

**PERKINS TOWNSHIP TRUSTEES**

**REGULAR SESSION**

**October 30, 2020**

The Perkins Township Trustees met Friday October 30, 2020 in the Township Services Facility located at 2610 Columbus Avenue. Trustees present were James Lang and Jeffrey Ferrell. Mr. Coleman was excused. 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. Lang seconded the motion. All were in favor.

**MINUTES**

Mr. Ferrell moved to approve the minutes of the Regular Session of October 13. Mr. Lang seconded the motion. All were in favor.

**NEW BUSINESS**

**RESOLUTION 2020-114**

**Declare Equipment as Surplus**

Mr. Ferrell moved to declare the following as surplus equipment and approving their disposal or sale as deemed appropriate:

- Police Department - 2010 Dodge Charger (Car 12)
- 2013 Ford Fusion (unmarked Detective unit)
- 2008 Chevrolet Trailblazer (unmarked Detective unit)
- Public Works - Leaf pick-up collector
- Fire Department – Unit 241

Mr. Lang seconded the motion. It was noted that the City of Port Clinton is interested in the Leaf Collector. Ms. Schaefer reminded the Board that when the equipment was sold, the funds will go into their respective Capital Projects fund. Roll call: Mr. Lang, yes; Mr. Ferrell, yes. Resolution adopted.

**RESOLUTION 2020-115**

**Accept Property from Erie County Land Bank**

Mr. Ferrell moved to accept the transfer of five parcels from Erie County Land Bank:

- 32-01900.000 – 3511 Paxton
- 32-01729.000 – vacant land on Carbon
- 32-01730.000 – vacant land on Carbon
- 32-63385.000 – vacant land on Carbon
- 32-01731.000 – vacant land on Carbon

Mr. Lang seconded the motion. Ms. Byington noted that all the parcels are clear of any taxes and assessments even though the Auditor’s website says there are amount dues. The only thing we need to do is prepare the deeds and pay for the recording of the deeds. Mr. Ferrell stated that the Township should continue to acquire properties in Searsville and Homeville. Mr. Boyle said that they are reviewing the options that are available for developing the properties. Roll call: Mr. Lang, yes; Mr. Ferrell, yes. Resolution adopted.

**RESOLUTION 2020-116**

**Reallocation/Supplemental Appropriations**

Mr. Ferrell moved to approve the following reallocation/supplemental Appropriations:  
**FIRE/EMS FUND**

- 2192-220-190-0001 Salaries (\$ 125,000)
- 2192-230-740-0000 Machinery, Equipment & Furniture \$125,000

**CARES FUND**

- 2273-110-740-0000 Machinery, Equipment & Furniture \$3,565

**GENERAL FUND**

- 1000-110-190-0118 Supplemental Pay (Administration) \$2,200
- 1000-690-190-0118 Supplemental Pay (Recreation) \$1,000
- 1000-190-190-0118 Supplemental Pay (Community Development) \$3,200
- 2231-330-190-0118 Supplemental Pay (Public Works) \$7,700

Mr. Lang seconded the motion. Roll call: Mr. Lang, yes; Mr. Ferrell, yes. Resolution adopted.

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**RESOLUTION 2020-117**

**Accept Fourth Round of CARES Funding**

Mr. Ferrell moved to accept the fourth round of CARES funding of unclaimed and returned funds based on population. Mr. Lang seconded the motion. Ms. Schaefer estimates that the minimum amount should be \$13,680. There is a time flow problem in that we will not know the actual amount of the unspent money until November 25 and we are to have our purchase orders in place by November 20. Ms. Schaefer suggested that a portion of these funds be used to fund the request of Serving Our Senior for meals provided to Perkins Township residents due to COVID-19. Mr. Ferrell instructed the Township departments to submit their final requisitions so we would know where we stood. Roll call: Mr. Lang, yes; Mr. Ferrell, yes. Resolution adopted.

**Department Reports**

**Police Department** – Chief Donald said that he did not have anything other than what was in his written report.

**Community Development** –Ms. Byington noted that there would be a zoning hearing coming to the Board for the Ruta property for a new Fairfield Inn. They are working on several other projects. The demolition at Abernathy Park is complete and the parking lot should be completed next week. They reviewed some suggestions regarding the proposed public road connecting Bay Winds Drive with Sam’s Club Way. These are being reviewed by the engineering consultant. Regarding the bus shelters, not surprising, ODOT tried to include a stipulation that the Township was responsible for the maintenance of all sidewalks on Route 250. This is being reviewed by legal counsel.

**Fire Department** – Mr. Boyle reviewed some of the highlights of Chief Murphy’s report. The roof repairs at Station #3 are almost complete. The Fire Department will be receiving recognition regarding their high standards related to cardiac care. And Kroger’s will be doing something to recognize their efforts during the recent fire. They have completed the pump testing and all equipment passed.

**Public Works Department** – Mr. Boyle reported that Public Works was continuing with crack sealing and Dura patching. They hope to finish those projects within the next week. They have started random leaf collection.

**Administrator** – Mr. Boyle reviewed the meetings he has attended. There is a minor amendment to the design for the SRTS project. He continues to attend the meetings for the 2509 Hayes Avenue property. He will be meeting with Mr. Crawford to review the road projects for 2021. Departments are continuing to review their needs for CARES funding. The Trunk-or-Treat event has been moved to Saturday afternoon at the Mall parking lot. It will be a drive through event. They will start putting flags up next week for Veterans’ Day. He also advised that it was time to start working on the 2021 temporary appropriations.

Mr. Ferrell suggested a meeting of the SRTS advisory committee related to possible SRTS projects. We also need to start looking at a master plan for the parks as most grants are due in February.

**Notices/Correspondence**

- Next Regular Meeting – November 10

## PERKINS TOWNSHIP TRUSTEES

### REGULAR SESSION

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#### Fiscal Officer Comments

- Payments for the period October 14 – October 30 total \$592,552.17 and includes payment of Paramedic bonus, 7L Construction for street repairs Carbon/Dixie, Stryker for Lifepak defibs and Lucas device, Erie Blacktop for Campbell/Schenk payment #1, Erie County Commissioners for 911, and RJ Beck Protective Systems for camera, access, and intercom systems
- Motel Collections for the month of August – Collected \$124,937.28, down 37.48% for the month, 49.19% for the year. September – Collected \$46,291.25, down 6.4%, 46.4% for the year.
- CARES –
  - There is still \$3,565 to **appropriate** from the first 3 rounds.
  - There is still approximately \$86,200 that needs to be **encumbered** (Purchase Orders) from the first three rounds.
  - I have reclassified the wages for those who were off on Administrative leave because of SQ or COVID related activities.
  - I still need to reclassify those who have been assigned to cleaning/administrative duties because of COVID.
- CARES – Redistribution round (November 25<sup>th</sup>) – There is approximately \$87,000 that has not been claimed. I will not know the returned amount until after Nov 20<sup>th</sup>. Our percentage based on the County's population of all subdivisions is 15.724%. Our share of the unclaimed funds would be approximately \$13,680.
- BWC –
  - The second return of premiums of \$87,256.68 is in the mail. This is a 100% rebate and will be returned to the departments based on the 2019 premiums paid.
  - Gov. DeWine has asked that the BWC make a third distribution of \$5 billion in dividends. The BWC board will consider this on Nov 2. If approved, our share based on the information in the notice is estimated at \$324,600. I do not have any specifics as to how it can be spent or if it is tied to a specific premium year; however, it could be received yet this year.

#### Trustees Discussion

Mr. Lang said he had been contacted by Groff Funeral Home. They wanted to thank the Fire Department for their professional care taken on a recent call.

#### Public Forum – None

#### Adjournment:

With no further business, Mr. Ferrell moved to adjourn the meeting at 8:30 am. Mr. Lang seconded the motion. Roll call vote: Mr. Lang, aye; Mr. Ferrell, aye.

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Jeffrey Ferrell, Chairman

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Diane Schaefer, Fiscal Officer