

PERKINS TOWNSHIP TRUSTEES

REGULAR SESSION

December 28, 2021

The Perkins Township Trustees met Tuesday, December 28, 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. Ferrell seconded the motion. All were in favor.

MINUTES

Mr. Coleman moved to approve the minutes of the Regular Sessions of November 9 and November 23. Mr. Ferrell seconded the motion. All were in favor.

FINANCIAL REPORTS

Mr. Coleman moved to approve the financials for the period ending December 27, 2021. Mr. Ferrell seconded the motion. All were in favor.

NEW BUSINESS

Fiscal Officer Schaefer presented the 2022 Temporary Appropriations spreadsheet, version #2 for the consideration of the Board. There were two minor changes in the General Fund to bring in balance with the new funds to be received. Most of the Public Works funds were re-worked to bring them in balance. The extra funds in the Police Department were also appropriated to use new funds only. Once the Carryovers are determined the amounts eliminated can be replaced it that is the Board’s desire.

The only fund that is of concern currently is the Cemetery Fund. Historically this is funded by a transfer from the General Fund. The fund needs some money for the first three months to cover salaries and utilities for the entire year. It was suggested that \$15,000 be transferred from the General Fund to be appropriated in the Cemetery Fund. To do this, Ms. Ohlemacher suggested decreasing the Parttime salaries in the Park Operating section of the General Fund since there are no parttime employees at this time.

Resolution 2021-243

Approve 2022 Temporary Appropriations

With the one change noted above, Mr. Coleman moved to approve the 2022 Temporary Appropriations as presented:

FUND	PERSONNEL SERVICES	OTHER EXPENSES	TRANSFERS OUT	TOTAL
GENERAL				
ADMINISTRATION	\$ 456,251	\$ 376,700		\$ 832,951
BUILDING MAINT		\$ 94,000		\$ 94,000
COMMUNITY DEVELOPMENT	\$ 393,727	\$ 183,000		\$ 576,727
LIGHTING		\$ 17,000		\$ 17,000
PARKS & RECREATION	\$ 77,704	\$ 43,985		\$ 121,689
COMMUNITY PROGRAMS	\$ 68,568	\$ 29,165		\$ 97,733
TRANSFERS OUT			\$ 128,430	\$ 128,430
TOTAL	\$ 996,250	\$ 743,850	\$ 128,430	\$ 1,868,530
SPECIAL FUNDS:				
MOTOR VEHICLE		\$ 17,500		\$ 17,500
GASOLINE TAX	\$ 62,696	\$ 74,030		\$ 136,726
ROAD & BRIDGE	\$ 358,039	\$ 43,604		\$ 401,643

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CEMETERY	\$ 7,985	\$ 3,559		\$ 11,544
POLICE	\$ 1,796,690	\$ 439,158		\$ 2,235,848
FIRE & EMS				
FIRE	\$ 1,954,416	\$ 270,150		\$ 2,224,566
EMS	\$ 179,000	\$ 334,000		\$ 513,000
MVA ESCROW				\$ -
ROAD LEVY		\$ 770,946	\$ 326,460	\$ 1,097,406
DRUG LAW ENFORCEMENT		\$ 1,500		\$ 1,500
PERMISSIVE MOTOR VEHICLE	\$ 37,273	\$ 33,800		\$ 71,073
ENFORCEMENT & EDUCATION		\$ 615		\$ 615
DRUG PREVENTION	\$ 8,970			\$ 8,970
STREET LIGHTING	\$ 1,575	\$ 42,000		\$ 43,575
K-9		\$ 3,300		\$ 3,300
CPT				\$ -
YOUTH RECREATION	\$ 19,780	\$ 1,750		\$ 21,530
PARK DEVELOPMENT				
	\$ 4,426,424	\$ 2,035,912	\$ 326,460	\$ 6,788,796
DEBT SERVICE:				
2015		\$ 78,507		\$ 78,507
TAN		\$ 326,469		\$ 326,469
W. STRUB		\$ 27,500		\$ 27,500
		\$ 432,476		\$ 432,476
CAPITAL PROJECTS:				
SRTS		\$ 7,423		\$ 7,423
HULL ROAD				\$ -
SIDEWALKS				\$ -
		\$ 7,423		\$ 7,423
	\$ 5,422,674	\$ 3,219,661	\$ 454,890	\$ 9,097,225

Mr. Ferrell seconded the motion. Mr. Ferrell asked what the next step was in the process. Ms. Schaefer said that the next step was to reduce or close the 2021 purchase orders in order to calculate the carryover amounts. It is incumbent upon the department heads to turn in their bills promptly, even daily, the last week of the year. Once we go into temporary mode, then we can start issuing purchase orders for 2022. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

Department Reports

Public Works Department – Christmas tree pickup will start January 3rd.

Administrator – Mr. Boyle gave an update on the COVID situation as it was affecting all departments and how we will deal with the community.

Mr. Boyle also gave an update on the Safe Route to Schools project.

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Resolution 2021-244

Appropriation Action Against Parcel #32-03101.001 Lndale

Mr. Ferrell moved to proceed with an appropriations action against Parcel #32-03101.001 LNDAL Property, Ltd. for the remaining parcel needed for the SRTA sidewalk project. Mr. Coleman seconded the motion. Mr. Boyle explained that there was a January 31st deadline to obtain all the easements and therefore this action was necessary. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

Estimates for the construction portion of this project have been forwarded to ODOT.

Mr. Boyle will advise the department heads to start working on their permanent appropriations, which we hope to adopt late January, early February.

Notices/Correspondence

- Next Regular Meeting – January 11 @ 6:00 PM

Fiscal Officer Comments

- Payments for the period – December 22 – December 31 – total \$684,127.36 and included payment to: Ohio Bureau of Workers' Compensation for the 2022 premium; Adaptive Engineering for Invoice #12 for SRTS; Axon Enterprises, Inc. for the first lease payment for police vehicles; Erie Blacktop for Ranchwood Subdivision; Erie County Economic Development for 2021 Contribution; Serving Our Seniors for the last of the CARES funds.

Ms. Schaefer noted that she would need approval of an advance from the General Fund to the SRTS FUND to cover the amount of the open Purchase Orders.

Resolution 2021-245

Advance – SRTS Fund

Mr. Coleman moved to advance \$51,000 to the SRTS fund for expenses to be reimbursed in 2022. Mr. Ferrell seconded the motion. Ms. Schaefer explained that this was originally scheduled to be included in the 2021 revenues and expenses. However, the request for payment were not completed in 2021 and will carryover to 2022. Roll call: Mr. Lang, aye; Mr. Ferrell, aye; Mr. Coleman, aye. Resolution adopted.

Trustees' Discussion - none

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 8:55 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