

**PERKINS TOWNSHIP TRUSTEES
REGULAR SESSION**

December 8, 2015

Perkins Township Trustees met on Tuesday, December 8, 2015 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 6:00 p.m.

AGENDA

Mr. Coleman moved to adopt the agenda as presented. Mr. Ferrell seconded. Roll call vote: Mr. Coleman: aye; Mr. Ferrell: aye; Mr. Lang: aye. Motion carried.

MINUTES

Pending

FINANCIAL REPORTS

Mr. Coleman moved to approve December 4, 2015 Financial Reports. Mr. Ferrell seconded. Roll call vote: Mr. Coleman: aye; Mr. Ferrell: aye; Mr. Lang: aye. Motion carried.

PUBLIC HEARING

Mr. Coleman opened the public hearing at 6:01 p.m. Mrs. Gildenmeister commented that there were two public hearings scheduled for this date. She read the Legal Notice published in the Sandusky Register for the first hearing:

Upon recommendation from the Zoning Commission to the board of Township Trustees that the Zoning Resolution be amended to require that no more than one hundred and ten percent (110%) of the parking required under Appendix B of the Resolution be provided on a non-residential property exceeding two acres in area or 10,000 square feet of gross floor area.

The above described hearing will begin at 6:00 p.m. on Tuesday, December 8, 2015 at the Perkins Township Services Facility, located at 2610 Columbus Ave, Sandusky, OH 44870. If the public hearings on these matters are to be continued, the dates and times will be determined by the Perkins Township Trustees.

Information concerning the application, maps, and other correspondence relating to proposed zoning changes is available for public inspection at Perkins Township Services Facility, located at 26 10 Columbus Ave, Sandusky, OH 44870 during normal business hours (8:00 am – 4:00 pm).

Respectfully submitted on behalf of Perkins Township Trustees,
Jane Gildenmeister, Fiscal Officer
Publication Date: November 27, 2015

Mr. Coleman asked if anyone present would like to speak in favor of the amendment.

Planning and Development Director Boyle commented that this resolution came about from the Zoning Commission discussing the matter at a number of meetings. He said the intent was to ensure enough parking spaces are available in non-residential areas, but not excessive.

Mr. Coleman asked if anyone present would like to speak against the amendment. There were no comments.

Mr. Ferrell motioned to close the public hearing. Mr. Coleman seconded.

Resolution 2015-244
AMEND ZONING RESOLUTION FOR
PARKING REQUIRED UNDER APPENDIX B

Mr. Coleman moved to amend Appendix B referenced in Section 27.8 of the Zoning Resolution to require that no more than one hundred and ten percent (110%) of the parking required under Appendix B of the Resolution be provided to a non-residential property exceeding two acres in area or for buildings larger than 10,000 square feet of gross floor area. Mr. Ferrell seconded. Mr. Coleman commented that he agreed with the statements Mr. Boyle made regarding the parking. Mr. Ferrell mentioned the issues with storm water and parking lots, and that this action would reduce the run-off. Roll call vote: Mr. Coleman: aye; Mr. Ferrell: aye; Mr. Lang: aye. Motion carried.

Mr. Coleman opened the second public hearing. Mrs. Gildenmeister read the section of the public notice in reference to this hearing.

Upon recommendation from the Zoning Commission to the Board of Township Trustees that the Board of Township Trustees that the Zoning Resolution be amended with respect to the calculation of required parking under Appendix B to provide that parking be calculated on a net floor area basis for properties exceeding two acres in area or 10,000 square feet of gross floor area. Properties less than two acres in area or 10,000 square feet of floor area shall be calculated on a gross floor area basis.

Respectfully submitted on behalf of Perkins Township Trustees,
Jane Gildenmeister, Fiscal Officer
Publication Date: November 27, 2015

Mr. Coleman asked is anyone would like to speak in favor of the amendment. Mr. Boyle commented that the intent of the amended text would result in calculating the required off-street parking spaces by the net floor area in a building over ten thousand square feet or properties exceeding two acres in area. The reasoning behind this is to exclude storage areas, restrooms, hallways, mechanical rooms, etc.

Mr. Coleman asked is anyone present would like to speak against the amendment. No one spoke.

Mr. Ferrell made a motion to close the public hearing at 6:15 p.m. Mr. Coleman seconded. Roll call vote: Mr. Coleman: aye; Mr. Ferrell: aye; Mr. Lang: aye. Motion carried.

Resolution 2015-245

**AMEND ZONING RESOLUTION CALCULATION OF PARKING SPACES
UNDER APPENDIX B**

Mr. Coleman moved to amend Appendix B referenced in Section 27.8 of the Zoning Resolution with respect to the calculation of required parking to provide that parking be calculated on a net floor area basis for property exceeding two acres in area or for buildings larger than 10,000 square feet of gross floor area. Properties less than two acres in area or buildings less than 10,000 square feet of floor area shall be calculated on a gross floor area basis. Mr. Ferrell seconded. Mr. Coleman asked for clarification on past amendments that would go along with this Resolution. Mr. Boyle commented there are two other amendments referencing the parking lot sizes and lay out of the spaces. The combined resolutions address the number of parking spaces and how they are calculated, make parking lots more environmentally responsible, and encourage alternate methods of pavement such as pervious pavement. Roll call vote: Mr. Coleman: aye; Mr. Ferrell: aye; Mr. Lang: aye. Motion carried.

NEW BUSINESS

PRESENTATION: COMPASSIONATE COMMUNITY PROCLAMATION

Mr. Coleman introduced guest Serving Our Seniors Director Sue Daugherty who has requested Trustees declare Perkins Township a Compassionate Community.

Ms. Daugherty commented that this summer focus groups were held throughout Erie County asking sample population groups of Sandusky and Perkins Township residents and public employees what they thought it would take to make Erie County a Compassionate Community. She said the reason for her presentation was to ask Perkins Township Trustees to proclaim Perkins as a Compassionate Community, as well as to ask the community to be more conscious of what they say and how they act, and to look out for their neighbor. She said there is a need for this now more than ever. Mr. Ferrell thanked Ms. Daugherty for bringing this Proclamation to the meeting. Mr. Lang commented that Ms. Daugherty is doing an excellent job and how fortunate we are to have her as Serving Our Seniors Director; he expressed the gratitude of the community. Mr. Coleman signed and read the Proclamation:

Proclamation of Perkins Township, Ohio as a Compassionate Community

WHEREAS, Serving Our Seniors desires to make all of Erie County a Compassionate Community, a place where people of all ages live by the basic principal of The Golden Rule.

WHEREAS, we believe that a Compassionate Community is possible when every man, woman and child treats one another with kindness, respect, care and concern.

WHEREAS, we believe that all human beings are born with the capacity for compassion, we also believe that it must be demonstrated, cultivated and celebrated for all human beings to thrive where they live.

Let it be known that the Perkins Township Trustees, Perkins Township, Ohio, hereby proclaim that it is our residents who give our community its true wealth. Therefore, we call upon its residents to make the Perkins Township a Compassionate Community, where kindness, respect, care and concern for others is the dominate culture of our city; and evident in the way our residents think, speak and act.

The Perkins Township Trustees gratefully accept the challenge to establish, in our community, a reputation for being a Compassionate Community.

Signed this 8th day of Dec, 2015

Timothy Coleman, Chairman, Perkins Township Board of Trustees

Resolution 2015-246

APPROVE SANDUSKY COURT OFFICER

“FIRST AMENDMENT OF MEMO OF UNDERSTANDING”

Mr. Coleman moved to approve “First Amendment of Memo of Understanding” to continue to use the services of Sandusky City Court Officer in Sandusky Municipal Court proceedings, at a rate of \$14.00 per day. Mr. Ferrell seconded. Chief Klamar commented the increase is \$1.50 per day. This is a significant savings from having a Township Officer serve four to five hours a day in City Court as was done in the past. Roll call vote: Mr. Coleman: Aye; Mr. Ferrell: Aye; Mr. Lang: Aye. Motion carried.

Resolution 2015-247

APPROVE PURCHASE OF HEALTH INSURANCE FOR TRUSTEES AND FISCAL OFFICER

Mr. Coleman moved to approve the purchase of health insurance for Trustees and Fiscal Officer. Mr. Ferrell seconded. Mr. Coleman noted this action is required by statute to be completed before the beginning of the New Year. Each Trustee and the Fiscal Officer may elect to participate or not in the township’s health insurance plan. As with employees, the township pays a percentage of the premium, and the participant pays a percentage which is payroll deductible. Roll call vote: Mr. Coleman: aye; Mr. Ferrell: aye; Mr. Lang: aye. Motion carried.

Resolution 2015-248

APPROVE PURCHASE OF LIFE INSURANCE FOR TRUSTEES AND FISCAL OFFICER

Mr. Coleman moved to approve the purchase of life insurance for Trustees and Fiscal Officer. Mr. Ferrell seconded. Mrs. Gildenmeister said the Ohio Revised Code also requires this resolution. Each Trustee and the Fiscal Officer may elect to participate or not in the Township’s life insurance plan which is funded by the General Fund. Roll call vote: Mr. Coleman: aye; Mr. Ferrell: aye; Mr. Lang: aye. Motion carried.

**Resolution 2015-249
ADOPT SALARY METHOD OF PAYMENT FOR
TRUSTEES AND FISCAL OFFICER**

Mr. Coleman moved to adopt the Salary Method of Payment for Trustees and Fiscal Officer. Mr. Ferrell seconded. Mr. Coleman stated there is no change in the payment schedule with Township elected officials being paid the last pay period of the month for that month. Currently compensation is funded through the General Fund. Mrs. Goldenmeister commented that the Ohio Revised Code requires this resolution and that elected officials' compensation rates are set by the Ohio Revised Code. House Bill 64 (131st General Assembly) passed a five percent increase for township officials elected or appointed after September 29, 2015; current officials are not eligible for midterm increases. Mr. Ferrell said that the salary method is the customary method here and that each elected official has selected the salary method for 2016. Roll call vote: Mr. Coleman: aye; Mr. Ferrell: aye; Mr. Lang: aye. Motion carried.

**Resolution 2015-250
ADOPT TEMPORARY APPROPRIATIONS FOR 2016**

Mr. Coleman moved to adopt temporary appropriations for 2016 and Mr. Ferrell seconded.

Resolve to adopt temporary appropriations for 2016 to provide for current expenses and other expenditures of Perkins Township Board of Trustees during the fiscal year ending December 31, 2016.

<u>Fund No.</u>	<u>Fund Name</u>	<u>Amount</u>
1000	General Fund	2,000,000
	Special Revenue Funds	
2011	Motor Vehicle License Tax	14,000
2021	Gasoline Tax	110,000
2031	Road & Bridge	350,000
2041	Cemetery	14,000
2191	Police Protection	1,900,000
2192	Fire & EMS	2,000,000
2193	MVA Escrow	1,000
2194	Road Reconditioning	980,000
2221	Drug Law Enforcement	1,300
2231	Permissive Motor Vehicle License	53,400
2261	Law Enforcement Trust	5,000
2271	Enforcement & Education	1,200
2293	Police Drug Use Prevention Grant	12,000
2401	Lighting Assessment, Street Lighting	30,000
2902	Police Severance	0
2907	K-9	0
2908	High Visibility	30,000
2913	Park Development	3,900

	Debt Service Funds	
3101	Property Acquisition, Debt Service, Series 2015	78,500
3102	Debt Service, road TAN	185,000
	Capital projects funds	
4401	OPWC	0
4402	OPWC-Strub Road	27,500
4901	Police Equipment	175
4902	Safe Routes to Schools	463,040
4903	Township Facility	30,000
4904	Paving Trust	259
4906	Miscellaneous	200
4907	TAN Loan Fund	316,750
	Permanent Fund	
4951	Cemetery Bequest, Genofski	0
	Total	8,607,224

Roll call vote: Mr. Coleman: aye; Mr. Ferrell: aye; Mr. Lang: aye. Motion carried.

Resolution 2015-251

**APPROVE WAGE INCREASE FOR PART TIME FIREFIGHTERS
NICHOLAS GRINE AND TREVOR ROSS**

Mr. Coleman moved to approve a wage increase for part time firefighters Nicholas Grine and Trevor Ross to \$11.50 per hour on completion of five years of service with the department per their employment agreement, effective December 28, 2015. Mr. Ferrell seconded. Chief Wohlever commented that there is currently a three tiered pay rate system at \$9.50, \$10.50, and \$11.50 per hour and upon completion of tier three, wages increase to \$11.50 per hour. Roll call vote: Mr. Coleman: aye; Mr. Ferrell: aye; Mr. Lang: aye. Motion carried.

Resolution 2015-252

APPROVE WAGE INCREASE FOR ALL PART TIME FIREFIGHTERS

Mr. Coleman moved to approve a wage increase for all part time firefighters in the amount of 50 cents per hour, from \$9.50, \$10.50, and \$11.50 per hour to \$10.00, \$11.00, and \$12.00 per hour respectively, effective January 9, 2016. Mr. Ferrell seconded. Chief Wohlever said the department has given a 50 cent increase over the last three years to remain competitive with other area departments and retain employees. Mr. Coleman asked about the ratio of part time firefighters to full time; Chief estimated about fifty two percent are part time. Roll call vote: Mr. Coleman: aye; Mr. Ferrell: aye; Mr. Lang: aye. Motion carried.

Resolution 2015-253

**HIRE ERICA HOELZER AND JOHN GRIEVE AS
PART TIME FIREFIGHTERS**

Mr. Coleman moved to hire Erica Hoelzer and John Grieve as part time firefighters at a pay rate of \$9.50 per hour, effective December 26, 2015, upon successful completion of physical and pre-employment drug testing. Mr. Ferrell seconded. Chief Wohlever commented that adding two more part time firefighters will bring the department up to proper staffing. Ms. Hoezler is a Firefighter II and Paramedic, and Mr. Grieve is a Firefighter I and Basic EMT. Both individuals are working at other departments. Roll call vote: Mr. Coleman: aye; Mr. Ferrell: aye; Mr. Lang: aye. Motion carried.

Resolution 2015-254

PAYMENT OF SETTLEMENT OF HIGHWAY DEPARTMENT GRIVEANCE

Mr. Coleman moved to approve payment of Settlement of Highway Department UAW Local 913 filed Grievance#24 in the amount of \$1,000. Mr. Ferrell seconded. Superintendent Jackson commented that the settlement dates back to 2013 and has been discussed with Legal Counsel. The grievance was in reference to using people outside the Highway Department while employees were laid off. Mr. Jackson said the job duties concerning the particular task grieved have now been handed over by Trustees to the Building and Zoning Department and they oversee it now. Mr. Ferrell noted this was during the time when numerous individuals were laid off from the Township and he agrees with Legal Counsel and the decision agreed upon. Roll call vote: Mr. Coleman: aye; Mr. Ferrell: aye; Mr. Lang: aye. Motion carried.

Resolution 2015-255

APPROVE REVISED ‘URINE ANALYSIS FEE SCHEDULE’

Mr. Coleman moved to approve revised ‘Urine Analysis Fee Schedule’ as presented. Mr. Ferrell seconded. Chief Klamar stated the original fee for this was misunderstood and the maximum fee is \$37 more than what was approved previously.

Test with no confirmation: \$37.00 (we do not charge this back)

Test with one confirmation: $\$37 + \$70 = \$107$

Test with two confirmations: $\$37 + \$140 = \$177$

Test with three confirmations: $\$37 + \$150 = \$187$

The fee will not be above \$187 for any other confirmations over three.

Roll call vote: Mr. Coleman: aye; Mr. Ferrell: aye; Mr. Lang: aye. Motion carried.

Resolution 2015-256

ADOPT ‘HOLIDAY PAY FOR NON-UNION EMPLOYEES’ POLICY

Mr. Coleman moved to adopt “Holiday Pay for Non-Union Employees’ Policy. Mr. Ferrell seconded.

WHEREAS, Perkins Township full-time employees are afforded paid holidays and as applicable, in accordance with their contracts as outlined in Schedule A of the same; and

WHEREAS, Perkins Township has adopted Resolution No. 2015-27 establishing a “Timesheet Policy” to serve as legal authority to pay an employee and to provide for applicable employee benefits; and

WHEREAS, Perkins Township employees covered by the collective bargaining agreement with the FOP have the option of taking a day off within thirty (30) days after

the date of a paid holiday in lieu of the actual holiday or taking payment for each accrued holiday at the employee's base wage or salary; and

WHEREAS, a consistent paid holiday leave policy is considered desirable and would assist with the administration of the Township's payroll function.

NOW, THEREFORE, BE IT RESOLVED BY THE PERKINS TOWNSHIP BOARD OF TRUSTEES THAT:

Section 1. Perkins Township full-time employees not covered by a collective bargaining agreement and authorized to work on a paid or scheduled holiday by their supervisor are hereby provided with the opportunity to work said holiday, and may take a day off in lieu of that holiday within thirty (30) days after the date of the actual holiday. Otherwise that paid holiday time will be forfeited.

Section 2. This policy on the use of paid holiday time as it relates to full-time employees not covered by a collective bargaining agreement is intended to clarify the use of such paid holiday time, and assist with record-keeping; and

Section 3. The Board finds that all formal actions relative to the adoption of this resolution were taken in open meetings of this Board, and that all deliberations of the Board which resulted in formal action were taken in meetings open to the public in full compliance with applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

Mr. Boyle commented the policy is to assist in keeping track of when holiday pay is used. On occasion an employee may need to work a federally recognized holiday and has the ability to take the time off at a later date. This policy limits the timeframe of use to thirty days following the holiday and is in line with all other Township union agreements. Roll call vote: Mr. Coleman: aye; Mr. Ferrell: aye; Mr. Lang: aye. Motion carried.

Resolution 2015-257

ADOPT 'ACCEPTANCE OF FINANCIAL TRANSACTION DEVICES' POLICY

Mr. Coleman moved to adopt 'Acceptance of Financial Transaction Devices' (Credit or Debit Card) Policy. Mr. Ferrell seconded.

RELATING CONCERNING ACCEPTANCE OF FINANCIAL TRANSACTION DEVICES

WHEREAS, Section 503.55 of the Ohio Revised Code effective September 29, 2015 permits townships to accept payments by financial transaction devices for township expenses, and

WHEREAS, the Perkins Township board of Trustees has determined to permit acceptance of financial transaction devices for Township expenses as set forth herein,

NOW, THEREFOR, BE IT RESOLVED BY THE PERKINS TOWNSHIP BOARD OF TRUSTEES THAT

- Section 1. 'Financial transaction devices; means all major types of credit or debit cards, including VISA, MasterCard, Discover or American Express cards.
- Section 2. Financial transaction devices may be used on or after January 1, 2016 with the Police Department, Building and Zoning Department, Administrative offices or Cemetery to pay any amounts owed or otherwise paid to Perkins Township for fees, costs, assessments, penalties, or services.
- Section 3. A convenience fee is an amount equal to three percent (3%) of the payment to be made using a financial transaction device shall be added to the total payable through the use of the financial transaction device for each payment so made.
- Section 4. The convenience fee for each and every transaction paid using a financial transaction device shall be nonrefundable.
- Section 5. Any payment which is returned or dishonored for any reason shall result in the payment of a penalty, over and above the amount that was to have been paid to the township, of no less than Twenty Dollars (\$20.00) or the amount of the banking charges, legal fees or other expenses incurred by the township in collecting the returned or dishonored payment, whichever is greater.
- Section 6. A copy of this Resolution shall be posted in each Township office authorized to accept payments by financial transaction devices, along with a notice of the convenience fee charged for each transaction, the amount of the convenience fee, and a statement that the convenience fee is nonrefundable. A copy of the notice is attached to this Resolution and made a part hereof.
- Section 7. No person making any payment to the township by a financial transaction device shall be relieved from liability for the underlying obligation except to the extent that the Township realizes final payment of the underlying obligation in cash or its equivalent.
- Section 8. The Board hereby finds and determines that all formal actions relative to the adoption of the Resolution were taken in open meetings of this Board, and that all deliberations of the Board which resulted in formal action were taken in meetings open to the public in full compliance with applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

NOTICE RELATING TO USE OF CREDIT OR DEBIT CARDS
to be posted at each terminal location

Effective January 1, 2016, Perkins Township will accept major credit or debit cards issued by VISA, MasterCard, Discover or American Express for financial transactions with the Township, including the payment of any fees, fines, costs, assessments penalties, or services.

Each transaction paid using a credit or debit card shall be subject to a convenience fee equal to three percent (3%) of the amount of the transaction to be added to the total amount otherwise to be paid.

The convenience fee for using a credit or debit card for payment to Perkins Township shall not be refundable under any circumstances.

Any payment which is returned or dishonored for any reason shall result in the payment of a penalty, over and above the amount that was to have been paid to the Township, of no less than Twenty dollars (\$20.00) or the amount of the banking charges, legal fees or other expenses incurred by the Township in collecting the returned or dishonored payment, whichever is greater.

Mrs. Gildenmeister commented that adoption of this policy would allow the Township to accept credit and/or debit cards as payment. Three vendors had made presentation including their equipment, services and fee schedules; the township selection committee chose Elavon, a vendor that also works with the Township's primary bank. At this time the Police Department and Building and Zoning Department would each have one leased terminal in their department office. Mrs. Gildenmeister said there is a convenience fee to use a credit card which the Township is assessed; the fee would be passed on to the individual making the payment. There would also be a terminal lease fee for each terminal that would be charged back to the police and building and zoning departments. She said accepting credit cards as payment is a convenience to our residents and community. Cash, money orders, and some checks would remain options to pay. Mr. Ferrell mentioned this was a great idea. Roll call vote: Mr. Coleman: aye; Mr. Ferrell: aye; Mr. Lang: aye. Motion carried.

Resolution 2015-258

**APPROVE 'EMPLOYMENT AGREEMENT AND SCHEDULE A' FOR
CHIEF BUILDING AND ZONING OFFICIAL**

Mr. Coleman moved to approve 'Employment Agreement and Schedule A' for Chief Building and Zoning Official George Poulos. Mr. Ferrell seconded. Mr. Boyle commented Legal Counsel had reviewed the agreement and said the proposed schedule is in line with other employees. Mr. Coleman agreed. Roll call vote: Mr. Coleman: aye; Mr. Ferrell: aye; Mr. Lang: aye. Motion carried.

DEPARTMENT REPORTS

Fire Department – Chief Wohlever

- Fire Inspector Keith Eastman is heading up distribution of food baskets to local families and residents on December 18; to date there is a total of 33-36 baskets.
- Dodge is back from refurbishing and should last 15-18 more years; lettering to come within next week
- Requested permission to apply for new FEMA Grant. Filing deadline is January 15th.
- BWC grant-funded power cots have arrived

Resolution 2015-259

APPROVE APPLICATION FOR FEMA GRANT

Mr. Ferrell moved to authorize the Fire Department to apply for a FEMA grant and to accept the grant if awarded. Mr. Coleman seconded. Roll call vote: Mr. Coleman: aye; Mr. Ferrell: aye; Mr. Lang: aye. Motion carried.

Planning and Development – Director Boyle

- Zoning Commission scheduled to meet on December 14 with two public hearings
- Board of Zoning Appeals has several hearings scheduled for December 21
- Reviewed Safe Routes to School plan and found a few minor changes.
- ODOT's Funding Grant opens on January 5.
- Sports Force submitted a revised traffic study to ODOT last week. Once access is completed by ODOT, site review can be finalized.
- Working on submitting a Community Foundation Grant to provide funding for an intern.
- Received a number of site plan applications for review.

Resolution 2015-260

APPROVE APPLYING FOR COMMUNITY FOUNDATION GRANT

Mr. Coleman moved to approve the Planning and Development Department to submit an application for a Community Foundation Grant to be used to fund a department Intern and to accept the grant if awarded. Mr. Ferrell seconded. Roll call vote: Mr. Coleman: aye; Mr. Ferrell: aye; Mr. Lang: aye. Motion carried.

Mr. Ferrell asked Mr. Boyle about a US Route 4 proposed road widening project; Mr. Boyle said there has been discussion about developing a small planning group to help avoid any project mishaps.

Highway Department – Superintendent Jackson

- Leaf pickup going very well, collected 2,525 cubic yards so far. Pickup schedule is on Facebook and Township website.

- Cold winter weather is here and the reconditioning roads program is coming to an end this Friday for this year.
- ODOT retro-sign program will be complete by the end of the week.
- Working on a drainage problem at Pelton Park.
- Salt barn contractor said they will be finished this week.
- Audio and visual is installed for Smartboard and connection will be complete next Friday. There will be a long training program.
- Expression swing installed at Strickfaden Park; this was all grant funded. The Expression swing is really something, Mr. Jackson said; an adult and child can swing together facing each other.
- Received call from Rotary Club about a Rotary grant; they will be discussing it at their meeting this Thursday and will advise Mr. Jackson of the outcome.
- Mr. Ferrell noted how great the Expression Swing is. Mr. Jackson stated that the adult sits on one side and the child sits on the other and they are able to face each other and swing.
- Mr. Coleman asked about installation of park benches at Strickfaden Park; Mr. Jackson said there is not a plan at this time. Mr. Coleman suggested putting the cost of park benches in the budget for next year.
- Mr. Lang commented that the Park Board would be touring all Township parks, and will make suggestions and give ideas on what should and could be done to improve the parks.

Police Department – Chief Klamar

- Thanksgiving eve there was a homicide in the Township. Detectives are working hard and have an extensive package for prosecution. The department has been able to use resources of other local departments; it is very important to our small department to have good working relations with other local law enforcement agencies and be able to share resources.
- Senior Safe Shopping event is at Wal-Mart tomorrow from 10 am-12 pm. Police Officers in Erie County escort senior citizens and help them with their shopping.
- Saturday, December 12, 10 am-12 pm, Toy Drive event at Wal-Mart for children 10-12 years old; proceeds will be donated to Victory Kitchen.
- The department has recruited Santa to pass out candy at Meadowlawn and Furry Schools before Christmas.
- Inventory coming along.
- Seeing an increase in home and vehicle break-ins. Chief reminded holiday shoppers to keep valuables out of sight and vehicles locked.
- Reapplied for Wal-Mart grant and received a letter on December 4th stating the grant was approved for \$2,500. Funds will be used for Easter, Thanksgiving, and Christmas food baskets for residents and families.

Resolution 2015-261

ACCEPT WAL-MART GRANT, \$2,500

Mr. Coleman moved to accept a \$2,500 Wal-Mart grant designated for use by Perkins Police Department. Mr. Ferrell seconded. Roll call vote: Mr. Coleman: aye; Mr. Ferrell: aye; Mr. Lang: aye. Motion carried.

NOTICES/CORRESPONDENCE

Mrs. Gildenmeister commented that the Friends of Perkins Township will be sponsoring an old fashioned family Christmas Caroling event Sunday, December 13 at Strickfaden Park starting at 4:00 p.m. There will be free hot chocolate and perhaps a visit from Santa.

Mr. Coleman commented that Consultant Bryan J. Cavins, President and Principal Consultant, Cavins Custom Solutions, working through Bowling Green State University, had been contacted to facilitate a follow up to the previous 2011 staff team training designed to build interpersonal relationships and ultimately their effectiveness. Due to changes in leadership team membership and the growth and changes in Perkins Township operation, many of the commitments that were made in 2011 need to be reviewed and re-prioritized. Cavins Custom Solutions suggests the facilitation of three ½ -day training experiences that will both introduce team development topics and allow for team brainstorming opportunities to discuss and commit to action-steps that will help Perkins Township build a positive future. Mr. Ferrell mentioned the dynamics of the previous discussions and trainings with Mr. Cavins and is looking forward to a continued relationship with him.

Resolution 2015-262

APPROVE CONTRACT WITH CAVINS CUSTOM SOLUTIONS, LLC, \$2,000.00

Mr. Coleman moved to approve entering into a Contract with Cavins Custom Solutions, LLC, to deliver and facilitate team development service(s), and to pay the proposed \$2,000 fee in two installments, ½ upon direction to proceed, ½ upon completion of the retreats. Mr. Ferrell seconded. Roll call vote: Mr. Coleman: aye; Mr. Ferrell: aye; Mr. Lang: aye. Motion carried.

Mrs. Gildenmeister commented that correspondence had been received from Nexus Gas Transmission in reference to it seeking a Certificate of Public Convenience and Necessity regarding the construction and operation of a gas transmission project. Superintendent Jackson said Nexus Gas had informed the Township of its planned installation of a transmission line. The line does not directly affect Perkins Township. The line would run across the southern part of Erie County, and the Township would need to authorize the line passage through the Township.

FISCAL OFFICER COMMENTS

Mrs. Gildenmeister commented there would be a detailed financial report after the year-end closing of 2015; she gave a brief overview summary:

- Revenue budgeted for 2015 was \$12.0 million,
- Actual revenue received through November totals \$11.9 Million
- Hotel/Motel tax received through October totals \$775,000,
- Appropriations budgeted for 2015 was \$12.9 million
- Expenditures through November total \$9.6 million
- Check book balance to date is \$2.9 Million

TRUSTEE DISCUSSION

Congratulations to Zoning Inspector Megan Sherlund and husband Matt on the arrival of their baby boy, Austin Michael.

The next scheduled Board meeting is December 22. Trustees agreed that all required year-end business in preparation for the New Year had been acted upon at this meeting. Since the next scheduled meeting is very close to Christmas, by consensus Trustees cancelled the December 22nd meeting. If necessary, a Special Meeting could be called.

Next scheduled meeting is January 12, 2016.

PUBLIC FORUM

Andy Ouriel, Sandusky Register reporter, had several questions. He asked:

- Why is there \$2 million more than expected? Mrs. Gildenmeister commented that the Township had received grant awards during the year as well as new revenue from the voter approved Roads Reconditioning levy.
- When will the credit card policy be implemented? Mrs. Gildenmeister said we are waiting on additional materials and training, but the goal is to have it up and running by the end of the year.
- Mr. Ouriel said Mr. Boyle had mentioned that Sports Force submitted a traffic impact study, what possible issues can arise from this widening of the road? Mr. Boyle said when there is a large project such as Sports Force, with traffic being impacted, the owner is required to submit a traffic impact study. The study analyzes the amount of traffic passing through a certain area during specific time frames. In this specific case, models were completed out to Rye Beach Road back into Sandusky, to take into the affect of the Cedar Point traffic. Preliminary findings have found there will be required turning lanes both west bound and east bound, which would require widening Cleveland Road.
- Is there enough time to widen the road with the operations of Sports Force supposedly beginning in 2017? Mr. Boyle commented the widening is at the expense of the developer, which would be coordinated with ODOT.
- Questioned the additional left turn lane on Strub Road and Route 4. Mr. Boyle said this was through ODOT and would be both north and south bound, happening in 2016.
- What about the new Township street signs? Mr. Jackson commented that retro-reflective signs had been provided through an ODOT grant. Regulatory road signs (Stop, Yield, etc) will be installed on all Township roadways.
- Is the Township paving Pelton Park Drive? Mr. Jackson said that was correct. Mr. Ouriel asked about the cost of that repaving; Mr. Jackson commented it was a shared cost and the Township's portion is \$16,000.
- Mr. Ouriel asked about rumors of the Township possibly building a new fire station. Mr. Coleman commented that the Township has always looked at the possibility of new fire stations. The current fire stations were meant to be used for part time and volunteer firefighters, and now there are full time firefighters living in those stations. Mr. Coleman said the buildings were not built for that use. He

said fire fighting and emergency equipment has gotten bigger over the years, and for some pieces of equipment it is a very tight squeeze into the station. For years there were For Sale signs in front of the station on Route 250; however, no studies have been done to build a new station. Chief Wohlever commented that the fire station must stay close to the location where it is now in order to stay within the ISO rating. ISO sets the insurance ratings for private and public sectors, as well as residential and commercial. Chief Wohlever said with the Township expanding, there will be a need for a larger station to hold the equipment, as well as the manpower needed to operate. Mr. Ouriel asked if one or both stations would be replaced; Chief Wohlever commented that if and when it is decided to build a new fire station, it would only be one to begin with, due to costs. Mr. Ferrell commented that the Board of Trustees is not looking to create a large debt for the Township, and until the property is sold on Route 250, there would not be sufficient funds to build a new station. Mr. Ouriel asked if the Fire Levy tax revenue could take care of the cost of building a new station, and if so, is that the purpose of the levy? Mr. Ferrell commented that the Board would not have a decision on a new station by the time the current Fire levy would be up for renewal or replacement. He said if and when it would be the intention of the Board to build a new station, the electorate would be well aware of it. Mr. Ouriel asked if the intention was to use the Fire levy tax revenue, what funds would be used to subsidize or remainder of the cost? Mr. Coleman said the answer to that question was not known at this time. Mr. Ouriel asked about the cost to build a new fire station; Mr. Coleman stated roughly \$3 Million.

- Mr. Ouriel asked Mr. Ferrell about his decision to run for Erie County Commissioner. Mr. Ferrell said he would be representing the people of Perkins Township as he goes through the process. He has represented Perkins Township with pride and leadership, as well as being resourceful with tax payers' money, and that he will continue doing so going forward. Mr. Ouriel asked why Mr. Ferrell was running for the seat his brother Tom has held for many years, and not a different seat. Mr. Ferrell commented that particular seat means more to him. Mr. Ouriel asked how running a campaign would affect Mr. Ferrell's duties as Trustee. Mr. Ferrell said it would not affect his duties as Trustee whatsoever, and he will keep his commitment to the residents. Mr. Ferrell noted his re-election as a Trustee; residents expect certain attributes and he will continue to deliver that. Mr. Ouriel verified Mr. Ferrell would be running as a Democrat and Mr. Ferrell said yes.
- Mr. Ouriel asked Mr. Lang about his intention of running for the same commission seat as Mr. Ferrell. Mr. Lang commented he had not made up his mind, and no paperwork has been turned in yet. Mr. Ouriel asked if Mr. Lang would be running for the same seat as Mr. Ferrell and asked how it would impact his duty as a Trustee. Mr. Lang confirmed that it would be for the same seat as the one Mr. Ferrell is a candidate for; he and Mr. Ferrell have a professional relationship and a duty to Perkins Township first. Mr. Lang commented that a commission campaign would be second to the duties of his position as Perkins Trustee.

- Mr. Ouriel asked Mr. Ferrell how it would affect his relationship with Mr. Lang. Mr. Ferrell commented that he and Mr. Lang have a professional relationship and it would not affect the Township in any way.

Ms. Kathy Mueller, Patten Tract Road, commented that the Township has been blessed with leadership and she is very proud to be a resident. Ms. Mueller mentioned Perkins Township pride from agricultural, education, business, and community. Ms. Mueller requested a letter of congratulations be sent to Providence Church on the occasion of its mortgage burning ceremony.

There being no further business before the Board, Mr. Ferrell moved to adjourn. Mr. Coleman seconded. Roll call vote: Mr. Ferrell: aye; Mr. Coleman: aye; Mr. Lang: aye. Motion carried. Meeting adjourned at 7:40 p.m.

Timothy Coleman, Chairman

Jane Gildenmeister, Fiscal Officer