

## **Minutes of Department Head Meeting November 14, 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 and Grant Garn  
Robert Warnimont was absent

**Zoning:** Grant Garn told the Trustee that it is almost time for the renewal of the Board Of Zoning Appeals members. He said Rob Black would like to renew but Russ Sturgill would not. This will mean they will need to look for another member.

Garn said the Zoning Commission will meet on Monday November 18<sup>th</sup> @ 6:00pm for an update with Feller & Finch on the Zoning Resolution.

Garn thanked the Trustees for allowing him to attend the Planning and Zoning Workshop. He said there was some very good information at it.

Garn said he attended the Storm Water Action Group meeting today.

**Fire / EMS:** Chief Brice said the Tanker Auto Aid Agreement has finally been signed by all parties.

Brice said he has been in talks with the 180<sup>th</sup> concerning having mutual aid with them. They would have a lot of valuable resources.

Brice told the Trustees the Life Pack replacement was in his 2012 budget and they are almost done demonstrating them. This will be brought up at a future meeting.

Brice asked for an executive session for hiring for Fire/EMS

**Maintenance:** Kraig Gottfried told the Trustees the work on Glenwood Rd had been started and was going well.

Gottfried said he was having Klum give him an estimate for taking down the old school but needs to know if the township has to dispose of the old records Rossford has stored there. Gottfried was told that it is Rossford's responsibility to get them out of there and they need to do so before the township does anything. Violi was asked if any grant money was available for helping with the demolition and she said she would check. Britten said it would be best if the township could get it down by the end of March when rates would be cheaper. Britten also said the Township should not cut Rossford a check for the property until all the old records have been removed by them.

Gottfried said there is a possibility of a ditch being privately cleaned on Neiderhouse Rd. He said that years ago the township hauled the ditch mud out for

the contractors and asked if we still are going to do that. He said it might take two trucks. Britten said the contractor has to have a place for the dirt to be dumped. Gottfried was given the ok to haul the mud.

**Recreation:** Bob Warnimont - absent

**Police:** Chief Hetrick asked for an executive session for hiring for Police.

**Assistant Administrator:** Rosanna Violi told the Trustees she had a conversation with Solicitor Walt Celley on the U-Tube issue and that he had no problem with the township doing it.

Violi said she was working on the next newsletter and compiling information for it. She said she would like to do a "Thank You" to the residents for passing the levy. She also would like to do a list of the recycling workers.

**Administrator:** John Hrosko said Haar received a letter from Steve Mitchell (copy in file) stating the pump station repairs have been made and requesting \$4,250.00 of the \$5,000.00 escrowed be returned to Woodmont Apartment Holdings LLC. Mr. Mitchell stated that the remaining \$750.00 could be held for the electric bills. After a brief discussion, it was decided that the entire \$5,000.00 be returned to Woodmont Apartment Holdings LLC as the township is not responsible for the electric bills. **Britten made a motion (seconded by LaHote) to return the entire \$5,000.00 to Woodmont Apartment Holdings LLC. All Yes Motion Approved**

Hrosko gave a list of upcoming meetings.

Hrosko asked for an executive session for personnel hiring and pending litigation

**Office:** Shirley Haar asked the Trustees to approve *Resolution 2012-17, the Resolution Authorizing Transfer of Unexpended Balance Remaining in Marine Patrol Fund*. This needs to be done so the monies that came from the general fund and went into the marine patrol fund can now be transferred back to the general fund. **LaHote made a motion (seconded by Britten) to approve Resolution 2012-17. All Yes Motion Approved**

Haar asked the Trustees to approve *Resolution 2012-18, the Resolution Establishing the Northern Regional S.W.A.T. Trust Fund*. This is to establish a trust fund within the books and records of accounts of the Township for the Northern Regional S.W.A.T. **Britten made a motion (seconded by LaHote) to approve Resolution 2012-18. All Yes Motion Approved**

Haar asked the Trustees to approve a PO for the 2013 TMACOG (Toledo Metropolitan Area Council Of Governments) dues in the amount of \$3643.00. Haar stated that the dues last year were \$3874.00. **LaHote made a motion (seconded by Britten) to approve paying the TMACOG 2013 dues in the amount of \$3643.00 and approve the PO. All Yes Motion Approved**

**Trustee Bob Mack** discussed Public Records training that all elected officials need to take at least once during each term. This training will be offered at the winter conference in January.

**Tom Brice** told the Trustees her forgot to mention they will see a bill coming in on the pump testing on the engines.

Brice asked about asset tag tracking. He said that we said we would talk about it at the end of the year. It was briefly discussed and decided to get it started.

Brice said that the Feather Party turn out was good.

**Britten made a motion (seconded by LaHote) to adjourn into executive session for personnel hiring and pending litigation All Yes Motion Approved**

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

**Tim Ayer and Andrea Kinkade from Kaminsky & Associates** arrived to talk to the Trustees about health insurance renewals for 2013. Mr. Ayer said that this year there is better news. The rates started out at a 3.66% increase but due to the pool performing well dropped to a 1.5% decrease. Mr. Ayer and Ms. Kinkade presented various plans to the Trustees (copy in file) for their consideration. A discussion was held of the various plans and options. The Trustees thanked them for their time and said they would get back to them.

**LaHote made a motion (seconded by Britten) to adjourn into executive session for personnel hiring for the Zoning department All Yes Motion Approved**

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

**Mack** said they have interviewed a candidate for the Zoning Administrator and at this time he would entertain a motion to hire Kelly Hemminger. **Britten made a motion (seconded by LaHote) to hire Kelly Hemminger starting December 4,**

**2012 at a starting wage of \$26.44 per hour. Her title will be Zoning Administrator. There will be no change in Grant Garn's title of Zoning Inspector. All Yes Motion Approved**

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

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Shirley A Haar –Fiscal Officer

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Bob Mack - Chairman