

REGULAR SESSION
December 9, 2008

Mr. Dwelle called the meeting to order at 6:00 p.m.

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

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 Regular Session of November 10 and November 25, 2008. Mr. Ferrell seconded the motion. All were in favor.

Mr. Coleman moved to accept the Financial Statements for the month ending November 30, 2008 and the period ending December 9, 2008. All were in favor.

Resolution #2008-0149
SUPPLEMENTAL APPROPRIATIONS

Mr. Ferrell moved to adopt the following supplemental appropriations:

GENERAL FUND

1000-110-221-0000	Medical/Hospitalization	(19,000.00)
1000-110-230-0000	Workers' Compensation	(4,300.00)
1000-110-314-0000	Tax Collection Fees	(10,000.00)
1000-110-342-0000	Postage	(2,000.00)
1000-110-381-0000	Property Insurance Premiums	(12,000.00)
1000-110-383-0000	Fidelity Bonds	(1,500.00)
1000-110-430-0000	Small Tools & Equipment	(2,000.00)
1000-110-520-0000	Compensation & Damages	5,000.00
1000-110-599-0007	Other Expenses – Demolition	(18,000.00)
1000-130-190-0002	Salaries – Part-time	(2,000.00)
1000-910-910-0000	Transfers – Out (Issue II)	80,400.00
1000-990-990-0000	Other Financing Uses	90.79

MOTOR VEHICLE FUND

2011-330-190-0001	Salaries	(2,700.00)
2011-330-430-0000	Small Tools & Equipment	(2,000.00)
2011-330-599-0000	Other Expenses	(2,800.00)

GASOLINE TAX FUND

2021-330-420-0000	Operating Supplies	(2,900.00)
2021-330-490-0000	Supplies & Materials	(1,100.00)
2021-760-700-0000	Capital Outlay (Issue II)	30,000.00

ROAD & BRIDGE FUND

2031-330-211-0000	OPERS	(11,000.00)
2031-330-318-0000	Training Services	(2,300.00)

FIRE & EMS FUND

2192-220-190-0001	Salaries – Full time	(2,000.00)
2192-220-213-0000	Medicare	2,000.00

PERMISSIVE MOTOR VEHICLE LICENSE TAX FUND

2231-330-323-0000	Repairs & Maintenance	(800.00)
2231-330-360-0000	Contracted Services	(1,000.00)
2231-330-420-0000	Operating Supplies	(3,000.00)
2231-330-420-0016	Operating Supplies – Patch	(2,000.00)
2231-330-420-0030	Operating Supplies – Concrete	(6,600.00)
2231-330-420-0031	Operating Supplies – Drainage	(1,000.00)
2231-330-599-0000	Other Expenses	(800.00)
2231-330-599-0033	Paving Trust	(54,400.00)
2231-330-740-0000	Machinery, Equipment, Furniture	(1,200.00)

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OHIO PUBLIC WORKS PROJECT FUND

4401-760-700-0000 Capital Outlay (Issue II)

80,500.00

Ms. Schaefer explained that the supplemental appropriations included deductibles for law suits that had been settled; payroll versions in the Fire Department; two payroll withholding amounts that were voided and re-issued. The balance of the adjustments are a result of the work session on December 2nd with Mr. Dwelle, Mr. Ferrell, and Highway Superintendent Sternberg to align the Highway appropriations to match actual revenues and to allocate the balance of the Issue II project. Mr. Dwelle explained that the Issue II finally came in approximately \$102,000 over the original amount. Cheryl Best-Wilke asked what the insurance deductible was. The Fiscal Officer explained that the deductible is \$5,000 per lawsuit. Mr. Coleman seconded the motion. Mr. Ferrell said that they had worked with Mr. Sternberg on this because a majority came from his budget. He said that it does not leave the General Fund looking very promising. Mr. Dwelle said that in addition they would need to take a good look at the Issue II projects in the future. Mr. Coleman said that Issue II projects only cover a small portion of the roads. We will need to weigh all the options. Roll call. Mr. Coleman, yes; Mr. Ferrell, yes; Mr. Dwelle, yes. Resolution adopted.

Notices & Reminders

There will be an informational meeting tomorrow evening at 7:00 pm for the OACOP selection panel to explain the process for hiring the next Police Chief. Mr. Dwelle said that this was the opportunity for the residents of the Township to come in to ask questions.

The Township has also received notification that the 2007-2008 audits will begin on Monday, December 15, 2008. The Board needs to decide whether to file under the Regulatory method or GASB34. Mr. Coleman suggested the Regulatory method. Ms. Schaefer said the GASB34 involved more time because the threshold levels were lower. There also does not appear to be much benefit to it. Mr. Dwelle said that if we were in an area where we were doing a lot of bonding, he might agree with GASB34.

2007-08 Audits on Regulatory Method

Mr. Coleman moved to have the 2007-2008 audits done based on the Regulatory method of reporting. Mr. Ferrell seconded the motion. Mr. Ferrell asked how long it would take. Ms. Schaefer said the Regulatory was approximately 370 hours, at a cost of approximately \$10,000-12,500. All were in favor. Motion carried.

Correspondence & Reports

Ms. Schaefer read a letter from the Erie County Engineer to the Erie County Commissioners recommending that they accept for public use and maintenance, Sam's Club Way, 0.145 miles.

The Zoning report for the month of November includes one new single-family addition.

Ms. Schaefer reported that Kevin Boos had attended the recent Safety Council Meeting. We have received notification that we do qualify for the additional 2% award for our safety levels. Mr. Coleman suggested that we do the same thing that we did before and put it toward training.

Department Reports:

Fire Department

Chief Myosky reported that the new fire truck was fully operational. There were some minor issues that resulted in minor adjustments.

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Mr. Coleman asked if they had been on any runs. The Chief said yes. It was a fantastic piece of equipment and the guys really like it. They had the opportunity to use the light tower the other night and it turned night into day.

The City Huron has requested the use of #212 for a period of 10-12 days. They have to send their squad in for repairs. The Board had no objections. Mr. Ferrell noted that this proves that different agencies can work together.

Highway Department

Superintendent Sternberg reported that leaf pickup was continuing. They are currently in the Meadows. Fairview Lanes.

The Superintendent asked about a weed complaint that was still pending. He said that at this time it was probably a mute point because they are no longer noxious since they are not going to seed. Ms. Schaefer said that the minutes indicate that the owners were to be contacted by the Highway Foreman. Mr. Coleman added that we were going to check to see if there was a time limit for taking the complaints. Mr. Sternberg said that there was not. Mr. Coleman said that the owners should still be contacted so that they know a complaint was filed.

Mr. Sternberg said that he has completed the screening of the applicants for the advertised position. Mr. Ferrell said that he would be hard pressed to hire someone until he has a solid handle on the financing for 2009. He did agree with Mr. Sternberg's recommendation to interview the seven candidates and be honest with them that the hiring would be done based on our budget. Mr. Coleman agreed with this so that we would have the order in case the first person had already accepted something.

Mr. Sternberg asked if the Trustees wanted to be involved with the interview. Mr. Coleman said that we should still have the list of questions that we can use. Mr. Dwelle said that they would try to schedule something up hopefully next week.

Mr. Ferrell asked the Superintendent how much more time was involved with the leaf pickup. Mr. Sternberg said if the weather is okay, probably two weeks.

Police Department

Lt. Parthemore asked the Board to approve letters of commendation to several members of the Police Department because of their actions at a recent fire prior to the arrival of the Fire Department. Mr. Dwelle asked for the names.

The Board acknowledged the commendations for Officer Joe Rotuno, Part time Officer Dan Orzech, Sergeant Dan McLaughlin, and Dispatcher Tammy Duncil. Also Lt. Parthemore recognized Sgt. Vincent Donald, Shift Supervisor, and Officer Jonah Roesch.

Lt. Parthemore announced that they would be having Santa in the Schools, Dec. 18th in Meadowlawn and December 19th in Furry.

Lt. Parthemore presented two applications for part-time officers. Gary Joiner has been on the department before and would like to become active again. Joshua Querin is an officer at another department and would like to see what Perkins has to offer.

Resolution #2008-0150

HIRE GARY JOINER AND JOSHUA QUERIN, PART TIME

Mr. Coleman moved to hire Gary Joiner and Joshua Querin as part-time police officers, effective December 9, 2008, at the rate of \$8.50 per hour. Mr. Ferrell seconded the motion. Roll call: Mr. Coleman, yes; Mr. Ferrell, yes; Mr. Dwelle, yes. Resolution adopted.

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Trustee Discussion:

Mr. Ferrell reviewed the recent meeting with CorVel (MCO) and Frank Gates (TPA) regarding a Drug Free Workplace Policy with Workers' Compensation. It was agreed that we would try for Level 2. With the help of the Unions, if we were able to get the application approved by January 1, 2009, it would result in a 10% savings on our premiums. Chief Hodges is working on the policies. The target date for acceptance by the Board is December 23, 2008. The 15K self-funding program was not advised.

Resolution #2008-0151

TERMINATION OF DETECTIVE SGT. JAMES JENKINS

Mr. Coleman moved that the employment of James A. Jenkins with the Perkins Township Police Department be terminated effective immediately for the reasons contained in the letter of termination which I incorporate into this motion (Exhibit A attached); and that he be directed to make arrangements for the immediate return of all Township property in his possession or control. Mr. Ferrell seconded the motion. Mr. Ferrell asked if the letter should be read. Ms. Schaefer said that if it was part of the motion, then it should be read. Roll call: Mr. Coleman, yes; Mr. Ferrell, yes; Mr. Dwelle, yes. Resolution adopted.

Public Comments:

Cheryl Best Wilke, Pennsylvania Avenue, asked if the Supplemental Appropriations asked if the list would be put on the website. Ms. Schaefer said that it would.

She asked if the Trustees were going to attend the meeting on Wednesday evening. They each said that they were.

Finally she asked if there was any decision made or response to the damages made at the ball field. Mr. Dwelle said that the check was sent to the fence company for the amount of the fence less the amount of the damages. He had received a call from the representative for the fence company asking for a meeting. He had made the other members of the Board aware of the request and asked that Mr. Jeff Printy, Chairman of the Park Board, be in attendance.

Mr. Dwelle welcomed the students to the meeting.

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

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

Ms. Schaefer notified the Board that a check had been submitted for part of the FEMA project, but that the money for that Phase of the project had not been received yet. This means that the invoice cannot be paid because there is not enough money in the FEMA fund. Mr. Dwelle agreed to call Chief Myosky tomorrow to ask him to submit a draw request to FEMA to cover the invoice.

Mr. Coleman asked about the purchase order regarding uniform cost overrun. The Board agreed that the extra amount could be charged: either to the employee's next year allowance or to the uniform allowance of the employee who provided the incorrect amount.

Mr. Ferrell asked about the voided payroll checks. Ms. Schaefer explained that an amount was incorrectly withheld from two employees. Using UAN the original vendor checks were voided. An appropriation code had to be set up. Then checks were written

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to the employees who had money improperly withheld. There is still a problem because one of the voided checks went back into the Fire Fund, but the check to that employee came out of the General Fund. Ms. Schaefer said that she would ask the Auditor next week how to correct this.

Mr. Dwelle had questioned the shipping charges on one purchase order. He is to ask the department to check locally to see if they can get them here to save the additional costs.

There was a discussion regarding a software program for tracking inventory. Mr. Ferrell said that the policy committee had discussed this. Ms. Schaefer had presented some information on software tracking programs that include a scanning and printer for the bar code labels. Mr. Ferrell suggested contacting other townships to see if and what they use.

The Board has been receiving calls from real estate offices about selling the Milan Road properties. The letters have not gone out yet.

The Board will be conduct interviews for the Highway Department on Monday, December 15th and work on the 2009 Appropriations on Wednesday, December 17th.

The Board discussed having the January Work Session on Monday, January 5th.

The Board plans on adopting the Temporary Appropriations at the meeting of December 23rd.

With no further business to be conducted, the meeting was adjourned at 8:50 pm.

William Dwelle, Chairman

Diane Schaefer, Fiscal Officer