

## Minutes of Department Head Meeting March 28, 2012

### 2:00pm Meeting called to order by Robert Mack

**Roll Call:** Mr. Mack, Mr. LaHote, Mr. Britten, Mrs. Haar, Mr. Hrosko, Chief Brice, Chief Hetrick, Kraig Gottfried, Grant Garn and Robert Warnimont. Ms. Violi was absent  
Solicitor Walt Celley joined the meeting at 4:00pm

**Police:** Chief Hetrick told the Trustees that as requested by LaHote he checked with Insight and the change would add \$400.00 to \$900.00 per mobile radio. It was decided to go with the original quote.

Hetrick told the Trustees that Lucas County has some spare new mobile radios and are willing to sell them for \$700.00 each. He said he would like to purchase one for the dispatch center. Brice said he would like to purchase 3 or 4 for the squads at that price. Hetrick will see if they have 3 or 4 for sale to the Fire/EMS department. **Britten made a motion (seconded by LaHote) to allow the Police department to purchase one radio from Lucas County and for the Fire/EMS department to purchase up to four radios from Lucas County (if available) at a cost of \$700.00 each. All Yes Motion Approved**

Hetrick told the Trustees that at the next meeting he will be asking for several PO requests; He will ask the Trustees to approve a PO for \$2,300.00 for Steven Campbell for the yearly service contract. A PO for \$8,140.00 for light bars and a PO for \$29,760.00 for 16 SWAT tactical vests. The other entities involved with the SWAT team will then reimburse Perrysburg Township for their vests.

Hetrick told the Trustees the Police Chief at Owens wanted to know who to call about getting the speed limit reduced on a portion of Oregon Rd. Britten gave him a phone number to have the Owens Chief to call.

Hetrick then mentioned that the phone system is still having issues ever night. The issues were then discussed. Buckeye said they are working on getting the problems corrected. Hetrick also mentioned that the way the account is set up only Hrosko or Haar can authorize service calls and that needs to change. Hrosko will contact Buckeye and have the Police authorized.

Next Hetrick said that it is time to retire the Marine Patrol. He said the money could best be spent elsewhere. It is getting harder and harder to get qualified personnel to man the boat. The boat is owned by the state and would have to be returned to them. Hetrick was asked who would then man the river and he replied that ODNR and the Coast Guard would do that. Mack said until a final decision is made to disband the Marine Patrol the boat should be brought back to the complex so it would be accessible for quick use.

Hetrick mentioned that he was purchasing an ID maker so IDs can be made for all Township employees. The cost is \$1,500.00 and each department will pay a portion of the cost. Maintenance, Administration, Fire and EMS each will pay \$250.00 and the Police will pay \$500.00.

**Maintenance:** Kraig Gottfried told the Trustees roadside pick up is going very very well. They should wrap up on Friday (3-30-2012). He said working with Renhill has gone very well.

Gottfried said that the dump truck that was in the accident is in the process of being repaired. The cab is repaired, the chassis is being repaired and the bed will be going to Henderson's soon.

Gottfried mentioned that at the next meeting he will bring up the new John Deere mower. He said he received a state pricing quote of \$22,500.00 for it. He said that he will take the cost out of the town hall and parks accounts.

Gottfried then talked about our salt situation. Our contract with Cargill says we have to take 80% of what we bid. We still have 786 tons left to buy. Gottfried said Cargill sent ODOT a quote of \$5.00 per ton to store until the end of December 2012 their unused salt. Gottfried said he is going to contact Cargill and ask if they would let him pay for the salt this year but not take it until next year.

Gottfried told the Trustees that the house on Apex & Roachton will be torn down next week. Hrosko said that Jason Craig would like to purchase the property so maybe we should wait to take the house down. It was discussed and decided to take the house down as planned then sell the property.

**Fire / EMS:** Chief Brice told the Trustees that Fire Inspector Keith Feeney has received calls on a property at 25584 Broad Ave. Locals are using the house and property to illegally dump trash and tires and other activities. Brice said it needs to come down. Brice was advised to contact the Health Department and then follow up with Solicitor Walt Celley. Brice told the Trustees the second tanker sold on GovDeals for \$5,500.00. Haar told them the certified check had come and was in the bank. Brice said the tanker was going to be picked up on Friday April 6<sup>th</sup>.

Next Brice told the Trustees that North West Ohio Hospice Association contacted him about a terminal 10 year old boy. They are having a birthday party for him at Cedar Creek Church on April 13, 2012. The boy is a big fan of the fire department. Brice said the guys at the station are buying him a set of turn-out gear and a Perrysburg Township fire tee shirt. Brice then asked the Trustees to allow the Fire Department to pick him up in the fire truck and give him a ride to his party. The Trustees told him they had no problem with him doing that.

Brice then told the Trustees the dispatchers have all completed the Emergency Medical Dispatchers program training. One dispatcher still has to take the test.

Brice said that at the next meeting he will be asking to allow Green to attend the Four County Vocational medical program. Brice said he is a very diligent employee and responds to most of the fire calls. Brice said he supports sending him to school. Green told Brice he thought there may be some grant money available to him. Brice also told the Trustees the cost of the class is \$8600.00 so that would be our maximum cost.

Brice said he is still looking into billing for auto accidents. Medi Count says they only get about 40% of what they bill. Brice asked the Trustees if they wanted him to pursue this and they said yes. Brice will talk to Solicitor Celley on doing a soft billing resolution.

Brice told the trustees he is in the talking stage with Lake Township and Troy Township about having a mutual aid agreement in the un-hydrated areas. This would give the departments the ability to have a tanker brigade in those areas.

Next there was a discussion on the levy. Brice said based on the 2012 figures it would take 3 mils to cover the department. It was discussed that someone should call the County

Auditor and see what millage is needed to actually raise the needed funds. Mack said he would call him.

**Zoning:** Grant Garn gave the Trustees a revised map (copy in file) of the change in the curb cuts Kohl's would like when Chic-Fil-A is built. They would like additional ones added from what was approved. Britten said the additional curb cuts would cause problems and that since the plan is already been approved any changes would have to go before the Zoning Board.

Garn told the trustees there is an Ohio Township Association Inspectors meeting on April 20<sup>th</sup> in Columbus.

**Recreation:** Bob Warnimont said he had a request from a Co-Ed Softball league to use the field on Sundays from 1:00 to 4:00. He mentioned there is a Township employee on the team.

**Assistant Administrator:** Rosanna Violi – absent Hrosko presented for Violi  
Hrosko said Violi drafted the newsletter and would like any changes that need to be made given to her by Friday so she can then send the newsletter out.

Hrosko told the Trustees Feller and Finch said they use Metzgers Printing when they need to print large maps on foam board. He said they can print 28 x 32 maps on the foam board for \$73.95 each.

Hrosko then reported Violi put the old microphones, podium microphone stands and two phones on GovDeals and they all are being bid on.

**Administrator:** John Hrosko told the Trustees that Solicitor Celley drafted a Resolution on the Lake View property demolition. Britten said that Tony Morlock was going to demolish it today (3-28-2012) but the electric was still hooked up so he couldn't do it. Once the electric is taken down the building will be demolished. This should happen by Friday (3-30-2012).

Hrosko said he received an email (copy in file) from David Steiner concerning Con Agra's Enterprise Zone. He asked if they are shut down and if so, did the Township do a resolution rescinding the Enterprise Zone. Hrosko will have Solicitor Celley write the Resolution.

Hrosko then mentioned an email (copy in file) Solicitor Celley sent to Robert Spitler concerning the non-compliance with the agreement of United Marble and Granite with Perrysburg Township. They have not moved the material racks into the fenced area as required.

Hrosko mentioned an email (copy in file) he received from Solicitor Celley regarding the question the Trustees has as to the responsibility for personal property found in a property slated for nuisance abatement by demolition. Celley states "It is my opinion that the personal property should be disposed of with the structure. It would be inappropriate for any Township agent or employee to remove any items for personal use or profit. This includes any contractors hired to perform nuisance abatement."

Hrosko then told the Trustees the Dollar Store is having a ribbon cutting on Saturday at 9am and they were invited.

Hrosko then mentioned some upcoming meetings.

**Office:** Shirley Haar told the Trustees she would like to take Becky Johnson down to Columbus and investigate going on the UAN software. This software is recommended by the State Auditor's office. Although the software would cost the Township more in upfront costs it should save time by simplifying the state audits every two years. The Trustees said to go ahead and get signed up. The Trustees signed the UAN Agreement to send in. Haar discussed why she felt the Township should keep Rose Pest control taking care of the buildings for another year. The annual cost is \$1,231.20. **Britten made a motion (seconded by LaHote) to approve the annual contract with Rose Pest Control. All Yes Motion Approved**

Haar then talked about some changes that need to be made in the PO process. She told the Department Heads they need to make "Then and Now" POs for any invoices they receive that are dated before their existing POs.

**Bob Warnimont** told the Trustees the joint City/Township/Cemetery Board meeting is the first Tuesday in May. Prior to the meeting there will be a tour of the cemetery.

**Britten made a motion (seconded by LaHote) to adjourn regular session and enter executive session for Personnel Contracts and real estate. All Yes Motion Approved**

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

---

Shirley A Haar –Fiscal Officer

---

Robert Mack - Chairman