

January 5, 2016

**PERKINS TOWNSHIP TRUSTEE
WORK SESSION/STAFF MEETING**

January 5, 2016

Perkins Township Trustees met on Monday, January 5, 2016 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 at 8:10 a.m.

Also in attendance: Chief Keith Wohlever, Highway Superintendent Allen Jackson, Chief Ken Klamar, Planning and Development Director Gary Boyle, Office Manager Lynn Hargrave, Mrs. Gildenmeister, Zoning Technician Becky Smith, Payroll Clerk Ashley Ohlemacher, Administrative Clerk Kathy Niehm.

Public: Diane Schaefer, Ralph Roshong

- Chief Klamar presented proposal agreements with Warwick for various levels of telephone support and services for the phone system at 2610 Columbus Ave. Following discussion. The Township will go with option #4 and a resolution will be on the agenda for the next Board meeting. Mrs. Gildenmeister had a question about the phone in Mrs. Ohlemacher's office. Chief will follow up.
- Police and Fire departments' Christmas food/toy/clothing programs and distributions were a success, Chief Klamar noted.
- Officer Mark Kusser has retired and his last day is Friday. Congratulations Officer Kusser! Mr. Ferrell commented a retirement celebration is planned.
- Chief Klamar reported that the police radar 'your speed is' sign is working well. Its main purpose is to help make drivers aware of their speed and it encourages some to slow down.
- Superintendent Jackson commented that a resident has requested to change the road load limits on W Strub Rd. The Erie County Engineer's office sets the limits and not the Township.
- Mr. Ferrell asked Chief Klamar is there was any further talk about using the Services Facility police lobby as a safe place for buyer/seller internet exchanges; Chief is waiting for an opinion from legal counsel John Coppeler.
- Chief Klamar said the Township and the City of Sandusky had signed a new agreement for Court Officer service at a fee of \$14.00 per day for Sandusky Officer Court time. This agreement represents a great savings to the Township compared to paying a Township officer four-five hours each day waiting in court for a Township case to be called.
- Planning Director Boyle commented that Intern Jason Werner had researched community gardens and their amenities in surrounding areas. He had earlier submitted his report which will be reviewed. A variety of options for a community public garden in the Township will be looked at more closely in April/May.
- Mr. Ferrell asked Mr. Boyle if the department has given any consideration to hiring an intern for this summer. Mr. Boyle commented that staff had been

discussing options available regarding hiring a college intern to work this summer through a grant.

- Suggestions and ideas were offered concerning the style and price for a new sign to be installed in front of the Services Facility. Mr. Ferrell asked if there might be a few quotes for the next Work Session/Staff Meeting.
- Mr. Boyle commented that Mrs. Sherlund and Fire Inspector Keith Eastman will be following up property maintenance issues on Milan Rd, Bell Ave and Scottley Dr. A formal resolution is needed for the Building/Zoning office to be included as an agency of enforcement.
- There was brief discussion that it had been determined that the Marshall Avenue 'wall' is not a retaining wall. Erie County Soil and Water department is reviewing the issue.
- Superintendent Jackson commented that demolition of an in ground swimming pool on property located at 615 E. Bogart Rd has been completed. The area has been seeded and documentation needs to be sent to Erie County.
- Herman's Furniture is renovating the vacant movie theater behind the mall. The store will be relocating from its current location on Cleveland Road. Mr. Boyle mentioned that he understands that a grand opening is planned for early spring.
- Mr. Boyle commented that construction is moving right along on the new Kroger Marketplace store on Perkins Ave. Grand opening is tentatively set for sometime in late March/early April.
- Mrs. Ohlemacher commented that she is keeping the Township Facebook pages current.
- Mr. Boyle briefly mentioned the Community Housing Impact and Preservation (CHIP) program. The program provides grants to eligible communities interested in undertaking housing-related activities, improving and providing affordable housing, and strengthening neighborhoods through community collaboration. The Township is working with Erie Regional Planning.
- ThorWorks is planning an expansion project, and plans for the new Discount Drug Mart store located between Menards and Aldi's on Milan Road are moving right along.
- Mr. Boyle updated Trustees regarding a meeting scheduled for next week with City of Sandusky and Sports Force representatives regarding the design and construction of the planned Sports Force complex on Cleveland Rd. Brief discussion followed.
- Superintendent Jackson commented that construction of the new salt barn at the Services Facility complex is completed. Mr. Coleman said it looks good.
- Mr. Ferrell asked Mr. Jackson if there was anything to report regarding funding for additional trails. Mr. Jackson will be filing an ODOT trail grant application. This is an 80/20 match grant and the match has been included in the budget.

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- Superintendent Jackson commented that leaf pickup went very well this year. This is a service that residents really appreciate and they begin asking about the schedule before leaves actually begin to fall. Christmas tree pickup was completed this week.
- Boston Road roadwork project is under design, Mr. Jackson said.
- Mr. Lang commented that Park Board members surveyed all the Township parks and found many wooden signs were falling apart. It was suggested people might be interested in painting park signs and that businesses like Home Depot, Menards, Lowes would be interested in helping to provide supplies. Mr. Jackson said that the park signs would need to be prepared properly and painted with the approved paint.
- Fire Chief Wohlever commented that two NIMS (National Incident Management System) training classes were held last month. Most staff have the testing completed. Newly hired employees will be expected to complete NIMS training as soon as possible. Mandated by Homeland Security Presidential Directive, NIMS is a condition for the receipt of federal preparedness funds, including grants, contracts and other activities. NIMS establishes a uniform set of processes and procedures that emergency responders at all levels of government will use to conduct response operations in the event of a disaster.
- Mr. Jackson commented that a Smart Board has been installed in the Services Facility meeting room. There will be several training sessions on its many features and the proper way to use the board.
- The new fire department pickup is ready; Chief Wohlever commented he is just waiting for the paperwork.
- Mr. Coleman asked Mrs. Gildenmeister if she had any updates to share with staff and Trustees.

Mrs. Gildenmeister commented that work continues on the Ohio Treasure's online Ohio Checkbook.com between working on closing the 2015 books.

Credit card terminals have been installed in Zoning and Police department offices. There may be a few wrinkles to work out but nothing monumental. This is a great service for residents and contractors and should become very popular once word gets out that permits and fines can be paid through a credit card.

December bank statements are not online yet probably due to the holidays.

Inventories that were not turned in before Christmas are due.

Notice will be sent that the Jan 26th Board meeting is cancelled due to elected officials attendance at the Ohio Township Association annual conference.

Friends of Perkins Township will meet Jan 14th at 6:00 p.m. at the Services Facility.

- Mr. Lang commented that 50-60 people attended the Friends of Perkins Township 'Old Fashioned Christmas Caroling' at Strickfaden Park. Santa rode in on a fire truck. The event is planned again for next year with a later start time.

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- Mr. Ferrell reminded department heads that all 2015 annual department reports from Police, Fire, Highway and Planning are due.

Public Comment

- Mr. Ralph Roshong had questions about the Township's sign code. Mr. Boyle commented that the draft of the new sign code is almost finished.
- Mr. Roshong commented that Cambridge Circle road work looked great and he appreciates the hard work that went into it.
- Mr. Roshong wanted to know why the Township wanted to build a new fire station. Mr. Coleman commented that the information in the newspaper was incorrect. The Township has always looked at the possibility of a new fire station but has no intention of building anything soon. There were For Sale signs for years in front of the Station on Route 250, but no studies have been done to build a new station.

Mr. Coleman said there is a true need for a new fire station. The current stations were meant for use by part time and volunteer firefighters, but now full time firefighters are living in the stations. Fire equipment has gotten bigger over the years and it is a very tight squeeze for some of today's equipment. Firefighters willingly continue to patch and update the current fire stations to help improve the living conditions for the people who work and sleep there.

Mr. Ferrell said Trustees do not want to create a large debt for the Township, and until the property is sold on Route 250, there would not be enough funds to build a new station.

- Mr. Roshong said he knows ODOT controls SR 250 but he felt the traffic pattern on SR 250 and Perkins Avenue is terrible.
- Mr. Coleman thanked staff for all they do for Perkins Township.
- Mr. Coleman noted that a number of public meetings and in-house trainings are coming up:
 - Jan 12 Trustees Board meeting
 - Jan 14 Friends of Perkins Township, 6:00 p.m. at Services Facility
 - Jan 14 Park Board meeting, 7:00 p.m. at Services Facility
 - Jan 19 Perkins Schools Superintendent, 8:00 a.m. at the Services Facility
 - Jan 20 ODOT meeting
 - Jan 21 Police Department, day meeting
 - Jan 21 Windamere, evening meeting
 - Jan 23 Coffee and Donuts, 9:00-10:00 a.m. at Services Facility, public meeting with elected officials and department heads
 - Jan 26 Trustee Meeting cancelled
 - Feb 2 Trustee Work Session/Staff meeting, 8:00 a.m.

Mr. Coleman asked if anyone had anything else. Hearing no objection, meeting adjourned at 9:45 a.m.

Timothy Coleman, Chairman

Jane Gildenmeister, Fiscal Officer