

Minutes of Department Head Meeting July 25, 2012

2:00pm Meeting called to order by Craig LaHote

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

Zoning: Grant Garn told the Trustees he estimated it will take no more than \$5,000.00 to make the changes to the Zoning Resolution and he will ask for a PO for this at the next meeting. Garn added a couple more changes to the list of proposed changes (copy in file). Wind turbines were brought up and Garn said they are already in the Zoning Resolution. Garn will check on the issue of the solar batteries.

Garn brought up the issue of sidewalks in sub-divisions. There are problems of sidewalks sinking and breaking up in a couple of sub-divisions and it was discussed who is responsible for fixing them. It was also discussed as to who is libel in the case of an accident. Does the liability lay with the homeowner or the township? This will be checked on. Also the sidewalk resolution will be pulled for the next Department Head meeting.

Recreation: Bob Warnimont told the Trustee he received the \$12,000.00 check for the grant for the bailers. Haar will check and see if enough money is appropriated to cover the cost of the bailers and their installation. If there is not enough appropriated Haar will ask at the next meeting to have the grant money appropriated and then sent it to the County. Ken Rieman will contact Stahl Electric when it is time to install the bailers.

Warnimont said ball season is winding down but there will be some fall games.

Police: Chief Hetrick asked the Trustees to approve a PO to Baumann Auto Group in the amount of \$29,650.00 for the new Tahoe. **Britten made a motion (seconded by LaHote) to approve the PO. All Yes Motion Approved** Hetrick said he had a quote from Radio Hospital in the amount of \$6,748.50 for two portable radios he would like to purchase as spares. Hetrick said he didn't think we would need to pay the fee for them as they would not be used on a regular basis. Hetrick was asked to check with Lucas County on that issue. **Britten made a motion (seconded by LaHote) to approve the purchase of the spare radios at a cost of \$6,748.50. All Yes Motion Approved**

Assistant Administrator: Rosanna Violi told the Trustee Gottfried wanted permission to put the specs out for a new dump truck. The Trustees said he could proceed.

Violi told the Trustee the backup tapes are now being encrypted.

Violi told the Trustees the resident guide has been printed. We now have 50 hard copies of it. It is also on the web site.

Violi went over the action sheet and some items were removed

Maintenance: Kraig Gottfried – absent Warnimont mentioned that the new scissor lift was in and had already been used by Dan Kervin to change some bulbs.

Administrator: John Hrosko mentioned that he met with Teltronics who are now offering IT computer support services. He said they will be coming into the meeting on August 22 to talk to the Trustees. Hrosko gave the Trustees some material to look at before that meeting. The issue of IT support was discussed including hiring an IT person or finding someone who could do 24/7 support service.

Hrosko told the Trustee that on August 1st at their regular meeting Northwood Industries will be coming in for an abatement hearing. They will be asking for 10 year 100% abatement.

Hrosko said that Kelly at Perrysburg Commons called and wanted a Trustee to speak at their 35th anniversary celebration on September 9th @ 1:55. It was decided Bob Mack who is this year's chairman would do it. In the event he cannot Britten said he would.

Hrosko asked for an executive session for personnel wage policies.

LaHote brought up that the Township really needs to start looking into disaster recovery plans.

Fire / EMS: Chief Brice talked about the Motor Vehicle Accident billing and said he had a resolution written by Solicitor Celley. He will bring this up at the next meeting. He will also ask for approval of the Motor Vehicle Accident billing contract with Medicount at that meeting.

Brice said he is still working on the tanker auto-aid but it is bogged down in the prosecutor's office.

Brice read a letter of resignation from Kris Swihart (who is retiring on August 28th) and asked the trustees to accept it. **Britten made a motion (seconded by LaHote) to accept her resignation. All Yes Motion Approved**

A retirement party was discussed and it was noted that in the past about \$250.00 was allowed for a party. It was also mentioned that for a previous retirement the

gift was capped at \$100.00. The Trustees gave their permission to spend up to and not to exceed \$250.00 for the retirement party and \$100.00 for the retirement gift. It was then discussed that the Township needs a policy that addressed retirement gifts and parties.

Brice asked the Trustees if they had any further thoughts about the Union asking to use the station / kitchen for a pancake breakfast on August 19th. The funds would go into the Union's funds to be used as the Union wanted. Britten said the Trustees would like to get along with the Union but since the funds would go to the Union he couldn't go along with them using the station. LaHote agreed.

Brice said at the next meeting he will be asking permission to send Marvin Conner to Emergency Vehicle Technicians conference. The cost would be \$385.00 for the sessions and \$215.00 for his room. Brice also will be asking for approval of a PO for the renewal of the I Am Responding contract @ \$800.00, a PO for the Iron Compass & Pre-planning program @ \$1,537.00 and a PO for the infrared thermometer @ \$1,200.00.

Brice told the Trustees he is looking to replace one of the life packs and they are in the process of evaluating them now.

Brice said he had a request from Providence Township in Lucas County to use the little house that Cousino Harris donated to the Township. Brice said he had no problem sharing but felt we needed to limit where it goes to Wood and Lucas Counties. The Trustees said they didn't have a problem with lending it out but Brice should check what our liabilities are.

Brice told the Trustees he was able to purchase some batteries they need at a much reduced price of \$75.00 each. He said he ordered 12 for a total cost of \$900.00.

Office: Shirley Haar told the Trustees that the Travel Reimbursement Policy (copy in file) had been tentatively approved at a previous meeting with a couple of changes made to it. Haar gave them the updated policy (copy in file) and asked them to approve it.

Britten made a motion (seconded by LaHote) to approve the policy. All Yes Motion Approved

Haar told the Trustees that the lighting district special assessments were approved at a previous meeting but she forgot to have them approve the resolution. Haar asked the Trustees to approve *Resolution 2012-09* (copy in file) the *Resolution of the Perrysburg Township Trustees Approving Lighting District Special Assessments*.

Britten made a motion (seconded by LaHote) to approve Resolution 2012-09. All Yes Motion Approved

Britten made a motion (seconded by LaHote) to adjourn into executive session for Personnel wage policies and personnel hiring. 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

Craig LaHote - Vice Chairman