

Minutes of Department Head Meeting October 24, 2012

2:00pm Meeting called to order by Robert Mack

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

Zoning: Grant Garn gave the Trustees a TMACOG handout that addressed the issues of road brine. He also gave them a handout from the Ohio EPA on salt storage. Brighten said that the question came up on how much involvement the Township can have with the County on the Stormwater stuff now that the Township is a home rule township. Britten said Solicitor Walt Celley should be contacted on this.

Garn said that TMACOG (Toledo Metropolitan Area Council Of Governments) will do mock audits showing how prepared an entity would be if the Ohio EPA would come out.

Garn said he received a call last week concerning the Northwest Ohio Planning and Workshop being held on November 8, 2002 at Owens Community College. They would like him to be a panelist. It is free workshop. Garn was told that it was an honor that he was asked and he should attend.

Garn gave the Trustees a list of pre-construction and construction contacts he will be handing out on all future projects.

Garn then gave the Trustees a copy of an email (copy in file) from Solicitor Walt Celley concerning a property on Briarwood. There are two vehicles and a boat in the driveway. The email states a court order and notice to abate were attached to the email. It also states the vehicles and boat can be removed to Township property but cannot be disposed of until Solicitor Celley gives approval. Solicitor Celley's email also says the junk and vegetation, including a hot tub if it is not functional can be removed. Garn said he talked to Ray's towing and they will tow each of the vehicles and the boat for \$85.00 each. It was questioned who would remove the hot tub or if it should be removed at all as we do not know if it is functional. Britten questioned how long they would have to be stored at the township and made the suggestion they be stored at the wrecker company. Britten also asked who would be responsible for the towing fees and the storage fees. It was decided Garn should contact Solicitor Celley on these issues.

Maintenance: Kraig Gottfried told the Trustees that the area on 5 Point Rd that was torn up will be paved by Nagle starting tomorrow (10/25/2012)

Gottfried talked about how the Turnpike is going to be adding a third lane from I-75 to Maumee. It will bid out in spring 2013 and not be finished until fall 2014. Gottfried asked for a "Then & Now" PO in the amount of \$5,700.00 made out to Materials Engineers for our half of their bill for the work they did on Glenwood Rd. **Britten made a motion (seconded by LaHote) to approve the PO. All Yes Motion Approved**

It was mentioned that the Glenwood Rd project bid opening is this Monday October 29, 2012 @ 8:30am.

Recreation: Bob Warnimont told the Trustees that in August Mike Timbrook sent a letter requesting help from the Township for the Perrysburg Soccer Club. Warnimont said that a previous meeting it was talked about having Mr. Timbrook come to a meeting so he invited Mr. Timbrook to attend this meeting. Mr. Timbrook said he was the figure head for the soccer club and talked about the history of the club (copy of letter in file). He talked about who all uses the field including a men's league. Mr. Timbrook said that this past winter the Perrysburg Soccer Club and the Perrysburg Youth Soccer Association (PYSA) parted ways when the PYSA moved into the City. This left a large financial hole as they had paid ½ the expenses. Mr. Timbrook talked about how the league is a not for profit league and what some of the upcoming projects are. After briefly discussing the issue Britten asked Mr. Timbrook to get the Trustees a list of things the Township could help them do.

Police: Lieutenant Pellek talked about the Chic-Fil-A grand opening which is scheduled on October 30 & 31st. He said people will be camping out to be one of the first 100 people through the door so then can receive the free food for a year. Chief Hetrick asked the Trustees if it was ok to order the new equipment for the new detective car. It will come fro DR Ebel at a cost of \$1,109.33. He was told to go ahead and order it.

Hetrick said that he checked and the Police department can only take pills for disposal not liquids.

Hetrick said that the Wood County Sheriff and the Perrysburg City Police will be making a modification and soon be able to hear the Perrysburg Township Police. Hetrick asked if it was ok to go ahead with the CRM Cad Alert System. LaHote would like to have further discussion on it with him.

Hetrick asked for an executive session for hiring.

Assistant Administrator: Rosanna Violi talked about the public right-away picture she found that shows where a public right-away is. She wasn't sure if it

was copy righted so she made one up. LaHote suggested that pictures be taken of sign that are in the right away and signs that are not. These could be posted on the web site with an explanation of why they are wrong and why they are ok. All signs in the wrong place need to be pulled or all signs need to be left alone. Since there is no time to pull every wrong sign in the entire township maybe they should only be pulled if there is a complaint on it or if they are obstructing views. The issue of pulling signs was then discussed.

Violi said she has been working with Mike Thompson from the Fire department on videos. Some of the files are very large and she was considering creating a U-Tube for the Township for videos. This could then be linked on our web site. LaHote said she should check with Solicitor Celley about possible problems linking U-Tube and the Township web site. Violi will look into it with Solicitor Celley.

Violi said she wanted to know if it was ok to order the padfolios for Christmas. The cost came in at \$3,661.20 about \$800.00 less that the cost of the gifts last year.

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

Violi then addressed the retirement gift policy issue. It was discussed how some other entities handle this. It was suggested that we limit retirement parties to \$200.00 and retirement gifts to a set amount per year of service. \$10.00 per year of service was discussed. It will have to be determined what “years of service” means (full time, part time, etc.) Policies will need to be made by Solicitor Celley.

Administrator: John Hrosko asked for executive session for personnel hourly contract policies and hiring

Hrosko reminded the Trustees they need to set up times for their budget meeting with the Department Heads

Hrosko said that on November 14, 2012 at 3:30 Tim Ayer from Kaminski will be coming in to talk about health care renewals for 2013. He would then like to set up a health committee meeting on November 16th @ 2:00.

Hrosko said he went to the Northwest Ohio Administrators luncheon today and it was very informative.

Fire / EMS: Chief Brice said he needed a “Then & Now” PO for \$1,340.00 for the psych evaluations done by Dr. Eric Summons. **Britten made a motion (seconded by LaHote) to approve the PO. All Yes Motion Approved**

Office: Shirley Haar asked the Trustees to approve an increase to PO #2012-202 in the amount of \$5,000.00. **LaHote made a motion (seconded by Britten) to approve the increase. All Yes Motion Approved**

Haar asked the Trustees to approve a transfer from the Town Hall New Building account #102-1302-52072 in the amount of \$110,600.00 to the Parks & Recreation account 102-1804-52001. This is for the purchase of the land and old school building on Lime City Rd. It was suggested to transfer \$115,000.00 in case there are fees attached to the purchase. **Britten made a motion (seconded by LaHote) to approve the transfer. All Yes Motion Approved**

Haar asked the Trustees to approve a PO in the amount of \$110,600.00 made out to Rossford Exempted Village School District for the purchase of the old school building and land on Lime City Rd. **LaHote made a motion (seconded by Britten) to approve the PO. All Yes Motion Approved**

Haar asked the Trustees to approve the Certification of Special Assessments (copy in file) on the Lawrence V. Moore property located at 30667 E. River Rd. in the amount of \$13,286.00. This covers the cost of the legal fees from Solicitor Celley and the demolition cost by Klumm. This will be sent to the County Auditors office for placement on the taxes. **Britten made a motion (seconded by LaHote) to approve the Certification. All Yes Motion Approved**

Haar asked Gottfried when the last leaf pickup is scheduled. According to the web site it is the Friday after Thanksgiving. Gottfried said that it will run longer as needed.

LaHote asked for an executive session for real estate.

Keith Feeney and Eric Schmidt from the Fire Department came over to talk to the Trustees. They came over to ask the Trustees to allow the Union to hold pancake breakfasts in the fire station. It was discussed that this is a grey area as it benefits the Union. It also would benefit charitable organizations the Union gives too as well as paying the Union back the \$500.00 it gave to the levy fund. This issue was discussed at some length. Britten said he could go along with trying it for a year and then re-evaluating it. LaHote said that if the Trustees say no it would squelch good benefits. He said he could go along with what Britten said. Eric Schmidt said they would like to hold 3 or 4 a year. Britten said he thought they should do one then sit down with the Trustees and discuss it. The uses of the profits from the breakfast were then discussed. The Trustees would like to see everything raised above the \$500.00 being used to pay the Union back; used for the purchase of equipment for the fire department. Mr. Schmidt said he would have

to discuss this with the Union. Mack said he could put this in writing for Mr. Schmidt.

Mr. Schmidt asked if it was ok to set up a table at the feather party with tickets for the Local 4170 Gun Raffle on it. This was then discussed and it was decided if the table was clearly marked it was a Union raffle it would be ok.

Britten made a motion (seconded by LaHote) to adjourn into executive session for real estate, personnel hourly contract policies and hiring All Yes Motion Approved

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

Shirley A Haar –Fiscal Officer

Bob Mack - Chairman