

Minutes of Department Head Meeting October 24, 2011

2:00 p.m. Meeting called to order by Gary Britten

Roll Call: Mr. Britten, Mr. Mack, Ms. Violi, Mr. Hrosko, Chief Hetrick, Lt Pellek, Chief Brice, Mr. Warnimont, Mr. Garn all present. Mr. LaHote, Mrs. Haar, and Mr. Gottfried were absent.

Zoning: Mr. Garn presented a proposal for the record management project which was request by Mr. Hrosko. (in file). Mr. Mack asked if Mr. Garn just wanted feedback at some point and Mr. Garn said yes. Small discussion on time frame and elements on the project.

Mr. Garn then stated that the Board of Zoning Appeals' meeting will be a continuation for the hearing regarding the motor home parked in the Belmont area. The motor home is parked on a property for an extended period of time. Discussion ensued.

Recreation: Mr. Warnimont discussed how he went to a Solid Waste Meeting and there were considerations on raises to the landfill.

Mr. Warnimont mentioned that recycling is going well. Mr. Mack interjected and asked how feasible it would be to have recycling every day instead of just once a month. Discussion centered on the pros and cons of this.

Operation Bread Basket is now underway. Taking donations until December 16.

Mr. Mack stated he had a conversation with Mr. Rex Huffman, Rossford School District attorney, centered on the appraisal on the school property south of the Township buildings. He will keep everyone posted.

Fire/EMS: Chief Brice mentioned he is still working with Owens Community College on the sale of the older tankers but the individual who makes the final decision is out of the country.

Chief Brice discussed a meeting with Envirocare over the plants which died earlier this year. He said that Spieker didn't feel they were responsible so the Township would have to foot the bill. Jeff from Envirocare offered his recommendation and will come back with a quote.

The conversation then centered on a new device for the trucks which Chief Brice says will automatically lift the cot and put the cot in the back of the truck. He said it was a very nice product and serves a purpose. However, the cost is \$25,000 per unit and will have to beef up the current truck if they went with this new device. However the new truck, still under assembly, could be built with the right specifications for only \$700 more. Mr. Mack was not opposed to this and neither was Mr. Britten.

Chief Brice then mentioned the new truck should be here by the end of December and that the fire training went well at the house on Fremont Pike and expressed his gratitude to Andy Frankforther for his help.

Police: Chief Hetrick asked for an executive session for contracts.
Lt. Pellek informed everyone about Rachel Bernhard's recognition at Red Ribbon Week at Penta County and that Robert Grooms would start work on October 30.

Assistant to

Administrator: Ms. Violi presented two checks and a few Purchase Orders to be signed as Mrs. Haar was absent.

Ms. Violi then had a few mentionable items. The next newsletter will be published in early January; please submit any ideas or pictures to here. The budget documents are due to the Office by November 1 so they can be passed out by November 7 to be discussed at the November 14 Department Head.

Ms. Violi also mentioned the progress with the record retention and thanked the Maintenance Department for the work they did to help her.

Finally Ms. Violi went over the Action List to update and make it current.

Mr. Walt Celley arrived at 2:32 p.m.

Administrator: Mr. Hrosko read a letter from Terry Caldwell who stated his appreciated for the paving on Eckel Junction Road.

Mr. Hrosko then mentioned the CRT quote for a permanent fix to the phone lines on the east side of Lime City Road. Asked if they should proceed or stay with the temporary fix for now. Mr. Britten asked how much the quote was for and Mr. Hrosko stated \$1,600. On hold.

Mr. Hrosko stated that the new sound system for the meeting room will be installed the first week of November. He will be gone and Torrence Sound knows to contact Ms. Violi. Mr. Warnimont asked what will happened to the old system and Mr. Hrosko said it will probably go on GovDeals.

Next Mr. Hrosko had some mentionable items.

First he would like to hold off on the entry/exit Township signs until Spring.

Christmas party is Monday December 5 from 4-8 p.m. and the Trustees have settled on an umbrella.

There will be a potentially new tenant, between Hobby Lobby and Bed, Bath, & Beyond and Mr. Hrosko has a meeting set with them.

Trustees: Mr. Mack discussed political signs in the right of way. It is the responsibility of Ohio Department of Transportation (ODOT) to pull signs in the right of way from River Road. Mr. Britten just spoke to someone at ODOT and she informed him that a crew was going out today to take down signs on River Road.

Law Director: Mr. Celley asked for approval of eight (8) resolutions all centered on approving the purchasing agreement for the sale of the Cambridge and Lime City lots. The resolutions would be 2011-33 through 2011-40. Mr. Celley said it was okay to

approve them in a batch. **Mack made a motion to approve Resolutions 2011-33 through 2011-40 (Britten seconded). All Yes. Motion approved.**

Mr. Warnimont asked how the auction went. Mr. Celley stated there will be a small surplus. Mr. Mack indicated that the Township would share the surplus with the Rossford School District. He stated that it was best to sell them, even at this price, because the Township was paying Homeowner's Association Dues as well as taxes. Discussion ensued over the services in Cambridge (i.e. snow plowing).

Mr. Mack moved to go into Executive Session for Contracts and Personnel Hiring.

Mr. LaHote moved to adjourn Executive Session and to adjourn. Mr. Mack seconded. All yes. Motion Passed.

Gary Britten, Chairman

Rosanna Violi