

**PERKINS TOWNSHIP TRUSTEES**

**REGULAR SESSION**

**December 27, 2019**

The Perkins Township Trustees met Friday, December 27, 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 9:00 a.m.

**AGENDA**

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

**FINANCIAL REPORTS**

Mr. Coleman moved to approve the financial reports for the period ending December 27, 2019. Mr. Ferrell seconded. All were in favor.

**NEW BUSINESS**

**Resolution 2019-185**

**Adopt 2020 Temporary Appropriations**

Mr. Coleman moved to adopt the temporary appropriations for 2020 totally \$7,683,477, as itemized in the following table:

2020 TEMPORARY APPROPRIATIONS	Salaries	Other		Total
1000 GENERAL FUND				
110 Administration	\$ 404,889	\$ 582,241	\$ 987,130	
120 Building & Grounds		\$ 109,500	\$ 109,500	
190 Community Development	\$ 209,800	\$ 313,322	\$ 523,122	
310 Lighting		\$ 14,000	\$ 14,000	
610 Parks & Recreation	\$ 60,150	\$ 53,639	\$ 113,789	
690 Recreation & Community Events	\$ 37,000	\$ 25,402	\$ 62,402	
Transfers Out		\$ 138,440	\$ 138,440	
Total General Fund	\$ 711,839	\$ 1,236,544		\$ 1,948,383
2011 MOTOR VEHICLE		\$ 18,300		\$ 18,300
2021 GASOLINE TAX	\$ 52,084	\$ 58,832		\$ 110,916
2031ROAD & BRIDGE	\$ 157,000	\$ 213,697		\$ 370,697
2041 CEMETERY	\$ 23,750	\$ 14,160		\$ 37,910
2191 POLICE LEVY	\$ 472,344	\$ 511,675		\$ 984,019
2192 FIRE & EMS LEVY				
220 Fire	\$ 936,500	\$ 1,140,075	\$ 2,076,575	
230 EMS	\$ 286,000	\$ 356,000	\$ 642,000	
Total Fire & EMS				\$ 2,718,575
2193 MVA		\$ 16,000		\$ 16,000
2194 ROAD RECONDITIONING		\$ 1,079,000		\$ 1,079,000
2221 DRUG LAW ENFORCEMENT		\$ 6,000		\$ 6,000
2231 PERMISSIVE MOTOR VEHICLE	\$ 60,000	\$ 49,078		\$ 109,078
2271 ENFORCEMENT & EDUCATION		\$ 3,500		\$ 3,500
2291 POLICE DOJ		\$ 9,376		\$ 9,376
2293 DRUG USE PREVENTION GRANT	\$ 30,000	\$ 6,547		\$ 36,547
2401 STREET LIGHTING	\$ 1,500	\$ 34,557		\$ 36,057
2907 K-9		\$ 12,000		\$ 12,000
2910 POLICE CPT GRANT		\$ 13,000		\$ 13,000
2911 RECREATION	\$ -	\$ 70,684		\$ 70,684
2913 PARK DEVELOPMENT				\$ -
3101 DEBT SERVICE 2015		\$ 75,935		\$ 75,935
4402 OPWC W STRUB ROAD		\$ 27,500		\$ 27,500
	\$ 2,731,017	\$ 4,952,460		\$ 7,683,477

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Mr. Ferrell seconded the motion. Ms. Schaefer said that she reviewed and corrected when necessary all payroll related taxes. Equipment has been taken out of the Temporary Appropriations at this time. The only transfers included are for Cemetery and Debt Services. Park Development and other major projects will be reviewed after we know the carryover amounts. Ms. Schaefer also explained that one department had submitted their Temporary Appropriations based on just 25% on the 2019 Appropriations. Line items for known commitments such as medical insurance, leases, phone service, etc. need to be included at 100% so that only one purchase order needs to be prepared for the entire year. Mr. Coleman asked if the department heads had had a chance to review their budgets. Ms. Schaefer said that they had not since she just completed it this morning. She also knows that there are some items relating to the wage contracts that have not been included. However, since she has not been given the contracts, she has no idea of the items that need to be adjusted. Mr. Ferrell noted that any adjustments can be made after the first of the year. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2019-186**

**Authorize Filing of Annual Financial Report using Regulatory Method**

Mr. Coleman moved to authorize the Fiscal Officer to file 2019 Annual Financial Report using regulatory method. Mr. Ferrell seconded the motion. Mr. Coleman said this was a request by the Auditors to do annually. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted .

**Resolution 2019-187**

**Ratify the IAFF Contract for the Period October 1, 2019- September 30, 2022**

Mr. Coleman moved to ratify the IAFF contract for the period October 1, 2019 to September 30, 2022. Mr. Ferrell seconded the motion. Mr. Boyle noted that the contract was being prepared by legal counsel. The major changes were to Article 9 - Eligibility for Promotions; Article 11, Section 5(B) & (D) – Payout of Sick Leave upon Retirement; Article 11, Section 12 – Bereavement to define the number of days granted for the different relationships; Article 21, Section 3 – HSA contributions of \$300/600 in 2020, \$350/700 in 2021 and \$400/800 in 2022; Article 23, Section 2 – change the rate of longevity and adding another level for 20 or more years of service; and Appendix A – Wage increase of 3% in year one; 3% in year two; and 3% in year three. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman. Resolution adopted.

**Resolution 2019-188**

**Accept Retirement of Captain Richard Miller, Jr.**

Mr. Coleman moved to accept the retirement of Captain Rich Miller from the Fire Department, effective January 1, 2020 (corrected to December 31, 2019). Mr. Ferrell seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, Resolution adopted.

IAFF President Bryan Brace and Chief Murphy, along with the Trustees, presented Captain Miller with some memories of his service with the Township.

**Resolution 2019-189**

**Adopt Salary Method of Payment for Trustees and Fiscal Officer**

Mr. Coleman moved to adopt the salary method of payment for the Trustees and Fiscal Officer. Mr. Ferrell seconded the motion. Mr. Coleman clarified that this was a monthly payment at the end of the month. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, Resolution adopted.

**Resolution 2019-190**

**Purchase Health Insurance for Trustees and Fiscal Officer**

Mr. Coleman moved to authorize the purchase health insurance for the Trustees and Fiscal Officer. Mr. Ferrell seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman. Resolution adopted.

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**Resolution 2019-191**

**Purchase Life Insurance for Trustees and Fiscal Officer**

Mr. Coleman moved to authorize the purchase of life insurance for Trustees and Fiscal Officer. Mr. Ferrell seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman. Resolution adopted.

**Resolution 2019-192**

**Ratify FOP Contract for November 1, 2019 – October 31, 2022**

Mr. Coleman moved to ratify the FOP contract for the period November 1, 2019 to October 31, 2022. Mr. Ferrell seconded the motion. Both Mr. Boyle and Assistant Chief said that both sides worked in the best interest of the Township. The major changes were to Article 10, Section 7 – Lateral Hires; Article 13, Section 9 – Bereavement to define the number of days granted for the different relationships; Article 14 – Maternity Leave was deleted; Article 22, Section 3 – HSA contributions of \$300/600 in 2020, \$350/700 in 2021 and \$400/800 in 2022; Article 24, Section 2 – change the rate of longevity and adding another level for 20 or more years of service; and Appendix A – for the rank of Lieutenant/Sergeant a 5% wage increase in year one of the contract; 3% in year two; and 4% in year three; for Patrol Officer Class A a 4% wage increase in year one of the contract; 3% in year two; and 3% in year three; and for Patrol Officer B & C a 3% wage increase in year one of the contract; 2% in year two; and 2% in year three and returning to three levels of Patrol Officers instead of five. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman. Resolution adopted.

**Resolution 2019-193**

**Appoint Charles Life Class C Patrol Officer**

Mr. Coleman moved to appoint Charles J. Life Class C Patrol Officer at the rate of \$21.86 per hour, effective December 30, 2019, for a one-year probationary period. Mr. Ferrell seconded the motion. Chief Donald reviewed Officer Life's previous history. Mr. Boyle said all the background information was favorable. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2019-194**

**Appoint Ryan McDermott as a Part-Time Patrol Officer**

Mr. Coleman moved to appoint Ryan J. McDermott, part-time Patrol Officer at the rate of \$14.25 per hour, effective December 30, 2019. Mr. Ferrell seconded the motion. Chief Donald review Officer McDermott's previous history. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2019-195**

**Approve Schedule As for Non-Collective Bargaining Staff**

Mr. Coleman moved to approve Schedule A's for non-collective bargaining staff, effective January 1, 2020, January 1, 2021, and January 1, 2022 as follows:

3%, 3%, 3%	R. Gary Boyle	Paul Ricci
	Lynn Hargrave Altaffer	Katherine Maloney
	Kathy Niehm	Melanie Murray
	Ashley Ohlemacher	Nicholas Blovsky
	Jacquelynn Stocker	Richard Crawford
5%, 3%, 4%	Vincent Donald	Robb Parthemore
3.88%, 3%, 4%	David Murphy	

Mr. Ferrell seconded the motion. Mr. Boyle outlined some of the other changes that reflect similar changes in the bargaining unit contracts. Contributions to eligible employee's HSA will be \$300/\$600 in year one; \$350/\$700 in year two; and \$400/\$800 in year three; Bereavement Leave is defined in detail; Schooling allowances for key staff personnel; Longevity rates and levels have been increased; Severance Pay has an option for the payout of sick leave. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

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**Resolution 2019-196**

**Accept resignation of Mechanic James Melville**

Mr. Coleman moved to accept the resignation of Mechanic James Melville of the Public Works Department, effective December 20, 2019. Mr. Ferrell seconded the motion. Mr. Boyle said that Mr. Melville had turned in his resignation Friday afternoon. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Department Reports**

**Fire Department** – Chief Murphy said that they had had a successful year although down a little from last year. Mr. Lang asked if the new squad had been repaired yet. Chief Murphy said that it was not.

**Police Department** – Chief Donald said they were getting ready for the end of the year. He also thanked the Trustees and the other department for all their work this year.

**Community Development** – Paul Ricci gave an update on the projects through his department. He also had a request for a grant. The other request was for selling of property.

**Resolution 2020-197**

**Approve Application to the Erie County Community Foundation**

Mr. Ferrell moved to apply for, and accept if awarded, a grant from the Erie County Community Foundation for Community Gardens at Abernathy Park in the amount of \$6,000. Mr. Coleman seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2020-198**

**Sale of 3603 Grant Avenue Property.**

Mr. Coleman moved to sale 3606 Grant Avenue to Christine White for \$1,500.00. Mr. Ferrell seconded the motion. Mr. Ricci said that they had contacted all the neighbors offering the property for sale. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Public Works Department** – Mr. Boyle reported that leaf pickup was over. Equipment is ready for the snow season.

**Recreation** – Mr. Boyle reported that Mr. Blovsky and he had reviewed the contract with SportsCenter. He also had an update of the contributions from Firelands Regional Medical Center.

**Administrator** – Mr. Boyle reviewed previous and upcoming meetings. He is reviewing a MOU for the Soil & Water District. Mr. Boyle asked the department to start working on their annual reports. Mr. Boyle thanked the department heads, staff, and employees for all the hard work this year. We have accomplished a lot.

**Notices/Correspondence**

- Next Regular Meeting – January 14<sup>th</sup> at 6:00 pm – Organizational Meeting

**Fiscal Officer Comments**

- Payments for the period December 11<sup>th</sup> through December 27<sup>th</sup> totaled \$769,318.24 including payments for: Fire Department back pay of \$238,111.64 and the 2019 contributions to their HSA accounts of \$87,833.72; Vasu for portable radios for the Fire Department, Stryker for Life Paks, Sand Hill Cemetery, Pat Fox Excavating for Beatty, and Abateco Services for Beatty & Milan Road properties

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- The gross backpay to the Fire Department was just under \$400,000 for 2016-2019. Contributions have been made to their HSAs up to the 2019 limits with approximately \$9,825 to be paid to former employees who need to set up accounts. The balance to be paid in 2020 is approximately \$9,750 for four employees who exceeded the limits in 2019.
- Melanie Murray received a 5% Educational increase as of December 13<sup>th</sup> for her bachelor's degree in Urban Planning & Political Science from Miami University. Her new rate is \$16.80.
- Inventories are to be turned in by January 13
- This was the first time we had to withdraw money from StarOhio in the past four years. While the expenses were budgeted, the transfer was needed because of the cashflow. Interim funds are invested until needed. StarOhio was the investment with the lowest interest rate; therefore, the money was taken from there.

**Public Forum** – None

Mr. Ferrell moved to go into executive session at 10:04 am to discuss the sale of property as permitted under ORC 121.22(G)(2). Mr. Coleman seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye.

At 11:05 am, Mr. Coleman moved to go out of the executive session and return to the regular meeting. Mr. Ferrell seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye.

**Adjournment:**

With no further business, Mr. Coleman moved to adjourn the meeting at 11:05 am. Mr. Lang seconded the motion. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye.

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Timothy Coleman, Chairman

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Diane Schaefer, Fiscal Officer