

**PERKINS TOWNSHIP TRUSTEES**

**REGULAR SESSION**

**November 22, 2022**

The Perkins Township Trustees met Tuesday, November 22, 2022, in the Township Services Facility located at 2610 Columbus Avenue. Trustees present were Timothy Coleman and James Lang. Mr. Ferrell was excused. Vice Chairman Coleman opened the meeting at 8:30 am with the Pledge of Allegiance.

**AGENDA**

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

**MINUTES**

Mr. Coleman moved to approve the minutes of the August 23, September 13, and September 27 Regular Session meetings. Mr. Lang seconded the motion. All were in favor.

**FINANCIAL REPORTS**

Mr. Coleman moved to approve the financial reports for the period ending November 25, 2022. Mr. Lang seconded. All were in favor.

**PROCLAMATION**

Mr. Coleman read a Proclamation honoring Police Chief Vincent Donald and declaring July 16th as “Chief Vince Donald Day” in Perkins Township. The Proclamation was then presented to Amanda Adler and Jaiden Borzon.

**NEW BUSINESS**

**Resolution 2022-209**

**Hire Tamie Myers as Code Enforcement Officer**

Mr. Coleman moved to hire Tamie Myers as a Code Enforcement Officer in accordance with a proposed Schedule A, effective December 5, 2022. Mr. Lang seconded the motion. Administrator Boyle and Director Byington advised that Tamie Myers has significant experience with codes and regulations and will be a great addition to the Community Development Department and Township staffing. Roll call: Mr. Lang, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2022-210**

**Accept Resignation of Jacqueline Stocker**

Mr. Coleman moved to accept the resignation of Jacqueline Stocker effective November 8, 2022. Mr. Lang seconded the motion. Interim Chief Musser advised that Ms. Stocker had been with the Department for about 25 years and was well versed in their administrative operations. Mr. Boyle mentioned that Casey Sparks will continue to provide administrative support to the Police Department until such time as a Chief is appointed and the Chief determines future administrative staffing needs for the Department. Roll call: Mr. Lang, aye; Mr. Coleman; aye. Resolution adopted.

**Resolution 2022-211**

**Apply for a State Farm Fire Grant**

Mr. Coleman moved to authorize the submission of a grant application to State Farm Insurance and to accept the grant if so awarded. Mr. Lang seconded the motion. Chief Murphy indicated that Captain Bronner had been made aware of this grant opportunity and it can provide funding for Knox boxes or other fire prevention materials or supplies. This is a non-matching grant. Roll call: Mr. Lang, aye; Mr. Coleman, aye. Resolution adopted.

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**Resolution 2022-212**

**Approve a Change Order for the SRTS Sidewalk Project**

Mr. Coleman moved to grant an extension for the completion of the Safe Routes to Schools sidewalk project as requested by Smith Paving to December 30, 2022. Mr. Lang seconded the motion. Administrator Boyle advised that Director Link has been in contact with Smith Paving and our contractor has requested that the project completion date be extended to December 30<sup>th</sup>. This relates to a delay in receiving the crosswalk signal fixtures for the intersection of Perkins Avenue and Strub Road which delay is apparently due to supply chain issues. There is no staff objection to this request. Roll call: Mr. Lang, aye; Mr. Coleman, aye. Resolution adopted.

**Resolution 2022-213**

**Approved Supplemental Appropriations**

Mr. Coleman moved to approve Supplemental Appropriations for auditing services:

1000-110-312-0000 Auditing Services \$500.00

Purpose: Conduct an audit of OP & F Pension payments and eligibility

Source: Unappropriated General Fund revenues

Administrator Boyle explained that it is his understanding that certain communities are being audited related to OP & F Pension fund payments and eligibility, and Perkins Township was selected as part of that process. Mr. Lang seconded the motion. Roll call: Mr. Lang, aye; Mr. Coleman, aye. Resolution adopted.

**Department Reports**

**Fire Department** - Chief Murphy advised that his report has been provided in writing to Mr. Boyle. He also noted that the Lieutenant promotional process will be underway in December.

Chief also reported that Walmart has a grant program that the Department would like to apply for with funding probably being used for residential knock boxes.

**Resolution 2022-214**

**Authorize Grant Application to Walmart**

Mr. Coleman moved to authorize the submission of a grant application to Walmart and acceptance of the same if so awarded. Mr. Lang seconded the motion. Roll call: Mr. Lang, aye; Mr. Coleman, aye. Resolution adopted.

**Community Development** - Director Byington indicated that her Department report has also been submitted. She then provided an update on approvals received for various projects at the Board of Zoning Appeals' meeting on November 21<sup>st</sup>. That update included the approval of a conditional use permit for a drive through lane for a medical marijuana dispensary at Bogart and Milan Roads, and the approval of a conditional use permit for the redevelopment of the former movie theater complex for indoor storage, self-storage units, and outside display of equipment, etc.

**Police Department** - Interim Chief Musser noted that his written report has been provided to Mr. Boyle. It was highlighted that the food drive at Walmart on November 19<sup>th</sup> was very successful. He also noted that the Department will continue its toy drive at Walmart, nursing home donations, Shop with A Hero, and Light Up Ohio Blue this December.

It was further noted that increased road patrols will start with Black Friday and the following weekend as the Christmas shopping season starts.

**Public Works Department** - Mr. Boyle mentioned that Director Link's report has also been provided and included in the Board's agenda packets. He reported that the Department is very busy preparing for the annual Holiday Lighting event at Strickfaden Park on December 2<sup>nd</sup>.

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**Administrator** - Administrator Boyle indicated that the Board has his written report. He mentioned that the County Solid Waste District has updated the District's plan and it is under review by Township staff. A recommendation on the same will be presented at the Board's December 13<sup>th</sup> meeting.

Mr. Boyle reported on the NASA Armstrong Advocacy Coalition's recent meeting with NASA Glenn and Armstrong Test Facility officials, and programs/ initiatives for 2023.

Mr. Boyle also noted that Departments are finalizing their temporary budget requests for 2023 and several Departments have already submitted their draft budget requests.

**Notices/ Correspondence**

- Next Regular Meeting – December 13 @ 6:00 PM

**Fiscal Officer Comments**

- Payments for the period November 8 – November 25 totaled \$328,425.69 and included payments to: Fidelity Nation Title Company for the purchase of property in Searsville; payments for several rehab grants; KJC Mechanical for fire alarm panel upgrade; Atlantic Emergency Solutions for Fire jackets, boots, & pants; Ed Burdue & Company for sinkhole on Galloway; Holiday pay for Police and Fire Departments.
- Officer Joshua Powlesland was promoted to Class B Officer as of November 1, 2022, with a rate of \$26.27 per hour plus a 4% Educational Bonus.
- Officer Ryan McDermott was promoted to Class A Officer as of August 23, 2022, with a rate of \$28.76 per hour.
- Firefighter Riley Rospert was promoted to Class B as on November 18 with a rate of \$19.44 per hour.

**Trustees' Discussion** - none

**Public Forum** - none

**Adjournment**

There being no further business to come before the Board at this time, Mr. Coleman moved to adjourn the meeting at 8:56 a.m. Mr. Lang seconded. Roll call vote: Mr. Lang, aye; Mr. Coleman, aye. Meeting adjourned.

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Timothy Coleman, Vice Chairman

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Diane Schaefer, Fiscal Officer  
(From Administrator Boyle's notes)