

Minutes of Special Meeting: December 9, 2019

2:00 p.m. Call to order for Regular Meeting by Mr. Mack

Pledge of Allegiance

Roll Call: Mr. Mack, Mr. Schaller, Mr. Britten, Ms. Haar, Mr. Celley, Chief Hetrick, Mr. Hoffmann, Mr. Warnimont, Lt. Gazarek, Lt. Nixon, Mr. Conner, Mr. Kervin

Approval of the special meeting agenda: Mr. Britten moved to approve the agenda as presented, Mr. Schaller seconded; all yes, motion carried.

SR 795 Safety Corridor discussion: Greg Bieszcza of Poggemeyer Design and Lori Adams of DGL Consulting are preparing a corridor safety study for the Wood County Port Authority. He stated that they were here today for input from the township. The broadest purpose of the study is the new development in the area will affect the I-75/ I-280 as well as Wales Road and US 20 and to identify areas where additional safety studies are needed within those boundaries. They hope to hold a public meeting in January to review the information they have collected. They have met with both Rossford and Perrysburg City Schools, and are in the process of talking to all the municipalities within the boundaries. They are here to hear the township input and township analysis of local experience. Lt. Gazarek asked to expand the boundaries to the west as far as 795 at Simmons and White Roads. This is split with the city. We feel a traffic light is needed there as that is the worst area for crashes. Mr. Bieszcza stated that it was valuable information and the type of thing they are looking for. Lt. Gazarek stated that the township handles most of the crashes on the interstates in the area, and could provide crash data for the study if that would be helpful and asked for a time frame that would be helpful. Mr. Bieszcza responded that the data for the most recent three year period would help. Mr. Britten asked if they had talked to the Wood County Engineer about SR 20. He stated that the county had received a grant to make changes to Oregon Road. Ms. Adams stated that they had talked but nothing was set in stone on Oregon Road as yet. Mr. Britten mentioned the zoning changes within the township and new zoning for additional Multiple Family Housing. Ms. Adams stated that they are looking at all expanding businesses and taking note of these changes. Mr. Bieszcza stated that there was another study being done by the Wood County Port Authority concerning Lime City Road; as well as a study of Lime City Road and 795. Mr. Bieszcza stated that Jason Sisco (County Roads Project Manager) has been and will be included in these meetings as well. Mr. Schaller stated that since the Walgreen's distribution expansion, which doubled the trucks leaving that facility, a lot of trucks have been avoiding Oregon Road in favor of Tracy or Glenwood Roads. Lt. Gazarek asked if placement for traffic lights and so forth could be recommendations of the study. Mr. Bieszcza stated that yes that was part of the study. Lt. Gazarek stated that Tracy Road and 795 had become an issue, as those on 795 can do a U-turn at Tracy while those on Tracy have a green light to proceed or turn right. Ms. Adams said that those types of issues could be addressed. Mr. Schaller is concerned about Glenwood Road and 795; traffic stacks up there, it is hard to see the oncoming traffic to south especially if you are headed west. Mr. Bieszcza asked for any additional areas, not necessarily intersections. Hearing none, he stated that if other things come up to please drop him and e-mail with those concerns.

Ms. Hemminger and Ms. Johnson entered the meeting.

Township Office Facility discussion: Mr. Mack introduced the subject and stated that it is an open discussion and input was sought from all those present. We have a 2016 evaluation of the building as well as a list of issues within the building. Mr. Schaller would like to focus on a new building to the south of the current building. He would utilize the current building for storage for Maintenance, and the Police Department. He knows that the current building has some plumbing issues, and other issues, but using it for storage would eliminate the need for heating and AC.

Mr. Britten stated while new is best, where is the money coming from? He asked Ms. Johnson to run a report for the last 10 years showing what the General Fund had at the end of each year. We need to make sure we have a way to pay for whatever changes we make. If we are going to pay it from the General Fund, we have to stop subsidizing the departments from the GF. We have to figure out how we will pay for whatever we decide to do. Mr. Schaller asked Ms. Haar what money was budgeted for the building. She stated that looking at funds available, \$1 million would be the most that could be budgeted. Discussion followed. Mr. Mack mentioned a project he is involved in to convert a 16,000 square foot building to offices for \$600,000. He stated that at \$1.8 building, the proposal from Poggemeyer was what we asked them to do, but it may have been over-designed. We need to decide what we really need. We could keep functioning in the west side of the building, and take the frontage on east and make it the front entry with a "vanilla box" office space (open- no private offices) with a private conference room, but leave the rest of the building as storage. The cost could be reduced by not having a bunch of private offices. You would create new entries, following ADA guidelines, and then leave the west side of the building for a future date. We could find a compatible business to add offices on the west side to generate some rent for the building. (For instance, nominal rent from either state or county government).

Mr. Britten asked if Mr. Mack was talking about using the old rental hall with some additions to the front for an entrance. He stated yes, he was. Both Mr. Schaller and Mr. Britten felt that Mr. Mack's ideas made a lot of sense. Mr. Warnimont asked about relocating the dry retention pond (swale) at the front of the building. The opinion was that the swale could be moved to the south so that the current swale could be used for parking. Mr. Schaller felt that it would be an improvement to the appearance of the building. Mr. Mack can't get over the fact that we all enter through the back door. Discussion followed. Mr. Mack asked Mr. Warnimont what he needed for the foods program. Mr. Warnimont stated just what he had now, about 2000 square feet, with an overhead door. Mr. Connor stated that Maintenance currently uses two bays on the east side of the building for equipment storage. Mr. Connor said that there was room behind the Maintenance building to add some cold storage, such as a 60 x 20 pole barn. Mr. Hoffmann felt that the department could put it up themselves to save money, but that it is not like the cost of putting a pole barn at your home. Mr. Connor felt that the department could move the storage to the other side of the building, but it would require high bay overhead doors. Mr. Mack opined that maybe they would have regular overhead doors and would have to decide what equipment would fit the area. Discussion followed. Mr. Schaller asked the Police Department about their storage needs. They need a secured area for the forfeited item storage, (evidence bay) as currently the items are taking up two or more bays.

Mr. Mack asked Ms. Hemminger how much of zoning requirements had gone electronic, and if she for saw the map drawers going away. Ms. Hemminger responded that while a lot of her files were electronic, she would need to consult the record retention schedule before she could give a definitive answer.

Mr. Schaller asked where to start. Mr. Britten stated that we need to determine how much space we need, and then draw it up, to give to an architect. We really should have some idea of what

we need prior to going to an architect. Poggemeyer Design gave us their ideas; we did not give them anything about our needs.

Mr. Mack asked Ms. Johnson how much room she would need. Ms. Johnson likes the open space rather than small cubicles, but was unsure how square footage would be required. She liked the idea of moving to the front of the building, as she would only need to move once. More discussion followed. Mr. Mack asked Ms. Haar her feelings. Ms. Haar responded that she felt that both the administrator and zoning administrator needed private offices so that they could have a private area for their client's sensitive discussions, but that she prefers an open area for Ms. Johnson and herself. She too liked the idea of moving to the front of the building. Further discussion followed. Mr. Warnimont would like to add a smart board to the front of the building if the plan to move includes changing the front of the building.

Mr. Mack stated that we should take the next steps in getting an architect involved on a design/build basis; looking at the joist issue, the parking lot and drainage (retention pond) to ensure that we aren't going to have problems down the road. Poggemeyer has helped in the past. We have Jeff Normand who is on our planning commission and lives in Perrysburg Township; we have Joe Vetter in the township. Plus we have a lot of contractors in the area; we have a lot of options.

Mr. Conner asked if the Maintenance equipment would have to sit outside while the construction was in process. Some additional discussion followed.

Mr. Mack asked for other comments or questions, hearing none, he asked for a motion to adjourn. Consensus of the board was the first step is to check through the county on moving the retention pond.

Mr. Britten moved to adjourn the meeting, Mr. Schaller seconded; all yes, meeting adjourned at 3:22 p.m.

Shirley A Haar –Fiscal Officer

Bob Mack -Chairman