

**PERKINS TOWNSHIP TRUSTEES**

**REGULAR SESSION**

**August 27, 2019**

The Perkins Township Trustees met on Tuesday, August 27, 2019 in the Township Services Facility located at 2610 Columbus Avenue. Trustees present were Timothy Coleman, Jeffrey Ferrell and James Lang. Chairman Coleman opened the meeting with the Pledge of Allegiance at 6:00 p.m.

**AGENDA**

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

**MINUTES**

Mr. Coleman moved to approve the minutes of the Regular Sessions of July 9<sup>th</sup> and July 23<sup>rd</sup> and the Special Session of August 8<sup>th</sup>. Mr. Ferrell seconded the motion. All were in favor.

**FINANCIAL REPORTS**

Mr. Coleman moved to approve the financial reports for the month ending July 31<sup>st</sup> and the periods ending August 13<sup>th</sup> and August 27<sup>th</sup>. Mr. Ferrell seconded. All were in favor.

**ZONING HEARING**

Application submitted by Foursite Holdings, Ltd., on behalf of Chalmun Cantina, Ltd., for approximately 9.106 acres of vacant land located to the north of State Route 2 and to the west of Sam's Club (Permanent Parcel Number 32-03964.000). This request is to amend the Zoning Map from "R-1"/ Single-Family Residential District to "C-2"/ General Commercial District to accommodate the future commercial use of this property.

Mr. Boyle presented the background information for the zoning hearing.

Mr. Coleman moved to open the zoning hearing. Mr. Ferrell seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye.

Joseph Keyes, agent for Foursite Holdings, gave an overview of the property and the development.

There was no one to speak against the change.

Mr. Ferrell moved to close the zoning hearing. Mr. Coleman seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye.

Mr. Ferrell commented that based on the plans and comments by staff, he thought it was a great idea. He did not think the property would be developed. Mr. Coleman concurred.

**Resolution 2019-139**

**Approve Zoning Change to C-2/General Commercial for**

**Parcel #32-03964.000, 9.106 Acres North of SR 2 & West of Sam's Club.**

Mr. Ferrell moved to approve zoning change of approximately 9.106 acres of vacant land located to the north of State Route 2 and to the west of Sam's Club (Permanent Parcel Number 32-03964.000) to "C-2"/ General Commercial District to accommodate the future commercial use of this property. Mr. Coleman seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted, effective in thirty days.

**NEW BUSINESS**

**Resolution 2019-140**

**Appoint Ronald Kisner Part-time Patrol Officer**

Mr. Coleman moved to appoint Ronald Kisner to Part time Patrol Officer at a rate of \$14.25 per hour, effective August 28<sup>th</sup>. Mr. Ferrell seconded the motion. Chief Parthemore introduced Mr. Kisner. Currently he serves with the Erie County Sheriff's Office; formally with the Ohio State Patrol. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

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**Resolution 2019-141**

**Approve Then & Now Payment Ropper Construction**

Mr. Coleman moved to approve the payment of a Then & Now purchase of \$4,381.81 Ropper Construction due to replacing more concrete driveways than anticipated. Mr. Ferrell seconded the motion. Mr. Coleman noted that this was a change order for Michigan Avenue. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2019-142**

**Authorize a Grant Application under  
the Ohio Public Works Grant and Loan Program**

Mr. Coleman moved to authorize the submission of an application under the Ohio Public Works Grant and Loan Program and the acceptance of a grant if so awarded for Marshall Avenue. Mr. Ferrell seconded the motion. Traffic counts have already been completed and the application will be ready by the end of this week. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2019-143**

**Certification of 2019 Street Lighting Assessments**

Mr. Coleman moved to certify the 2019 Street Lighting Assessments in the amount of \$47,338.09 which includes a fee of \$1,043.50 for the Fiscal Officer as provided by ORC 515.12(A). Mr. Ferrell seconded the motion. Ms. Schaefer noted this completes the three year process of billing for 16 months to get revenues and expenditures to coincide. She also noted there were three other districts which were in the works. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2019-144**

**Adopt a Revised Investment Policy**

Mr. Coleman moved to adopt a revised investment policy. Mr. Ferrell seconded the motion. Ms. Schaefer said that the policy had been reviewed with a couple of typo corrections. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2019-145**

**Designate Home Savings Bank as a Depository for Funds**

Mr. Coleman moved to designate Home Savings Bank as a Depository for Funds. Mr. Ferrell seconded the motion. Ms. Schaefer said this was a standard policy for interim funds. The interest rate is slightly higher than StarOhio. The minimum investment is \$250,000. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2019-146**

**Renew 2019-2020 Insurance Policy with OTARMA**

Mr. Coleman moved to renew the 2019-2020 insurance policy with OTARMA for \$141,984. Mr. Ferrell seconded the motion. Ms. Schaefer reviewed the coverages under the policy. New this year was the Appraisal program which included that portion of the policy by 4%. Ms. Schaefer asked if the Board wanted Replacement Cost for the three fire vehicles which are listed as stated values - grass fire truck, aerial truck, and ambulance. The Board instructed Ms. Schaefer to review the increased premiums with Chief Murphy. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

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**Resolution 2019-147**

**Approve a Reduction in Appropriations for the Road Reconditioning Levy Fund**

Mr. Coleman moved to approve a reduction in the Appropriations for Road Reconditioning Levy Fund:

2194-330-360-0000 Contracted Services (\$9,000.00)

Mr. Ferrell seconded the motion. Ms. Schaefer said that the tax collections and the projected rollbacks were not as much as anticipated. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2019-148**

**Accept Resignation of Part-time Firefighter Phillip Brescan**

Mr. Coleman moved to accept the resignation of part-time firefighter Phillip Brescan, effective August 30, 2019. Mr. Ferrell seconded the motion. Chief Murphy said that Phillip has been hired full time with the City of Elyria. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2019-149**

**Accept Resignation of Part-time Firefighter Ethan Felton**

Mr. Coleman moved to accept the resignation of part-time firefighter Ethan Felton, effective September 30, 2019. Mr. Ferrell seconded the motion. Chief Murphy said that Ethan had also been hired by the City of Elyria. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Department Reports**

**Recreation** – Nick Blovsky reported that he is developing a youth recreation program for next year. Ms. Schaefer said that they did receive the check for the city residents today.

**Fire Department** – Chief Murphy reported on the Blood Drive event. He and Chief Parthemore decided it was a “draw” since no donation records were kept. The department is in the process of testing for part time personnel. The Silent Parade will be held on October 6<sup>th</sup>. They are also going to have a memorial program for the Fire fighters Melville and Jenkins.

**Public Works** – Mr. Crawford advised that the side curtains will be installed tomorrow.

**Police Department** – Chief Parthemore advised that the department was awarded the 2019-2020 Drug Use Prevention grant. It was considerably less than previous years due to the number of applications.

The department attended training provided by the Fire Department.

Chief Parthemore has met with school personnel regarding the SRO program. The program will start with the new school year. Officer Henderly will serve as the second SRO in addition to Tonya Corbin. The school will be paying a portion of Officer Henderly’s salary.

The department also received a grant for vests in the amount of \$11,707.20. They also received a grant for the duty vests that were older than five years.

**Resolution 2019-150**

**Apply for a Grant to the Wightman-Wieber Foundation**

Mr. Coleman moved to apply for a grant, and accept if awarded, from the Wightman-Wieber Foundation for a Teen Driving program. Mr. Ferrell seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

He thanked that American Legion for a donation of \$1,500 for the K-9 fund.

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Motor Madness will be held at the Mall on September 21<sup>st</sup>.

**Community Development** – Mr. Ricci reviewed the current activities in his department.

Then Mr. Ricci asked that Board to take action on the resolution prepared by Legal Counsel.

#### Resolution 2019-151

##### Decline Park in the Lincolnshire Subdivision

Mr. Coleman moved to decline ownership in a parcel of land designated as a park in the Lincolnshire Subdivision. Mr. Ferrell seconded the motion. Mr. Ferrell asked how soon this could be done. Mr. Ricci said that a Quit Claim deed could be processed immediately. Mr. Lang said it was his understanding that nothing could be built on the property. The county said that the Township needs to vacate the property. Mr. Ferrell said that the Township does not have a deed to this property. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Zoning** – Melanie Murray gave a report on the activities of the zoning department.

**Administrator** - Mr. Boyle received the upcoming meetings and activities. They have had a meeting with the residents of Windamere regarding sidewalks. They are also looking at additional paving projects for this year and next.

He also asked that the Board consider holding one of the monthly meetings during the day instead of the evenings.

#### Notices/Correspondence

- Next Regular Meeting – September 10<sup>th</sup> at 6:00 pm.

#### Fiscal Officer Comments

- Payments for the period July 24<sup>th</sup> through August 16<sup>th</sup> totaled \$874,115.11. Included are two payrolls and payments to: Pavement Technology for reclamite, Statewide Ford Lincoln for police vehicles, DL Smith for Birchwood & Speer Field, Erie Blacktop for Galloway Road, Studer Obringer for the Pavilion & Restrooms, Panel Built for 3 bus shelters, Ropper Construction for Michigan Avenue, SportsForce for the baseball umpires, and the Volleyball and Baseball workers.
- Payments for the period August 17<sup>th</sup> through August 27<sup>th</sup> totaled \$60,739.29. Included are payments to: Ohio Fire Chief's Association for testing and MT Business Technologies for a new copier for the PD. It does not include the final payroll of the month.
- 2019 Motel Tax Report- YTD shows an increase of 2.39% through the month of July.
- Trying to make final collections on the Youth sporting events - \$1,259 still outstanding. Nick & I will be following up on these.
- Second half Real Estate settlement was received. Inside mileage funds (General and Road & Bridge) collected more than what was budgeted. Voted levies, however, were short: Police & Fire were short \$6,106.77 each and the Road Reconditioning levy was short \$9,162.72. EMS collection may offset the Fire shortage.

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- Per our meeting with the County Budget Commission this morning several severely delinquency properties have been identified. I will prepare a spreadsheet of those over \$10,000 in taxes & Assessments.

**Trustees Discussion - None**

**Public Forum – None**

**Adjournment:**

With no further business, Mr. Ferrell moved to adjourn the meeting at 7:10 pm. Mr. Coleman seconded the motion. Roll call vote: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye.

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Timothy Coleman, Chairman

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Diane Schaefer, Fiscal Officer