

Minutes of Department Head Meeting May 23, 2012

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

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

Mr. Mack made mention that Mr. Paul Rasmusson from Republic Services would arrive around 3:15 to discuss trash pickup.

Recreation: Mr. Warnimont stated he had nothing to report but Ken Reiman from Wood County Solid Waste would be at the meeting with Mr. Rasmusson.

Fire/EMS: Chief Brice stated he was continuing to work on the tanker auto aid agreement. Ms. Linda Holmes, council for Lake and Troy Townships, had some questions so Mr. Celley will work with her. He also mentioned the resolution Mr. Celley help draw up regarding billing for motor vehicle accidents. Chief Brice will leave a copy with each Trustee to review and discuss at a later date. Finally, Chief Brice discussed the Fire Department getting their own frequency for radios. The FCC sent a letter allowing the Fire Department to acquire a frequency. Chief Brice would like to reprogram a recorder to the new frequency. He has spoken to Chief Hetrick, Lt. Pellek and Mr. Britten about this prior to the meeting. Chief Brice stated they had worked with Bender Communications in the past with this issue. Bender Communications stated there would be no cost to reprogram the recorder and the mobile and portable radios would be \$5 apiece. Chief Brice stated that he had many discussions with the Police Department about not having multiple vendors working with communications issue and equipment. Police Department has used Radio Hospital for some of their recent work and they have been satisfied with their work. Chief Brice contacted Radio Hospital about the cost of reprogramming. Radio Hospital came back with a quote that included preventative maintenance; this came to \$1,050. Chief Brice called them and mentioned the lower quote from another vendor. Radio Hospital then in turn came back with a lower quote from their original quote but still a little higher than Bender Communications. Chief Brice asked for feedback on which vendor to use. Mr. Britten argued for Bender Communications because of the lower costs and the need to be fiscally responsibility. Mr. LaHote mentioned that the quotes are not apples to apples. Discussion ensued over the work of Bender Communications. Mr. Mack stated the quotes need to be as precise as possible so to ensure each vendor is quoting exactly the same thing.

Maintenance: Mr. Gottfried brought up a then and now purchase order for roll off containers from Modern Disposal. These were used for the demolition of a property at Roachton Road and Apex Road. **Mr. Britten made a motion to approve the Then & Now Purchase Order to Modern Disposal in the amount of \$5,107.05 (Seconded by LaHote). All Yes. Motion passed.**

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Mr. Gottfried mentioned the John Deere tractor on GovDeals. As of the morning of 5/23 the price was \$12,619. Mr. Gottfried will keep the Trustees updated on what the final price is at the end of 5/23.

Next, Mr. Gottfried brought up information about a scissor lift. Mr. Gottfried contacted three vendors but United Rental was the only one who responded. The scissor lift would be used to do work in the Fire Department. United Rental brought one out to the Township; it was a 2004 Skyjack 4632, 32' height but with the working platform it will be 38'. The one brought out had new batteries put in in 2008, a new drive motor put in in 2009, and a new control box in 2010. If this was bought new it would cost \$29,000. Discussion ensued over the product. Mr. LaHote asked if the amount of times this would be used warrants a purchase or can it be rented on a case by case basis. It was decided that this product would be used for more things than they think it will. Mr. Gottfried will ask United Rental to put a hold on this scissor lift for a couple weeks.

Police:

Chief Hetrick presented two quotes for a replacement vehicle. Both quotes are from the Baumann Group in Genoa. A Chevy Tahoe, Police Package, 4 wheel drive costs \$30,500. A Ford Explorer, Police Package, all-wheel drive costs \$27,250. Discussion over competitive bidding ensued the threshold was increased to \$50,000 in 2011. Discussion over the two types of cars ensued and the differences each car has which could have affected the price quote.

Chief Hetrick made it known that Officer Jason Gladney and the K-9 ("X") are now certified.

Next, Chief Hetrick mentioned City of Toledo Police Chief Derrick Diggs is going to sell six Remington 700 sniper rifles to the Township. Two are operational with Leopold scopes. All six rifles will be sold for a total of \$2,000. Two sniper rifles will be used for solely for SWAT. Chief Hetrick believes this is a good deal because one rifle alone would be about \$4,000. The money will be taken out of the Drug Fund. Finally, Chief Hetrick asked for an Executive Session for hiring with Detective Todd Curtis.

Mr. Mack acknowledged Mr. Ken Reiman who was in attendance. Mr. Warnimont discussed bailers for recycling which Mr. Reiman acquired. Mr. Reiman stated that the Township will save lots of trips if they went with the proposed idea of bailers at the complex. Mr. Reiman thinks it should be moved in slowly. Mr. Warnimont stated they don't care where people come from for recycling. Mr. Reiman stated trash does not understand political boundaries.

Asst. to

Administrator: Ms. Violi began by referencing what Mr. Britten has mentioned about competitive bidding. She looked it up online and HB 153 which became the budget did increase the bidding to \$50,000 but they might want to make sure it covers everything. OTA had an article and listed a few items but vehicles were not listed.

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Next, Ms. Violi mentioned the e-mail address questions from the last Department Head. She sent an email to everyone detailing the answers to the questions about what email directs to whom.

Ms. Violi then gave a description of a meeting with Mr. Hrosko, herself, and Mr. Briscoe from DMC Technology. The meeting centered on IT coverage and how to be more proactive. An option was presented for monthly preventative maintenance to stay on top of an issue which could arise. At the beginning of the year the Trustees approved a purchase order for \$25,000 so there is money already approved to be used for services. The hope is this maintenance will help to decrease costs over time. Ms. Violi also mentions there is a need to discuss coverage after 5:00 p.m. but that this discussion is neither here nor now. The meeting with DMC also led into discussion over remote back-up. Currently the Township has some procedures for back up but nothing remotely. Ms. Violi asked if the Trustees would like to get more information about this. The remote back up option Mr. Briscoe discussed would have a volume set pricing (the more volume of data the higher the price of remote back up storage). Mr. LaHote brought up another option of having a local company come in and pick up backup tapes and store in a remote location. It was decided that Ms. Violi will ask Mr. Briscoe to quote what each option would be and then bring it back to the Trustees.

Next, Ms. Violi brought up the topic of asset tags which is on the Action List. Chief Brice had done a great deal of research and essentially the question to be asked is what exactly needs to be tagged? All pricing is contingent on label count; the more labels order the less the price. Discussion over items to be tagged was held. It was decided that anything over \$25 and which can't be depleted should be tagged. Ms. Violi was instructed to talk to Mrs. Haar about inventory and go from there. Lastly, Ms. Violi stated she compiled the next newsletter but if anyone has any specific events they would like to include in the Calendar of Events they should please let her know.

Zoning: Mr. Garn reported that Chick-fil-A will be bringing their permit in on 5/24. They will be sending their plans with the City of Perrysburg and will meet with them on July 6.

Mr. Garn stated that there were two new single family dwellings last month. Next, Mr. Garn mentioned that Artistic Memorial on Jefferson Avenue will be redoing their front porch but their contractor went to the City of Perrysburg instead of the Township and now there is potential annexation talk from the City. Mr. Garn mentioned that he spoke to Mr. Celley about drafting an agreement for deposits related to professional services for outside services like roadways and storm sewer lines.

Administrator: Mr. Hrosko mentioned an email from Katie Hoepfl about jake brake signs on Route 795. Mr. Hrosko spoke to Mr. Gottfried about the boundaries and there would be no advantage of putting signs on the west side of the overpass. Mr. Hrosko will contact the administrator at Rossford about this issue.

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Next, Mr. Hrosko brought up the request for lights at 795/Cedar Business Park and Broadmoor/Oregon. He received papers from Toledo Edison. 795/Cedar Park would be \$3,738.69 and Broadmoor would be \$2,179.91 just for installation.

Mr. Britten brought up the Maintenance Department Policy approved the previous week. He stated there is something not in there that they had talked about. They had negotiated with them to eliminate the bonus time but in lieu of that they would give the Maintenance Department employees a stipend of \$1,040 for calendar year 2012. Mr. LaHote asked if this was to be in the cover letter. Mr. Hrosko stated this was something different and not on the addition to the wage agreements. Mr. LaHote thought it would be in the cover letter because it is not actually part of the Policy and Procedure manual. **Mr. Britten made a motion to give a onetime lump sum bonus payment of \$1,040 to all Maintenance workers in recognition for the elimination of the bonus time in the policy agreement voted on May 16. (Seconded by LaHote). All Yes. Motion passed.**

Mr. Mack discussed the upcoming levy. Mr. Mack stressed the importance of expressing, to the residents, the message that the three Trustees conveyed to those in the Statehouse. The Trustees conveyed that the Estate Tax, albeit a windfall for the Township revenue, was a bad idea for the State. In the past the Township received substantial amount of money from this tax. Instead of taking the money out of the General Fund (which is how it was done in the past with the Estate Tax), the Trustees are asking people who are alive to contribute.

Mr. Warnimont mentioned that a reporter from Channel 11 came into the Fire Station to interview Tom. This reporter commented on the Township website is very nice and how quickly the Township puts things on there. Mr. Mack stated that a trustee from a township in Ottawa County told a company to design it like Perrysburg Township's website. Mr. LaHote mentioned that the updating is very important.

Mr. Britten made a motion to adjourn regular meeting at 3:05 p.m. and go into Executive Session for Personnel Hiring and Personnel Discipline (Seconded by LaHote). All Yes. Motion passed.

Regular meeting will reconvene after the brief Executive Session.

Mr. LaHote made a motion to go back into regular session (Britten seconded). All Yes. Motion passed.

Meeting reconvened at 3:20 p.m. with Paul Rasmusson and Terry Thompson from Republic Services, Mr. Mack, Mr. LaHote, Mr. Britten, Ms. Violi, Mr. Hrosko, Mr. Warnimont, and guests.

Mr. Mack started the conversation with a little background on the issue. There are a few concerned citizens over the price of trash pickup and why Perrysburg Township can't have agreements like other Townships. The Trustees do not want an exclusive provider but would like to look into a way to help residents save money and cut down on truck traffic.

Mr. LaHote's main question is what does the word preferred mean to you? Mr. Mack mentioned that discussing Monclova Township's contract with Republic Services might be a good way to start;

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mentioned the pros/cons. Mr. Rasmusson stated that Monclova Township's was a public bid and Republic Services won out. Monclova Township pays for services, every other week, out of their General Fund. Republic Services are the exclusive providers for those weeks and thus cuts down on truck traffic. One of the things Republic Services is doing is not creating new landfills but more recycling capacity. In doing this they created a tier system to add recycling; more customers equal price drop. Mr. Rasmusson then discussed Lake Township. Lake Township is exclusive; a truck stops at each house. Routing efficiency is paramount when talking about pricing. Mr. Rasmusson stated you can't compare Lake Township unless the model is recreated exactly. Mr. Mack asked how much it costs in Monclova Township. Mr. Rasmusson stated it was about \$4.15 for just a 6 trash bag limit; recycling is separate. Mr. Mack then asked about fuel surcharges. Mr. Rasmusson stated that this varies in almost every contract. Republic Services uses a table (all prices discussed are without fuel costs). Mr. Rasmusson then discussed a new marketing campaign geared towards non customers in their service areas. This would be \$55 per quarter for both recycling and trash. Each home would need a 96 gallon bin for both recycling and trash. All this information will be sent out in a postcard. Mr. Rasmusson stated that for preferred provider would need some wiggle room, there would need to be tiers. Mr. Mack mentioned that the Township could offer some kind of financial assistance maybe to purchase the bins as a compromise to the provider and in exchange the provider would offer legendary rates to the residents. More discussion ensued over costs, percentage of households who recycle, and clean up days. Mr. Thompson asked what it would take to get preferred provider. The Board responded that it would be through a resolution. The Board let the representatives from Republic Services they will keep them posted on what path is decided. They thank them for coming and all the information.

Meeting then centered on a question from Ms. O'Halloran. She asked about increase in police and fire services to the Crossroads when the casino opens because Rossford would be pulled towards that. The Trustees are not sure on how they could monitor that because of how statistics are kept. Not sure if there is a way to know for sure the reason Perrysburg Township was sent to the Crossroad area unless it was cross referenced with Rossford call logs.

Mr. Britten made a motion to adjourn again regular meeting at 4:31 p.m. and go into Executive Session for Personnel Hiring and Personnel Discipline (Seconded by LaHote). All Yes. Motion passed.

Mr. LaHote moved to adjourn. Mr. Britten seconded. All yes. Meeting adjourned at 5:10 p.m.

Robert Mack, Chairman

Rosanna Violi