

Minutes of Department Head Meeting August 14, 2013

2:00pm Meeting called to order by Craig LaHote

Roll Call: Mr. LaHote, Mr. Britten, Mr. Mack, Mrs. Haar, Mr. Celley, Chief Hetrick, Deputy Chief Gilmore, Lt. Pellek, Chief Brice, Deputy Chief Rodriguez, Kraig Gottfried, Kelly Hemminger, Ms. Violi and Robert Warnimont

Mack made a motion (seconded by Britten) to approve the minutes of the June 19 and July 17, 2013 Regular meeting. All Yes Motion Approved

Britten made a motion (seconded by Mack) to approve the minutes of the June 26 and July 24, 2013 Department Head meeting. All Yes Motion Approved

Britten made a motion (seconded by Mack) to approve the amended agenda. All Yes Motion Approved

Maintenance: Kraig Gottfried asked the Trustees to approve a PO in the amount of \$5,033.00 to Feller Finch & Associates for work on the 2013 roadway resurfacing program. This is a "Then and Now PO". **Mack made a motion (seconded by Britten) to approve the PO. All Yes Motion Approved**

Gottfried told the Trustees he received a letter concerning the 2013-2014 winter seasons' salt price. Morton Salt came in at a price of \$32.50 per ton which is down \$9.28 from last year. Gottfried reported that the parking lot at the soccer fields has been stoned and resurfaced.

Fire / EMS: Chief Brice asked the Trustees to approve entering into the 2013 AFG Program Memorandum of Understanding for Regional Interoperable Communications Grant (copy in file). **Mack made a motion (seconded by Britten) to approve the request. All Yes Motion Approved**

Brice said the ongoing issue with the tornado sirens is getting worse. He said that 3 sirens have not activated for the last 3 months. They need to be narrow banded. Brice said he talked to Gottfried and he has the money to do the 10 sirens. The basic cost would be \$9,700.00. If they need to have the antenna repaired it would add \$125.00 per siren. **Britten made a motion (seconded by Mack) to approve narrow banding the sirens.**

Brice gave the stats for July and the Medicount report (copies in file).

Brice read a thank you letter (copy in file) from Deb Haar and the Goodman family thanking the EMS/Fire Department for the wonderful care they gave her Mom. She also sent a \$200.00 check donation to be used for lunch for the firemen.

Brice asked the Trustees to increase his Superior Uniform Po as follows; Line 1 by \$2,000.00, line 2 by \$500.00 and Line 3 by \$2,000.00. **Britten made a motion (seconded by Mack) to approve the Po increase request. All Yes Motion Approved**

Police: Chief Hetrick told the Trustees the SWAT did a demo out at Owens and it went very well.

Hetrick asked the Trustees to approve a \$500.00 “Then & Now” PO for Bottom Line Ink for the key tags Sandy Wiechman purchased. **Mack made a motion (seconded by Britten) to approve the PO. All Yes Motion Approved**

Deputy Chief Gilmore who was on a former bike patrol wants to bring back Perrysburg Township’s bike patrol. The bike the township currently owns is getting tuned up by Spoke Life Cycles. The Trustees were asked to approve the purchase of another bike and equipment at a cost of \$2,670.83 **Britten made a motion (seconded by Mack) to approve the purchase and the PO. All Yes Motion Approved**

Hetrick asked the Trustees to approve a PO to MPH Industries for a Python III Dual Antenna Radar gun at a cost of \$1,257.00. **Mack made a motion (seconded by Britten) to approve the purchase and PO. All Yes Motion Approved**

Hetrick asked the Trustees to allow him to have \$20,000.00 re-appropriated out of the Federal Drug Fund. The Trustees told him it was ok.

Hetrick then read a letter (copy in file) from Lieutenant Jim Pellek announcing his retirement effective September 30, 2013. He said his last working day would be September 26, 2013. The Trustees said they hated to see him leave and wished him well.

Hetrick asked for an executive session for personnel hiring.

Recreation: Bob Warnimont told the Trustees Dick Gable from Woodlane wants to start the program next week. It will be twice weekly to start.

Warnimont said that at recycling this Saturday two people from Solid Waste in Bowling Green were coming in to observe our program.

Zoning: Kelly Hemminger told the Trustee the Zoning Commission met and approved Sigma Tec at the old Mr. Beefy’s location.

They also approved a variance for the Kohl’s remodel. Kohl’s will have a grand re-opening October 18, 2013

Hemminger told the Trustees the Wood County Planning Commission gave final approval for the last stage of Emerald Lakes’ subdivision.

Administrator: Walt Celley told the Trustees that Perry Pro Tec took over the IT last week. Celley told the Trustees that Wade Gottschalk from Wood County Economic Development and the Commissioners are having a meeting at Hinkle Manufacturing in Ampoint at 2:00 on August 21, 2013 concerning the dedicating of the private road to a public road. They would like a Trustee or someone to attend. Britten and Gottfried will attend.

Celley told the Trustees he emailed them the draft of the Retirement Party/ Gift Policy. After some discussion it was tabled to another meeting.

Celley gave the Trustees copies of the BAZ Groups final audit results (copy in file). They were able to save the Township thousands annually on telecom bills.

Celley said the Township has the option to opt out of the current electric aggregation and change brokers for a savings of \$4,700.00 per year. The Trustees said ok.

Celley said there is a Workers Compensation Seminar coming up on November 1, 2013 and he would like to send Violi to it at a cost of \$359.00. **Mack made a motion (seconded by Britten) to approve sending her. All Yes Motion Approved**

Celley asked the Trustees to renew the Workplace Resources contract at a cost of \$1,692.00.

Britten made a motion (seconded by Mack) to approve renewing the contract. All Yes Motion Approved

Celley asked the Trustees to cancel the August 21, 2013 meeting. He said there are no agenda items so far and the Department Heads didn't have a problem with canceling it. Celley also said he would be absent from it because he will be on vacation and Haar will be absent because of medical leave. Britten said he also might not be able to attend the meeting. **Mack made a motion (seconded by Britten) to cancel the August 21, 2013 meeting. All Yes Motion Approved**

Office: Shirley Haar asked the Trustees to sign the July 31st bank statement and cash position report. Haar also asked them to sign the July 23, August 1, August 7 and August 13, 2013 check reports. The Trustees signed the reports.

Britten made a motion (seconded by Mack) to adjourn into executive session for Personnel hiring All Yes Motion Approved No further business will be conducted.

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

Shirley A Haar –Fiscal Officer

Craig LaHote - Chairman