

Minutes of Department Head Meeting May 9, 2012

2:00pm Meeting called to order by Robert Mack

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

Recreation: Bob Warnimont mentioned he had the recycle round-up on May 5th participation tall sheet (copy in file). He said there were 488 participants and Perrysburg Township had 168 of them.

Warnimont then spoke about the solid waste recycling program. It was stated that Perrysburg Township is not ready for a 24 hour drop off site and any changes to the program should be made in baby steps. The two bailers Ken Rieman can get the Township were discussed again. They would be used to bail cardboard and plastic.

Trustee Mack mentioned that in the Hamlet the trash pick up is handled by Modern Disposal and the recycled materials go to Lucas County. Mack then said Paul Rasmusson, from Allied Waste would like to attend the May 23rd meeting. He thought 3:15 might be a good time but Hrosko should coordinate that with Mr. Rasmusson.

Maintenance: Kraig Gottfried told the Trustees he received a letter from Jason Craig (copy in file) concerning having stop signs installed in three areas in the Heights. After discussing the issue it was determined that the Township cannot do what he wants done. Gottfried will respond to Mr. Craig. Gottfried said the curbs on Golf Creek Lane have now been re-installed but they look smaller to him.

Police: Chief Hetrick told the Trustees he will be asking for several POs at the next meeting. He will have one for the ID maker in the amount of \$2,637.99 and it will be split among the five departments. He will also be asking for a PO to McNerney in the amount of \$2269.56 for four office chairs for the dispatchers. This will be split between the Police, Fire and EMS departments. The last one he will be asking for is a PO for the SWAT team's ammo. This will be in the amount of \$5824.15. The ammo cost will be divided among all the participating departments. Hetrick asked for a short executive session for personnel hiring

Trustee Mack read a letter addressed to the Township Trustees from BelAire Cleaners that expressed their disappointment on the Township's decision to change cleaning companies and hoping to have the opportunity to take care of the cleaning needs of the Township again in the future.

Zoning: Grant Garn discussed the new Arnie's that is opening across from Levis Commons in what used to be Griffs. Garn said the City had had them making changes based on the fact they will be in the City at some point probably fairly soon. Garn said they put on an addition about 25 x 25 feet with out getting a Township permit. Garn stated he would like to issue them a permit so the City could not come back and say it was not permitted. After discussing the matter, it was decided Garn would go out and speak to the owners.

Garn said that there are a couple of issues that need to be updated in the Zoning book.

Garn presented the Trustees with a sketch (copy in file) for a round-about at Thompson and Market Center Dr. The drawing was discussed as was the placement of the round-about. As drawn it may be too close to Route 20.

Fire / EMS: Chief Brice talked about the property at Broad St. He said the Health Department is aware it is being used as a garbage dump. The inside is packed about half full of trash. The Health Department has to be able to get inside to inspect for asbestos for them to be able to issue grant money.

Brice told the Trustees Inspector Feeney is active with the grain rescue program. There is an Urban Search & Rescue team which Feeney would like to belong to and Brice asked the trustees if they would approve the Township sponsoring him.

Brice said he was very much in favor of the program, the team and sponsoring Feeney.

Britten made a motion (seconded by LaHote) to sponsor Fire Inspector Keith Feeney for the Urban Search & Rescue team. All Yes

Motion – Approved

Brice told the Trustees he has \$4636.00 left from his FEMA grant and is purchasing a thermal imaging camera with it. That will leave \$4427.00 as the Township's portion.

Brice told the Trustees he will be asking them to approve the Resolution for the new Fire levy Wednesday night.

Brice then told the Trustees that Monday night the Perrysburg Exchange Club is having their awards dinner and Mike Vaughn is being presented the Firefighter of the Year award.

Assistant Administrator: Rosanna Violi told the Trustees the digital files for the meetings are going well. She said she would like to put the files on the web site for people to be able to listen to the meetings. This was discussed and LaHote said he thought it was a good idea. Violi will go ahead with this.

Violi said a resident contacted her and asked why some department heads have generic township emails and some do not. Violi said this was just a matter of personal preference. After discussing various ways of doing the addresses it was decided Violi will work on getting generic ones for all departments.

Violi said she looked into other options for printing the residents guide and all of them were higher than Bottom Line Inc. Violi will get Bottom Line to print them. Violi said on the issue of computer problems happening on nights and weekends, she contacted DMC. They told her they are not at a point where they can do 24 hour support service. Violi said that being pro-active; maybe the Township should have them start doing a monthly maintenance check. Violi also mentioned the idea that maybe the Township should hire a full time IT person.

Administrator: John Hrosko – absent Violi reported that the grant that was talked about for the Heights which is due at the end of next week, has been put on hold. There is too much information that is needed for it to be able to apply this year.

Violi talked about the meeting on May 7th concerning the round-about at Buck & Lime City. The following people attended; Mr. Matter from Penta, Mr. MacKinnon from Rossford, Mr. Huber from Wood County Engineer's office and Mr. Hrosko from Perrysburg Township. It was discussed that the original traffic study was completed before Penta was constructed. It was also discussed to do a new traffic count to see what the difference is now. Mr. Matter from Penta, committed \$500.00 toward the new count study, Mr. MacKinnon from Rossford committed \$1,500.00 toward the study and Mr. Huber from Wood County Engineer's office committed \$1,000.00. Perrysburg Township did not commit to any funding. Once the study is completed Mr. Huber will call another meeting. This meeting will center on discussing if another full fledged study is needed who will pay the cost of study estimated at between \$20,000.00 and \$30,000.00.

Violi said Hrosko received a quote for a buzzer for the Trustees office door of \$766.88. This would be on the inside wooden door. After discussing the best placement of a buzzer system and or a security window in the Trustees office, it was decided to look into various options and get back to the Trustees.

Office: Shirley Haar reminded the Trustees that Steve Kramer (a Trustee at the Perrysburg Heights Community Center) issued an invitation (via e-mail) to them to tour the center.

Bob Warnimont told the Trustees he would like to put in for a park grant to put a walking trail around Starbright Park. He will drive around it to find the distance. Warnimont asked about the property south of the building. He said that if we were going to be able to purchase it anytime soon it might be an idea to move the old shelter house there. He suggested the Trustees think about it and talk to someone on the property.

LaHote made a motion (seconded by Britten) to adjourn into executive session for Personnel Hiring and the exit conference with the State Auditor. All Yes Motion Approved

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

Shirley A Haar –Fiscal Officer

Robert Mack - Chairman