

## **Minutes of Department Head / Administrative Meeting June 23, 2008**

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

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

**Police:** Chief Stribrny - absent

**Maintenance:** Kraig Gottfried - absent

**Zoning:** Grant Garn – absent

**Fire:** Chief Dimick – no report

**EMS:** Deputy Chief Brice told the Trustees he would need an executive session for possible litigation

**Recreation:** Bob Warnimont said he was talking to Chief Dimick and Dimick told him the Trustees wanted to know what they do with the money they get from different donations. Warnimont said that 10 years ago they set up a fund called Perrysburg Township Foundation Fund which is a 501C3. This is a charitable organization that is registered with the Ohio Attorney General's office and the IRS. The money that comes in, such as the Chrysler check goes in that fund not the organizations fund. This money can only be used for equipment, education and function of our fire trailer. Warnimont stated that with Chrysler they have to prove they are a 501C3 foundation to receive the money. That fund is where the Eagles money went, the Chrysler money and money donated from different families. They started a Memorial Committee and bought a fire bell for fireman's services. Warnimont said they do have their books audited by ACT Resources in Perrysburg. They audit the Foundation's books, the Fire Department's books and file all the IRS reports. They also help Warnimont file the Attorney General's report.

LaHote said that one of the things they wanted to make sure of is that the organizations that are donating money know that is where it is going because if they make the check out to Perrysburg Township Fire Department they may think it is going into the fund the Trustees have some control over. If that is not the case we want to make sure the people donating the money know that is how it is being used. Warnimont said that when the Eagles give them money they have to send a letter proving they are a 501C3. The Police department doesn't have a charitable account so they have to give it to the Trustees to have it put in their donation account. Warnimont went on to say that in the case of Chrysler they send them proof of what they are spending the money for and that there is always a paper trail. In the last year they spent money on a safety pack with a fire rope all the firemen have. They also bought all the reflective safety vest for the firemen which are 30 or 40 dollars apiece. On a lot of these things the guys would rather spend their own money rather than come to the Trustees where they have to determine why, how come or whatever to get it approved. Over at the Fire Department it only takes a vote of the guys to spend 3 or 4 thousand dollars. Warnimont said that they just asked Chrysler for \$18,000.00 for special equipment and it looks like they are going to get the \$18,000.00. Hrosko asked why that is not known by the

Trustees. Warnimont replied that they do know it most the time because either he or Dimick tells the Trustees unless it slips their minds. Brice said in the case of the Chrysler grant they would never get it without the 501C3. Brice said he has a complete file on the 501C3 Foundation that the Trustees or Fiscal Officer could look at anytime. Mack said that they have no problem with the Fire Department spending the money but perhaps the Fiscal Officer should also have a file in the Trustee's office as proof of where the money goes. This way when the state audit is conducted we would have proof. Haar said on the last audit the auditor asked for some backup paperwork and it was at the Fire Department and was provided to her by either Brice or Dimick and that was ok with the auditor.

Warnimont then asked the Trustees what was going to be done with the shelter house. Britten said since it is not in the way right now we need to get the construction done first then decide what to do with it.

**Mack made a motion (seconded by LaHote) to adjourn into executive session for possible litigation over some EMS bills which are also of a sensitive nature and HIPPA protected due to name and medical conditions. Further business will be conducted**

**All Yes Motion Passed**

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

**Administrator:** John Hrosko asked the Trustees to pass the tentative budget (copy in file). **Mack made a motion (seconded by LaHote) to pass the tentative budget. All Yes Motion Passed**

**Office:** Shirley Haar – no report

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

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Shirley a. Haar –Fiscal Officer

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Gary Britten – Chairman