

Minutes of Department Head Meeting October 11, 2011

2:00pm Meeting called to order by Gary Britten

Roll Call: Mr. Britten, Mr. Mack, Mr. LaHote (arrived at 2:04), Mrs. Haar, Mr. Hrosko, Chief Hetrick, Lieutenant Pellek, Chief Brice, Kraig Gottfried and Robert Warnimont (arrived at 2:40) Ms. Violi and Grant Garn were absent
2:45pm Solicitor Celley arrived.

Recreation: Bob Warnimont –no report

Maintenance: Kraig Gottfried told the Trustees at Tuesday's meeting he will be asking the Trustees to purchase the new radios from Radio Hospital. He said he can buy the 32 channel radios for \$505.00 each. The 4 channel radios were \$441.40 so there is a bit of a price increase. Gottfried said as was discussed before they maintenance department will be doing the installation which saves \$1750.00. Gottfried said that the Reclamite sealer has started to be put down and that Reitz Rd is finished.

Gottfried also said that at Tuesday's meeting he will be asking for approval of the winter salt PO.

The last thing Gottfried mentioned was that since the old town hall was torn down he would like to purchase some bushes for around the fuel tank fence. He is looking at arborvitae bushes and will need 15. Gottfried showed the Trustees a quote from Envirocare for 15 five foot arborvitae bushes at a cost of \$61.25 each or \$918.75 total. He will take them off his site improvement PO.

Fire / EMS: Chief Brice told the Trustees he talked to Penta about the two old tanker trucks and let them know the cost would be \$8,000.00 each. He said they were receptive to the offer but need to take it to their Board.

Brice said he has had a couple of expenses with 502. He needed to get six new tires at a cost of \$3,000.00 and he had to have new front springs put on for another \$3,000.00. This engine has almost 142,000 miles on it.

Brice said he also got prices for a new tank on 504 and they are pretty costly. They run between \$12,000.00 and \$20,000.00. Brice said his opinion is that we should hope that for as long as we keep the truck we will not have any problems because he doesn't want to put that kind of money into it.

Brice then said that they just had their pump testing done on all the engines. They found a few small problems that come to less than \$2,000.00.

Brice reminded the Trustees the Feather Party is coming up on November 12, 2011 @ 7:00pm. He said they need to file for their alcohol permit. He said in the past the Trustees authorized Hrosko to sign the application and then have the Police Chief sign it. **Mack made a motion (seconded by LaHote) to approve the Feather Party alcohol permit and to have Hrosko sign it. All Yes Motion Approved**

Next Brice said that he has had a few of the computers replaced and would like to keep one of the old ones for internet use. He said the old computer would be the only one the employees will be able to use for personal use such as checking personal e-mail. Britten said that as long as everyone has their own password for it he has no issues with it. The Trustees then said this was ok. Mack asked what would happen if the computer needed to be worked on or if it broke and Brice replied that it probably would then be junked.

Brice told the Trustees we received a reimbursement from Bowling Green State University for a hazmat run they did earlier this year.

Brice then asked the Trustees to approve sending Keith Feeney to an instructor / trainers class at Columbus Fire Departments' training facility. The registration cost is \$50.00 and the hotel cost is \$90.00 plus tax. **LaHote made a motion (seconded by Mack) to approve sending Keith Feeney to the class. All Yes Motion Approved**

Brice said he wants to bring up Tuesday night the purchase of some additional hard suction hose and some mounting brackets for the new truck at a cost of \$2,117.15 Next Brice mentioned that he received a quote from CRT for the AV cabling in the training room. He said that to have it hard wired it will cost \$1,884.00 and to have it wireless, it will cost \$3,879.00. Brice and LaHote discussed the specs of the system and if it would be better to hard wire it or go wireless. LaHote had a few questions concerning the specs so he will call CRT.

Brice told the Trustees that the open house Saturday was well attended. They had cooked 105 ½ chicken dinners and sold out of them quickly. Brice said the car extrication, burn demo and high angle rescue went very well. Brice said that the demos were video taped and it was suggested that they be put on the web site or on U-Tube.

Police: Chief Hetrick told the Trustees that he has hosted a lot of training sessions in the new training room and everyone raves about it.

Hetrick said LaHote brought up to him the possibility of starting a Citizens Police Academy. He asked if this was something the Trustees would like him to pursue. Hetrick said that they probably could get it going for the spring time and that the expenses would be minimal (wages and materials). Hetrick was given the go ahead.

Hetrick next told the Trustees he received a letter from a Mrs. Boyd on Mandell Rd who just recently moved to the Township. She said she moved here for the quality of life. Unfortunately this is the home that had the burglary last week where the suspects were caught at the scene by the day shift. Mrs. Boyd said she was very happy with the Police department and with the Township in general.

Hetrick brought up the 13 month service contract with Vasu, which is \$1,825.00. He said he is reluctant to commit to a contract right now as we may be changing vendors. After holding a brief discussion, it was decided to wait to do anything with the contract as we still have some time left on the old one.

Hetrick asked the Trustees permission to purchase the following equipment;

A tool kit for searching an auto @ \$139.95

A rear seat storage case for a rifle for the Chevy truck @ \$199.95 plus shipping

11 Steck Big Easy Carrying cases for lock out tools for all the cars @ \$329.45

And Gunshot Wound/Trauma kits for all units @ \$1,378.00

These purchases would all be taken off current POs. The Trustees told him to go ahead and make the purchases.

Hetrick mentioned he had to make a transfer from one of his accounts to another to cover the cost of the new officer's uniforms. Haar told him to get her the account numbers and the amount and she would take care of it.

Hetrick asked for executive session for contracts, hiring

Zoning: Grant Garn - absent.

Administrator: John Hrosko told the Trustees he had an updated list of who had and had not done their Formfire forms yet. He urged everyone to get theirs done and get all their employees to do theirs as the deadline is Friday the 14th.

Hrosko said Solicitor Celley looked over and approved a contract with Feller Finch to do their engineering assessments and projects within the township. Their rates have not changed. They are currently out at Woodmont looking at that project. Next Hrosko mentioned he set the date for the Christmas party for December 5th from 4pm to 8pm at the French Quarter. Hrosko will ask for approval of the PO at Tuesday's meeting. We will also need to cancel the Trustees meeting that night. Hrosko said if anyone had any suggestions for Christmas gifts to let the office know.

On the issue of the phone lines that were knocked down at the maintenance department driveway by the semi truck, it was determined that they are the Township's lines. CRT will give Hrosko a quote to fix them properly (they are temporarily put up now). This bill will then be submitted to either the trucking firm or the insurance company.

Hrosko then mentioned that The League of Women Voters Candidate night is October 16, 2011 from 2:00pm to 4pm at the Way Library. He also mentioned that Trick or Treat will be on Halloween night (October 31st) from 6pm to 8pm. Hrosko reminded everyone that the Cambridge lots auction will be on Tuesday October 18th starting at 5:30. He also reminded the department heads the meeting on Monday October 17th was changed to Tuesday October 18th @ 4:30pm not 6:00pm.

Assistant to the Administrator: Rosanna Violi – absent

Office: Shirley Haar – no report

2:45 Mack made a motion (seconded by LaHote) to adjourn into executive session for contracts, hiring and real estate with Solicitor Celley All Yes Motion Approved No further business will be conducted.

3:00pm Gary Britten had to leave the meeting

3:45pm LaHote made a motion (seconded by Mack) to adjourn executive session and to adjourn. All Yes Motion Approved

Shirley A Haar –Fiscal Officer

Gary Britten - Chairman