

Minutes of Department Head Meeting May 27, 2008

7:00am Meeting called to order by: Gary Britten

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

Fire: Chief Dimick – no report

EMS: Deputy Chief Brice told the Trustee the department is down two part-time people. They have one volunteer who has completed all his training and they would like to hire him as a part-time EMT intermediate. His name is Dustin Muehlfeild and they would like to proceed with his pre-hiring testing.

Next Brice said he would like to thank Mr. Mack and Mr. LaHote for their help in getting the Rotary Club to donate an AED to the EMS/ Fire Department. Brice said the Perrysburg Township Police and the Perrysburg City Police also received one. Brice then reported that he has received a request from Four County Career Center to be a site for intermediate paramedics to internship at. We used to do this with MCO before the merge. This program is also good for our people as it keeps them on their toes. We would probably not get a lot of students because of where the school is located, but might pull in students that live in this area. If the Trustees are ok with this, Brice said he was.

The next thing Brice voiced his concerns about was Computol. Recently they came out and took one of the computers to their shop. They had it for over a week but when the bill came it said they only worked on it for 3 hours and they charged \$145.00 per hour. At some point it would seem less expensive to just replace the computer. LaHote said that even though the cost is more to fix it, the problem was a virus and even a new one could get a virus if the wrong sites are visited. The site need not even be a “questionable” site to be infected. Some viruses get in the computers and send out spam and if this happens too often it can shut down our access to the internet. We need to make sure everyone using a computer has his or hers own password to log in with and only uses his or hers own password. This would allow us to at least track down when the computer is being used and by whom. What we need to do is put in better software to catch more and make a policy concerning personal use of computers. The policy also would need to state that no one can make changes to the computers or server without permission.

LaHote will work with Computol to try to address these issues, look into a vision plan program and talk to them about checking all the computers to make sure they all have a scanning program activated on them. **Mack made a motion (seconded by LaHote) to buy a block of time from Computol at a reduced rate. All Yes Motion Passed** Hrosko will look into buying the block of time from Computol and what the rates are. Stribrny would like Computol to give more information on their bills as to what they did.

Brice then addressed the issue of Troy Bernhard going to school. This has been discussed before. Monclova did agree to pay for ½ of his training but would have to start paying it in 2009 as they do not have it in their budget this year. What they agreed to was Perrysburg Township would pay the first third, they would pay the second third and both entities would pay the last third. The biggest hitch right is trying to come up with ideas to help eliminate and cover overtime created by him going to school. Originally he was going to use Thursday as his Kelly day but that is no longer an option as some one else who is going to school is using Thursday as his Kelly day. He could switch shifts and use Tuesday as his Kelly day but he

doesn't want to switch shifts after working for so long on his present shift. The Trustees said they thought since the Township was willing to pay for his school he needed to be flexible so as to minimize overtime cost. Brice will talk to him and get back to the Trustees.

Brice asked for an executive session for Personnel discipline and EMS billing.

Zoning: Grant Garn told the Trustees that next Monday at 6:00pm the BZA will have another continuation hearing on the Henry Farm. At the Tuesday May 20th meeting for the conditional use hearing on the Henry Farm, it had to be continued because a notarized letter stating George Oravec had the right to speak for Timberstone-Bostleman was missing from the paperwork.

Britten told Garn that Hrosko looked through out Resolutions and did not find a Resolution about street trees. They only reference we have is in the Zoning book.

Police: Chief Stribny told the Trustees that on Monday night he will be asking for approval of the Annual Wood County E911 maintenance contract through Verizon at a cost of \$3,663.72.

The Labor Management Committee is reviewing the use of rifles in training and if they should be updated. The rifles we currently have were either purchased or on loan through the government and if we do not use them anymore, regardless if they are damaged or not, they have to back to them. Being the old ones are starting to have problems, such as jamming, he would like to look into purchasing new ones. Stribny said the only ones that would be using the rifles would be officers that have completed the training on them. This will be looked into and brought back at a later time.

Stribny asked the Trustees if they had had anymore time to look at the information on the additional camera use at the station. LaHote said he had not but would look at it and he agreed this is something they should address again soon. One current camera has to be removed for construction so he was hoping to get the additional camera installed when they come out to remove the old one.

Stribny also said thank you for helping to get the AED for the Police Department from the Rotary Club.

Stribny asked for an executive session for personnel discipline.

Recreation: Bob Warnimont- no report

Maintenance: Kraig Gottfried asked the Trustees to sign POs for the following road bids they awarded last Monday night; Gerken Paving in the amount of \$25,235.60 for Twinlakes & Lakewood Blvd., Crestline Paving in the amount of \$41,310.50 for Millcroft, Crestline Paving in the amount of \$24,494.50 for Oak Meadows West and Bowers Asphalt in the amount of \$47,218.50 for 4th street in Ampoint. He also asked them to sign the Road Bid contracts for those Contractors (copies in file). The Trustees signed the documents.

Gottfried said he is working with Strawser to do some micro surfacing again with us this year. We are working with Troy Township and Lake Township to do Tracy Rd. There is a form out there called a 101G for State Contract. Gottfried said when we buy our equipment through state contract we do not have to go to a couple of different dealers and compare prices because it is all the same price. Strawser's is on the state contract but you have to fill a form out if you are going to contract with them. The form then gets sent to Columbus. Troy Township did this last year and sent it in. We need to fill it out with the amount they quoted us to do our work this year and send it in. The state then approves it and sends it back.

Troy Township said it takes about 7 days to get it back. We will also need to pass a resolution on this to work with the Strawser Co. Gottfried said he would like to do Tracy Rd, with Troy Township and Lake Township, Latcha Rd. and Dunbridge Rd. It is roughly 6 ½ miles of road and the cost would be \$162,438.25. Gottfried will bring this up Monday night.

The next thing Gottfried brought up was the quote from Progressive Sweeping to sweep three times this year at a cost of 6,625.00 per sweep. He will bring this up for approval Monday night.

The last thing Gottfried brought up was Paving Technologies for the roads we paved last year came to \$24,684.00 and this is to treat Thompson Rd., Twin Lakes, Glen Eagles, First St. and “J” St. He will bring this up Monday night.

Administrator: John Hrosko told the Trustees that at the one meeting Terry Caldwell came in and it was mentioned for us to call ODOT about 199 and Eckel Junction getting a flashing yellow light. Hrosko called them and left a message with Mike Stormer. So far he has not heard back from him. LaHote asked Hrosko that when he talks to Stormer to ask him about Roachton and 199 also. There have been 3 or 4 accidents there in the last year. Stribrny said there were complaints of obstructions there and he personally checked it out. There are no obstructions there. What was suggested is to have a stop line painted on the street to give drivers a visual aid of where to stop.

Hrosko said he did some pricing for the invitations for the ground breaking ceremony and Copy Center said they could do them for \$100.00 for 50.

Hrosko asked if there was time after the executive session if the Trustees were going to talk to Dimick, Brice, Garn and Gottfried about wages. They replied they were if there was enough time.

Hrosko said he had most the budget sheets in from the Department Heads and we should set a schedule up next week to review them.

Linda Holmes is available this morning for a conference call in executive session concerning pending litigation.

Hrosko said he and LaHote went down and met with the city of Toledo on the JEDD. And to just give an update, we did received approval on the \$75,000.00 grant for improvements in the Ampoint area for FED Ex. in conjunction with their \$300,000.00 some grant.

Hrosko asked the Trustees to approve and sign **Resolution #2008-14** (copy in file) Authorizing the Administrator to Sign Addendum to Lease Agreement. This should have been passed in April when we passed the Alcohol Resolution for the Heights. We are passing this as an emergency Resolution today so we can get it back to the Heights’ attorney. **LaHote made a motion (seconded by Mack) to approve this Resolution. All Yes Motion Passed**

Hrosko said he gave copies of the proposed policies to the unions over two weeks ago and has not heard anything so he will ask for their passage on Monday night. Hrosko then mentioned he received a letter from dispatcher Jennifer Weist about doing an Emergency Medical Training program for dispatchers and he will turn this over to Brice.

Office: Shirley Haar told the Trustee that the indigent person who was at Hospice died Friday so she went ahead with having Witzler Shank Funeral Home pick up the body for direct cremation. When this was discussed before the cost was \$520.00 and the paper work that came through Friday showed just \$500.00. There will be no need to determine where he will be buried as the parents will be given the cremains. This is something we still need to set a policy on.

Haar then told the Trustees that the \$45,000.00 check from Walgreen's Distribution Center came in the mail Friday. She will deposit \$35,000.00 in the general fund and the remaining \$10,000.00 in the Fire department ladder truck fund. This will be brought up at Monday's meeting.

Craig LaHote said a while back he received the City Of Perrysburg's Position on Annexation document and wondered if the Township should have a Position on Annexation document. LaHote stated he was not comfortable with being mute on this subject even though we don't have a lot of control over it. If you read through their document it essentially says the urban areas are best served by a City and LaHote said he didn't necessarily agree with that. LaHote said he would be in favor of passing our own Position on Annexation, stating that we more that adequately service our constituents. Stribrny said he would be more than willing if the Trustees wanted support from the Police to give it. Stribrny said he "did not take very well to the comments that was portrayed in the Sentinel from one of our County Commissioners that stated that there was no opposition (and he did not say who) to annexation. I just don't think it was appropriate because we have apposed it." Mack said he thought it was very inappropriate to say there was no opposition when people spend hundred of thousands of dollars fighting annexation over periods of years. Mack went on to say that at the end of the day everybody's concerned about what kind of services they get for the taxes that they pay. The strongest statement that Perrysburg Township can make to the residents is that here is what you pay in taxes and here is how we spend it per capita to deliver the same level of services. We don't pick up garbage but we sure do everything else and we do it well. Hrosko asked if either Mack or LaHote wanted to write it up.

8:12am Mack made a motion (seconded by LaHote) to adjourn into executive session for pending or imminent litigation, personnel discipline and EMS billing protocol. Further business will not be conducted. All Yes Motion Passed

LaHote made a motion (seconded by Britten) to adjourn out of executive session. All Yes Motion Passed

12:35 pm LaHote made a motion (seconded by Britten) to adjourn. All Yes Motion Passed

Shirley a. Haar –Fiscal Officer

Gary Britten – Chairman