

PERKINS TOWNSHIP TRUSTEES

REGULAR SESSION

March 12, 2024

The Perkins Township Trustees met Tuesday, March 12, 2024, in the Township Services Facility located at 2610 Columbus Avenue. The Trustees present were James Ommert, James Lang, and Timothy Coleman. 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. Lang seconded the motion. All were in favor.

MINUTES

Mr. Coleman moved to approve the minutes of the Regular Meetings of February 13 and February 27. Mr. Lang seconded the motion. All were in favor.

FINANCIALS

Mr. Coleman moved to approve the financials for the month ending February 29 and the period ending March 12. Mr. Lang seconded the motion. All were in favor.

PUBLIC HEARING

Mr. Coleman asked Community Development Planner/Zoning Inspector Adam Panas to provide the background information for amending ARTICLE 17 – GENERAL COMMERCIAL DISTRICT, SECTION 2.14 – CONDITIONALLY PERMITTED USES” of the Perkins Township Zoning Resolution regarding medical marijuana dispensaries.

Mr. Coleman then moved to open the public hearing. Mr. Lang second the request. Roll call: Mr. Ommert, aye; Mr. Lang, aye; Mr. Coleman, aye. Motion passed.

There was no one to speak in favor or against the zoning amendment. Mr. Ommert did ask if the two facilities currently in the Township were considered medical marijuana dispensaries. Mr. Panas said that they were.

With no further discussion, Mr. Coleman then moved to close the public hearing. Mr. Lang second the request. Roll call: Mr. Ommert, aye; Mr. Lang, aye; Mr. Coleman, aye. Motion passed.

Resolution 2024-039

Amend the Perkins Township Zoning Resolution

Article 17 General Commercial District, Section 2.14 Conditionally Permitted Uses

Mr. Coleman then moved to amend to amend the Perkins Township Zoning Resolution, Article 17 General Commercial District, Section 2.14 Conditionally Permitted Uses as recommended by the Zoning Commission. Mr. Lang second the motion. Roll call: Mr. Ommert, aye; Mr. Lang, aye; Mr. Coleman, aye. Motion passed.

NEW BUSINESS

Resolution 2024-040

**Amend the Perkins Township Housing Rehabilitation
& Property Improvement Program**

Mr. Coleman moved to amend the Perkins Township Housing Rehabilitation & Property Improvement Program. Mr. Lang seconded the motion. Director Angela Byington highlighted the changes including the exclusion of projects for fences, siding, and rental property. Applications would be accepted Township wide, not limited to specific neighborhoods. The applicant must live in the house for 12 months after the project is completed or be subject to paying back 100% of the grant. The application would require income verification, not self-certification. The application period would only be open for 60 days. Mr. Lang asked how much was in the program. Ms. Byington said \$100,000 with each grant being up to \$10,000. Mr. Coleman said that this program had been in existence for a couple of years now and was a way to help those in need. Mr. Ommert asked if this was a Federal or State grant. Mr. Coleman explained that it was a Township grant with the funds coming from the General Fund. Mr. Ommert wondered if

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Lowe's or Home Depot would be willing to provide the materials for the projects. Ms. Byington said that it would not hurt to ask. Roll call: Mr. Ommert, aye; Mr. Lang, aye; Mr. Coleman, aye. Resolution passed.

Resolution 2024-041

Apply for an Erie MetroParks -Weiber Grant – Park Benches

Mr. Coleman moved to apply for, and accept if awarded, a grant through the Erie Metro Parks for park benches and other equipment. Mr. Lang seconded the motion. Director Brad Link said that this was an annual grant that they applied for to provide benches in the parks. Roll call: Mr. Ommert, aye; Mr. Lang, aye; Mr. Coleman, aye. Resolution passed.

Resolution 2024-042

Increase Wages for Emily Adams, Part-time Recreation Assistant

Mr. Coleman moved to increase the hourly wage rate for part-time Recreation Assistant Emily Adams to \$14.00 per hour effective March 9, 2024. Director Link said that Ms. Adams has not asked for a raise, but that she has not received one since she was hired and has been a valuable employee. Mr. Ommert asked what her current rate was. Mr. Link said that he believed it was \$13.50. (Actually, it was \$13.00 per hour.) Mr. Lang seconded the motion. Roll call: Mr. Ommert, aye; Mr. Lang, aye; Mr. Coleman, aye. Resolution passed.

Resolution 2024-043

Authorize Grant Application to OTARMA – MORE Grant

Mr. Coleman moved to authorize a grant application to OTARMA for the MORE grant and to accept the grant if so awarded. Mr. Lang seconded the motion. Ms. Schaefer said that this was an annual grant of \$1,000. Roll call: Mr. Ommert, aye; Mr. Lang, aye; Mr. Coleman, aye. Resolution passed.

Resolution 2024-44

Supplemental Appropriations – American Rescue Fund

Mr. Coleman moved approve Supplemental Appropriations for Fund 2274 American Rescue Fund:

Approve Supplement Appropriations for the American Rescue Fund:

2274-760-360-0024	Contracted Services (New Fire Station)	\$1,000,000
2274-760-740-0024	Machinery, Equipment & Furniture (Fire)	\$ 222,166

Source: American Rescue Plan funds

Mr. Lang seconded the motion. Ms. Schaefer said that this was the amount that had to be encumbered this year. Chief Murphy questioned whether it should be Motor Vehicles as opposed to Machinery, Equipment, & Furniture. Roll call: Mr. Ommert, aye; Mr. Lang, aye; Mr. Coleman, aye. Resolution passed.

Department Reports

Public Works Department – Director Link thanked Officer Stephanie Chapman for securing the donation of buckets from Home Depot for the baseball program. Mr. Link also asked the Board to adopt the Rules & Regulations for the Park Board.

Resolution 2024-45

Rules & Regulations for the Park Board

Mr. Coleman moved to adopt the Rules & Regulations for the Park Board. Mr. Lang seconded the motion. Mr. Coleman explained that the Park Board had requested guidance on what they could and could not do. This provides that guidance. Roll call: Mr. Ommert, aye; Mr. Lang, aye; Mr. Coleman, aye. Resolution passed.

Fire Department – Chief Murphy did announce that ChangeHealth Care, our EMS billing company, has chosen to terminate their contract with the Township.

Police Department - Chief Musser said he had nothing in addition to his written report.

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Community Development – Director Byington said there will be an open House for the Grant Rehab Program on Monday, March 25. The program runs from April 1 – May 30. They are reviewing the survey results on the Town Center and should have a presentation at the first meeting in April. The notice for requests for design for the fire station should go out next week.

Administrator – Administrator Boyle said that the “911 Committee” had made their recommendation. They are still working on the dispatch contract. The quarterly County Township Association meeting is Thursday and Perkins will host the June meeting. The Easter Egg hunt is March 23. ODOT will be holding a public meeting on March 28th regarding the Rout 6 project.

Notices/Correspondence

- Next Regular Meeting – March 26 @ 8:30 am

Fiscal Officer Comments

- Payments for the period February 29 – March 12 total \$362,447.09 and included payments to: Zimmerman Pole Barns & Decks for the storage building at Strickfaden Park; Cedar Point Sports Park for the rental of the indoor courts; Chris Shane Company for mulch; and Sand Hill Cemetery Association for 2024 dues.
- Police Officer Michael Jarrett will receive a 4% educational bonus, effective March 6, 2024
- Police Officer Jeffrey Briggs will be promoted to Senior Patrol Officer, effective March 23, 2024
- The January 2024 Motel Tax collections were \$70,715.93 down 6.35% from January 2023
- The Public Records request questioned at the last meeting was answered initially by Kip Wahlers on January 4th and then again as a forwarded message by the Fiscal Officer on February 27th.

Trustees’ Discussion

Considering a recent payroll issue, Mr. Boyle asked the Board to adopt a policy regarding OD charges.

Resolution 2024-46

Reimburse Employees for Overdraft Charges

Mr. Coleman moved to reimburse employees for any documented overdraft charges related to the recent payroll deposit delay. Mr. Lang seconded the motion. Ms. Schaefer said that Civista had guaranteed that everyone would have their deposits by 5:00 pm on Friday. Roll call: Mr. Ommert, aye; Mr. Lang, aye; Mr. Coleman, aye. Resolution passed.

Mr. Ommert said that he had run into Nate Matthew’s sister who said that Nate was ‘flying high’ still talking about the acknowledgement of his service.

Public Forum

Curtis Baillie, Indiana, addressed the conditions of the house at 323 Michigan Avenue.

Kathryn Carter, Columbus Avenue, gave some suggestions regarding the Town Center.

Rick Scheel, Huron Twp. Galloway Road, had some questions regarding the Flock cameras and the town center plans.

Jay Franklin, Campbell Street, had a question regarding EMS billing for Township residents. Chief Muphy explained that we ‘soft bill’ Township residents, meaning that we accept what their insurance companies will pay.

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He also had some comments regarding the Erie County Engineer whose department the Township does not control.

Adjournment

There being no further business to come before the Board at this time, Mr. Lang moved to adjourn the meeting at 7:05 p.m. Mr. Ommert seconded. Roll Call: Mr. Ommert, aye; Mr. Lang, aye; Mr. Coleman, aye. Meeting adjourned.

Timothy Coleman, Chairman

Diane Schaefer, Fiscal Officer