

PERKINS TOWNSHIP TRUSTEES

ORGANIZATIONAL SESSION

January 8, 2019

The Perkins Township Trustees met on Tuesday, January 8, 2019 in the Township Services Facility located at 2610 Columbus Avenue. Trustees present were Timothy Coleman, Jeffrey Ferrell and James Lang. Chairman Ferrell opened the meeting with the Pledge of Allegiance at 6:00 p.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 minutes of the Regular Sessions of December 11 and the Special Session of December 21. Mr. Coleman seconded the motion. All were in favor.

FINANCIAL REPORTS

Mr. Ferrell moved to approve the financial reports for the month ending December 31st, 2018 and the period ending January 8th, 2018. Mr. Coleman seconded. All were in favor.

NEW BUSINESS

RESOLUTION 2019-001

Elect Timothy Coleman Board Chairman for 2019

Mr. Ferrell moved to elect Timothy Coleman as Board Chairman for 2019. Mr. Lang seconded the motion. Roll call vote: Mr. Lang, aye; Mr. Coleman, abstain; Mr. Ferrell, aye. Motion passed.

With that Mr. Ferrell turned the meeting over to Mr. Coleman.

RESOLUTION 2019-002

Elect Jeffrey Ferrell Board Vice-Chairman for 2019

Mr. Coleman moved to elect Jeffrey Ferrell as Board Vice-Chairman for 2019. Mr. Lang seconded the motion. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, abstain. Motion passed.

RESOLUTION 2019-003

Designate Meeting Dates and Times for Regular Session Board Meetings

Mr. Coleman moved to set the second and fourth Tuesday at 6:00 pm for the regular session board meetings. Mr. Ferrell seconded the motion. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Motion passed.

RESOLUTION 2019-004

Act as a Body to Supervise, Maintain and Repair Township Roads

Mr. Coleman moved to authorize the Board to act as a Body to supervise, maintain and repair township roads. Mr. Ferrell seconded the motion. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Motion passed.

RESOLUTION 2019-005

Authorize Fiscal Officer to Request Tax Advances from Erie County Auditor

Mr. Coleman moved to authorize the Fiscal Officer to request tax advances from Erie County Auditor. Mr. Ferrell seconded the motion. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Motion passed.

RESOLUTION 2019-006

Hire/Appoint Township Employees

Mr. Coleman moved to hire/appoint the current Township Employees as of January 1, 2019 as follows:

PERKINS TOWNSHIP TRUSTEES

ORGANIZATIONAL SESSION

January 8, 2019

Administration

Gary Boyle, Administrator, full time
Lynn Hargrave, Administrative Assistant and EMS Billing, full time
Kathy Niehm, Administrative Clerk, full time
Ashley Ohlemacher, Administrative Assistant Payroll, full time

Fire-Full Time

Bradley Baer	Brian Hackenburg	Eric Pearson
Troy Barker	Michael Pflieger	Bryan Brace
Brian Irvan	Angelo Triana	Brent Bronner
James Johnson	Adam Buga	William LaFene
Brian Casper	Daniel Yost	Keith Eastman
Richard Miller, Jr.	Bradley Zieber	Sean Finnegan
David Murphy	Brian Martin	Benjamin Gotschall

Fire-Part Time

Jeffrey Sommers	Scott Hillman	Jacob Buchanan
Trevor Ross	Daniel Sharpe	Ethan Felton
Tyler Sams	Scott Ball	Matthew Riggle
Justin Baumann	John Grieve	Stephen Sheehan
Erica Gedridge	Phillip Bescan	Benjamin Roberts
Mitchell Benkey	Bryan Cox	Robert Holm
Alec Koutsopoulos	Zachary Stauder	Zachary Taylor

Police-Full Time

Robb Parthemore	Vincent Donald	Jonah Roesch
Richard Henderly	Timothy Alexander	Jeffrey Musser
Joseph Rotuno	Brent Adams	Martin Curran
Tonya Corbin	Joseph Bauman	Jacob Marsinick
Justin Dority	Dylan Goff	Jeffrey Briggs
Joshua Lanyi	Thomas Sheridan	Elizabeth Thayer
Stephanie Chapman	Victoria Bailey	Jordan Fraley
Jacquelynn Stocker, Records		

Police-Part Time

Peter Gale	Sylvan Wahl, Evidence	Steven Westcott, Evidence
Jessica Elliott, Records		

Police –Auxiliary

Chaplain John Adams

Public Works-Full Time

Rick Crawford	Ray Cruz	Joseph Kirk
Brian Kuns	James Melville	David Stang

Public Works – Seasonal

David Wolfe

Community Development - Full Time

George Poulos	Paul E. Ricci	Megan Sherlund	Katherine Maloney
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Community Development - Part Time (as needed/per inspection)

Stephen Ritzenthaler	Greg Capucini	Steven Brown
Robert Kurtz	Josh Fox	

Mr. Ferrell seconded the motion. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Motion passed.

PERKINS TOWNSHIP TRUSTEES

ORGANIZATIONAL SESSION

January 8, 2019

RESOLUTION 2019-007

Appoint Board/Committee Members for 2019

Mr. Ferrell moved to appoint the following board/committee members for 2019:

- Welfare Board-Jeffrey Ferrell
- Sand Hill Cemetery-James Lang
- Memorial Day- Kathy Niehm
- Health District-Jeffrey Ferrell
- Park Board- James Lang; Mike Printy, Gary Toll, Donna Andres, Robert McDowell, and Dan McLaughlin
- Erie County Regional Planning-James Lang and Megan Sherlund
- Erie County Council of Governments-Timothy Coleman; Jeffrey Ferrell, Alternate
- 911 Board-Timothy Coleman
- Emergency Management Advisory Council-James Lang, Robb Parthemore, David Murphy, Gary Boyle
- Volunteer Fire Fighters Dependents Fund-James Lamb, Diane Schaefer
- Fire Appeals Board-James Lang, Rick Myosky
- Records Commission Board- Timothy Coleman, Diane Schaefer, Kathy Niehm
- Zoning Commission –
 - Greg Schmid, Term Ending 12/31/2023
 - Kathie Mueller, Term Ending 12/31/2022
 - Cheryl Best-Wilke, Term Ending 12/31/2021
 - Kula Hoty-Lunch, Term Ending 12/31/2020
 - William Criscione, Term Ending 12/31/2019
 - John Lippus, Alternate
- Board of Zoning Appeals-
 - Mike Bixler, Term Ending 12/31/2023
 - Theodore Kastor, Term Ending 12/31/2022
 - Gary Gast, Term Ending 12/31/2021
 - William Spence, Term Ending 12/31/2020
 - Larry Pitts, Term Ending 12/31/2019
 - David Bertsch, Alternate
- CLOUT-Jeffrey Ferrell, Gary Boyle
- Erie County MPO Technical Advisory-Gary Boyle, Timothy Coleman
- Erie County MPO Policy Committee – Timothy Coleman, Gary Boyle
- Tax Incentive Review – Gary Boyle
- Erie County Land Bank –Paul Ricci, Gary Boyle
- RCO & IMPC Board of Appeals -
 - Mike Oglesbee, term ending 12/31/2023
 - Tony Schaefer, term ending 12/31/2022
 - Brian Stanley, term ending 12/31/2021
 - Ed Windau, term ending 12/31/2020
 - Dave Rengel, term ending 12/31/2019
 - Ted Kastor, Alternate

Mr. Coleman seconded the motion. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Motion passed.

RESOLUTION 2019-008

Adopt 2019 Fee Schedules

Mr. Coleman moved to adopt the 2019 Fee Schedules as follows:

<u>CEMETERY</u>	<u>Resident</u>	<u>Non-Resident</u>
Grave Spaces	\$450.00	\$725.00
Internment Opening and Closing – Weekday Monday-Friday, 7:00 am -3:30 pm	\$425.00	\$675.00
Internment – Saturday or after weekday hours	\$750.00	\$1,000.00
Sunday & Federal Holidays	\$850.00	\$1,110.00
Cremation Burial	\$200.00	\$250.00
Infant Burial	\$125.00	\$125.00
Disinterment	\$1,100.00	\$1,100.00

PERKINS TOWNSHIP TRUSTEES

ORGANIZATIONAL SESSION

January 8, 2019

PUBLIC WORKS

Labor rate for all staffing plus admin fee, \$25.00 per hour
Right-of-Way Use/ Driveway Permit \$25.00 each
Street Sweeper, one hour minimum **\$65.00** per hour plus labor
Backhoe, one hour minimum \$50.00 per hour plus labor
Loader, one hour minimum \$60.00 per hour plus labor
Skid-Steer, one hour minimum \$40.00 per hour plus labor
Road Mower, one hour minimum \$30.00 per hour plus labor
Single Axle Dump w/Salt Spreader \$45.00 per hour plus labor,
plus material (**Salt \$80 per ton**)

POLICE DEPARTMENT

Parking Ticket: Handicap, payment made within 72 hours: \$250.00
Parking Ticket: Handicap, Payment made after 72 hours: \$300.00
Parking Ticket: Handicap, payment made after 10 days: \$350.00
Parking Ticket: Fire Lane, other, payment made within 72 hours: \$50.00
Parking Ticket: Fire Lane, other, payment after 72 hours: \$75.00
Parking Ticket: Fire Lane, other, payment made after 10 days: \$150.00
Parking Ticket: Parking in Prohibited Area \$50.00
Warrant Service: \$20 flat fee per person, plus mileage \$2.00 for the first mile
and \$1.00 for every mile thereafter, round trip
Fingerprinting: \$5.00 per occasion
Towing and License Plates: for filing, storage and documentation, \$45.00 upon release
Breathe Testing: \$5.00 for each incident when requirement of court order
Probation, etc. (Not a fee for an arrested individual)
Towing rotation application fee \$175.00
Storage Fee for Forfeited Vehicles \$25.00 per day
Copies of DVD's or CD's fee \$1.50 per copy
Urine Analysis Fee Schedule:
Test with no confirmation: \$37.00 (we do not charge this back)
Test with one confirmation: \$37 + \$70: = \$107
Test with two confirmations: \$37 + \$140 = \$177
Test with three confirmations: \$37 + \$150 = \$187
The fee will not be above \$187 for any other confirmations over three.
Extra Duty Detail fee: \$42.66 per hour – Weekdays between 7 a.m. and 4 p.m.
(minimum two hours)
Extra Duty Detail fee for work performed between 4 p.m. and 7 a.m. and for any work
performed on a Saturday or a Sunday: \$43.77 per hour (minimum two hours)
Extra Duty Fee for work performed on a federally recognized holiday: \$60.22 (two hour
minimum)
Extra Duty Cruiser fee: \$19.75 per hour (minimum two hours)

OTHER FIRE AND POLICE

Ambulance Call, ALS 1 **\$765.86 and \$12.66** per loaded mile
Ambulance Call, ALS 2 **\$1,115.24 and \$12.66** per loaded mile
Ambulance Call, BLS **\$557.62 and \$12.66** per loaded mile
CPR Classes \$5.00 to \$10.00 per Person (cost of AHA card)
Motor Vehicle Accidents, Basic Charge \$300.00
Motor Vehicle Accident, Full Charge \$600.00
Motor Vehicle Accident, Extended Charge \$900.00
Ambulance Fee for PHS Football Game Charge \$175.00
Fire Pumper, minimum one hour, \$150.00 per hour plus labor
Quint, minimum one hour, \$150.00 per hour plus labor
Rescue Truck, minimum one hour, \$150.00 per hour plus labor
Emergency Squad, minimum one hour, \$150.00 per hour plus labor
Grass Fire Truck, minimum one hour, \$150.00 per hour plus labor
Ambulance Fee for Coroner, \$500.00, plus labor if tone out required
Police Officer and Vehicle, minimum one hour, when needed, \$100.00

PERKINS TOWNSHIP TRUSTEES

ORGANIZATIONAL SESSION

January 8, 2019

PERKINS TOWNSHIP COMMUNITY DEVELOPMENT FEES

ZONING

Zoning Change Applications - \$350
Variance Applications - \$350 & \$25 for each issue after initial request
Conditional Use Permit Applications - \$350
PUD (planned unit development) Applications - \$400
House Moves - \$150 (Does not include foundation or remodeling permits)
Transient Vendors - \$150 (For ninety days)
Small Shed, Deck & Porch - \$65 (199 sq. ft. or less)
Accessory building 200 sq. ft. or greater - \$75
Fences - \$35
Swimming Pools - Above Ground - \$25, In-ground - \$75
Addition and Alterations Review - \$50 + \$0.05/ sq. ft.
Single Family Home Review - \$125 + \$0.05 sq. ft.
Multi Family Home Review - \$125 + \$0.05 sq. ft.
Portable Signs - \$150 per 3 Month period
Temporary Signs - \$75 Up to six months
Signage face change only - \$25 (Must be same material, size, no cabinet changes)
Signage review - \$100 + \$.10 per sq. ft. of signage (Not required for face change only)
Commercial Alteration no changes to use or footprint - \$25
Commercial Addition (no changes to use) - \$100 + \$0.07 sq. ft.
New Com. or Industrial construction (change of use, additions, or alteration of building footprint) - \$200 + \$0.07/ sq. ft.
Site Plan Review - \$100.00
Temporary Store - \$100.00
Temporary Construction Trailer - \$25.00
Electronic Message Board Annual Fee - \$25.00
Zoning Verification Letter - \$25

NUISANCE ABATEMENT FEES per ORC 505.87

Removal of vegetation, refuse, debris - \$150 per hour, one (1) hr. min.
Nuisance Administration fee - \$150

RESIDENTIAL BUILDING

(add 1% surcharge to all fees – to be paid to Ohio Board of Building Standards)

BUILDING

New Construction – \$200 + \$0.10 sq. ft.
Additions or Alterations – \$200 + \$0.10 sq. ft.
Crawl space or Basement – foundation only - \$60; Basement only + \$0.10 sq. ft.
Deck – \$60; greater than 200 sq. ft. + \$0.05 sq. ft.
Patio or Deck/Porch Roof - \$75
Roof Replacement - Value of Construction < \$10,000 - \$100
Roof Replacement - Value of Construction => \$10,000 - \$150
New Detached Garage, Carport or Accessory Structure - \$200
Demolition of Structure - 200 – 599 sq. ft. - \$25
Demolition of Structure - 600 sq. ft. or greater - \$150
Removal of building or structure 200 sq. ft. or greater from one lot to another - \$150

ELECTRICAL (fees are per unit – Multi-family – count each unit separately)

New Construction - \$200 (includes temporary service)
Base Fee (includes service change or upgrade) - \$150
Temporary Service - \$75 (1 inspection)
Minor Electrical Alteration or Swimming Pool - \$ \$100
Service Reconnect – Meter inspection only - \$75 (1 inspection)

PERKINS TOWNSHIP TRUSTEES

ORGANIZATIONAL SESSION

January 8, 2019

MECHANICAL (fees are per unit – Multi-family – count each unit separately)

Base fee - \$150

Furnace or Boiler Replacement - \$75

Furnace & A/C Condenser - \$75

Extend existing ductwork or hydronic piping - \$75

Add A/C to Existing System - \$75

Air Handler with Ductwork - \$75

Wood-burning Stove, Fireplace or wall heater - \$75

OTHER: (fees are per unit – Multi-family – count each unit separately)

Special Inspection (including after hours) - \$100 hr. (minimum of 1 hour fee)

Inspection Recall fee - \$75

COMMERCIAL BUILDING

(add 3% surcharge to all fees – to be paid to Ohio Board of Building Standards)

Preliminary Plan Review - \$130 per hour

Electrical Upgrade 400 Amps or less - \$150

Electrical Upgrade Over 400 Amps - \$275

Electrical Temporary Service - \$100 (1 inspection)

Electrical Minor Alteration - \$100 (1 inspection)

Mechanical Replacement of Appliance - \$150

Special Inspection - \$225 each trade

Temporary (Partial) Occupancy - \$200

Certificate of Occupancy – Existing Structure - \$275

Certificate of Occupancy (in conjunction with plan review for New, Addition, Alteration) - \$65

Temporary Occupancy (Tents/Membrane Structures) - \$125 per trade

Demolition – Structural - \$225, Electrical - \$225

Signs – Plan review – \$100

Signs - \$125 each

Building – New Construction, Addition, Alteration, Change of Use - \$275 base fee + \$10.50 per 100 sq. ft. or lineal ft.

Mechanical – New Construction, Addition, Alteration - \$275 base fee + \$6.50 per 100 sq. ft.

Electrical - New Construction, Addition, Alteration - \$275 base fee + \$6.50 per 100 sq. ft. or lineal ft.

Fire Alarm – New Construction, Addition, Alteration - \$275 base fee + \$6.50 per alarm device

Sprinkler System - New Construction, Addition, Alteration - \$275 base fee + \$6.50 per 100 sq. ft.

Industrialized Unit - \$200 base fee + \$1.75 per 100 sq. ft.

LATE FILING FEE – filing application after work has started – 100% of the normal fee (fee is doubled)

CONTRACTORS

Annual Registration - \$100 each trade, maximum \$200

Working without registration - \$100 late registration in addition to regular fee.

Types of contractors required to register – General, Electrical, HVAC, Roofing, Deck and Fence, Sign, Demolition, Fire Safety, Hydraulic, Refrigeration, Excavating, Concrete and Asphalt, Other.

PARKS

Gazebo Reservation - \$25.00 non-Refundable

PERKINS TOWNSHIP TRUSTEES

ORGANIZATIONAL SESSION

January 8, 2019

OTHER TOWNSHIP FEES

Garnishment Processing Fee, per person, \$3.00 per paycheck
Check Stop Payment, \$40.00 per lost check
Returned Check Fee, \$25.00, plus charge from the bank
Copies, \$0.10 per page
Accident Reports, \$0.10 per page
Reports Certified by Fiscal Officer, 1st page \$5.00, additional pages \$0.25 each
Fire and/or EMS Reports Certified by the Fire Chief, 1st page \$5.00, additional pages \$0.25 each
Employee Mileage Reimbursement-IRS Current Rate – **58 cents for 2019**
Credit card convenience fee – 5% of transaction

Mr. Ferrell seconded the motion. Ms. Schaefer noted that changes were indicated in bold print. Mr. Coleman thanked everyone for their work on putting these fees together. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Motion passed.

Resolution 2019-009

Appoint Sean Collins Part-Time Police Officer

Mr. Coleman moved to appoint Sean Collins as a part time Police Officer, effective January 9, 2019, at a rate of \$14.25 per hour. Mr. Ferrell seconded the motion. Chief Parthemore reviewed Officer Collins educational background. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Motion passed.

Chief Parthemore then administered the oath of office to Officer Collins.

Resolution 2019-010

Hire Melanie Murray, Intern for the Police Department

Mr. Coleman moved to hire Melanie Murray, as an Intern for the month of January 2019 for the police department, at the rate of \$10.00 per hour. Mr. Ferrell seconded the motion. Chief Parthemore said that he had asked Melanie if she would be able to come back over vacation to prepare some forms for the department. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Motion passed.

Resolution 2019-011

Authorize Disposal of Police Department Equipment

Mr. Coleman moved to authorize the disposal of two steel plate rack targets no longer needed by the Police Department. Mr. Ferrell seconded the motion. Chief Parthemore noted that these items had not been used for several years. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Motion passed.

Resolution 2019-012

Promote Victoria Bailey to Class C1 Patrol Officer

Mr. Coleman moved to promote Victoria Bailey to Class C1 Patrol Officer, effective January 9th at a rate of \$23.94 per hour. Mr. Ferrell seconded the motion. Chief Parthemore stated that this was a contractual increase and that Officer Bailey is doing a great job. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Motion passed.

Resolution 2019-013

Promote Thomas Sheridan Class B Patrol Officer

Mr. Coleman moved to promote Thomas Sheridan to Class B Patrol Officer, effective January 13th, at a rate of \$24.51 per hour. Mr. Ferrell seconded the motion. Chief Parthemore said that this also was a contractual raise. However, with what was going on he wasn't certain if we wanted to proceed. Mr. Lang suggested tabling the raise to the next meeting. After some discussion, it was decided that the Board was obligated to go ahead with the raise. Roll call vote: Mr. Lang, abstain; Mr. Coleman, aye; Mr. Ferrell, aye. Motion passed.

PERKINS TOWNSHIP TRUSTEES

ORGANIZATIONAL SESSION

January 8, 2019

Resolution 2019-014

Promote Justin Dority Class B1 Patrol Officer

Mr. Coleman moved to promote Justin Dority to Class B1 Patrol Officer, effective January 16th, at a rate of \$25.09 per hour. Mr. Ferrell seconded the motion. Chief Parthemore said that Officer Dority and his partner Sport are doing a great job, especially at public event. This also was a contractual raise. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Motion passed.

Resolution 2019-015

Approve Strickfaden Park Pavilion Rental Application & Agreement

Mr. Coleman moved to approve the Strickfaden Park Pavilion rental application and agreement. Mr. Ferrell seconded the motion. Mr. Boyle said that Kate Maloney and Ashley Ohlemacher have worked on this agreement. It has been reviewed by Mr. Coppeler. We have already been getting requests for rentals. Mr. Coleman asked if we had a flow chart of the process so that everyone knew the process. In response to Mr. Ferrell's questions, Ms. Maloney said that there were others who would be authorized to process requests in her absence and there would be hard copies of the calendars. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Motion passed.

Department Reports

Police Department – Chief Parthemore said they were working diligently on all the yearend reports. Also he has received a letter for the Salvation Army thanking Officer Henderly for 'ringing' their bell during the Christmas season.

Fire Department – Chief Murphy said they had a successful live fire training on Saturday although one fire fighter of another department sustained minor injuries. Chief Murphy thanked Mr. Ricci and Mr. Crawford for their assistance and Lt. Pflieger for coordinating the event.

The inventory has been turned in. The department was in the process of gathering the information for the year end reports.

Public Works Department – Ashley Ohlemacher reported that the department had picked up 104 Christmas trees. They took 50 of them to Back to the Wild. They have been doing tree trimming. The benches for Speer Field are in storage and will be assembled in the spring. The new Cemetery sign has been installed and we are waiting for the electricity to be connected. Everyone agreed that it looks nice. Today was the final day for leaf pickup.

Community Development – Ms. Maloney reviewed the monthly activities. They are working on the Property Maintenance code for the next meeting.

Ms. Sherlund reviewed the upcoming activities for both the Zoning Commission and the Board of Appeals. The Pump will be torn down to make room for a Friendship Station.

Administrator – Mr. Boyle reviewed the Board meeting he had attended. Mr. Boyle said all departments had been asked to prepare their annual reports. Mr. Boyle also said that he had been contacted by Ron Waite of the Sandusky Register asking if we would like to submit a guest editorial. Mr. Boyle will prepare something for the review of the Board.

Notices/Correspondence

- Next Regular Meeting – January 22nd @ 6:00 pm
- Inventories are due January 14th (Three copies)

Fiscal Officer Comments

- Payments for the period December 12, 2018 through December 31, 2018 totaled \$561,170.33 and included the OPWC payment to 7L Construction, a payment to Studer-Obringer, and a payment to Vasu for equipment for the Police Department;

PERKINS TOWNSHIP TRUSTEES

ORGANIZATIONAL SESSION

January 8, 2019

and for the period January 1 through January 8th, 2019 totaling \$152,353.85 and included the OPWC loan payment.

- The State Auditors are ready to start next week on the 2017-2018 audit.
- UAN sent tax tables update out and it has been installed.
- Prior Year's Purchase Orders are almost all adjusted. Certificate of carryover amounts will be sent to the County Auditor this week (Could be finished this week)
- Majority of the 2019 Purchase Orders have been opened for all departments
- Received revised evaluation & estimate collections from County – Evaluation increase approximately \$13 Million, resulting in a \$101,333 increase in the estimated tax collection.

Trustees Discussion

Mr. Ferrell asked that Mr. Boyle set some dates to work on the Permanent Appropriations, reminding him that most of the Board would be at the OTA conference the last week of January.

Public Forum – None.

Ms. Maloney did advise that the roof of Howard Johnson had blown off last night. The Community Development department would take care of securing the roof if the owner did not do it.

Adjournment:

With no further business, Mr. Ferrell moved to adjourn the meeting at 6:35 pm. Mr. Coleman seconded the motion. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye.

Timothy Coleman, Chairman

Diane Schaefer, Fiscal Officer