

Minutes of Department Head Meeting June 13, 2012

2:00pm Meeting called to order by Robert Mack

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

Zoning: Grant Garn told the Trustees there is a construction meeting with Chic-Fil-A on June 14th at 11am on the building site. Garn said he did send them the revised on-site inspection form (copy in file).

Garn told the Trustees the developers of Barrington Place decided the change they wanted to make to the PUD (copy of map in file) is a major one. It has been sent down to the Wood County Planning Commission. It will then come back to the Zoning Commission. The Board of Zoning Appeals will be looking at a year yard setback on it.

Garn said in Waterford at lot 5 and lot 7 there is a minor change to the PUD. The both would like to build into the common area. This will be coming to the Trustees.

Fire / EMS: Chief Brice told the Trustee that on the 27th and 28th Bender will be at the Township doing the re-programming of the radios. It was discussed if the tornado sirens need to be narrow banded and Brice said that was a grey area. Brice did not think they need to be re-programmed, at least not at this time.

Brice then discussed a call from the Northwood Fire Chief concerning changing the radios to the 800 megahertz radios. Currently we have 42 portables and 20 mobiles and at a cost of \$4,000.00 each it would take \$240,000.00 to switch them all over. Lake Township, Northwood, City of Perrysburg, Allen Clay and Perrysburg Township are talking about putting in for a for fighters grant for the radios. It is also being talked about having a grant writer do the application. This would cost each entity \$700.00. The grant is due in by mid-July. Brice then discussed the user fees (\$15.00 per radio per month) and ways to possible get around those fees. Brice was advised to talk with Trustee LaHote.

Brice asked the trustees if they had looked at the Resolution Solicitor Celley had prepared on the MVA billing. Mack and Britten both said they saw it but were not prepared to discuss it. Brice will bring this up at the next meeting.

Brice asked the trustees to grant him permission to start doing smoke alarm installations. He stated that there are a lot of elderly residents that need help putting them up or changing the batteries. Inspector Feeney came up with a form

another entity uses for their installation program. Brice said he receives a couple of requests per month on this. Britten said it was a nice service to offer and both Trustees said it was ok with them to start doing the installations.

Brice told the Trustees Cousino Harris is building the department a new “smoke house” and will deliver it on Friday June 15th @ 2:00. He invited them to attend the unveiling.

Brice said he has been looking into a locking system for the drug cabinet and has two quotes. One is from Torrence and is for \$1,885.00 and would tie into our current security system. The other is from CompX elock for \$600.00. Brice said both would work. He will bring this up at the next meeting.

Maintenance: Kraig Gottfried told the Trustees he needed a PO for the repairs on the GMC that was damaged in the accident in February. General Truck Sales bill was \$18,209.28 for the truck repairs. The truck is now in getting the bed repaired. A blanket Po will be made for those repairs. **Britten made a motion (seconded by Mack) to approve the PO. All Yes Motion – Approved**

Recreation: Bob Warnimont reported that over at Starbright Park someone tried to steal the duck. They had it unbolted. Our maintenance department went over and re-bolted it down using lock tight on the bolts.

Warnimont said he is working with Becky Johnson to get the bills we paid together to submit for the grant money.

Warnimont said he wanted to split the shelter house into two sections and move it to Starbright Park. He said he was going to talk to Wood County about it. Mack told him to just wait because recent information he received indicated we may be close to being able to purchase the property south of the Township building.

Britten agreed with Mack.

Police: Chief Hetrick told the Trustees he was not going to be able to purchase the sniper rifles from TPS after all. There seems to be a liability issue involved. Hetrick said the ID maker is in and next month Sgt. Gazarek will be setting it up. Hetrick said he is getting rid of the old mobiles from the cruisers and typically they do not sell well on GovDeals. He said there is a Chief from Middle Point fire department that would like to purchase 4 for \$50.00 each. He asked the Trustees if was ok to sell them to him. The Trustees told him yes.

Hetrick said the Township missed the deadline for the 2012 Tahoes so next month he will be looking into a 2013.

Hetrick said the non-lethal ammo approve on a PO to Standard Law Enforcement cannot be delivered. He will be asking Wednesday for a new PO to another company for \$4,033.00 to purchase the ammo.

The SWAT team was discussed and it was talked about having a separate account to pay all the bails from. Each entity will contribute to the account and Perrysburg Township will oversee it.

Hetrick said that at the next meeting he will be asking for a Then & Now PO for \$38.86 for vet care for K-9 X. X is being used a lot and he was slightly injured last week (pad of his paw was cut).

Hetrick asked for an executive session for Personnel Hiring.

Assistant Administrator: Rosanna Violi talked about the issue of remote back up. She told the Trustees she checked out two options; the VaultLogic Backup (Cloud service) and Iron Mountain courier service. The merits of both systems were discussed. Other solutions including having the tapes stored off site at a site such as a bank vault were then discussed. It was decided to look into the other options and bring it back at a later meeting.

The upgrading of the computers was discussed. The computers are on a four year cycle and this year there are computers in Maintenance, Police and EMS that need replacing (quotes in file).

Violi then brought up the assets tags. She said that in Sylvania they have asset management, which is everything valued over \$5,000.00 is tagged. Anything under \$5,000.00 is just inventoried. It was decided that when the departments do their 2012 inventories, they will keep track of how many things they have valued over \$5,000.00. This will determine how many tags we need to order. The departments then can put this cost in their 2013 budgets. It was not decided who will be in charge of the program or exactly what the lists will be used for.

Violi told all the Department Heads and the Trustees that the Messenger will be taking pictures after the next meeting for the Progress addition.

Next discussed was the issue of the cell phones. The new Sprint phones are having nothing but problems. Violi, Hetrick and Hrosko set up a meeting with Verizon to talk to them about plans. Violi said Verizon would give the Township free phones, would be slightly less expensive per month and have what appears to be better coverage. Violi asked the trustees to approve switching carriers. Mack thought it would be a good idea to wait and discuss this with LaHote. Also Mack suggested Violi should look into the new generation 4S I phones. Violi will talk to LaHote.

Administrator: John Hrosko discussed the property at Bates and River Rd. He said he had two estimates for the demolition work; Morlock Asphalt Limited

quoted \$14,300.00 and Klumm quoted \$12,100.00. Bob Mack questioned if the property was valuable enough for the township to recoup the expenses. Hrosko commented that sometimes the township has to spend money to better the community. Hrosko said that all the paper work was completed by the Solicitor and all the notices had long been sent out so it is legally our right to demolish it. Mack asked if anyone had talked to the owner lately. He was told the owner has failed to respond to the Township in a couple of years. Mack asked Garn to get him the owner's phone number so he could try to call him and Garn said he would. Hrosko will call Celley and find out what s to be done with the car in the driveway. Hrosko gave the Trustees a letter (copy in file) concerning the possibility of having a Perrysburg Heights Community Clean-up Day. Garn talked about a house in the Heights that residents have been using as a trash dump and said that it alone would probably take a dumpster to empty. After discussing the issue it was decided to take no action on it and wait for LaHote. Hrosko asked for an executive session for Personnel contracts.

Trustee Mack said he talked to Republic and they will give the residents a rate of \$55.00 per quarter for one 95 gallon roll cart for recyclables, one 95 roll cart for waste with weekly pick-up (see flyer in file).

Office: Shirley Haar asked the Trustees to approve a petty cash fund for the Police department not to exceed \$2500.00. This will be kept in the Police department in cash for emergency expenses. **Britten made a motion (seconded by Mack) to approve the petty cash fund. All Yes Motion – Approved**
Trustee Britten talked about a letter (copy in file) that was in the Sentinel titled “Fort Meigs Cemetery study would be a waste of money”. Britten said that he wouldn't vote to have the Cemetery pay for the study nor would he vote to have the Township pay for the study. It was discussed if the study needs to be done or not. It was decided to get a transcript of the last joint Township/City/ Cemetery meeting to see what was said about the study.

Britten made a motion (seconded by Mack) to adjourn into executive session for Personnel Hiring and contracts. All Yes Motion Approved

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

Shirley A Haar –Fiscal Officer

Robert Mack - Chairman