

REGULAR SESSION  
November 10, 2008

Mr. Dwelle called the meeting to order at 5:00 p.m.

Roll call was answered by Trustees Timothy Coleman, Jeffrey Ferrell, and William Dwelle.

The Board met with the Department Heads prior to the Public portion of the meeting.

The Police received a thank you from Sandusky for the recent detail for the arrival of John McCain.

The Fiscal Officer advised that checks had been received from Killology, Archangel, and City of Shaker Heights. The Fiscal Officer is suggesting the refunds from Killology and Archangel go back into the General Fund since money was advance from the General Fund to the Education & Enforcement Fund to pay for the schooling. This was to be reimbursed by a grant. But the grant expired prior to the schooling being scheduled.

Highway Foreman Kevin Boos said that they were waiting on an update of the billing for the Issue II program, but that Tim Lloyd of the County had been out of the office.

The ad for the job opening is still open. Friday at 4:00 pm is the deadline for accepting application.

The Highway Superintendent requested approval for overtime for leaf pickup. Mr. Coleman said that he would have to balance the available funds between overtime and salt. Mr. Dwelle questioned if the present workload would prohibit completion on time.

Mr. Dwelle presented a form regarding a litter program grant. Funds are available up to \$2,500.

Fire Chief Myosky presented a letter from Med3000 that Medicare had approved a 5% increase in the level of fees paid.

Chief Myosky also presented a violation of a second chance agreement on Robert Lang.

Jerrod Smith is asking for a six-month leave of absence. He has been hired full-time at Huron.

A request has been submitted to FEMA for a transfer of funds in the amount of \$75,414.

Keith Eastman has been transferred to shift because of the shortage of manpower. Also it does not look like the Fire Inspector will be leaving in February as originally thought.

Chief Myosky said that they had taken delivery of the fire truck. He has referred all calls as to when it would be in service to the Board. Mr. Dwelle asked if the resolution had been received from the attorney. The Fiscal Officer advised that it had. Mr. Coleman asked how long it would take for the funds to be transferred. Ms. Schaefer said that according to Nathan Counts of Unity National Bank, it would take approximately 10 days. There were bond documents that needed to be prepared once the resolution was adopted. Insurance is in place. Chief Myosky said that Sutphen was waiving the 3% penalty for late payment. Mr. Coleman asked what the original delivery date was. The Chief said that is was the end of November. In May he was advised that the delivery date would be almost 30 days earlier.

Chief Myosky then discussed a payroll situation regarding teaching while on elective sick leave. He explained the history and need for doing this in order to save costs for the

REGULAR SESSION

November 10, 2008

Township. It was his understanding that the Board was going to honor the agreement and look into it at a later time.

The Board then moved the meeting upstairs to the public portion of the meeting.

Mr. Coleman moved to accept the agenda as presented. Mr. Ferrell seconded the motion. All were in favor.

Mr. Coleman moved to accept the minutes from the Work Session of October 7, 2008, and the Regular Session of October 14, 2008. Mr. Ferrell seconded the motion. All were in favor.

Mr. Coleman moved to accept the Financial Statements for the month ending October 31, 2008 and for the period ending November 10, 2008. All were in favor.

**Resolution #2008-0140**

**TRANSFER OF FUNDS FOR THE MASTER LEASE**

Mr. Coleman moved to transfer the funds for the second half payment of the Master Lease in the amount of \$43,646.96 from the General Fund to the Property Acquisition Fund. Mr. Ferrell seconded the motion. Roll call: Mr. Coleman, yes; Mr. Ferrell, yes; Mr. Dwelle, yes. Resolution adopted.

**Resolution #2008-0141**

**SUPPLEMENTAL APPROPRIATIONS**

Mr. Coleman moved to adopt the following supplemental appropriations:

**GENERAL FUND**

1000-210-750-0000 Motor Vehicles \$9,267.00 Cruisers

**ROAD & BRIDGE FUND**

2031-330-190-0004 Salaries – Mechanic \$6,600.00 Payroll

2031-330-190-0001 Salaries – Full time (6,600.00)

**FIRE/EMS FUND**

2192-820-820-0000 Principal Payment \$5,281.11 Fire Truck Loan

2192-830-830-0000 Interest Payment 1,181.25

**LAW ENFORCEMENT TRUST FUND**

2261-210-750-000 Motor Vehicles \$11,000.00 Cruisers

**PROPERTY ACQUISITION FUND**

3101-820-820-0000 Principal Payment \$3,862.00 Master Lease

3101-830-830-0000 Interest Payment (1,435.54)

Mr. Ferrell seconded the motion. Ms. Schaefer stated that after the personal property tax settlement was received the receipts accounts have been adjusted. Based on those receipts there are now additional funds to pay for the 7 cruisers instead of leasing some of them. Mr. Dwelle questioned whether the interest on the Fire Truck loan was for one month, which it is. He thought that the figure was high, but it is 4.05% of \$350,000. Mr. Ferrell asked if the payment for the fire truck was coming from the Fire Fund. Ms. Schaefer said that it was and these were the two new lines items within that fund to account for the interest and principal payments. The payments from the Property Acquisition Fund are for the Master Lease, which was for property purchases on Hull Road and Bell Avenue. Mr. Ferrell asked if the additional amount was because we had short paid it somewhere. Ms. Schaefer said no, but the amount originally adopted for the principal portion was based on the 2007 schedule of payment of \$35,000 per year. This year the payments of \$40,000 per year and remain at that level for 3 years. Roll call: Mr. Coleman, yes; Mr. Ferrell, yes; Mr. Dwelle, yes. Resolution adopted.

REGULAR SESSION  
November 10, 2008

**AMENDED RESOLUTION #2008-0128  
SUPPLEMENTAL APPROPRIATIONS**

Mr. Coleman moved to amend Resolution #2008-0128 as follows:

**GENERAL FUND**

1000-110-319-0000	Professional Services	\$20,000.00	OACP/Legal
1000-110-740-0000	Equipment	17,400.00	Telephone System
1000-210-750-0000	Motor Vehicles	140,000.00	Cruisers

**FIRE/EMS FUND**

2192-220-190-0067	Salaries – Longevity	\$500.00	Payroll
2192-220-190-0001	Salaries – Full-time	(500.00)	
2192-220-213-0000	Medicare	\$2,647.00	Medicare/FICA
2192-220-213-0034	VFIS	(2,647.00)	
2192-220-750-0000	Fire Truck	350,000.00	Truck Payment
2192-230-213-0000	Medicare	1,122.00	Payroll
2192-230-213-0034	VFIS	(1,122.00)	

**DRUG LAW ENFORCEMENT**

2221-210-740-0000	Equipment	\$31,110.00	Recorder
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Mr. Ferrell seconded the motion. Ms. Schaefer explained that this was a result of either the department heads submitting the information after the meeting or the Board's passage of various resolutions with the knowledge that additional funds were available, but the supplemental information had not been included in the original supplemental appropriations resolution. The Fiscal Officer explained that the supplement appropriations are done so that if and when a project, which the Board has authorized, is actually adopted, then the funding through the lines items is already in place. It does not indicate that the money will actually be spent. Mr. Coleman questioned whether if it would be better to do this right the first time. Ms. Schaefer agreed that it would, but she did not have the information for a number of the items prior to the meeting. These are appropriations based on actions that the Board took at the meeting. Mr. Dwelle questioned that the money in the Drug Law Enforcement was more than the recording system. Mr. Ferrell explained that there would be money left over. Roll call: Mr. Coleman, yes; Mr. Ferrell, yes; Mr. Dwelle, yes. Resolution adopted.

**Resolution #2008-0142  
AUTHORIZATION OR FIRE TRUCK BONDS**

Mr. Coleman moved to authorize the issuance and sale of \$350,000 in Fire Truck Bonds, through Unity National Bank for 5 years, at 4.05% per annum. Mr. Ferrell seconded the motion. Under discussion, Mr. Coleman wanted to know if John Coppeler had reviewed it. Ms. Schaefer said that it had been sent to him and she had discussed it with him last week, but that she had not heard from him regarding approval. Mr. Dwelle explained that the parent company of Unity National Bank required the additional paperwork after determining that Perkins Township was a public entity. Ms. Schaefer also advised the Section 6 of the resolution would only come into play if the Board, for some reason, did not fund the repayments in their yearly budget. This would give the County Auditor authority to deduct the necessary amount from the inside General Fund millage to repay the loan. Mr. Coleman amended his motion to include the approval of legal advisor, John Coppeler. Mr. Ferrell seconded the amended motion. Roll call: Mr. Coleman, yes; Mr. Ferrell, yes; Mr. Dwelle, yes. Resolution adopted.

Cheryl Best-Wilke asked why they did not go with Citizens Bank. Mr. Dwelle explained that they had gotten a quote, but that the interest rate was considerably higher. Mr. Coleman said that it was like the police cruisers. They tried locally, but they were not able to match the quote received. Mrs. Wilke asked where Unity National was located and if people were allowed to buy the bonds. The bonds said Piqua, Ohio. They were not certain about the purchase of the bonds.

## REGULAR SESSION

November 10, 2008

### Notices & Reminders

- Flu Shots will be given at the Township Building November 14, 2008
- Fiscal Officer will be attending UAN YE Training in Payroll, Accounting, and GASB in Columbus Nov. 13-18
- The UAN software has been transferred to the new UAN hardware.
- A representative from CorVel (our WC MCO) will be here on Dec. 2, at 10:00 am to review potential self-funding programs that are available. Andrew Frank of FrankGates/Azient (TPA) may also be here to discuss the implementation of the Drug-Free Workplace Program that is available. Both of these programs are in addition to Group Rating and the Safety Council Discount.
- NASA is holding Controlled Deer Hunts on November 8, 15, 22, December 13, and January 10 and 17.

Chief Hodges asked if the Township is paying for the Flu Shots for employees. The Board said yes. The Fiscal Officer said that Aetna would pay for the cost if you go to one of the approved locations and if you are high risk.

### Correspondence & Reports

#### Zoning

- The October report shows one single-family addition.

### Department Reports

#### Fire Department

- The Board approved Jerod Smith's, Part-time Fire Fighter, request for a six-month leave of absence. He has taken a full time position with Huron
- The Board approved the re-assignment Keith Eastman, Full-time Fire Fighter, from the Inspection Department to Shift #3

#### **Resolution #2008-0143**

#### **TERMINATION FOR ROBERT LANG**

Mr. Ferrell moved to terminate Robert Lang, part time fire fighter, based on the recommendation of Chief Hodges. Mr. Coleman seconded the motion. Roll call: Mr. Coleman, yes; Mr. Ferrell, yes; Mr. Dwelle, yes. Resolution adopted.

#### Police Department

- The Fiscal Officer reported that a refund check had been received from Killology Research in the amount of \$6,500 for schooling that was never held. This was paid for out of the Secure Our Schools Fund in late 2007 by way of a transfer from the General Fund. The Funds, however, were never received for the Grant. Therefore, it is Ms. Schaefer's recommendation that the money go back into the General Fund. There were no objections from the Board.
- A refund check was also received from Archangel Group in the amount of \$4,611 for the same type of training. The original amount was also \$6,500. But an Archangel deducted an advance of \$500 to their instructor and \$1,389 for plane tickets. Ms. Schaefer again recommended that the money go back into the General Fund. A request will be made for documentation of the expenses that have been deducted. There were no objections from the Board.
- We have received reimbursement of \$20,069.09 from City of Shaker Heights for the May-Oct 2007 wages and most of the 2006-2007 SUV loan payments. There is still an outstanding invoice for the Nov 2007-Sept. 2008 wages and 2008 SUV payments. Ms. Schaefer noted that the wage portion of the reimbursement would go back into the General Fund and the loan payment into the Law Enforcement

REGULAR SESSION

November 10, 2008

Trust Fund since the monies came from those funds originally. Mr. Ferrell wanted to know when the invoice for 2008 would go out. Ms. Schaefer said that it had already been sent. She also explained that this program was in combination with the program with the US Marshall's office and that there was a cap on the total amount to be received any one year. There

**Trustees Discussion:**

Mr. Coleman wished a happy birthday to the Marine Corp.

Mr. Ferrell presented a proposal to be sent out to Real Estate professional for the sale of the two Milan Road properties. After approval by the Board it will be sent to John Coppeler for review.

Mr. Ferrell also announced that the notice would be posted tomorrow for the press release and qualifications for the position of Police Chief. The time line is to hire someone by February 2009.

**Proclamation for Veterans' Day**

Mr. Dwelle read a proclamation declaring November 11<sup>th</sup> Veterans' Day.

**Resolution #2008-0144**

**INCREASE IN EMS BILLING RATES**

Mr. Coleman to adopt the following rates for EMS billing effective January 1, 2009, based on the rates approved by Medicare and recommended by Chief Myosky:

ALS2	\$1,39.53
ALS1	\$713.86
BLS	\$519.76
Mileage	\$11.81

Mr. Ferrell seconded the motion. This represents a 5% increase based on the 2009 Ambulance Inflation Factor. Roll call: Mr. Coleman, yes; Mr. Ferrell, yes; Mr. Dwelle, yes. Resolution adopted.

**Public Comments:**

Jeff Printy, Park Board, asked if the Board had discussed how they want to address the damages in Strickfaden Park. Mr. Coleman said that they were embarrassed by the situation. Mr. Coleman said that the Board had discussed withholding payment until the damages were corrected. Mr. Dwelle asked if the work on the fence had been completed. Foreman Kevin Boos said that he believed that it had been.

Mr. Printy also asked for direction from the Board as to what project they would like to do next. Mr. Dwelle said that they needed to know the financial status first.

Mr. Ferrell asked when they would be planning the prairie grass. Mr. Printy said around Thanksgiving.

Cheryl Best-Wilke said that it was nice to see the leaf pickup on the web site.

Ms. Wilke asked if anything had been done about exit interviews. Mr. Coleman said no, but that they still need to be done. Mr. Dwelle said that with everything else that was going on, it was something that has been placed on the back burner. Ms. Wilke said that she thinks it still needs to be done.

Ms. Wilke asked if we had the new fire truck. Mr. Coleman said that we have the truck, but that the paperwork has taken longer than expected. Then the bank threw in the requirements from the lawyer. Ms. Schaefer said that she believed that a lot was delayed

REGULAR SESSION

November 10, 2008

because this was the first loan they had handled to a public entity. They asked for balance sheets and income statements, which we do not have. Our audited financial statement are available on the State Auditor's website which are available to anyone. The unaudited statements were e-mailed to them. Then the bank decided to have a bond counsel attorney review the documents. The attorney and Mr. Coppeler played phone tag for a period of time. There was a delay in getting approval of the additional loan fee and loan payment schedule. Mr. Dwelle explained that this had to be approved at a public meeting, which was done, but then the attorney insisted on the new resolution, which was adopted tonight. Mr. Dwelle said that the truck was delivered last week. It cannot be used until we get title which we will be get until Sutphen receives payment for the truck. Ms. Schaefer explained that we do have insurance on the fire truck. Mr. Dwelle explained that the bank is supposed to transfer the funds on the 19<sup>th</sup> of November. And at that time we will process the check for payment.

Mr. Ferrell moved to go into executive session for personnel. Mr. Coleman seconded the motion. Roll call: Mr. Coleman, yes; Mr. Ferrell, yes; Mr. Dwelle, yes.

Mr. Ferrell moved to come out of executive session. Mr. Coleman seconded the motion. Roll call: Mr. Coleman, yes; Mr. Ferrell, yes; Mr. Dwelle, yes.

With no further business to be conducted, the meeting was adjourned at 9:30 pm.

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William Dwelle, Chairman

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Diane Schaefer, Fiscal Officer