

Minutes of Department Head Meeting January 9, 2013

2:02 p.m. Meeting called to order by Craig LaHote

Roll Call by Rosanna Violi: Mr. LaHote, Mr. Mack, Mr. Britten, Mr. Celley, Mrs. Hemminger, Acting Chief Pellek, Chief Brice, Mr. Warnimont, Ms. Violi, guest Dave Kuhn, all present. Mrs. Haar and Mr. Gottfried were absent.

Recreation: Mr. Warnimont mentioned Mr. Randy Kestner who has done the scheduling for the ball fields in the past and would like to continue this year. The Board agreed to allow Mr. Kestner to continue this practice.

Next, Mr. Warnimont brought up a meeting he had with Ken Reiman and Vic Gable two weeks ago. Mr. Gable picks up lots of cardboard in northern Wood County and would like to stop at the Township and bail it here. Then he would be responsible to take it back down to Bowling Green; the Board all agreed with this. Mr. Mack also asked to monitor the kilowatt usage and if the bill amount increased substantially maybe some kind of reconciliation can be agreed upon.

Mr. Warnimont then asked the Board if they had thought more about Mike from the soccer fields and his inquiry about helping out financially. Mr. Britten stated he will contact Mike and set something up for him to come back to another Department Head meeting.

Mr. Warnimont brought up fishing at Buttonwood. He asked if the Township should advertise the one spot. He mentioned that they didn't last year and gave it to a gentleman named Dave. Mr. LaHote said it could be put on the website and Facebook.

Mr. Celley asked to let Mr. Dave Kuhn give his presentation about the Ohio Public Works Commission (OPWC) grant money. Mr. Kuhn stated the Township did not receive the grant money but OPWC is offering a no interest loan for up to half the project cost which will be repayable over 20 years. Mr. Celley and Mr. Gottfried discussed agreed to it. Mr. Kuhn stated the total amount for the resurfacing project will be \$593,200 so the grant share will be \$296,600; if this broken down per month the payment will be \$1,235.83 for 20 years. January 15th is the deadline to be put on the list. Once on the list if the entity decides against moving forward there is no penalty. The streets for the project are Five Point between State Route 199 and Lime City, White between 795 and State Route 65, and Reitz between 25 and Dunbridge Road. The money for this will be appropriated out of Mr. Gottfried's expenses. The Board all agreed to put the Township on the list. Then there was a discussion of Bates Road and the status of the work to be completed there.

Mr. Mack asked Mr. Kuhn how everything with Chick-fil-A was going after a few months of operation. Mr. Kuhn stated everything is going well with that area. He also mentioned Glenwood Road turned out really good and the new procedure that was used is amazing.

Fire/EMS: Chief Brice mentioned that the automatic aid agreement was used on Friday January 4 and worked out really well. Then Chief Brice brought up tornado siren on 3rd Street in Ampoint. He had forwarded an email to the Board with the various options for narrow banding or placing an antenna on the siren. After some discussion it was decided Chief Brice would look into getting an exact quote for both narrow banding and an antenna.

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Chief Brice informed the Board that one of the new part time hires, Joe Hunyor, has resigned his post at the Township after he was hired full time on Life Squad 7 in Maumee. Chief Brice presented Mr. Hunyor's letter of resignation.

Next, Chief Brice mentioned the FEMA grant the Department received. It turns out the items purchased with the grant money will leave a \$7,000 balance. Chief Brice requested an amendment to the grant in order to use the balance of funds and it was granted. The rest of the monies will be used for turnout gear.

Then Chief Brice brought up a joint training with Airgas. Airgas is located on Tracy Road and currently have two emergency response teams. The Board all agreed this would be fine.

Chief Brice then discussed changes to his 2013 expenses. He asked for adjustments to be made to the salaries, physicals, EMS billing, uniforms, and supplies. The Board will approve these adjustments with the final appropriations.

Police: Acting Chief Pellek requested a purchase order to Criminal Justice Coordinating Council for the annual NORIS contract. The amount is \$18,750. ***Mr. Britten made a motion to approve the purchase order request, with Mr. Mack seconding. All Yes. Motion Passed.***

Zoning: Mrs. Hemminger mentioned that the rezoning of the FedEx property become effective on December 27 and she has taken the measure to file the information. Mrs. Hemminger then made the Board aware she has done some online training for the ZonePro software with Steve from the company. She will also work on updating the GIS data for the software. She also let the Board know the Wood County Auditor will provide the Township with updated maps

Asst. to

Administrator: Ms. Violi discussed the asset management options with Software Solutions. There were two quotes one to just add the asset management software to the current eGov software used and the other is to upgrade to the VIP software with asset management. VIP is the next generation of software and in the next five years Software Solutions believes more and more clients will move towards this. Mr. LaHote stated he didn't realize it would be such a large amount of money and asked Ms. Violi if she could handle using Excel and she stated that would be fine. Next, Ms. Violi received a request from Ron Victor who came in a few months ago and gave a presentation for Rossford Schools. He would like to use the meeting room space for a community open forum. Everyone agreed it would be fine.

Administrator: Mr. Celley mentioned a letter drafted to a resident who had sent in correspondence highlighting first responders and the work they do. Mr. Celley asked the Board and Chief Brice to sign it.

Next, Mr. Celley presented then & now purchase orders for Mr. Gottfried

Abco: \$107

Welch Publishing: \$76.50

Triad: \$44.56

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First Filter: \$22.12

Mr. Britten made a motion to approve the then and now purchase order requests, with Mr. Mack seconding. All Yes. Motion Passed.

Then Mr. Celley mentioned the TMACOG General Assembly on January 29, he would like to attend and bring Ms. Violi. Mr. Mack said he would attend as well. A few other mentionable items from Mr. Celley: he is working on the job description for Deputy Chief and will create a new one with Chief Brice. The Administration office will be painted, if there is no snow, during the OTA Conference. Also Mr. Celley asked for an Executive Session for public official appointment.

Board of Trustees:

Mr. Mack mentioned they would need to appoint someone to the RTID Board since Mr. Hrosko has retired. Mr. Celley would take his place.

Mr. Mack updated everyone on a meeting he, Acting Chief Pellek, and Mr. Gottfried attended regarding the Buck and Lime City intersection. The meeting was held at Penta Career Center and involved a discussion of new research from the County Engineer's office. It was determined that the traffic count is 30% less than what was projected a few years ago. They are using this new information to redesign the project and this may lower the cost.

Mr. LaHote asked about the semi parked at the school building on Lime City. They are working on getting it moved.

Mr. LaHote then asked if anyone thought it would be a good idea to have the Wood County Economic Development Commission (EDC) hold a meeting at the Township. Meetings are held on the first Wednesday of the month. Discussion centered on topics for a speaker. It was decided Mr. LaHote would look into setting up a date that works for the Township and the EDC.

Finally Mr. LaHote asked if anyone had any topic or idea they'd like him to mention at the State of the Township meeting to let him know.

Acting Chief Pellek mentioned he has received calls from individuals running from Judge. He would like to make sure the Township Police should not endorse anyone. The Board and Mr. Celley agreed to not endorse any candidate.

Mr. Warnimont wanted to add a warm welcome to Mr. Celley.

Mr. Mack made a motion to go into Executive Session for purposes of appointment of public official. All Yes. Motion passed.

Mr. LaHote made a motion to go out of Executive Session. Mr. Mack seconded. All yes.

Mr. LaHote moved to adjourn. Mr. Mack seconded. All yes. Meeting adjourned at 3:55 p.m.

Craig LaHote, Chairman

Rosanna Violi