

**PERKINS TOWNSHIP TRUSTEES**

**REGULAR SESSION**

**May 28, 2019**

The Perkins Township Trustees met on Tuesday, May 28, 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 April 23, 2019 and Special Session of May 7, 2019. Mr. Ferrell seconded the motion. All were in favor.

**FINANCIAL REPORTS**

Mr. Coleman moved to approve the financial reports for the month ending April 30<sup>th</sup> and the period ending April 23<sup>rd</sup>. Mr. Ferrell seconded. All were in favor.

**NEW BUSINESS**

**Resolution 2019-088**

**Apply for 2019/2020 Drug Use Prevention Grant**

Mr. Coleman moved to apply for and accept if awarded the 2019/2020 Drug Use Prevention Grant. Mr. Ferrell seconded the motion. Assistant Chief Donald said this was the same grant we apply for each year. This year it will be for two officers. It goes toward paying half of the salaries of the SRO/DARE officers while they are performing Anti-drug training within the schools. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2019-089**

**Apply for 2019 Edward Byrne Memorial Grant**

Mr. Coleman moved to apply for and accept if awarded the 2019 Edward Byrne Memorial Grant (Justice Assistance Grant (JAG) through the Office of Criminal Justice. Mr. Ferrell seconded the motion. A/C Donald said that this was a 25% matching grant. It also would go toward SRO salaries. We are partnering with the schools. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2019-090**

**Approval of US Route 6 Post Detour Release Form**

Mr. Coleman moved to approve the US Route 6 post detour release form. Mr. Ferrell seconded the motion. Mr. Coleman said this was the form after the completion of the ODOT program. Mr. Boyle said that there was no damages noted on the detour routes. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2019-091**

**Supplemental Appropriations – Parks/Recreation**

Mr. Coleman moved to approve the following supplemental appropriations:

1000-610-420-0000 Operating Supplies	\$ 3,000
1000-910-910-2911 Transfer Out – Recreation	\$ 5,000
2911-690-190-0000 Salaries	\$ 5,000
1000-910-910-2913 Transfer Out – Park Development	\$44,500
2913-610-720-0211 Buildings {Strickfaden}	\$31,000
2913-610-730-0108 Site Improvements (Sartor)	\$13,500

Mr. Ferrell seconded the motion. Mr. Boyle said that this provided funding for both Strickfaden and Sartor parks. It also replaces the reallocations which were done last month. The additional funds will come from the General Fund. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

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**Resolution 2019-092**

**Adopt a revised Credit Card Policy**

Mr. Coleman moved to adopt the revised Credit Card Policy. Mr. Ferrell seconded the motion. Ms. Schaefer said that the State has still not made an official ruling on store charge accounts. It also clarifies that the person who signs out the credit card can use it for someone else if they are attending the same event. When turning in charge slips, the person making the charge needs to sign it. This was a question raised during the audit. To address the issue of the police and fire department having their own set of cards, there will be a designee in each of those departments. There will also be a monthly review of the charges for each account with the Chairman signing the report verifying that the Board has reviewed the charges. And finally there will be a six month review of the accounts, the credit limits, and who is authorized to use them. Mr. Coleman asked if this had been reviewed by Mr. Coppeler. Ms. Schaefer said that she had just finished it and that it needed to be reviewed by the Unions also. Mr. Ferrell asked about the suspended American Express account. Ms. Schaefer said that she had done this because the account was only used once. If there is a need to reinstate, we can do so without going through the entire enrollment process. Mr. Ferrell also asked why some people were not approved to use the accounts. Ms. Schaefer said they were approved, but had not signed the Credit Card Policy form. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2019-093**

**Approve a Lot Split and Sales of 324 Oakland Avenue**

Mr. Coleman moved to approve the lot split of 324 Oakland Avenue and approve the sale to the adjoining property owners for \$750 each. Mr. Ferrell seconded the motion. Mr. Ricci explained that this was property that was damaged by a fire. We have done the cleanup. The lot is non buildable as a lot. Mr. Ferrell asked if there was a cost for the lot split. Mr. Ricci said there was and the \$1,500 covered the cost. The owners are responsible for the cost of recording the deeds. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2019-094**

**Supplemental Appropriation –Road Reconditioning Levy**

Mr. Coleman moved to adopt the following supplemental appropriations:

2194-330-319-0000 Professional & Technical Services	\$15,000
2194-330-360-0000 Contracted Services	(\$15,000)

Mr. Ferrell seconded the motion. Mr. Coleman explained that this was for the company doing the recommendation for road projects. Ms. Schaefer explained that the Contracted Services line item was for the companies doing the road work and Professional & Technical was for consultants. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Department Reports**

**Fire Department** – Chief Murphy said the roof had been completed at Station #3 and carries a ten year warranty. Fire Fighter Brian Casper has complete 20 years of service. Chief Murphy read a letter received from a resident regarding a squad call. The Captain promotional exam has been scheduled for July/August.

**Police Department** – A/C Donald said that all was going well with Bike Week. They hope to submit names for full time position at the next meeting. They have joined the Ohio Small Police Department organization. They have a grant writer and provide training for smaller agencies.

**Community Development** – Mr. Ricci presented the monthly report with updates on Golden Corral and Culver's.

Mr. Ricci did need to ask for a resolution for an ODNR grant which is due June 1<sup>st</sup>.

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**Resolution 2019-095**

**Approve an Ohio Department of Natural Resources Grant**

Mr. Ferrell to apply for and accept if awarded an ODNR grant through the Recreational Trails Program and/or the Clean Ohio Trails Fund. This application will be for \$27,000 for Abernathy Park. Mr. Coleman seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

The Homeville cleanup is June 22<sup>nd</sup>. The Maui Sands property is in receivership.

Ms. Sherlund reported that she had been working on sign violations on Route 250. She reviewed recent BZA hearing activities and upcoming Zoning hearing. One hearing is for a mobile park on Route 250 across from Kalahari. Mr. Ferrell asked if we could add additional conditions. There was an extended discussion to whether motel tax would apply to this development.

**Public Works Department** – Mr. Boyle gave an update for this department. The first rental of the Pavilion will be this weekend.

**Administrator** – Mr. Boyle said that he has just received an estimate from Alex Etchill for the design of various road projects.

**Resolution 2019-096**

**Approve Contract with Contractor's Design for Engineering Services**

Mr. Ferrell moved to approve the contract with Contractor's Design for engineering for various streets in Fairview Lanes not to exceed \$4,500. Mr. Coleman seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

There will be a review of the Health insurance coverage with The Ashley group on Friday, May 31<sup>st</sup>.

There will be meeting with representatives from the school on an internship program.

**Notices/Correspondence**

- Next Regular Meeting – for June 11<sup>th</sup>
- Notice of new C1 liquor license at Aldi Inc Ohio dba Aldi 62, 3612 Milan Road

**Fiscal Officer Comments**

- The OTARMA Appraiser was here on May 23<sup>th</sup> to appraise all building over \$50,000.
- Payments for the period May 8<sup>th</sup> through May 31<sup>st</sup> totaled \$831,114.84 and included payments to: 7L Construction for the final payment on the Woodlawn project which needs to be sent to OPWC for reimbursement; MD Unlimited for the gutters on the Pavilion; Accurate Business Machines for the security cameras at the Pavilion, the new Wi-Fi system of the service complex, and computer for the recreation coordinator; Wolff Bros for the Strickfaden parking lot lights; Huntington Bank for the interest payment on Bell/Hull loan; Galion Canvas for the rolling curtain; Firelands Electric to replace meeting room lights; West Roofing for the roof at Station #3; and the final payment to First National Bank for the TAN loan. This was paid early saving almost \$2,400 in interest.
- 2020 proposed budget are to be submitted by June 11<sup>th</sup>
- Need complete list of items for auction by department. We have to advertise once a week for three weeks, general description only. Complete listing will be on

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website, with pictures if you want. The Board decided that they wanted to have the auction in the fall rather than the summer

- Reminder to have agenda items in by the Wednesday prior to meeting.
- Have received OTARMA liability insurance renewal update information. Packets will be distributed shortly.

**Trustees Discussion** – None

**Public Forum** – None

Mr. Coleman moved to go into executive session at 6:45 pm per ORC 121.22(G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee. Mr. Ferrell seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Motion approved.

In attendance were: Mr. Coleman, Mr. Ferrell, Mr. Lang, and Mr. Boyle

Mr. Ferrell moved to returned to regular session at 7:06 pm. Mr. Coleman seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Motion approved.

**Adjournment:**

With no further business, Mr. Ferrell moved to adjourn the meeting at 7:06 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