

PERKINS TOWNSHIP TRUSTEES

REGULAR SESSION

August 25, 2020

The Perkins Township Trustees met Tuesday August 25, 2020 in the Township Services Facility located at 2610 Columbus Avenue. Trustees present were James Lang, Timothy Coleman, and Jeffrey Ferrell. Chairman Ferrell opened the meeting with the Pledge of Allegiance at 8:00 a.m.

AGENDA

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

MINUTES

Mr. Ferrell moved to approve the Regular Session minutes of August 11. Mr. Coleman seconded the motion. All were in favor.

FINANCIALS

Mr. Ferrell moved to approve the financial reports for the period ending August 28. Mr. Coleman seconded the motion. All were in favor.

NEW BUSINESS

RESOLUTION 2020-098

Establish a Revised “No Parking” Zone on Sweetbriar Drive

Mr. Ferrell moved to establish a revised “No Parking” zone on Sweetbriar Drive near the intersection of Weihur Lane. Mr. Boyle noted they had been contacted by a resident on Sweetbriar Drive regarding the parking in that area. Both Public Works and the Police have reviewed the situation and recommend a change to the “No Parking Zone”. Mr. Coleman seconded the motion. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Resolution adopted.

RESOLUTION 2020-099

**Authorize an Application to the OPWC for a Loan
for Street Improvements in Southgate Acres**

Mr. Ferrell moved to authorize an application to the Ohio Public Works Commission for a loan for street improvements in Southgate Acres and accepting the loan if approved. Mr. Coleman seconded the motion. Mr. Boyle reminded the Board that they had applied for a grant for another project. This application would allow for the road project in Southgate Acres using a zero percent loan. Mr. Coleman noted that we had used this procedure before with the final payments due in a couple of years. Ms. Schaefer said that she believed the loan expires in 2025. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Resolution adopted.

RESOLUTION 2020-100

Authorize an Agreement with Finley Fire Equipment

Mr. Ferrell moved to authorize an agreement with Finley Fire Equipment for the purchase of 42 sets of turn-out gear (pants, coats, suspenders, escape belts, etc.) for the Fire Department at a cost not to exceed \$90,000.00. Mr. Coleman seconded the motion. Chief Murphy said that they had received bids from several companies, and he thanked several members of his department for securing the bids. The quotes have been reviewed by legal counsel. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Resolution adopted.

RESOLUTION 2020-101

Hire Heather Iott as Administrative Assistant to the Fiscal

Mr. Ferrell moved to hire Heather Iott as Administrative Assistant to the Fiscal Officer at a rate of \$16.00 per hour and in accordance with a Schedule A, effective August 18, 2020. Mr. Coleman seconded the motion. Mr. Boyle noted that Ms. Schaefer had solicited and interview candidates for Assistant Fiscal Officer. Ms. Schaefer said that Mrs. Iott has bookkeeping experience. Mrs. Iott has come in for training on both UAN and SmartSearch and has picked up both programs quickly. She will start fulltime on Monday. Mr. Coleman asked Mr. Boyle if he had reviewed the Schedule A to be certain it was in

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line with the other Schedule As. Mr. Boyle said that Ms. Schaefer had advised that it followed the template used for prior Administrative Assistants. Mr. Coleman then asked if this followed the ORC regarding Assistant Fiscal Officers. Ms. Schaefer said that this position was changed to Administrative Assistant opposed to Assistant Fiscal Officer. Mr. Lang then asked if the position was part-time. Ms. Schaefer said that she had proposed part-time. However, based on the Board's wishes to include payroll, the position was expanded to full-time. Mr. Ferrell asked Mr. Boyle if he was okay with the position being full-time. Mr. Boyle said that with the transition of payroll to this position it would be full-time. That would allow Mrs. Ohlemacher to do more work directly for Administration and Human Resources. Mr. Ferrell thought the position would be part time until such time she was trained in payroll which would be in one or two months, then go full time. He also wished there were more communication in the entire process from the Fiscal Officer. He noted that this position needs to follow all Township policies and that we must be consistent with employees. Roll call vote: Mr. Lang, no; Mr. Coleman, aye; Mr. Ferrell, aye. Resolution adopted.

RESOLUTION 2020-102

Certifying 2020 Demolition and Nuisance Charges

Mr. Ferrell moved to certifying 2020 Demolition and Nuisance charges to the Erie County Auditor in the amount of \$48,725.00 per the invoices attached. Mr. Coleman seconded the motion. Ms. Byington noted these were the expenses for demolition and mowing that had been invoiced to property owners, but not paid. Ms. Byington also explained that if someone paid after the certification those charges could be pulled. Mr. Coleman asked if new costs could be added. Ms. Schaefer said that she did not believe so. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Resolution adopted.

Ms. Schaefer also said that she would provide a copy of the 2020 delinquency report based on the second half collections.

RESOLUTION 2020-103

Certifying the 2020 Street Lighting Assessments

Mr. Ferrell moved to certifying the 2020 Street Lighting Assessments in the amount of \$36214.17 which includes a fee of \$1,043.50 for the Fiscal Officer as provided by ORC 515.12(A). Mr. Coleman seconded the motion. Ms. Schaefer reminded the Board that they had been billing on a 16-month cycle for the last three years. This is the first year they are back to a 12-month cycle and should, ending delinquencies, have enough funds to pay for the full year of charges without any collections. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Resolution adopted.

RESOLUTION 2020-104

Renew General Liability & Property Insurance for 2020-21

Mr. Ferrell moved to renew the General Liability & Property Insurance for 2020-21 with OTARMA for \$144,524. Mr. Coleman seconded the motion. Ms. Schaefer said this was about \$2,000 less than last year. Mr. Ferrell asked if this policy includes replacement costs. Ms. Schaefer said that she thought we made those charges last year. She will double check and advise the Board. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Resolution adopted.

Department Reports

Fire Department – Chief Murphy said that they were working on a date for the written promotional test for the Lieutenant position. He has a call in regarding the roof repairs at Station #3. He again thanked the firefighters who helped with getting the quotes on the turn-out gear

Police Department – Chief Donald explained a grant that was available for SRO. Originally the funds were to be paid directly to the officers. This was changed and now the funds go to the department.

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RESOLUTION 2020-105

Apply for Attorney General Threat Assessment Grant

Mr. Ferrell moved to authorize the application for the Attorney General's Threat Assessment Grant. Mr. Coleman second the motion. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Resolution adopted.

Chief Donald said that the officers were doing training with their new vests. Mr. Ferrell noted that there was a donation that paid for all the new vests. The new vests take the weight of the equipment off their hips and shoulders.

Community Development – Ms. Byington gave an update on the properties that were due for demolition. They have received the brush cutter for the department.

Public Works - Mr. Boyle reported that the Schenk/Campbell project which had been held up by Columbia Gas is schedule to go forward next week with Erie Blacktop.

Administrator – Mr. Boyle has been attending meetings regarding updates to the subdivision regulations. The consultant is working on the SRTS project for Strub Road. Mr. Boyle thought the design work will be ready for the end of the year.

He also gave an update concerning the Hayes Avenue property. Mr. Ferrell suggested an executive session regarding this.

He noted that the County Commissioners approved the vacation of Elizabeth Drive.

Nick Blovsky is starting his training with Code Enforcement.

The property owners along Bay Winds Drive seemed to be supportive of the project to create a new public street from Milan Road to connect with Sam's Club Way. There are TIF funds available for this project.

Notices/Correspondence

- Next Regular Meeting – September 8

Fiscal Officer Comments

- Payments for the period August 15-25 total \$296,187.88 and includes payments to Abateco Services and Pat Fox Excavating for demolition and abatements; Lorain CCC for paramedic training for FF Taylor; Ahner Commercial for the slider windows in the front office; OTARMA for the general insurance.
- Received 2nd half tax settlement on August 14th – earliest that I can even remember. All funds collected more than what was estimated, overall, with the rollback which we will received later, \$65,000
- Buckeye Cablevision is having a grand opening tomorrow.

Trustees Discussion - None

Public Forum – None

Mr. Ferrell moved to go into executive session per ORC 121.22(G)(8) to consider information relating to economic development matters. Mr. Coleman seconded the motion. Roll call: Mr. Lange, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Motion passed

Mr. Ferrell moved to return to the public portion of the meeting. Mr. Coleman seconded the motion. Roll call: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Motion passed.

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Adjournment:

With no further business, Mr. Coleman moved to adjourn the meeting at 9:34 am. Mr. Lang seconded the motion. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye.

Jeffrey Ferrell, Chairman

Diane Schaefer, Fiscal Officer