

## **PERKINS TOWNSHIP TRUSTEES**

### **REGULAR SESSION**

**January 28, 2025**

The Perkins Township Trustees met on Tuesday, January 28, 2025, in the Township Services Facility located at 2610 Columbus Avenue. The Trustees present were James Ommert, James Lang, and Tim Coleman. Chairman Coleman opened the meeting with the Pledge of Allegiance at 8:30 a.m.

**Mr. Coleman reminded everyone that today we honor Holocaust Remembrance Day. He called for a moment of silence.**

#### **AGENDA**

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

#### **MINUTES**

Mr. Coleman moved to adopt the minutes of January 14<sup>th</sup>. Mr. Lang seconded the motion. All were in favor.

#### **FINANCIALS**

Mr. Coleman moved to approve the financials for the period ending January 24<sup>th</sup>. Mr. Lang seconded the motion. All were in favor.

#### **NEW BUSINESS**

##### **Resolution 2025-18**

##### **Approve updates to the Housing Rehabilitation and Property Maintenance Grant Application, Policy and Procedures Manual**

Mr. Coleman moved to approve updates to the Housing Rehabilitation and Property Maintenance Grant Application, Policy and Procedures Manual. Mr. Lang seconded. Community Development Interim Director, Ariella Blanca, explained that the program year began January 1<sup>st</sup>, 2025. Staff have been reviewing and suggesting changes that would make the application easier for residents, and for administering the grants. Mr. Coleman noted that if approved, these changes would come into effect 30 days after the Resolution. Mr. Ommert asked if these improvements could be made for interior issues like plumbing. Administrator Boyle explained that the purpose and goal of this program was created for exterior improvements, for the appearance of the home to be maintained. He added that plumbing matters are handled through the Health Department. Roll call: Mr. Lang, aye; Mr. Ommert, aye; Mr. Coleman, aye. Resolution passed.

##### **Resolution 2025-19**

##### **Accept the resignation of full-time Firefighter/ Paramedic Russell Hellinger**

Mr. Coleman moved to accept the resignation of full-time Firefighter/ Paramedic Russell Hellinger, effective February 9, 2025. Mr. Lang seconded. Fire Chief Murphy explained that Russell has been hired full-time by the city of North Ridgeville. Chief Murphy added that Mr. Hellinger is still interested in working for the Township part-time in the future and that it would be good to have him back. Mr. Ommert asked where Russell was from, Chief Murphy let the Board know he was from Amherst, this transition would be closer to home. Roll call: Mr. Ommert, aye; Mr. Lang, aye; Mr. Coleman, aye. Resolution passed.

**PERKINS TOWNSHIP TRUSTEES**

**REGULAR SESSION**

**January 28, 2025**

**Resolution 2025-20**

**Enter in to contract with Strawser Construction, Inc for RAP/Micro surfacing road rejuvenation**

Mr. Coleman moved to enter in to contract with Strawser Construction, Inc for RAP/Micro surfacing road rejuvenation under state contract 101G-25 in the amount of \$250,000. Mr. Lang seconded. Public Works Director, Brad Link, explained to the Board that State program is through the Ohio Department of Transportation and will complete many roads at a low cost, the reason being preventative maintenance. Roll call: Mr. Lang, aye; Mr. Ommert, aye; Mr. Coleman, aye. Resolution passed.

**Resolution 2025-21**

**Enter in to contract with Strawser Construction, Inc for Crack Seal Type 2**

Mr. Coleman moved to enter in to contract with Strawser Construction, Inc for Crack Seal Type 2 under state contract 101L-25 in the amount of \$25,000. Mr. Lang seconded. Public Works Director, Brad Link, explained to the Board that before the process of micro surfacing can begin, we will need to work on crack sealing first, from wear and tear, that we would need to evaluate in a year or two. Mr. Coleman recalls the road striping on Strub Rd. and whether it was completed. Director Link advised that it was. Roll call: Mr. Lang, aye; Mr. Ommert, aye; Mr. Coleman, aye. Resolution passed.

**Department Reports**

**Police Department** – Chief Musser’s report was submitted in writing.

**Fire Department** – Chief Murphy’s report was submitted in writing.

**Community Development** – Interim Director Blanca’s report was submitted in writing.

**Public Works Department** – Director Link’s report was submitted in writing. Public Service Coordinator, Brittany Henley, announced that we have registered between 50-60 baseball participants already.

**Administrator** – Administrator Boyle’s report was submitted in writing. He reminded everyone of Ohio Township Day, February 1<sup>st</sup>. He also reminded that the Ohio Township Association Conference January 29-31<sup>st</sup> that he will be attending, along with the Trustees and Fiscal Officer. Mr. Boyle asked if Assistant Administrator, Ashley Ohlemacher, had anything to share with the Board. She reported that there was an “events meeting” to discuss programs and events for 2025. She shared that there are already over 30 events on the calendar from the Township. Mr. Lang suggested that we reach out to the local radio station for advertisement. Administrator Boyle added that he had to share one more piece of business before the Board. Mr. Boyle told of his receipt of a resignation letter from Planning and Zoning Inspector, Adam Panas.

**Resolution 2025-22**

**Accept Resignation of Adam Panas, effective January 28, 2025.**

Mr. Coleman moved to accept the resignation of Adam Panas, effective January 28, 2025. Mr. Lang seconded. Roll call: Mr. Lang, aye; Mr. Ommert, aye; Mr. Coleman, aye. Resolution passed.

**PERKINS TOWNSHIP TRUSTEES**  
**REGULAR SESSION**  
**January 28, 2025**

**Notices/Correspondence**

- Next Regular Meeting – February 25, 2025, at 8:30 a.m.

**Fiscal Officer Comments**

- Payments for the period of January 11<sup>th</sup> – January 24<sup>th</sup> total \$293,078.42. This includes Civista Bank Health Savings Account Employer Contributions to employees, IWORKQ Systems for our annual software subscription, Erie County Sheriff's Department for dispatch services, Belenky and Verathon for a Gear Washer and Monitor Kits and Cases for the Fire Department.
- Motel Tax payments for the month of December total \$68,958.88, with an annual total of \$1,278, 217.15. We expect to collect fees for late payments this month, those involved have been notified.

**Trustees' Discussion**

No further discussion by the Trustees.

**Public Forum**

There was no comment from the public.

**Adjournment**

Mr. Coleman moved to adjourn the Board's meeting at 8:43 am. Mr. Lang seconded. Roll Call: Mr. Lang, aye; Mr. Coleman, aye. Meeting adjourned.

---

Timothy Coleman, Chairman

---

Alexis Koch, Fiscal Officer