

Minutes of Department Head Meeting February 14, 2011

8:00am Meeting called to order by Gary Britten

Roll Call: Mr. LaHote, Mr. Britten, Mr. Mack, Mrs. Haar, Mr. Hrosko, Ms. Violi Chief Hetrick, Chief Dimick, Deputy Chief Brice, Kraig Gottfried, Grant Garn and Robert Warnimont.

Zoning: Grant Garn thanked the Trustees for allowing him to attend the Ohio Township Association Winter Conference in Columbus. He said that from some of the sessions he knows he will have to make some additions to the Operating Procedures Handbook in the Zoning area. Garn asked for an executive session for personnel discipline with the Trustees only.

Maintenance: Kraig Gottfried told the Trustees he has been very busy with the snow. He also told them he has received about 30 applications and will be going through them. Gottfried then said that so far this season they have used about 1200 tons of salt and the shed is still full, so they are in good shape for the rest of the season.

Fire: Chief Dimick – no report

EMS: Deputy Chief Brice told the Trustees the new billing company has recommended increasing our ambulance rates and equalizing the resident and non-resident rates. Brice gave the Trustees a rate comparison sheet. Brice said they are recommending the following rates; for BSL \$550.00, for an ASL run \$650.00 and for an ASL2 run \$750.00. They are also recommending a charge of \$12.00 per loaded mile. Brice said they are making these recommendations because some of our rates, particularly our resident rates, are below the Medicare minimum allowable. Brice said he did a survey of five different departments and of the four he heard back from and only one bills differently for residents and non-residents. The rates recommended by the billing company appear to be comparable to what the other entities are charging. Brice said the other thing the billing company also made a recommendation on was soft-billing residents. This would be where you would bill the insurance, accept what they pay and not bill the difference to the patient. Brice said that is a nice idea to give the resident a break but we would be giving up a lot of revenue. In 2010 we got paid \$45,000.00 direct from the patient. Brice asked the Trustees to look over the sheet and will bring this back up at a later meeting. Brice said the billing company would come in to a meeting and talk to the Trustees if they would like them to. Britten said he would hate to see us throw away a revenue stream for the amount of money EMS has had to take out of the general fund the last few years.

Police: Chief Hetrick told the Trustees he has received over 100 applications and they are in the process of sorting them out. Hetrick said he was going to talk to Brice about a dispatcher program that will have pre-screens prior to hiring. He said with all the troubles we have had over at dispatching this is something we really need to look at. He will get a price on this. Hetrick next brought up the issue of replacing 5 obsolete desk top computers. He said Stribrny had received a quote from Meyer Hill Lynch for \$3,899.55 for the five computers. LaHote said he needed to share something with the Department

Heads and told them he accepted a position as a partner at Meyer Hill Lynch as of March 1, 2010. That means the Township will have to cease doing business with Meyer Hill Lynch at the end of February. **Mack made a motion (seconded by Britten) to purchase the five computer and monitors at a cost of \$3,899.55.**

Mack – yes Britten – yes LaHote – abstain Motion Approved

Hetrick said that he would like to redo the squad room and is getting some prices together. He would like to get rid of all the old (30-40 years old) desks and put in a conference table. He would also like to put in some work stations around the walls. He said he wants to keep it in the \$5,000.00 to \$6,000.00 range. The Trustees told him to get two quotes. Hetrick asked for an executive session for contract negotiations.

Recreation: Bob Warnimont said he talked to Mark who runs the Perrysburg Little League and he said they do charge travel teams to use the City Fields but not the Townships'. Warnimont said he would like to come to a trustees meeting and explain how the program is run. Britten said he would like him to come because his sources say they are charging for the Township fields also.

Warnimont said he would like to hold the annual Recycle Round Up the first Saturday in May. **Mack made a motion (seconded by LaHote) to approve holding the Recycle Round up on May 7, 2011. All Yes Motion Approved**

Assistant Administrator: Rosanna Violi said she also attended the Ohio Township Association Conference and the sessions were very good. While there she talked to Medicount and they are very pleased to be working with us. Violi then told the Trustees the Police department now has some new Sprint Blackberries and the Township now has a plan that is more cost effective. Violi also told the Trustees she has met with two companies so far about the web site and is going to meet with a couple more. She will get quotes from them all. On the old town hall, Violi said that Architectural Artifacts came out but didn't see anything they could use from the building. They told her there is a company in New York who might be interested in some of the old tin if it isn't too rusty. Violi asked if the Trustees had any interest in calling the New York Company and was told to take some pictures and email them to the company to see if they had any interest.

Violi showed the Trustees some sample tags Bottom Line Ink dropped off for them to consider. This was tabled for further discussion.

Violi said there are a couple of Policies that need to be amended. The first one is the Indigent Burial Policy. It was talked about in meeting that the cap on the cost was \$500.00 but this was not stated in the policy. Also it does not address what cemetery cremains will be interred in if there is no one to claim them. Haar said she talked to Laurie Limes, the Fiscal Officer for New Bellville Ridge Cemetery and she indicated that since it is a joint cemetery the Township would be given the plot. This was tabled until Haar can contact the sexton; Mike Lang at New Bellville Ridge. The other Policy discussed was the Holiday Gift Policy which needs to be amended to read that guest are allowed to attend. This will be brought up at Tuesday's meeting.

Violi asked for an executive session for contract negotiations.

Administrator: John Hrosko mentioned that coming up will be Kingston CRA at the March 7th meeting. They are asking for 100% abatement for 10 years on a building in Coventry Wood they are building.

Hrosko said that he and Haar are still working on the Woodmont Plat II lighting district.

Hrosko mentioned that LaHote will not be at the February 21st and 28th meetings.

Office: Shirley Haar asked the Trustees to sign the check report. The Trustees signed the report.

Haar mentioned that she too attended the Ohio Township Association Meeting and found several sessions very interesting and informative.

Garn said he forgot to mention the email he sent out concerning some properties around Belmont. These properties will be brought up to the Zoning Commission tonight. They will also have to be looked at by the BZA. If it is determined that the zoning needs to be changed, it can be initiated by the Trustees, the Zoning Commission or the property owners. Garn said he will need to know what the Trustees' feelings on this would be. Britten said he thought it would probably be in the best interest of the homeowners/landowners to propose the zoning change. Garn said there would be a lot, hundreds that would be affected. All the Associations have that problem that affective the buildings. Garn said he hoped there is some simple way to do all this. For the larger areas it might be PUDs or something like that. Garn said he will have to go to BG and see if he can find something that might show exactly where these buildings were built, if there are any kinds of drawings or maps. Garn said he will get back to the Trustees after he sees what the Zoning Board recommends.

Mack made a motion (seconded by LaHote) to adjourn into executive session for employee discipline and employee contracts No further business will be conducted. All Yes Motion Approved

LaHote made a motion (seconded by Mack) to adjourn executive session and adjourn. All Yes Motion Approved

Shirley A Haar –Fiscal Officer

Gary Britten - Chairman