more so he will probably purchase the three more to be safe. That will give him a total of seven. The cost is \$125.00 each per year. He will be asking for approval of the PO for them Monday night.

Stribny said they are cleaning house and they are coming across a lot of obsolete and broken equipment that was kept because it was purchased by taxpayer money. Stribny said he checked and he can sell stuff, such as old radios by the lot on GovDeals. He asked the Trustees if he has to sell the broken stuff as well or can he just destroy it. Britten said Haar checked into this and he thought she said if it is under \$2500.00 it can be documented and destroyed. The only thing he couldn't remember was if it had to be advertised first that it was going to be destroyed. Britten said he thought the Trustees passed a resolution about this. Britten said it is

probably cleaner to sell them by advertising that they might not work and are “as is”. Then if they do not sell we will destroy them. Warnimont said on the computers and monitors, if they do not sell he can take them at the “Recycle Roundup” in May.

Stribrny asked for a short executive session for personnel wages for full time and part time employees.

**Zoning:** Grant Garn told the Trustees there is a Zoning Commission meeting tonight. They want to talk about in the Grassy Creek Development building two large buildings, where before it was one large building and a bunch of two and four family type units. They will be one story, adult type living buildings.

Garn said he gave the Trustees a packet with letters is in from Feller Finch about questions on the Sunoco station on Route 20. Garn said he talked to George Orvatz and told him he has to go to ODOT to get their comments. Mr. Orvatz finally acknowledged he knew he has to talk to ODOT. Mr. Orvatz asked for a continuation until May.

Next Garn said that on the issue of permits for Owens Community College he talked to the State of Ohio Architectural Office and they cited the law where they do not have to get permits.

Garn said there is a Board of Zoning Appeals meeting next Tuesday and they are having a hearing on a garage on Lime City Rd. that will be close to the Township property line. They want it to be in the back within 7 ½ feet and on the side within 4 feet. They want to tear down the existing garage and build a bigger one. Garn asked if the Trustees have any comments on this.

Garn said since we are now hiring a Township Solicitor, did the Trustees want to start the process of doing some tear downs on nuisance properties. Garn said there is a house in the Heights that has been in bad shape for a couple years that needs to be taken down. Britten said his feelings on this are; we went through a lot of hassle on the property on River Rd. and we were unable to do anything so until we are sure we can do something he is not for wasting anybody’s time. Britten said we have hearings and everyone thinks we are going to tear it down and then it just goes away, so we need to make sure we can do it. We need to make sure everything is run through the Attorney from now on.

Garn said he has a request from TMACOG on a Storm Water meeting on March 30<sup>th</sup> and he wanted to know if he could attend. The cost is \$75.00. He was told he could attend.

Garn said he and Hrosko met with the individuals on the Comprehensive Plan and they want him to go down and get copies of the GSI disk and he will take care of that. They also would like a Trustee to sit on that Committee.

**Recreation:** Bob Warnimont said he and Gottfried are working on Solid Waste paperwork they have to get in for the grant. They will have it completed on time.

**Administrator:** John Hrosko said he emailed the Trustees some forms about the gas aggregation. He said Palmer Energy has decided they want to stay with IGS for one more year because of the rates. Hrosko said he had a Resolution that he would like to have passed but it will have to be numbered when Haar returns.

This **Resolution** will be so we can extend with IGS for one more year. This will also be our first amendment to the master contract. **LaHote made a motion (seconded by Britten) to approve the Resolution. All Yes Motion Passed** Hrosko said on the HAS program the Unions have given their approval and he has the sign up form for the Department Heads to give to all the employees. Everyone

needs to fill out the form, even if they are not going to go on the HAS plans and are going to stay on the PPO plan. These forms need to be turned in no later than March 23<sup>rd</sup>. Once we have received the forms back Hrosko will forward them to Kaminskis to be processed. Kaminski will then start setting up the accounts with the bank. There will be another form from the bank that will need to be filled out and returned by March 31<sup>st</sup>.

Hrosko mentioned that we should pass the Computer and Internet Policy at the next meeting.

**Office:** Shirley Haar - absent

**Britten made a motion (seconded by LaHote) to adjourn into executive session for hiring, personnel wages and possible or pending litigation Further business will be conducted. All Yes Motion Passed**

The Trustees went back into regular session with Mr. Britten, Mr. LaHote, Mr. Mack, Mr. Hrosko, Chief Dimick, Deputy Chief Brice and Jeff Buehrer present.

Jeff Buehrer said at the last meeting he was at the floor finish for the Police station lobby was discussed and tabled. This floor runs from the Police lobby all the way thru the intake, which is just into the door for the new sally port. He said he got a price breakdown from the contractor. The way it works out is the cost per square foot, for the type of tile we are proposing and for the additional cost of removing the old tile, cleaning up the surface and installing the new tile, is within a general cost per square foot range. That dollar amount is \$6,281.00 or just over \$10.00 per square foot. There also was a second item to that which was to add turtle tile to the ramp and that is an additional \$952.00. That would make the total \$7,233.00. Mr. Buehrer said "that number we have to pull because they couldn't wait for any decision on floor tile because they are progressing rather quickly and had to order the floor tiles. If the Police Chief wants it for the Police station we will have to then re-price it, and it will go up because of a re-stocking charge on the tile. If you want to go ahead with the Police station lobby you can do that or if you want to scrap it we can do that also." Mack said he went over and looked at it. Brice said the Chief said one way or another it has to be done. Britten said he agreed. Mr. Buehrer said this is adding the same ceramic tiles that are in the Fire station and that there are cheaper tiles on the market if they wanted to go with something different. He said if the Trustees do not want to spend that much money, they can give him a cap and he will go back and see what he can find in that price range. It was decided to talk about all the change orders, and then make one motion to cover them all. Next Mr. Buehrer gave the Trustees a bulletin and field condition summary that totaled \$26,372.23 (copy in file). He said that this summary included increases and decreases both. Mr. Buehrer said that a couple of the items he wanted to discuss. The first one was item 4 under architectural and is the Police station canopy. This will be constructed over the police station entrance providing shelter from rain and snow. It will be a single slope roof, slopping toward the landscaping and will match the new building's roof. The cost is \$6,600.00. Next Mr. Buehrer said during the course of the masonry work there is, under field condition changes; item 7 winter conditions at a cost of \$13,724.30. He said this is for all the enclosures they had to provide for working in the winter condition to keep the project going. There is no markup on this item. Spieker passed this on to the Township at raw cost. Next under electrical; item 3 he said they modified some things in the security hardware and this saved \$4,300.00 there. LaHote asked

what the data outlets for the phones in the dorm room were; (item 1 under electrical for \$1,840.00)? Mr. Buehrer said the way the dorm room is laid out it is a rectangle with a bed, nightstand and a desk. The data outlets are in the wall but were on the opposite side of the desk so this is the cost to move them. This item was discussed and it was decided to go ahead and do this. Mr. Buehrer said that took care of the big items on the paper but he did receive a couple of changes this week that he will bring up at a later meeting because one seemed awfully high to him. He said they made a mistake when they laid out the gear wash room. He said their electrical mechanical engineer included electrical to the washer, gear washer and the gear washer extractor. He forgot the plumbing. The price to do that came in at \$4,600.00 which Mr. Buehrer felt was too high. Another thing added to that is just under \$900.00 to cut the floor slab, but because it is their fault Mr. Buehrer said they will pay to have the floor slab cut.

Another one is a \$1,700.00 water tap fee that has to be paid to the City of Toledo. He said when they were going through and paying all the water fees they never invoiced for that. The plumber had to pay it ASAP because they could not continue work until the tap fee was paid. The final thing Mr. Buehrer mentioned was a repelling deck the Chiefs had asked for. The deck is out there as a flat deck but does not have the surface to walk and repel off of. Mr. Buehrer said he pulled it from the bid because there was not enough detailing to get a bid. Now he asked Spieker for prices on it and they quoted; for the structure itself it is \$8,600.00; for the safety equipment needed the quote is \$8,600.00, but if I bolts are used Mr. Buehrer said he thought we could save \$3,000.00. The total would be around \$17,000.00 or \$18,000.00. Mack asked Mr. Buehrer to pause so the Trustees could approve the \$26,372.23 in change orders mentioned earlier.

**Britten made a motion (seconded by LaHote) to approve the \$26,373.23 in change orders plus not to exceed \$7,300.00 on the Police lobby floor. All Yes Motion Passed**

Mr. Buehrer then asked about the repelling deck and asked if they would pass it capped at \$15,000.00 and he will work within that. **Britten made a motion (seconded by Mack) to approve the repelling deck expenses not to exceed \$15,000.00. All Yes Motion Passed**

Mack asked where we are at with the furnishings, decorations and such. Mr. Buehrer said the interior designer is going to be coming in, in a couple of weeks to talk to the Trustees. Ms. Wentz is working on prices now. Mack said we need to be sensitive to the cost of the furnishings and if possible use some of the good stuff we already have. Ms. Wentz will present different tiers in pricing. The last thing Mr. Buehrer said was that the way Vetter's contract is written everything is based on percentages. So as certain things change in construction, their percentages change, so the way they work it is that if they are field items we feel we are entitled to the money. But if they are changes such as the plumbing issue, they feel they are not entitled to the money because it is their mistake. All that said, Vetter's contract has adjusted upwards by \$34,900.00. Mr. Buehrer said he gave Hrosko a breakdown of the fee increases. Mack said that the Trustees would like to see the breakdown and then can approve it at the next meeting. Mack said they all knew Vetter's fee was based on a percentage of the total project.

**Mack made a motion (seconded by Britten) to adjourn regular session. All Yes Motion Passed**