

## **PERKINS TOWNSHIP TRUSTEES**

### **REGULAR SESSION**

**April 13, 2021**

The Perkins Township Trustees met Tuesday, April 13, 2021, 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.

#### **FINANCIALS**

Mr. Coleman moved to approve the financials for the month ending March 31 and period ending April 13. Mr. Ferrell seconded the motion. All were in favor.

**HEARING-** Proposed Lighting District on Windamere Lane in Windamere Subdivision #5. Mr. Coleman opened the hearing. Ms. Schaefer said a petition was filed last year by the developer for seven lots in Windamere #5. At that time, the road had not been accepted for public use. Now that the County has accepted the roads into the Perkins road system, we can proceed with the creation of the street lighting district. The estimate installation cost from Ohio Edison for two lights is approximately \$3,625. The approximately monthly operating costs are \$24.00 per month.

Since the petition was filed, two parcels of property have been sold - one to Ryan Ponting and one to Brennan and Julianne Smith. The developer retains ownership of the remaining five lots. Notices were sent to the owners along with the cost of the installation.

Mr. Ponting expressed concern about the costs of the installation. He was not advised of a potential assessment for the installation at the time he purchased the property. Mr. Coleman said that he is not aware of how it has been done in the past. Mr. Boyle said that it has been done both ways. Ms. Schaefer said that from her research when the lights are put in by the developer before selling the lots, the developer usually pays for the installation. There have been two areas where this was not done. In Windamere #4, the owners petitioned for the lights after the area had been developed, they paid for them. The other area in Timber Lake is still without lights.

Mr. Coleman asked if the cost of the installation was in the cost of the lots. Ms. Schaefer said that she would think so, but has no proof of that.

With no other comments, Mr. Coleman then moved to close the hearing.

Mr. Ferrell moved to table the decision until there were further discussions with the developer. Mr. Coleman seconded the motion. Mr. Coleman said there was nothing we can do to force a developer to disclose the potential assessments. The only thing we can do is talk to the developer again. Ms. Schaefer said the developer would still be responsible for five lots. Based on front footage, the assessments range from \$409 to \$710. The Board asked that Ms. Schaefer contact the developer again to see if they would agree to pay for the installation for all the lots. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye.

#### **NEW BUSINESS**

##### **Resolution 2021-67**

##### **Depository Account with First National Bank of Bellevue**

Mr. Coleman moved to authorize a depository account with First National Bank of Bellevue for a five-year period beginning April 1, 2021, related to the Tax Anticipation Note for road projects. Mr. Ferrell seconded the motion. Ms. Schaefer explained that this was a money market account to hold the money until it was needed for payments of the road projects. The current interest rate is .375% which is almost four times what we are getting from StarOhio. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**PERKINS TOWNSHIP TRUSTEES**

**REGULAR SESSION**

**April 13, 2021**

**Resolution 2021-68**

**Authorize Grant Application of Mental Health & Recovery Board**

Mr. Coleman moved to authorize the submittal of a grant application by the Police Department to the Mental Health and Recovery Board and accepting the grant if so awarded. Mr. Ferrell seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2021-69**

**Authorize Grant Application to Mylander Foundation for Landscaping and Signage at Milan & Hull Roads**

Mr. Coleman moved to authorize the submittal of a grant application to the Mylander Foundation for landscaping of the signage at Hull & Milan Roads, and accepting the grant up to \$5,000 if so awarded. Mr. Ferrell seconded the motion. Ms. Byington noted that this was an additional grant for the sign project. Mr. Coleman asked that the sign be rotated to face Milan Road rather than Hull Road. Ms. Byington said that they have a meeting to review all signs and would take his suggestion to mind. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2021-70**

**Authorize Grant Application to Erie MetroParks for Bleachers**

Mr. Coleman moved to authorize the submittal of a grant application for \$10,000 to Erie MetroParks for baseball field bleachers and accepting the grant if so awarded. Mr. Ferrell seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2021-71**

**Hire Adam Panas as Community Development Intern**

Mr. Coleman moved to hire Adam Panas as a part time Intern in the Community Development Department, effective May 10, 2021, at a rate of \$10.00 per hour. Mr. Ferrell seconded the motion. Ms. Byington noted they had received a grant from the Erie County Community Foundation for \$4,000 for an intern. Mr. Panas is originally from Perkins and will be working on mapping and other projects. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2021-72**

**Reclassify Fire Fighter Levi Soule as Class A**

Mr. Coleman moved to reclassify Firefighter Levi Soule as Class A, effective March 25, 2021. Mr. Ferrell seconded the motion. Lt. Bronner noted that Firefighter Soule had recently completed the training for a Class A firefighter. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2021-73**

**Authorize the Disposal of Scott NXG-2 SCBA Bottles**

Mr. Coleman moved to authorize the disposal of Scott NXG-2 self-contained breathing apparatus, bottles, and masks as deemed appropriate. Mr. Ferrell seconded the motion. Lt. Bronner said that some of the old equipment could possibly be used by another department. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2021-74**

**Accept the Resignation of Part-time Firefighter Jacob Buchanan**

Mr. Coleman moved to accept the resignation of part-time Firefighter Jacob Buchanan, effective April 22, 2021. Mr. Ferrell seconded the motion. Firefighter Buchanan has accepted a position with the City of Sandusky. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**PERKINS TOWNSHIP TRUSTEES**

**REGULAR SESSION**

**April 13, 2021**

**Resolution 2021-75**

**Accept Resignation of Administrative Assistant Melissa Vassallo**

Mr. Coleman moved to accept the resignation of Community Development Administrative Assistant Melissa Vassallo, effective April 23, 2021, Mr. Ferrell seconded the motion. Ms. Byington reported that Ms. Vassallo is returning to the City of Sandusky. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Department Reports:**

**Police Department** - Chief Donald has submitted his report in writing. Chief Donald did present two letters of thanks for Sgt. Musser and Officer Marsinick for opening cars.

**Fire Department** – Lt. Bronner reported on the mutual aid they had performed at a fire in Townsend Township.

**Public Works Department** - Director Link gave an update of the Abernathy Park project. Work has started on the sidewalks on Marshall Avenue. Cleanup Day in the Township will be April 24<sup>th</sup>, 9:00 am – 12:00 pm. The yard waste drop off is April 24<sup>th</sup> and April 25<sup>th</sup> at Barnes.

**Recreation** – Director Link said they are working on getting the baseball fields prepared for the summer season. They hope to hire some summer help to maintain the fields. They have over 400 players signed up for baseball.

**Cemetery** – They are working on preparing the cemetery for the spring cleanup and Memorial Day.

**Community Development** – Ms. Byington reported that the banners for Route 250 should be in this week or next week. They would like to have installed before Cedar Point traffic starts.

**Administrator** – Mr. Boyle had submitted his report in writing. He updated the Board on the Maui Sands TIF and the Maui property in general.

Mr. Boyle noted that with the departure of Melissa Vassallo, Melanie Murray has really stepped up and with the concurrence of Ms. Byington, he is recommending an amendment to her Schedule A to reflect the additional duties.

**Resolution 2021-76**

**Amend Schedule A for Melanie Murray**

Mr. Ferrell moved to amend the Schedule A for Melanie Murray, effective April 10, 2021, at a rate of \$19.52 per hour. Mr. Ferrell seconded the motion. Mr. Coleman said that Melanie has earned the increase. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

**Notices/Correspondence**

- Next Regular Meeting – April 27 at 8:00 am
- New D2 liquor permit submitted by Tami S. Tallman Ltd. (dba Scarlet O Hair Salon & Spa) at 912 West Perkins Avenue. No hearing is requested.

**Fiscal Officer Comments**

- Payments for the period March 27 – April 13 total \$254,590.93 and include payments to: Gundlach Sheet Metal for annual update, Sedgwick MCO for W/C management, Buckeye Tree Service for removing a tree, Community First National Bank for SCBA lease payment.
- Motel Tax report for February 2021 – Collections of \$57,905.08, down 9.44% from Feb 2020; down 12.27% for the YTD totals compared to 2020. Ms. Schaefer noted

**PERKINS TOWNSHIP TRUSTEES**

**REGULAR SESSION**

**April 13, 2021**

that there is a new Air-BNB property on Hayes Avenue, owned by Tallman Properties, that is being reported.

**Trustees Discussion** – None

**Public Forum** – Angela Clifton, Parkland, was concerned about the activities occurring around the Wolf Inn. Chief Donald said they are aware of the problems, but they cannot be there all the time. They are doing everything that they can do, documenting the problems to present to the Prosecutor’s Office. She also asked that a gap in the hotel’s fencing be closed to reduce trespassing. Staff agreed to follow up with the hotel owner to eliminate the gap in the fencing.

**Adjournment:**

There being no further business to come before the Board at this time, Mr. Ferrell moved to adjourn the meeting at 6:48 pm. Mr. Coleman seconded. 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