

## **PERKINS TOWNSHIP TRUSTEES**

### **REGULAR SESSION**

**November 24, 2020**

The Perkins Township Trustees met Tuesday November 24, 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.

#### **FINANCIAL REPORTS**

Mr. Ferrell moved to approve the Financial Statements for the period ending November 27. Mr. Lang seconded the motion. All were in favor.

#### **PUBLIC HEARING**

Chairman Ferrell opened the public hearing on an application to amend the Zoning Map submitted by Lodging Industry Inc. for property located at 5410 Milan Road (PPN 32-04395.000) to amend the Zoning Map from "C-2"/ General Commercial District to "PUD"/ Planned Unit Development District to accommodate the development of a proposed five (5) story hotel, and to provide for other than transient occupancy for some of the existing hotel units.

Community Development Director Angie Byington advised that Mike Ruta of Lodging Industry Inc. submitted an application to amend the Zoning Map for the existing Rodeway Inn property at 5410 Milan Road. The request is to change the zoning from "C-2"/ General Commercial District to "PUD"/ Planned Unit Development District.

She indicated that the property in question is about 2.23 acres in area. It is located along the east side of Milan Road, and to the west of the Park Place/ Walmart plaza, and to the south of Mad River Harley-Davidson. At the time of submittal of this application, this property was developed with three (3) detached buildings with a total of sixty-three (63) units. Demolition has begun on the old Rodeway Inn.

The proposal is to construct a five (5) story hotel that will be branded as a Fairfield Inn and Suites. This new hotel will have ninety-five (95) guest rooms. The motel building along the east side of the property is to be retained. The applicant seeks "PUD"/ Planned Unit Development District zoning to accommodate some extended stay units, and to allow for some flexibility in building setback distances. That is necessary as future redevelopment of this site is somewhat constrained by the NASA waterline that runs through the property as well as the widening that occurred on Milan Road because of ODOT's safety project a few years ago.

Ms. Byington further noted that staff had met with the developer in July to discuss this project. She added that this request had been sent to all Township Departments, and there were no objections to this proposal. This request was also forwarded to the Erie Regional Planning Commission, but no comments have been received to date from that agency. Since this property abuts a road under ODOT's jurisdiction, it was also forwarded to them. Ms. Byington advised that the Zoning Commission conducted a public hearing on this application and that no one appeared in opposition to this request. At that meeting, the applicant advised that they were interested in having some of the units in the new building available for extended stay occupancy in addition that use in the rear building on the property. The Commission voted unanimously to recommend to the Board of Trustees that this amendment to the Zoning Map be approved as the Commission had found it to be in compliance with the Comprehensive Plan's designation for future "Commercial" use. She concluded by noting that staff are in support of the Zoning Map change but are of the opinion that there should be a limit on the number of guest rooms in the new building to be used for non-transient occupancy. If the Board approves the requested Zoning Map change, the final development plan details will be reviewed by staff and a recommendation likely made to the Board at one of your December meetings.

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Keith Schnippel of Schnippel Construction advised that he is in attendance to represent Mr. Ruta of Lodging Industry Inc. He noted that the proposed hotel will be a Fairfield Inn and Suites similar to the one that Mr. Ruta recently built in Port Clinton. He further indicated that due to the additional cost involved with constructing units to comply with Code requirements for extended stay use, the owner has decided to not have extended stay units in the new building, and to only have extended stay occupancy in the rear building for his J-1 visa employees.

Mr. Lang mentioned that he is familiar with the new hotel in Port Clinton and thought that it was a very well-done property. Mr. Ferrell also indicated that he has also seen that new hotel and stated that it is very nice.

There being no further comments from the public, Mr. Ferrell moved to close the public hearing. Mr. Lang seconded that motion. Roll call: Mr. Ferrell, yes; Mr. Lang, yes. Motion adopted.

**RESOLUTION 2020-123**

**Amend the Zoning Map – 5410 Milan Road**

Mr. Ferrell moved to amend the zoning map for 5410 Milan from C-2/General Commercial District to PUD/Planned Unit Development District. Mr. Lang seconded that motion. Mr. Ferrell advised that “PUD” zoning makes sense and that he does not see any reason to not approve the requested Zoning Map change. Mr. Lang agreed. Roll call: Mr. Lang, aye; Mr. Ferrell, aye. Resolution adopted.

**NEW BUSINESS**

**RESOLUTION 2020-124**

**Purchase a 2021 Ford Explorer Police Interceptor**

Mr. Ferrell moved to purchase a 2021 Ford Explorer Police Interceptor from Statewide Ford Lincoln for the Police Department at a cost of \$41,599.00. Mr. Lang seconded the motion. Chief Donald advised that if approved this vehicle will replace Car 9. Mr. Boyle also noted that if the Township acted now, Statewide Ford has advised that the purchase price would be unchanged from the cost of a 2020 model which would save the Township money. Mr. Ferrell asked whether this vehicle would be completely outfitted. Chief Donald reported that this vehicle would have all required equipment including lights, siren, rear partition or divider for the back seat, etc. except for the radio which will be from the current vehicle and installed in the new unit. Roll call: Mr. Lang, aye; Mr. Ferrell aye. Resolution adopted.

**RESOLUTION 2020-125**

**Declare 2312 Hayes Avenue as a Nuisance Property**

Mr. Ferrell moved to declare the Sausser property at 2312 Hayes Avenue dangerous, unsecured and a nuisance property. Mr. Lang seconded the motion. Ms. Byington explained to the Board that Mr. Ricci has contacted the property owner on numerous occasions by certified mail concerning the accessory or outbuildings on this property, and the owner has been sent the Township’s orders to correct property maintenance issues. Those violation letters were received by the owner according to the USPS. The owner has never taken any action to either address the Code deficiencies or to contact the Township. She further advised that Mr. Ricci has just determined that the residence should also be included in any determination that the Board makes involving this property as the residence also has non-compliance issues with the Property Maintenance Code. Staff believes that the residence could potentially be saved but that will take a financial commitment from the owner. Mr. Lang noted that this was a very good property at one time. Mr. Ferrell also thought that this property has real commercial development potential. Roll call: Mr. Lang aye; Mr. Ferrell, aye. Resolution adopted.

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**RESOLUTION 2020-126**

**Authorize a Grant Application to the Community Foundation for an Intern**

Mr. Ferrell moved to authorize the submission of a grant application under the Erie County Community Foundation's internship program and the acceptance of a grant if awarded. Mr. Lang seconded the motion. Mr. Boyle advised that the Township recently received notice from the Community Foundation that it is offering its "Community Links Internship Program" again in 2021. This program provides funding for college students that can intern with a local non-profit or government entity. Funding is in the amount of \$4,000.00 over a ten (10) week period next summer. The Township has been awarded such a grant in the past for an intern in the Community Development Department. Applications are due by February 12, 2021. Roll call: Mr. Lang, aye; Mr. Ferrell, aye. Resolution adopted.

**RESOLUTION 2020-127**

**Authorize the Purchase of a Powerload System for the Fire Department**

Mr. Ferrell moved to authorize the purchase of a Powerload system from Stryker in the amount of \$33,500.00 to equip one of the Fire Department's ambulances. Mr. Lang seconded the motion. Chief Murphy explained that one squad currently has a Powerload system installed which system is useful in loading patients and avoiding potential employee injuries. The proposed Powerload system would be installed in a second squad and would include the loading system, alterations to the squad and the cot, and a maintenance agreement. Mr. Boyle noted that such systems are an excellent addition to our ambulances. Roll Call: Mr. Lang, aye; Mr. Ferrell, aye. Resolution adopted.

**RESOLUTION 2020-128**

**Supplemental Appropriation CARES Fund**

Mr. Ferrell moved to adopt Resolution 2020-128 related to a supplemental appropriation of \$7,300.00 as needed to the CARES Act fund for future distribution. Mr. Lang seconded. Roll Call: Mr. Ferrell, yes; Mr. Lang, yes. Resolution adopted.

**Department Reports**

**Police Department**

Chief Donald advised that he has provided a written report to the Trustees. He did, however, recently receive an invitation to recognize hospital workers at Firelands Regional Medical Center tonight. He will have the Department represented at that event in the Tyler Street parking lot.

Mr. Ferrell commented on the public service announcement through the Health Department that Chief Donald participated in and thanked him for doing that.

**Fire Department**

Chief Murphy noted that his report is the same as last week's report. Repairs continue to the roof at Station 3.

**Community Development**

Director Byington provided some highlights in addition to her written Department report. She advised that the parking lot at Abernathy Park has been paved and that final grading and seeding will take place in the spring. She noted that we plan to chain off the driveway to the parking lot this winter for a variety of reasons. Mr. Ferrell agreed that doing that was a good idea.

She also noted that ODOT has reported that they will not agree with the installation of bus shelters on Milan Road since the Township will not assume maintenance responsibilities for the entire sidewalk system on that road. As a result, she indicated that she will follow-up with Sandusky Transit, and look for alternative locations on private property.

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Director Byington further explained to the Board that the Comprehensive Plan Update is undergoing final staff review, and that it will be presented to the Board for adoption in December. Mr. Ferrell asked whether the Board will be provided a copy of the Plan for review in advance of that meeting. She noted that the Board would receive a copy at least a week prior to their meeting.

#### **Public Works**

Mr. Boyle noted that Director Crawford's written report was included in your packet. The main item that he wanted to highlight was that building renovations for Police, etc. will probably start next week, and that the Department is ready for the upcoming winter weather. In addition, the Township will be purchasing brine from the City of Sandusky at the same price per gallon as last year (i.e., \$0.35).

#### **Administration**

Mr. Boyle indicated that the Board packet contains a detailed report with various updates. Of concern is the significant increase COVID-19 cases and he noted that the Administration and Community Development offices should remain closed through next week at a minimum. The Board agreed with that approach.

#### **Notices/ Correspondence**

Next regular meeting is scheduled for December 8, 2020. Mr. Boyle suggested that consideration be given to moving that meeting to December 15, 2020 to provide additional time for Departments and the Fiscal Officer to finalize the temporary appropriations and to allow additional time for Community Development to finalize the Comprehensive Plan Update.

#### **Fiscal Officer Comments**

Payments for the period November 21-November 27 total \$197,656.43 and includes one regular payroll, Holiday payments, and payments to Ed Burdue & Company for Tremper and Abernathy; and Ice Miller for legal services.

CARES funding update. From the original three (3) rounds of CARES Act funds there is currently an unencumbered balance of about \$4,500.00 for non-salary related expenses. There are some payroll adjustments for Medicare and Pension charges to CARES that should have been made to regular funds; record the October OP&F; record both pensions for the first pay in November. Both Police and Fire have received \$173,000 each for salary related expenses which in turn freed up an equal amount in their regular funds. After reallocations are finished, it is unlikely that there will be enough to do final payroll for either Department.

CARES 4<sup>th</sup> Round. This is amount that was not requested by one village plus a little for interest that has accrued on the CARES funds. The Fiscal Officer again asked that it be sub granted to Serving Our Seniors to offset meals delivered to residents of Perkins Township.

Emails were sent with the new money, a worksheet, and outstanding purchase orders for the Departments to use when working on their temporary appropriations for 2021 which need to be adopted in December.

#### **Trustees Discussion**

Mr. Ferrell expressed his sincere appreciation to all Departments as they continue to provide important services to the community during this ongoing health emergency. Mr. Lang concurred.

**Public Forum** - None

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**Adjournment**

There being no further business, Mr. Lang moved to adjourn the meeting at 8:29 a.m. Mr. Ferrell 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  
(From Mr. Boyle's notes)