

Minutes of Department Head Meeting January 11, 2012

2:01 p.m. Meeting called to order by Robert Mack

Roll Call by John Hrosko: Mr. Mack, Mr. Britten, Ms. Violi, Mr. Warnimont, Chief Hetrick, Lt. Pellek, Mr. Gottfried, Chief Brice, Mr. Hrosko (who took roll) all present. Mr. Garn and Mrs. Haar both absent. Mr. LaHote arrived at 2:02 p.m.

Fire/EMS: Chief Brice brought up the tankers to be put on GovDeals. He discussed the topics Mr. Gottfried and they thought that \$5,000 would be a good starting point if this is agreeable to the Board. The Board stated this was okay. Next, Chief Brice introduced Barrett Dorner as a new volunteer firefighter. Mr. Dorner has gone through all requirements and his father was on the department back in the early 1990s. Mr. Dorner previously served with the Rossford Fire Department. Chief Brice believes he will be a good asset to the department and asked for the Board's approval. **Mr. Britten made a motion to approve Mr. Dorner as a volunteer firefighter (Seconded by LaHote). All Yes. Motion passed.**

Maintenance: Mr. Gottfried informed everyone that the snowbox came in from Ohio Cat. Mr. Britten commented that it was just in time for the predicted snow fall this upcoming weekend. Mr. Gottfried also informed everyone that come July of 2012 the current light bulbs in the fixtures will no longer be available. The Maintenance Department is getting quotes to replace these fixtures. Over in the Maintenance building they have started putting in these new fixtures when the light bulbs burn out. It will be a savings in the long run but will be about \$3,700 to replace everything. Mr. LaHote asks about replacement and discussion ensued. Mr. Mack asked Mr. Gottfried to talk to Vetter or another company to make sure they can't do anything to ensure the fixtures are recyclable. Mr. Mack also thinks they should be looking to modernize everything.

Police: Chief Hetrick mentioned a \$2,000 donation received from the Rossford Eagles. Next, Chief Hetrick had a question regarding new cars for the year. He stated there is one vehicle over 100,000 miles and two others would reach that mark later in the year. Chief Hetrick would like to know if he should order one now or order all three. Mr. Britten thought only one should be ordered and then wait for the other two. Mr. LaHote asked if there was a significant price break if ordered together and Chief Hetrick stated there wasn't. He will go ahead and order one. Chief Hetrick presented a quote from The Home Depot (in file) which shows a great discount on the stove and microwave from \$419.03. The Home Depot will also come in and install it. Chief Hetrick will take it off an existing purchase order. **Mr. LaHote made a motion to approve the purchase of the stove and microwave (Seconded by Britten). All Yes. Motion passed.** Next there was a presentation from Detective Sgt. Jim Gross related to Loss Prevention. The presentation related to the bust of a shoplifting ring back in September 2011 and highlights the work of Perrysburg Township. A DVD was shown. Aspects of the DVD centered on an organized retail crime ring starting

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with shoplifting of merchandise. This merchandise is taken back to the store and returned for gift cards. The bust had close to a hundred individuals arrested and the majority of them are entering a plea (4-6 years). Mr. Mack would like to highlight this at the Chamber meeting next week. Detective Sgt. Gross mentioned he spoke to Randy Gardner and Mark Wagoner to discuss legislation as this has become a national epidemic. Mr. LaHote asked if other states had legislation and Sgt. Gross stated there was and he was waiting on receiving that information. Chief Hetrick then discussed how Mr. Britten asked for a meeting before this meeting to discuss budget issues. Chief Hetrick stated the Police Department will not touch the general fund and he, with approval of Mr. Britten, changed a few accounts so there is enough to pay for the K-9 unit and SWAT. Refer to file for complete budget changes. Mr. Britten mentioned the Police Department also received \$90,000 in revenue this past week.

Next, Mr. Britten asked Lt. Pellek if he could speak on a potential partnership. Lt. Pellek stated he was approached by State Patrol last week who are very familiar with our officers. There is a federal grant we can go in with them to share a percentage to help with overtime costs. It is free money that is out there and Lt. Pellek thinks it is a good thing. Mr. Britten stated that all this stuff should be put in the newspapers to know that the bad guys paid for it. Lt. Pellek stated that it is funded by the criminals.

Mr. LaHote mentions the presentation by Ptl. Joe Ball from the Executive Session. Discussion ensued over it and it was decided to invite Ptl. Ball to the next open meeting to present that information.

Recreation: Mr. Warnimont presented a letter from Randy Kestner who would like to take over scheduling for the ball fields. Mr. Kestner came to the last meeting and Mr. Britten spoke to him before that meeting to discuss this. He told Randy to write a letter and get it to Mr. Warnimont to present. Mr. Britten has no problem allowing Mr. Kestner to do the scheduling. Mr. Britten asked Mr. Warnimont to follow up with Mr. Kestner and bring it up at the next meeting.

Next, Mr. Warnimont discussed a meeting he had with Toledo Edison regarding the light pole by Coe Ct in the City of Perrysburg. When work was done over there they hit the lines in the Township. The claims woman said she wouldn't pay for it. Mr. Warnimont told her he would get a sworn statement from the contractor that did the work and will put pressure on them. The claims woman said if/when she received that letter she would take it to her boss. While in that meeting Mr. Warnimont also asked about the ball lights. He said that Toledo Edison told him that if the lights are turned on there is an initial charge of \$400. You can use one minute of 15 minutes and it still is \$400. Once the kilowatts go over a certain amount fees are added to that \$400. Mr. Warnimont stated they should watch their scheduling to avoid higher costs. Currently both the breakers are turn off. Ms. Violi interjected and stated that the bill for December was over \$400. He thinks that the December month will be cleared.

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Administrator: Mr. Mack asked Ms. Violi if she had anything to present as a fill in for Mr. Garn. Ms. Violi stated that she was doing her best to figure it all out but no updates. She did have the folder from Mrs. Haar to present. Ms. Violi stated that if any department would like to change their 2012 revenues please let Becky know. The next item was the Toledo Edison but Mr. Warnimont brought that up. Next, Ms. Violi mentioned that a month or so ago there was a records retention meeting with Bob Schultz and his brother Gary. His brother gave Ms. Violi and Mrs. Haar a tutorial of software which would aid in record retention and keeping up with the various forms. In Ms. Violi's opinion the software is beneficial and could speed up the processes. However it costs \$1,800 for one year software maintenance, preloaded Township schedules, and tutorial. NO decision has to be made today but Mrs. Haar did want to present it to the Board.

Ms. Violi then discussed items on GovDeals. She put some of the items back on GovDeals, with Mrs. Haar approval, because of issues with bidders defaulting. This was a new process for Ms. Violi and she had never gone through it so with the help of Roger from GovDeals she received the information. Essentially bidders go on GovDeals and bid higher and higher, they win, but don't follow through. Therefore the Township is at a loss because we have all the equipment but no money to speak of. The Genicom, Fire items, Police monitors and servers are all back on. Lt. Pellek asked if it could go to the second bidder. Ms. Violi stated that some didn't have second bidders. Mr. LaHote asked if there was a way to report those bidders. Ms. Violi stated that GovDeals knows. Lt. Pellek stated that they black list them. Mr. LaHote stated that if we continue to have an issue the Township may want to look into other options. He asked what allows GovDeals to sell government surplus items as opposed to other places. Discussion ensued and Ms. Violi stated she would look into the issue. Ms. Violi also mentioned to all the Department Heads about following through with the last step on GovDeals and passed out directions illustrating how to do all that.

Administrator: Mr. Hrosko passed out a drawing of the proposed Gate assembly for the Hufford Cemetery on Wyandot. Penta will do the masonry. The Hufford brothers have been working diligently on this. Mr. Hrosko stated that at 3:00 p.m. Kathy Clark and Elsie Hetmen will come in to talk about the light at 795/ Simmons Road. Mr. Hrosko also asked for an Executive Session for Contracts. Next, Mr. Hrosko brought forth information related to the parcels in Perrysburg Heights (25594 Apex). Discussion ensued over which property this was. The other property is the Moore property on River Road at the end of Bates. Mr. Hrosko stated that these properties are ready to be cleaned up and the Township has the right to go in. Mr. Hrosko will look into leins and bring up at a later date.

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Mr. Hrosko mentioned the light at 795/Simmons. The ladies are on a quest. Finally, Mr. Hrosko stated he would like to get the budget approved next week.

Mr. Britten asked about work agreements with Wood County. Mr. Huber has initiated a change and will not do anything unless there is an agreement. Mr. Britten asked Mr. Gottfried to bring it up at the next meeting. Mr. Hrosko asked if Mr. Huber will need an agreement for new road inspection and Mr. Britten stated he will look into it. Discuss change in federal law on reflectivity colors.

Next Mr. Britten brings up an idea presented to him by the City of Perrysburg related to Ft. Meigs Cemetery and cleaning up of the ditch. The cemetery does not have the man power to do the regular work and clean the ditch. The City proposes that they and the Township provide two guys and equipment for about a week or two's worth of work.

At this time Mr. Mack welcomed special guests. They introduced themselves. Elsie Hetmen (Simmons Rd) and Catherine Clark (Riverford Dr.) Mrs. Clark stated the reason she was here was to ask for the support from the Board of Trustees. Her husband and her own Perrysburg Eye Center and they are currently building a new building over by 795/Simmons Rd. Mrs. Clark has talked to ODOT about a light at that intersection; specifically asking for a left turn light out of there. 80% of patients are over the age of 65. They are planning on moving the week of May 14. Mrs. Clark believes this move will bring 80-100 more patients to that intersection. 70% of the patients will come from River Road. Mrs. Clark spoke to Mike Stormer at ODOT and he told her that they viewed the intersection for a three day survey in December; analyzing the results will come in soon. Mrs. Hetmen believes that there should be something put on the road to count the cars and not just an individual there counting. Lt. Pellek interjected and stated that in the past, with other projects, they learned someone physically has to be out there counting. Mr. LaHote said he was encouraged that someone was physically out there counting. Mr. Britten stated that the issue is with the I-75 off ramp. Mrs. Clark stated that ODOT never mentioned that. More discussion ensued. Mr. Britten offers to have the Township write a letter in support of having something done at that intersection. Mrs. Clark thinks that would help. Discussion then centered on the light at Lime City and Fremont Pike; Mrs. Hetmen read there would be a left turn lane. Mrs. Hetmen also thanks the Maintenance Department for doing some work on Simmons Road.

Mr. Britten made a motion to adjourn regular meeting and go into Executive Session for Contracts (Seconded by LaHote). All Yes. Motion passed.

Regular meeting adjourned at 3:16 p.m. There was no other business.

Mr. LaHote moved to adjourn. Mr. Britten seconded. All yes. Meeting adjourned at 4:42 p.m.

Robert Mack, Chairman

Rosanna Violi