

PERKINS TOWNSHIP TRUSTEES

REGULAR SESSION

May 9, 2023

The Perkins Township Trustees met Tuesday, May 9, 2023, in the Township Services Facility located at 2610 Columbus Avenue. Trustees present were Timothy Coleman, Jeffrey Ferrell, and James Lang. Chairman Ferrell opened the meeting with the Pledge of Allegiance at 6:00 p.m.

AGENDA

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

MINUTES

Mr. Ferrell moved to approve the minutes of the Regular Meeting of April 25. Mr. Coleman seconded the motion. All were in favor.

FINANCIAL REPORTS

Mr. Ferrell moved to approve the financial statements for the month ending April 30 and the period ending May 9, 2023. Mr. Coleman seconded the motion. All were in favor.

PUBLIC MEETING

Public Meeting to approve the Final Plan for the Planned Unit Development District for property at 6511 Milan Road (PPN 32-68022.000) submitted by Drew Schaefer, on behalf of BL & CS Company LLC.

Planner Sparks reviewed the history of this zoning application and the nature of the proposed use of this property. That use will be for staff housing of J-1 Visa students with no changes to the footprint of the existing building. The final zoning step in that process is the approval of the Final Plan. She noted that the Final Plan is acceptable to staff.

Resolution 2023-077

Approve the Final Plan for the Planned Unit Development District for property at 6511 Milan Road

Mr. Ferrell moved to approve the Final Plan for the Planned Unit Development District for property at 6511 Milan Road (PPN 32-68022.000) submitted by Drew Schaefer, on behalf of BL & CS Company LLC as submitted. Mr. Coleman seconded the motion. Roll call: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Resolution adopted.

OLD BUSINESS

Public discussion to hear the property owner's plans to secure the buildings (known as Maui Sands) located on real property at 5513 Milan Road (PPN's 32-01216.000, 32-01216.001 & 32-01216.003) and to maintain the same.

Assistant Prosecutor Hinners advised that the property owner's attorney, Rich Gillum, has submitted a draft security plan that has been provided to the Board. He noted that the Board should review this proposal and identify any additions or changes to this draft. He further advised that the Board should consider an agreement with the owner that addresses securing the property and the rehabilitation of the buildings. This needs to be a comprehensive agreement with timelines, etc. Mr. Ferrell also noted that any agreement will need to include bonding to ensure that funds are available to address security and the rehabilitation or removal of the buildings should the Township need to do that.

Mr. Ferrell mentioned that businesses in the area of this property have recently expressed concerns to the Township about the security and condition of the buildings, and that needs to be kept in mind.

Attorney Gillum explained that they have not been successful in finding a private security company to patrol this property. Further conversations with the Police Department will be had related to this. He further noted that the owner plans to install security cameras. Mr. Boyle advised that those cameras need to be monitored by a security company. Similarly,

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Chief Murphy noted that the fire alarm system will need to be activated and will also need to be monitored. The design of any proposed security camera system needs to be submitted to Chief Musser for his review and approval. Mr. Coleman also noted that any combustible materials in the buildings need to be removed as mentioned at a previous meeting by the Fire Marshall.

Assistant Prosecutor Hinners explained to the Board that he will do his best to work with staff and Attorney Gillum to have a draft agreement prepared for the Board's next meeting on May 23rd.

Public meeting to discuss the property owners' request to enter into a consent agreement for 215 Dixie Avenue (PPN 32-02086.000).

Code Enforcement Officer McClain advised that the Board had previously passed a resolution declaring this property as insecure, unsafe, or structurally deficient based on the Chief Building Official's estimate to 60% deterioration. Since then, the owner Earlie Mae Lewis has been working diligently to clean up the property. She further noted that an agreement has been prepared to provide for the rehabilitation of this two-family dwelling. Since this property is zoned for single family use and that two-family use has lost its non-conforming status, the property will need to be used as a single-family dwelling. Ms. Lewis was present tonight. Staff recommends that this agreement be entered into. Mr. Ferrell asked for assurance that this property would be used as a single-family dwelling as a lot of effort has gone into improving this neighborhood. Ms. Lewis noted that she agrees that the neighborhood has been improved over the past few years and that it will be a single-family dwelling.

Resolution 2023-078

Approve the Consent Agreement for 215 Dixie Avenue

Mr. Ferrell moved to approve the terms of a consent agreement for the removal or repair of an insecure, unsafe, or structurally defective building or structure at 215 Dixie Avenue between the Board of Trustees and the owner, Earlie Mae Lewis. Mr. Coleman seconded the motion. Roll call: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Resolution adopted.

Public discussion and declaration of 3707 Campbell Street (PPN 32-02098.000) as a nuisance for vegetation, dead plant material, etc. and ordering abatement pursuant to ORC Section 505.87.

Code Enforcement Officer Myers advised that this matter was tabled at the Board's last meeting. She further explained that she recently conducted an inspection of this property from the public road right-of-way and has found that the property has been brought into compliance by the owner. Mr. Ahner, the property owner, was present tonight. Mr. Ferrell thanked Mr. Ahner for cleaning up this property. As a result, no action needs to be taken on this matter.

NEW BUSINESS

Resolution 2023-079

Approve a Grant Application for the Ohio Attorney General's Drug Use Prevention Program

Mr. Ferrell moved to approve the submission of a grant application under the Ohio Attorney General's Drug Use Prevention program and to accept the grant if so awarded. Mr. Coleman seconded the motion. Police Chief Musser advised that the Police Department annually seeks this grant funding. Mr. Boyle agreed and noted that staff requests that the Board authorize the submission of this grant annually. Mr. Coleman thought that made sense since we always budget for this grant. Roll call: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Resolution adopted.

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Resolution 2023-080

Accept resignation of Gage Taylor, Public Works Laborer

Mr. Ferrell moved to accept the resignation of Gage Taylor effective May 5, 2023. Mr. Coleman seconded the motion. Public Works Director Link stated that Gage had submitted his resignation in order to accept an offer to return to Port Clinton. He was a valuable member of the Department, and we would welcome him back. Roll call: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Resolution adopted.

Resolution 2023-081

Approve K-9 Thor's Retirement from Police Service and Authorize the Sale of K-9 Thor to Officer Joe Bauman

Mr. Ferrell moved to approve K-9 Thor's retirement from Police service and to authorize the sale of K-9 Thor to Officer Joe Bauman for \$1.00 in accordance with a purchase agreement. Mr. Coleman seconded the motion. Chief Musser reported that K-9 Thor is ready to retire after a very productive career with the Department, and Thor is now in training to do that. He asked Officer Bauman to provide some details. Officer Bauman introduced his wife Bethany and children. He then proceeded to outline Thor's career and how valuable he has been to us. Officer Bauman also mentioned that he appreciated the opportunity that the Township provided to him to be a K-9 handler and to have Thor as his partner. He was especially thankful for the support from the Chief, Trustees, Administrator and Sgt. Curran. Officer Bauman noted that he and his partner Thor have a close bond, and he looks forward to making sure that Thor has a good retirement. Roll call: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Resolution adopted.

Resolution 2023-082

Declare Two Dog Kennels as Surplus

Mr. Ferrell moved to declare two (2) dog kennels surplus for the Police Department's needs and to approve their disposal as determined by the Police Chief. Mr. Coleman seconded the motion. Chief Musser noted that these kennels are no longer needed. Roll call: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Resolution adopted.

Resolution 2023-083

Approved Change Order Number 1 for the Cedar Brook Lane

Mr. Ferrell moved to approve Change Order No. 1 for the Cedar Brook Lane road reconditioning project in the amount of \$997.55. Mr. Coleman seconded the motion. Public Works Director Link explained that this project has started, and that the contractor would like to use faster curing concrete to allow homeowners to be able to use their driveways sooner. Mr. Ferrell mentioned that homeowners would certainly appreciate that. Roll call: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Resolution adopted.

Resolution 2023-084

Approve the Grant Application under the Edward Byrne Memorial Justice Assistance Grant (JAG) Program

Mr. Ferrell moved to approve the annual submission of a grant application under the Edward Byrne Memorial Justice Assistance Grant (JAG) program and to accept it if awarded. Mr. Coleman seconded the motion. Chief Musser noted that the Police Department also applies for this funding annually and it helps offset our SRO costs. He appreciates the Board's authority to submit this grant on an annual basis. Roll call: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Resolution adopted.

Resolution 2023-085

Approve a Then & Now Purchase to Sutphen Corporation

Mr. Ferrell moved to approve the Then & Now purchase for emergency repairs to Engine 252 in the amount of \$4,144.11. Mr. Coleman seconded the motion. Fire Chief Murphy explained that repairs were needed to keep this unit in service. Mr. Ferrell noted that equipment repairs are often needed and unavoidable. Roll call: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Resolution adopted.

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Department Reports

- Fire Department. Chief Murphy noted that his report has been submitted.
- Police Department. Chief Musser advised that his report has also been submitted to the Board.
- Public Works Department. Director Link indicated that he had several items of new business. He advised that the background review has been completed for the hiring of Laborer. In this regard, he requested that Alex Smith be hired.

Resolution 2023-086

Hire Alex Smith as a Public Works Laborer

Mr. Ferrell moved to hire Alex Smith as a Laborer in the Public Works Department at an hourly rate of \$20.96, effective May 10, 2023. Mr. Coleman seconded the motion. Roll call: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Resolution adopted.

Director Link advised that bid openings were made on May 8th regarding the Green Creek road improvement project. The bid documents from Smith Paving have been reviewed by our engineer and found acceptable. Mr. Ferrell asked whether the bid was within the engineer's estimate. Director Link noted that it was less than the estimate.

Resolution 2023-087

Award Contract to Smith Paving for the Green Creek Road Project

Mr. Ferrell moved to award a contract to Smith Paving for the Green Creek road project in the amount of \$256,750.15. Mr. Coleman seconded the motion. Roll call: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Resolution adopted.

Director Link further advised that bid openings were also made on May 8th for the Galloway Estates road improvement project. The bid documents from Smith Paving have been reviewed by our engineer and found acceptable. Mr. Ferrell also inquired as to whether the bid was lower than the engineer's estimate. Director Link reported that it was.

Resolution 2023-088

Award Contract to Smith Paving for the Galloway Estates Road Project

Mr. Ferrell moved to award a contract to Smith Paving for the Galloway Estates road project in the amount of \$286,167.65. Mr. Coleman seconded the motion. Roll call: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Resolution adopted.

- Recreation. Public Service Coordinator Henley thanked everyone for their assistance with Clean-Up Day last month. She also noted that baseball is underway at SportsForce park.
- Community Development Department. Code Enforcement Officer Myers indicated that applications are still being accepted for the owner-occupied home rehabilitation grant program. She also noted that there will not be a need for a demolition agreement for Tom Eppse's property on Dewitt Avenue as he has removed the structure without the benefit of a demolition permit.
- Administrator. Administrator Boyle advised that his written report has been provided to the Board.

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Notices/Correspondence

- Next Regular Meeting – May 23 @ 8:30 AM
- Notice from the Division of Liquor Control of a request for a new “C2” Liquor Permit submitted by “3471 High St. LLC” for property at 4402 Milan Road (Smoke & Beer Jungle). No hearing was requested.
- Notification of another Maui Sands TIF distribution in the amount of \$1,352.82

Fiscal Officer Comments

- Payments for the period April 26-May 9 totaled \$314,851.49 and included payments to: Contractors Design for Cedar Brook Lane; Redstone Architects for design work for fire station; Advanced Turf for supplies; Buckeye Tree Service for removal of trees in Windamere subdivision; Smith Paving for the final payment for the SRTS Meadowlawn project; Vasu for Police Department radio upgrades
- Motel Tax collections for the month of March were \$107,041.79 a decrease of 3.63% from 2022, YTD increase dropped to 3.98%
- The final SRTS-Meadowlawn payment was made by ODOT to Smith Paving in the amount of \$82,317.09. Our final payment was also made today in the amount of \$17,006.66. This closes out this grant project.
- It is time to start working on the 2024 Tax Budget which must be adopted by July 15th. The legal notice of the Budget Hearing must be placed 10 days prior to the hearing. We have regular meetings on June 27 and July 11.

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 7:13 p.m. Mr. Coleman seconded. Roll call: Mr. Lang, aye; Mr. Coleman, aye; Mr. Ferrell, aye. Meeting adjourned.

Jeffrey Ferrell Chairman

Diane Schaefer, Fiscal Officer
(from Digital Recording & Notes)