

## Minutes of Department Head / Administrative Meeting July 28, 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 and Robert Warnimont  
Grant Garn was absent

**Zoning:** Grant Garn – absent

**Fire:** Chief Dimick – no report

**Police:** Chief Stribrny told the Trustees that the cost to take the sergeants test is going to be the \$90.00 per person for the test and the \$125.00 per person for the text. He has it narrowed down to 5 people and will take the cost out of an open blanket PO.

Stribrny said that like the Fire Department the Police have also requested a grant for the MARC radios and Lucas Count 911 has sent us a letter requesting our share for two of them. The total cost is \$7,241.74 for two; the grant covers \$5,793.40 leaving \$1,448.34 as our share. Stribrny will bring this up at Monday night's meeting.

Next Stribrny told the Trustees that the car that was wrecked and is at Perrysburg Collision is still not repaired completely. Perrysburg Collision called and said it was ready to be picked up but after they picked it up they found the fuel gauge always registers full, the cruise control does not work and a shroud on the engine is missing. Previously when they called and said it was done, and when they went to go get it, it would not start. Three times they have been told it was ready and it has not been. Hrosko said he would call Macy at Perrysburg Collision and get it handled.

Stribrny mentioned he put a request on Becky's desk to provide information to BWC on an officer and Hrosko said she would get it done after she returns from vacation.

**EMS:** Deputy Chief Brice said that as Chief Dimick said a couple of weeks ago, they did get a grant from the Chrysler Foundation for \$14,000.00. The Chrysler Foundation is going to present one of those big checks to the Fire department's Perrysburg Township Foundation Fund at an upcoming meeting. Brice will let the Trustees know what meeting that will be at.

Next Brice said that they have completed the interviews. Altogether the department received 17 applications, interview 10 people for full time and has narrowed it down to 3 people. They also interviewed a few people for part-time and have narrowed that down to 3 candidates. The interviews were done by a committee comprising of Chief Dimick, Deputy Chief Brice and three union members. Luckily the top three people chosen were the unanimous choice of the committee. He has started the process of doing background checks on them and will do physical abilities testing. When the process is complete Brice will get back with the Trustees.

Brice then informed the Trustees the new tower is up; Tower Maintenance is putting on the antennas and probably will complete their part by the end of the week. Chief Dimick, Deputy Chief Brice, Chief Stribrny, Lieutenant Pellek and Sergeant Christie all met with Bender Communications on getting things moved over into the new tower building. Bender gave them a quote (copy in file) of

\$4,392.76 which is \$952.76 for parts and the remaining labor. We would be down for about 8 hours and contingency plans are in place for that. Brice said the only thing he needs to make sure of is that the new cable is in the quote even though it will not be needed right away. LaHote looked at the quote and said he thought it was in it but that they are showing a cat3 cable and Brice might want to ask them about using a cat5 cable. LaHote said the price shouldn't be that much different. Brice will look into this and bring it back up at the Monday night meeting for approval but will tell Bender that they Trustees had no objections to them doing the work. This will allow Bender to plan their time.

Next Brice brought up a couple of EMS bills and said they could be discussed in open meeting because he would not use their names or medical information. The first one is account #PAT000-511 who was transported, has no money or insurance, which was verified uncollectible by St. Luke's Hospital (they had to write off this person's bill also) and is \$534.00. The second is PAT#002-055, there is a letter from an attorney group asking the Township to accept \$70.20, this is 6% of the \$381.00 bill, because the patient's assets were only \$1,200.00 and they divided it up among the person's creditors. The last case is a man who received a check from Anthem for the bill. He said he would be in to pay the bill in two weeks and has never showed up. Brice asked if we should forward this to the Assistant Prosecutor for her to pursue. Also we need an opinion if this is considered insurance fraud. **Mack made a motion (seconded by LaHote) to write off the first account, accept the \$70.20 and write off the remaining balance of the second account and send the third account to Linda Holmes (assistant prosecutor). All Yes Motion Passed**

Brice asked the Trustees for a brief executive session for personnel wages.

**Maintenance:** Kraig Gottfried told the Trustee that Bowers had completed the paving on 4<sup>th</sup> street. He also told the Trustees the new dump truck is now ready for the road so he will be cleaning up the old one to sell.

**Recreation:** Bob Warnimont told the Trustees the South Suburban Animal Clinic wants to use the ball field on Saturday for a game between themselves and another animal clinic. There is no conflict for the field. The Trustees said they approved. Warnimont mentioned that we received the check for the park grant we received last year for the playground safety surface

**Administrator:** John Hrosko told the Trustee Monday night he will bring up a change on the Oakmeadows II lighting district contract which has increased \$94.56 for the year.

Hrosko told the Trustees he emailed them an email (copy in file) from Andrew Ferrara Economic Development Specialist from Toledo talking about a submittal to ODOD for a grant to study the feasibility of regional cooperation and wanted to know if Perrysburg Township would be interested in joining them. There would be no cost to the Township. The Trustees advised Hrosko to go ahead and pursue this.

Hrosko told the Trustees that this past week he went down to Wood County to a thing called Code Red. Under this program people involved in it can be alerted whether it is a disaster, tornado or bad weather. As an example if there is a tornado in Wood County, not everybody would be alerted just the area directly involved and where that tornado is tracking. The same thing would hold true for weather; why should all of Wood County go on a level three status for snow when say just the southern half had bad snow and the northern half had very little snow. This

seems like a good thing to have but the way it is priced structured right now, that the entities share the cost equally, is a problem. The big entities such as Wood County would only pay as much as the small entities. Chief Dimick and Deputy Chief Brice thought it was a good idea but depending on what package is purchased, very expensive. There will be a lot more discussion at meetings about the program.

Hrosko said he received a letter from Bennet Enterprises saying that Frisch's Big Boy is going to be open 24-7.

Hrosko said he received a letter from Doug Retzke about a weed control problem. After someone goes out and inspects the property to verify the complaint Haar will send out a weed notice to the owner.

The times manning the Ohio Township Association booth at the fair were discussed and Haar will take the 2-3 shift, LaHote will take the 3-4 shift, Britten will take the 4-5 shift and Mack will take the 5-6 shift on Saturday August 1, 2008..

Next Hrosko mentioned that we still have not received anything from the fact finder.

Hrosko gave the dates of his upcoming meetings. He also said there is a conference call with John Albers today at 9am to discuss the TIFF and possible JEDD with Rossford.

Hrosko said he received a call from Ray Huber about opening up Walbridge Rd. for truck traffic as was discussed previously. Huber also was wondering if the Trustees would consider making Ayers or Walbridge a county road. Britten said that 4 or 5 years ago Huber talked about doing a complete restoration of Tracy Rd and doing Walbridge Rd. at the same time and if it would be necessary for the County to take over that road. That is probably where that is coming from.

Gottfried said Owens is using that road for their semis because they have a lot off the north side of Walbridge rd. and that is where they are doing their CDL training. Britten said Walbridge is a good road and wider than Ayers. He also he is not a firm believer in giving it to the County. The issue is do we want to open it up to truck traffic permanently, do we need to do something to it first. We also need to find out what the base is. Hrosko will call Huber back and tell him what we are looking at. Huber also mentioned Jerry's Restaurant on the corner of Lime City and Buck road that a man named Duke Wheeler has concerns about the Rossford round-abouts and what they will do to his property. This property is not in the Township but the City.

Hrosko mentioned he had a meeting with AT&T this week and when the building project came up originally the mind set was we are not going to look at a new phone system. The wiring for the building for phones was already done by Decca who approved all that and then it would be done by the electrician. We would take the old phone sets there and they would work fine. Now they just met with AT&T and they said the phone system is obsolete and they cannot get parts for it and we are just biding our time with them. The bottom line is \$26,200.00. Hrosko said there is still a lot of issues to work out and a lot of discussion to be held. Mack asked if there was State purchasing for telecommunication systems and Hrosko said he did not know but would look into it.

**Office:** Shirley Haar gave the Trustees a copy of an invoice that was put on her desk from Venzel Communications to Richard Thielen; Planning, Zoning and Economic Development, City of Perrysburg (copy in file) concerning developing and printing city maps. The City paid \$1,980.00 for Venzel to develop copy, layout and final art for the promotional side of the 2006 version of the city map

and \$4,685.75 for 6,000 copies of the 2-sided, 4 color map. Haar said this might be an idea to look into for the Township. It was discussed that in a few years it might be a good idea to try and do a map with the City of Perrysburg and split the cost. However it is probably a good idea to do something before then.

LaHote gave everyone a copy of a Home Rule presentation he brought back from the Winter Conference to look at.

Hrosko mentioned that Kurt Miller might take the big rocks from the construction site for us. Stribny mentioned that when something is taken off the Police building and replaced if the old item is still good it should be saved. He mentioned they took off a door with an expensive lock system on it and just trashed it. Stribny was told that originally it was just trashed in the dumpster but Kervin retrieved it and has saved it for later use.

Brice then mentioned he forgot to tell the Trustees that he heard that production of our fire truck is supposed to be started by American LaFrance on August 7, 2008.

**8:00am LaHote made a motion (seconded by Mack) to adjourn into executive session for possible litigation, personnel discipline and wages. Further business will be conducted All Yes Motion Passed**

**9:00am - Mack made a motion (seconded by LaHote) to adjourn out of executive session and back into regular session. All Yes Motion Passed**

*Conference call with Attorney John Albers:* Hrosko told John Albers what he would like him to discuss was a Township No-TIFF, vs. a regular TIFF, trying to talk to Rossford and implementing a JEDD on the front Commercial property, possibility of taking some of the TIFF money and extending the line through the other jurisdiction and how that could be shared if at all possible. Attorney Albers said generally what you are doing with a TIFF is capturing the value of real-estate going forward, in other words at the moment the TIFF is enacted you capture the value of the real-estate increase in value that occurs over time, after that. You divert that real estate tax revenue into payments that are called pilots. If you see some of the projections prepared by Timberstone you will see the last column is annual TIFF pilots. Those are project revenues that will be produced by the TIFF; they represent the increase in valuation of the real-estate after a certain point in time after the TIFF is created. You can do these TIFFs for already developed real-estate, but then the incremental increase isn't as great. If you do it on property that is about to be developed then you capture the increase in valuation produced by the improvements created after that. That increased valuation is again diverted into payments that go to repay the Township or the developer, whoever constructs the improvements. They can include a whole array of things; streets, sidewalks and water & sewer lines. They can include all the expert or professional advice that you get, so attorney fees can be paid, engineering fees can be paid for the design of these improvements and etc. It is diverting tax money away from other agencies toward the Township to repay it for infrastructure on a continuing basis. To pay for infrastructure that is put into place to create certain developments. What the law allows is these pilot payments, these continued payments you would receive over a period of time, to be used not just for improvements within that development but anything that contributes to the improvement of that development can be considered part of what you use the pilot payments for. So in any of the surrounding areas even if they are not within your jurisdiction, they can be used for

road improvements to extend to the development, street lights, road widening not within the development but outside the development and etc. Going back for a minute let me tell you and tell you that there are a couple of different types of TIFFs. The one that would apply to a residential development is called an Incentive District TIFF and that is what you would use for the residential portion of this development. You can do them automatically for up to 75% of a tax value for 10 years. With School Board approval you can extend that for to as much as 100% for 30 years. Now the way to get School Board approval is to do a Non-School TIFF and that means that you essentially make the school district whole. They receive the revenue they would have received had there been no TIFF including the increased valuation from the development improvements. OK, what they are proposing essentially is that you do in the first instance a TIFF for the residential development that is in the Township. They want to do a TIFF that will essentially pay for road widening within the Township and potentially even use it for road widening or road construction. The extension roadway would not be built perhaps without the TIFF's funds but that is outside our jurisdiction. I know you are talking about whether you want to do that and that is your decision. All I can say is you can use it for that purpose if you want to. Mack asked Attorney Albers if he meant to say road extension, not widening. Attorney Albers replied yes, going from the north there to the west. Mack said it would run from over by the Home Depot word the Township. Attorney Albers said the road construction from a certain point within the Township over to Lime City Rd. that portion of the whole construction would be paid for by the TIFF. But the extension to the development from the Home Depot area could be paid for by the TIFF if you want to do that. Mack said and that is in Rossford and Attorney Albers replied that it was. Hrosko said there is a portion where Miller Diversified's road leaves off and he is not committed to make that connector to where it makes the bend into the roadway where it stubs out on Township property. Do I remember right that it is like 200 feet? Attorney Albers said he wasn't sure how many feet it was. Britten said he thought it was 1300 feet. Mack said Britten was right. Britten said it was a quarter of a mile but Hrosko said that was the whole road not the extension. Attorney Albers said first of all there was discussion by the developer of doing a TIFF and some of the projections given out by the developers attorney show a school TIFF. I wouldn't suggest a school TIFF, nobody does those. They are very difficult to achieve. If you are going to do a School TIFF, in other words divert the money away from the schools, you are going to have to do a 10 year 75% TIFF and that is not going to produce much revenue in terms of pilots to repay the sums. All of the projections are done on a 30 year basis at a 100% and that produces enough in pilot payments to pay for those improvements. I don't know why he was even talking about a School TIFF. It is unusual that you would even consider doing that and I do not suggest it. I would just think of terms of a Non-School TIFF and I would also thing in terms of a Non-Township TIFF. That is one of those strange things about these TIFFs; they cannot be used to repay the Township for Police and Fire equipment. I think the Township should continue to receive the revenue it would have received regardless of the TIFFs. John Donahue suggested we require that the developer and or property owner(s) sign a non annexation agreement. I think this would be a good idea and you can consider requiring of them not only on the residential property but on the other portions, the future commercial development as well. Make sure that is retained within the development and lastly require that a JEDD be achieved for the commercial portion of the development as well. You will benefit from that as well. LaHote asked if a Non-School and Non-Township TIFF for 30 years was still going to generate enough and Attorney Albers replied it

would. Mack asked what kind of performance bond they have with people. See we need to have the road so they can then do their development but with credit markets the way they are and so many uncertain things out there, how are we protected. How do we insure that they build what they say they are going to build and remain health so it is accessed at the continuing valuation that is in their projections? Attorney Albers said the best way to do it is by an agreement where the developer fronts all of these costs and the pilot payments are used to repay the developer for the upfront costs. There would be no exposure on the part of the Township. That is the easiest way but we did not get into this at the meeting so I do not know what their suggested plan is for this TIF. The other way if the developer doesn't advance those cost it can be the Township that pays for those infrastructures costs and the developed provides a bond or a letter of credit guaranteeing that he has at least adequate revenue to pay the Township for the infrastructure they have constructed. Mack said the first scenario seems the best for the Township. Attorney Albers said he agreed and that is the type of TIF you usually insist upon. Mack asked if it would be defensible to say to a developer that if a bank will not stand behind this, why should we. Attorney Albers said that made sense. If they cannot provide the guarantees you want then it is probably not a TIF you want to get in. Mack told Attorney Albers we had a TIF at Levis Commons and the tax revenues from Levis Commons was originally supposed to come to Perrysburg Township as part of the annexation agreement. Then they did a TIF and we did not get our share. One of the things that was a concern, it seemed like they used the money very liberally and the developer actually paid himself for engineering fees and consulting fees. I think in the best interest of public money maybe we should try to limit what we are spending money; things that are in the ground like street construction and water & sewer. Attorney Albers said that is typically the struggle between the political subdivision and the developer as to where to limit this. The developers could run wild with this and pay for all kinds of things. You can certainly limit it to what you want. It is just a matter of negotiations between you and the developer. Mack asked if to make a general statement maybe we would like to help them with their hard costs but not the soft costs. Attorney Albers said that made some sense but typically they are allowed to pay for their engineering costs. Hrosko told Attorney Albers that we will wait for Donahue to get back and then set up a meeting with Timberstone and hopefully the bosses will then have an idea of what kind of TIF they want to have, what they want in it and to also have some negotiating items we can go back into that meeting with. Attorney Albers said that was ok, that is a good idea. The Trustees thanked Attorney Albers for the information. LaHote asked that from Rossford's stand point they are not required to give the 2/3% to the City of Toledo at that point. It would be interesting to see how their agreement is worded. There was a brief discussion by the Trustees on how to go about this.

Britten said he received a letter from a resident concerning a property at 12990 Five Point Rd. The letter contained photos of the property. This property has been abandoned for several years and is now in the hands of a mortgage company. It has been maintained by a couple of the neighbors but they now cannot continue to do so. The weeds are overgrown and the property has garbage on it. Haar will send the Mortgage Company a letter telling them to cut the weeds.

LaHote said we really need to get on the computer policy. Hrosko said he sent the unions 6 or 7 polices to review and has heard nothing on them. LaHote said we need to set a time table on getting the polices done including the computer policy.

Britten said he might have a problem with the Monday night meeting.

**9:34 LaHote made a motion (seconded by Mack) to adjourn into executive session for personnel wages and discipline. No further business will be conducted. All Yes Motion Passed**

**10:50am Mack made a motion (seconded by LaHote) to adjourn out of executive session and adjourn. All Yes Motion Passed**

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Shirley a. Haar –Fiscal Officer

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Gary Britten – Chairman