

## Minutes of Regular Meeting: September 2, 2015

**5:00 pm Meeting called to order by Robert Mack**

**1<sup>st</sup> Roll Call:** Mr. Britten, Mr. Mack, Mr. Armstrong, Mrs. Haar, Mr. Celley and Chief Hetrick

**Britten made a motion (seconded by Armstrong) to enter Executive session for the following;**

Employee compensation 1, Employee compensation 2, and Employee Discipline

**All Yes Motion Approved** *Any action to be taken will be during the Regular Meeting session beginning at 6:00 p.m.*

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

Pledge of Allegiance

**6:00 2nd Roll Call:** Kraig Gottfried and Robert Warnimont  
Chief Brice and Kelly Hemminger were absent

**Britten made a motion (seconded by Armstrong) to approve the amended agenda.**

**All Yes Motion Approved**

**Britten made a motion (seconded by Armstrong) to approve the minutes from the August 4, 2015 6:00pm evening meeting. All Yes Motion Approved**

**Britten made a motion (seconded by Armstrong) to approve the minutes from the August 12, 2015 2:00pm afternoon meeting All Yes Motion Approved**

**Britten made a motion (seconded by Armstrong) to approve the minutes from the August 19, 2015 6:00pm evening meeting. All Yes Motion Approved**

**Maintenance:** Kraig Gottfried – no report

**EMS / Fire:** Chief Brice absent –Bob Warnimont told the Trustees the Fire Department open house is going to be October 10<sup>th</sup> from 11am to 2:00pm. He said this fire prevention week. Chief Hetrick said the Police will also have a display there.

**Police:** Chief Hetrick told the Trustees he would like to restore the command structure to what it was before the Deputy Chief position was created. He asked the Trustees to promote Detective Todd Curtis to Detective Sergeant, promote Sergeant John Matt Gazarek to Road Lieutenant, and promote Officer J. David Nixon to Administrative Lieutenant. Mack said that with the elimination of the deputy chief position funds were freed up to cover the increase in pay to the Officers. He said this is something they have been deliberating on for a long time to get the right people in the right places. Mack said these promotions are well deserved. **Armstrong made a motion (seconded by Britten) to approve the promotion of the three officers named. All Yes Motion Approved** Hetrick said the promotion would take effect on September 14, 2015. It was noted the pay rates will be available next meeting. Mack told the media they could get a flow chart from the Police.

**Recreation:** Bob Warnimont told the Trustees he has been getting calls from different coaches who want to use the ball fields for a fall league. They would not need to use the lights. He said that he would let Randy handle the schedules if the Trustees approved the request. The Trustees approved the request. Warnimont told the Trustees the Knights of Columbus want to hold a soccer challenge on a Sunday afternoon on the property south of the Township Admin building. The Trustees approved the request

**Zoning:** Kelly Hemminger – absent – no report

**Administrator:** Walt Celley asked the Trustees to approve a PO to the Wood County Engineer in the amount of \$12,000.00 for the encumbrance required on the stormwater management related to Carronade Dr. extension **Britten made a motion (seconded by Armstrong) to approve the PO. All Yes Motion Approved**

Celley said he had a request from the Wood County Engineer to partially fund a traffic study at Roachton & Hull Prairie Rds. Which he thinks will cost about \$30,000.00. Mr. Huber thinks a round-about is warranted there and would like each of the five entities (Perrysburg Twp., Perrysburg City, Perrysburg Schools, Middleton Twp. and the Wood County Engineer) to pay a portion not to exceed \$6,000.00. **Britten made a motion (seconded by Armstrong) to approve paying our portion of the traffic study at Roachton & Hull Prairie Rds. not to exceed \$6,000.00 Britten – yes Armstrong – yes Mack – abstain Motion Approved**

Celley said the City of Sylvania wants to do a Regional Water Study. They have authorized a consultant to do that study. They wrote letters to a number of communities including Perrysburg Township asking for help in funding the study, which is going to cost \$104,800.00. Celley said Wade Gottschalk did contact him and told him that Wood County Economic Development is going to make a substantial donation on behalf of all of Wood County and all of Wood County subdivisions. Mack said we should remind him that Perrysburg Township had a water study done by Hull & Associates in 2010 that was nicely done.

Celley told the Trustees that he is in the process of identifying Engineers for evaluating the Administration building. Celley said the RFPs are due in by September 14, 2015 and the process is as follows;

1<sup>st</sup> step is to get all the resumes.

2<sup>nd</sup> step is to rank them by the most qualified.

3<sup>rd</sup> step is to go to the top 3 firms and try to get a cost estimate of evaluating the building.

He said that the 5 employees who work in the building looked at a drawing of the building and came up with a few preliminary ideas on how to renovate it. The suggestions were; the L shaped portion on drawing (copy in file) would be renovated for the staff. The two offices currently being used by Celley and Hemminger would be renovated for Warnimont's office and an extra office. The two bay areas would be for the maintenance bay and the food giveaway program. The current map room would be for storage for Operation Bread basket. While building is being renovated the staff would have to move into the map room.

**Office:** Shirley Haar asked the Trustees to sign the check report, cash position report and bank report (copies in file). The Trustees signed the report.

Haar asked the Trustees to approve a PO to Software Solutions in the amount of \$3,722.05.00 for the annual Bronze Support renewal from August 1, 2015 to July 31, 2016. **Britten made a motion (seconded by Armstrong) to approve the PO. All Yes Motion Approved**

**Trustees:** Celley said the first item was the promised response to Ms. Donna Reitzel on the Hassall's variance for his deck at 29474 Glenwood Rd. Armstrong drafted the letter (copy in file) which states in part "The Trustees and our Township Personnel, including Zoning Inspector Kelly Hemminger and Administrator Walt Celley, have devoted considerable time investigating and discussing your concern. We care and we want to do the right thing. We believe the best course of action for all parties involved is to take no action at all." The Trustees all signed the letter.

Celley asked the Trustees to approve the Sick Leave Donation Policy (copy in file). **Britten made a motion (seconded by Armstrong) to approve the Policy. All Yes Motion Approved**

Armstrong said the Board needs a Vice-Chairman now that LaHote is no longer on the Board.

**Armstrong made a motion (seconded by Mack) to nominated Gary Britten as Vice-Chairman. Mack – yes Armstrong – yes Britten – abstain Motion Approved**

It was discussed the LaHote was also on the Board at New Belleville Ridge cemetery but as they only meet every month or two he will not be replaced at this time.

Mack asked for Public Comments and hearing none;

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

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Shirley A Haar –Fiscal Officer

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Robert Mack –Chairman