

PERKINS TOWNSHIP TRUSTEES

SPECIAL SESSION

December 23, 2021

The Perkins Township Trustees met Thursday, December 23, 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 8:30 a.m.

AGENDA

Mr. Coleman moved to adopt the agenda with the removal of the resolution adopting the temporary appropriations. Mr. Lang seconded the motion. All were in favor.

MINUTES

Mr. Coleman moved to approve the minutes of the Regular Session of September 30, the Special Session of October 5, and the Regular Sessions of October 12 and October 26. Mr. Ferrell seconded the motion. All were in favor.

FINANCIAL REPORTS

Mr. Coleman moved to approve the financials for the period ending December 21, 2021. Mr. Ferrell seconded the motion. All were in favor.

NEW BUSINESS

Resolution 2021-227

Approve Contract with Cedar Point Sports Center

Mr. Coleman moved to approve a two-year contract with Cedar Point Sports Center (2021-22 and 2022-23) in the amount of \$15,500 per season. Mr. Ferrell seconded the motion. Director Link reported that he had met with Superintendent Boggs. The school is going to have a meeting in January and the School District will likely be providing some funds to offset the cost of this program. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

Resolution 2021-228

Supplemental Appropriations – General Fund & Road Paving Funds

Mr. Coleman moved to approve supplemental appropriations as follows:

1000-690-591-0093 Contributions to Other Organizations	\$3,000
Purpose: To donate the proceeds of the Car Show to other organization(s)	
Source: Unappropriated funds	
2194-330-360-0243 Contracted Services{Columbus Park}	\$40,735
2194-330-360-0257 Contracted Services{Southgate}	\$23,000
Purpose: To process the Then & Now Payments	
Source: Unappropriated Fund	

Mr. Ferrell seconded the motion. Chief Donald said the proceeds from the car show will go to Firelands Positive People, Community Youth Mentoring, and Perkins Public Schools. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

Resolution 2021-229

Authorize Change Order with D. L. Smith for Southgate Acres Subdivision

Mr. Coleman moved to authorize change order with D. L. Smith for paving in the Southgate Acres Subdivision in the amount of \$67,100.47. Mr. Ferrell seconded the motion. Director Link said this was for Kevin, Hoffman, and the additional part of Donair. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

Resolution 2021-230

Approve Payment of Then & Now to D. L. Smith

Mr. Coleman moved to approve the payment of a Then & Now purchase to D. L. Smith in the amount of \$67,100.47. Mr. Ferrell seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

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Resolution 2021-231

Authorize Change Order with D. L. Smith for Columbus Park Subdivision

Mr. Coleman moved to authorize change order with D. L. Smith for additional paving in the Columbus Park Subdivision in the amount of \$40,733.80. Mr. Ferrell seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

Resolution 2021-232

Approve Payment of Then & Now to D. L. Smith

Mr. Coleman moved to approve the payment of a Then & Now purchase to D. L. Smith in the amount of \$40,733.80. Mr. Ferrell seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

Mr. Ferrell moved to approve the following resolutions as a group. Ms. Schaefer they could do that, but each would have a separate resolution number. Mr. Boyle said that this was something they try to do on an annual basis. He and Ms. Ohlemacher has reviewed the Schedule As in order to retain staff. Perkins is very fortunate to have the staff we have.

Mr. Coleman said that they Township has grown greatly since he first came here and have great staff to help us get to where we are. Money is not always the only form of recognition, but it is important to compete and keep good people on board.

Resolution 2021-233

Approve Amendment to Schedule A for Tina Gyde

Mr. Coleman moved to approve the second amendment to the Schedule A for Tina Gyde increasing her annual base compensation to \$39,520, effective January 1, 2022. Mr. Ferrell seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

Resolution 2021-234

Approve Amendment to Schedule A for Jacquelynn Stocker

Mr. Coleman moved to approve the second amendment to the Schedule A for Jacquelynn Stocker increasing her annual base compensation to \$42,640, effective January 1, 2022. Mr. Ferrell seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

Resolution 2021-235

Approve Amendment to Schedule A for Jessica Gladwell

Mr. Coleman moved to approve the first amendment to the Schedule A for Jessica Gladwell increasing her annual base compensation to \$39,520, effective January 1, 2022. Mr. Ferrell seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

Resolution 2021-236

Approve Amendment to Schedule A for Arielle Blanca

Mr. Coleman moved to approve the first amendment to the Schedule A for Arielle Blanca increasing her annual base compensation to \$48,000, effective January 1, 2022, effective January 1, 202. Mr. Ferrell seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

Resolution 2021-237

Approve Amendment to Schedule A for Brittany Henley

Mr. Coleman moved to approve the second amendment to the Schedule A for Brittany Henley increasing her annual base compensation to \$48,880, effective January 1, 2022, and changing her job title to Public Service Coordinator. Mr. Ferrell seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

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Resolution 2021-238

Approve Amendment to Schedule A for Bradley Link

Mr. Coleman moved to approve the second amendment to the Schedule A for Bradley Link increasing his annual base compensation to \$68,000, effective January 1, 2022, and granting him five personal days per calendar year. Mr. Ferrell seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

Resolution 2021-239

Approve Amendment to Schedule A for Ashley Ohlemacher

Mr. Coleman moved to approve the third amendment to the Schedule A for Ashley Ohlemacher increasing her annual base compensation to \$54,000, effective January 1, 2022, and granting her five personal days per calendar year. In addition, effective June 13, 2022, Ms. Ohlemacher's anniversary date for vacation will be June 13, 2007, and will be entitled to four weeks of vacation. Mr. Ferrell seconded the motion. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

Resolution 2021-240

Approve Increase in Pay for Elizabeth Sparks

Mr. Coleman moved to approve an increase in pay for Elizabeth Sparks to \$16.00 per hour, effective January 1, 2022. Mr. Ferrell seconded the motion. Chief Donald said that Casey is doing more than what was asked of her. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

Resolution 2021-241

Approve Increase in Pay for Donald Kriedler

Mr. Coleman moved to approve an increase in pay for Donald Kriedler to \$14.00 per hour, effective January 1, 2022. Mr. Ferrell seconded the motion. Chief Donald that Don is doing a great job. The evidence room is clean and organized. He is doing the same job at the County for more money. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

Resolution 2021-242

**Adopt of Policy Regarding Property Motor Vehicle Accidents
on Township or Private Property**

Mr. Coleman moved to adopt a policy regarding property motor vehicle accidents on Township or private property. Mr. Ferrell seconded the motion. Mr. Boyle said this is a result of an accident where one the Township vehicle hit an employee's vehicle. Chief Donald had informed them that the insurance of the not at fault person would go up since our insurance only paid the deductible. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

Department Reports

- Fire Department
- Community Development
- Police Department – Chief Donald said that they had received a donation thanking the officers for the professionalism. Chief also thanked Firelands Corporate Health in assisting in identifying a recent robbery suspect. Without their outside cameras the Department might not have been able to identify the suspect. He also thanked the Sheriff's Department for the assistance in taking fingerprints. Chief Donald advised the Detective Alexander plans to retire May 1.
- Public Works Department – Public Works will continue to pick up leaves as long as the weather permits. If leaves are missed, the residents should call the Public Works Department. Director Link thanked Brian Ohlemacher for playing Santa for the Santa Parade on December 18th.

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Mr. Coleman said that as soon as the appropriations are finished, they need to review the road project and get the bids out in January if possible. He wants to add a daily penalty if the contract is not completed on time. Ms. Henley had given the Trustees plans for Leisure Park. They plan to apply for grants for the projects.

- Zoning – Ms. Blanca said there will be two hearings scheduled for the Trustees' January 11th meeting.
- Administrator – Mr. Boyle said that still do not have the easement for the one property for the SRTS project. The Township may be looking at an Appropriation action if an agreement cannot be reached. Mr. Boyle reviewed the decisions of the recent MPO meeting. The Administrative offices will be closed tomorrow and on the 31st. Mr. Coleman asked about the foreman position. Mr. Boyle said that Mr. Link is still looking at how he wants his department structured. Mr. Ferrell asked for clarifications on the MPO funds.

Notices/Correspondence

- Next Regular Meeting – January 11 @ 6:00 PM
- Notice of a transfer of a D5-D6 liquor permit from RAMP Co, Sandusky LLC to Sandusky Wing Co, LLC, dba Buffalo Wild Winds, 814 Crossings. No hearing was requested.
- Notice of a new D5 liquor permit to Lodging LLC, dba Fairfield Inn & Suites, 5410 Milan Road. No hearing was requested.

Fiscal Officer Comments

- Payments for the period – December 18 – December 21 – total \$124,850.40 and included payment to: D.L. Smith for Oakland Park; Warren Fire for power blower fan
- Packets were presented that show in yellow the funds that still need to be reviewed and reduced so that the temporary appropriations are less than the new money. Once this is completed, we can adopt the temporary appropriations. After the rollover amounts are determined, the reduced accounts can be funded. I hope to have this done by the first week of January. When we receive the first amended certificate back, it will have the new levy monies included for the Fire and Police Departments. At that time their funds can be reviewed and appropriated.

Trustees' Discussion

Mr. Coleman asked if the Department Heads had received a copy of the appropriations. Ms. Schaefer said they were given a copy of the cover sheet and their sections of the appropriations, but she had just completed them last night, so they have had no time to review them.

Mr. Ferrell asked if this was for the temporary appropriations. Mr. Schaefer said that it was. His thought was that they should submit 50-75% of their needs. Funds should not be \$100,000 or \$50,000 over. Ms. Schaefer said many of the purchase orders need to be opened for the entire year, so that does not work for all line items.

The Board agreed to meet on December 28th at 8:30 am

Public Forum – none

Adjournment:

There being no further business to come before the Board at this time, Mr. Ferrell moved to adjourn the meeting at 9:20 a.m. Mr. Lang seconded. Roll call vote: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Meeting adjourned.

Timothy Coleman, Chairman

Diane Schaefer, Fiscal Officer