

**PERKINS TOWNSHIP TRUSTEES**

**REGULAR SESSION**

**February 12, 2019**

The Perkins Township Trustees met on Tuesday, February 12, 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 Session of January 22, 2019. Mr. Ferrell seconded the motion. All were in favor.

**FINANCIAL REPORTS**

Mr. Coleman moved to approve the financial reports for the month ending January 31<sup>st</sup> and the period ending February 15<sup>th</sup> 2019. Mr. Ferrell seconded. All were in favor.

**PROCLAMATION**

Mr. Coleman read the Proclamation declaring February National African American History month. The proclamation was then presented to Daryl Murphy, President of the local NAACP Sandusky Unit 3199. Mr. Murphy thanked the Trustees and invited everyone to join the organization.

**PRESENTATIONS**

Chief Murphy then presented plaques to Captain James Johnson and Firefighters Brian Hackenburg, Bradley Zieber, and John Grieve for their efforts in rescuing a victim of a structure fire on June 29, 2018 in the City of Sandusky.

Chief Murphy said that while this event was worth the recognition, it is the training that goes into preparing a firefighter for this event is as important as the event itself.

Mr. Coleman thanked everyone who was involved and those who support those who were involved.

**NEW BUSINESS**

**RESOLUTION 2019-035**

**Establish Fund 9002 – Escrow Drug Law Forfeitures**

Mr. Coleman moved to establish Fund 9002 – Escrow for Drug Law Forfeitures, retroactive to May 23, 2018 to act as a holding account for potential forfeitures recovered, but not adjudicated. Mr. Ferrell seconded the motion. Ms. Schaefer explained that funds can only be established if authorized by the ORC or with the approval of the State. Roll call vote: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Motion passed.

**RESOLUTION 2019-036**

**Establish Fund 2912 – ODNR Grant**

Mr. Coleman moved to establish Fund 2912 – ODNR Grant for the Schiller Park equipment. Mr. Ferrell seconded the motion. Ms. Schaefer explained that this was required by the grant for financial tracking. Roll call vote: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Motion passed.

**RESOLUTION 2019-037**

**Extend Agreement with Erie Soil & Water Conservation District**

Mr. Coleman moved to enter into an extension agreement with the Erie Soil and Water Conservation District for 2019 for an annual cost of \$10,000. Mr. Ferrell seconded the motion. Mr. Ferrell explained that this was for the MS4 requirements. Roll call vote: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Motion passed

**RESOLUTION 2019-038**

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**Agreement with CareWorksComp**

Mr. Coleman moved to enter into an agreement with CareWorksComp for administrative services of the 2019 Group Retrospective Program in the amount of \$4,922. Mr. Ferrell seconded the motion. This is an annual service agreement to help lower our costs for Workers' Compensation. Roll call vote: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Motion passed.

**RESOLUTION 2019-039**

**Surplus Equipment for Fire Department**

Mr. Coleman moved to declare the Fire Station #3 copier, Ricoh 3025, surplus and unusable; to be disposed of. Mr. Ferrell seconded the motion. Chief Murphy explained that this was a hand-me-down from Administration when on Milan Road. MT Business is no longer able to get parts to fix it. Mr. Boyle said that the hard drive, if any, will be removed before disposal. Roll call vote: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Motion passed.

**RESOLUTION 2019-040**

**Apply for Ohio AAP Bike Helmet Safety Program Grant**

Mr. Coleman moved to apply for, and accept if awarded, the Ohio AAP's Put a Lid on It! Bike Helmet Safety Program grant. Mr. Ferrell seconded the motion. Ms. Sherlund explained this is a program to receive helmets to be given away at various township events like the Bike Rodeo and Founders' Day. Roll call vote: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Motion passed.

**Department Reports**

**Fire Department** – Chief Murphy said they are interviewing four part time applicants. He also said that the new squad is still in Wisconsin, but will be delivered in the next couple of weeks. They are looking for a new vendor to service their extrication tools.

**Police Department** – Chief Parthemore first presented a resignation letter for Patrol Officer Thomas Sheridan.

**RESOLUTION 2019-041**

**Accept Resignation of Thomas Sheridan**

Mr. Ferrell moved to accept the resignation of Thomas Sheridan, effective February 12, 2019. Mr. Coleman seconded the motion. Mr. Ferrell thanked Officer Sheridan for this service to the Township. Roll call vote: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Motion passed.

On a more positive note, Chief Parthemore wanted to acknowledge Stephanie Chapman for all the little things she does, like clearing the sidewalks of snow before staff arrives in the morning.

**Public Works Department** – Mr. Boyle gave this report in the absence of direct Rick Crawford who is ill. The dividers have been ordered for the Pavilion. We are in the process of getting the sewer & water permits. Ed Burdue is checking to see if we need additional conduct for the utilities. The security cameras will be ordered.

**Administrator** – Mr. Boyle then gave a recap of the meeting he has attended and those of the near future. Mr. Boyle outlined the goals of the Firelands Partners to conduct one on one interviews with businesses to see what their job needs are. Then they will prepare a report, probably within 6-8 months of those needs. The goal is to match qualified applicants with those employers.

**Zoning** – Ms. Sherlund reviewed the pending commercial applications and projects. The Friendship Station at Strub & Route 4 is going through a traffic impact study. The BZA has two meetings next weeks. She also attended the Business Advisory Council. This group will facilitate the matching of students with businesses.

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Ms. Sherlund is working on the Safe Route to Schools grant and will have that ready for the next meeting which is due March 4<sup>th</sup>.

She has a tentative date for the Bike Rodeo.

**Community Development** – Kate Maloney gave the report. The ODNR grant has been submitted for the North side of Bell Avenue. She is also working on a grant for Abernathy Park. She just received her building inspector training card.

They are having a meeting with ErieMetro Parks regarding Pelton Park. ErieMetro has expressed that they no longer want to manage Pelton Park. Mr. Coleman said it would be interesting to check the historical records to see how this agreement came about. Mr. Ferrell suggested reviewing the entire area to see if there is a grant available for this. Ms. Maloney said that there was an interested in having a dog park there. Ms. Sherlund said the trails were in good condition.

**Notices/Correspondence**

- Next Regular Meeting – February 26 @ 6:00 pm
- Transfer of Liquor License – From Perkins Drive Thru LTD to DShipp LLC, 3711 Columbus Avenue. There are no objections to this transfer.

**Fiscal Officer Comments**

- Payments for the period January 23<sup>rd</sup> through February 15<sup>th</sup> totaled \$532,997.71 includes two payrolls and payments for GIS, RE Taxes, Studer-Obringer, Vasu, Ohio Fire Chief’s, Firelands Electric, and Wolff Bros.

**Trustees Discussion**

Mr. Ferrell noted that we are going ready to enter the next round of Issue II projects. We need traffic counts especially for Marshall Avenue. He wants the traffic counts before school gets out.

Mr. Lang said he reminded Kula Hoty that she needs to submit the petition for the lights on Laura Lane.

**Public Forum** – None

**Adjournment:**

With no further business, Mr. Ferrell moved to adjourn the meeting at 6:50 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