

## Minutes of Department Head Meeting June 9, 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, Grant Garn and Robert Warnimont  
Kraig Gottfried was absent

**Fire:** Chief Dimick told the Trustee that he checked on the new truck that is supposed to be coming from American LaFrance and the salesman said the completion date is now October 2008 (not August 2008). The salesman said he was going down to the factory to check on another truck and would do some further checking on ours. Britten said he thought they were telling Dimick what he wants to hear and that he thought we would never see the truck from American LaFrance.

**EMS:** Deputy Chief Brice told the Trustees the new ambulance should be going through the Township on June 20<sup>th</sup> for us to look at. It will then be going to Pennsylvania to be lettered before returning to us.  
Brice asked for an executive session for Personnel discipline.

**Zoning:** Grant Garn told the Trustees that he has a meeting Tuesday morning with the owners of Bayer Mobil Home Park over what they want to do with the property once the Mobil Home Park has closed. He also had a call from Amanda from Marathon and she wants to set up a meeting with the Trustees over the curb cuts and other issues. Britten said he talked to her a couple of weeks ago and told her we are kind of at a stalemate. Garn said he also has coming up is the traffic study on Route 20/ Thompson Rd. Garn said he only heard verbally from Dave Kuhn that the entrance to the access road may be different from where we thought it might be due to traffic stacking. The traffic study done 10-12 years ago could be different than a current one due to changes in ODOT regulations and partly because of the revision of Market Center Dr. Stribrny asked if they do a current traffic could the Trustees ask them to also study the speed limit. LaHote said they should look at a round-about. Garn said he would ask them.  
Garn said at the meeting tomorrow they would be discussing the Comprehensive Plan.

**Police:** Chief Stribrny told the Trustees that the vehicle that was involved in the accident is under repair at Perrysburg Collision.  
Stribrny said he is on hold with Motorola and he may bring it back up Monday night. The antenna is still one of their issues. They think it was recently hit by lightning and it will cost \$3,000.00 to replace the item that was destroyed. If it was hit by lightning, the insurance company might pay \$2,500.00 of the expense. So to correct the problems the radios had been having we have already replaced the antenna, cable and grounding. These items will be transferred to the new tower once it is built. The noise after transmissions still continued and they now have also changed the settings on the radios. The radios are supposed to be set at 90 watts but were set at 120 - 130 watts and this might have been causing the squeal after transmission and the feedback in the fire department.  
Stribrny next told the Trustees that they are doing the Northern Border Initiative through the Ohio Department of Public Safety, Homeland Security and the coordinator for our section (through the county and we are one of four departments working with the county) requested, thought the Marine Patrol, that our Marine

Patrol leader (Chief Stribrny) attend a conference in Baltimore, Maryland (they still have 12 slots left) September 28<sup>th</sup> through October 1<sup>st</sup>. All the cost, with the exception of meals, tips and personal activates are being taken care of. That would include travel, and hotel arrangements are being taken care of by an Ohio Department of Public Safety, Homeland Security grant. Stribrny said he had to give them an answer today. **Mack made a motion (seconded by LaHote) to approve the Chief attending the conference. All Yes Motion Passed**

**Recreation:** Bob Warnimont commented that the ball season is already half over. Warnimont also said he is getting the Park grant in.

**Maintenance:** Kraig Gottfried - absent

**Administrator:** John Hrosko told the Trustees Rex Huffman called last week and wanted to come out and attend this meeting on two issues. Mr. Huffman sent Hrosko a letter outlining the issues (copy in file). The first issue was expanding the jurisdiction of the Port Authority throughout Wood County through the Wood County Commissioners. The second issue was the Port Authority getting permission to work on the Commodore Building. Mack said he had no issue with this as long as they were not putting the Township in any position where our Port Authority is expanding their liability as a result of this decision. Britten said he agreed. LaHote also agreed.

On the build project, it is necessary by state law to have a testing outfit here during the duration of total build, testing dirt, concrete, asphalt, steel and welds. We received two bids from Vetter; one from TTL not to exceed \$29,796.00 (Jeff Buehrer asked them to cap their bid at \$20,000.00 and they said they could not do that) and the other from Bowser Warner at \$9,586.00 with a 15% contingency. Jeff Buehrer from Vetter said the Bowser Warner bid would also probably go to at least \$20,000.00 because what Bowser does is keep adding on till they max out. The other major difference in these bids is TTL has a State licensed welding inspector and Bowser Warner does not have one and would have to hire some from the outside. Mack asked why this was a surprise to us. Mack said he would also like to call Maumee and see who they used since the projects are so similar and what the cost was. Britten asked why the bids are so open-ended. In asking for bids one bids \$30,000.00 and the other bids \$10,000.00 but says they can go up to \$20,000.00 or more. Why didn't they just bid higher to start with. It makes no sense to me. Mack said something just didn't seem right and Britten agreed. Britten said we need to do some further checking. LaHote said we should also call Vetter and ask if there are any more surprises.

Hrosko said that at a previous meeting, we talked about Goodermont putting in a program that would allow us to scan a document into the computer and then change it at a cost of \$35.00 per month. Hrosko said he will ask Monday night for approval on this. LaHote asked Hrosko to ask about printing checks on our printer so we can eliminate the dot matrix printer. Haar said we would also ask about printing the reports from SSI (which currently print on over size paper) and the POs which are three part forms.

Hrosko said Kaminski's is working on Wage statements and our health insurance policy.

**LaHote made a motion (seconded by Mack) to have Hrosko prepare a Resolution (2008-16) supporting the CSX project at Dowling Rd.**

Hrosko said he will be brining some policies to the meeting Monday night for approval of the Trustees.

Warnimont asked if there was a schedule on the building project yet. Hrosko said there was a slight hitch on the legal description on the land we are purchasing. If all goes well we should close on it on Friday and then we can go forward with clearing it so the tower can be started. They also will be moving dirt this week. Hrosko said there is no new date set for the ground breaking but hopefully we will set the new date Monday night.

The last thing Hrosko said was Attorney Donahue is coming in today in executive session for pending or possible litigation.

**Office:** Shirley Haar told the Trustees the burial policy is something we still need to set a policy on. Britten said he had a cemetery board meeting coming up they would discuss the policy.

Haar then mentioned a couple of properties that have neglected to cut their grass and weeds. On one property she received a verbal complaint and wondered what the policy was going to be this year regarding cleaning them up. It was decided to go back the way it was and have people put the complaint in writing. The offender will then be sent a registered letter telling them to mow or the Township will.

Britten wants to raise the per hour charge to reflect current expenses. This will be discussed Monday night.

**Craig LaHote** said since we are doing the budgets for 2009 it might be a nice idea to include the cost of posting signs saying “Welcome to Perrysburg Township”.

LaHote said he was told at one of the conferences that the state will put signs up if the township provides the signs. Locations would need to be discussed. Maybe it would good to also put signs up at 795 and 20 directing people to the Police, Fire and EMS. Hrosko will get with Gottfried and discuss it with him.

LaHote said we need to get further information on Home Rule from John Albers. Hrosko will call him.

**Gary Britten** said if the other Trustees agreed maintenance should go out and take care of the tree and branches from the storm. All trustees agreed.

Britten said he was giving a State of the Township address to the Kiwanis at the library Wednesday morning at 7:30am.

The next Department Head meeting on June 23<sup>rd</sup> @ 7:00am will be an Administrative Meeting.

**8:05am Mack made a motion (seconded by LaHote) to adjourn into executive session for pending or imminent litigation and personnel discipline  
Further business will not be conducted.**

**All Yes Motion Passed**

**9:48am LaHote made a motion (seconded by Mack) to adjourn out of executive session. All Yes Motion Passed**

**9:48am LaHote made a motion (seconded by Mack) to adjourn. All Yes Motion Passed**