

**RECORD OF PROCEEDINGS**  
**Minutes of Regular Meeting**  
**Held at 1219 St. Rt. 183 in Atwater, Ohio; on April 08, 2014**

**ATTENDANCE**

Trustees Danny Derreberry (Trustee/Chairman), Peggy Baine (Trustee), Lynn Whittlesey (Trustee), Shawn Renee Miller (Fiscal Officer), Fire Chief Mel Russell, Jim Donovan (Zoning Inspector), Walt Baine, Naomi Wise, Martha Bevard, John Kovacich, Becky Myers, Rodney Myers, Charles Darrah, Rebecca Whittlesey

Danny Derreberry called the Regular Meeting to order at 7:00 p.m. Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derreberry – yes.

Meeting was opened with the Pledge and prayer offered to all.

Danny Derreberry asked the Board if they had each received and reviewed the March 25, 2014 meeting minutes for the Regular Meeting and stated that on page 128 there is a correction to the dates listed; asked if there were any additional corrections. All agreed there was nothing additional. Danny Derreberry requested a motion to approve as corrected, Peggy Baine moved to accept the minutes from the March 25<sup>th</sup> meeting per Draft 2 correct; Danny Derreberry second. Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derreberry – yes. Motion carried.

**COMMUNICATIONS**

Danny Derreberry presented the following correspondence, all of which is available for review:

- Government Technology Magazine
- Mailing Postcard UH Meeting May 13<sup>th</sup> Event; Danny will check calendar for availability

Shawn Renee Miller received information from Fire Chief Russell on two upcoming sessions:

- Feel the Heat for the Ohio Public Officials at the Ohio Fire Academy on 05/03/2014
- Death Notification Seminar ~ Delivering the News with Compassion; multiple locations and dates.

Information on both will be emailed to the three trustees.

**FINANCIAL**

Danny Derreberry asked if there were any questions or corrections to the Financial Statements dated April 08, 2014 or the March 2014 Bank Reconciliation. Shawn Renee Miller explained that a UAN adjustment has been made for the \$1,887.08 that has been appearing on the Bank Recs. After review there were double adjustments made on the three warrants, the original being from the 2011-2012 TWP Audit. The dollar amount is now adjusted and all Bank Recs should be balance going forward. Lynn Whittlesey asked to see a copy of the Bank Rec as he had not received a copy; after review all agreed there were no questions or concerns. Danny Derreberry requested a motion to accept the Financial Statements dated April 8<sup>th</sup> & the March Bank Reconciliation; Peggy Baine moved Lynn Whittlesey second. Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derreberry – yes.

**FIRE DEPARTMENT**

**Old Business**

Nothing old to discuss

**Fire Department**

**New Business**

Chief Russell presented fuel report for March 2014. AFD used 70.6 gallons of gas and 71.2 gallons of diesel fuel. The Road Department used 61.4 gallons of gas and 82.5 gallons of diesel fuel. Chief Russell presented the March 2014 AFD monthly run report as follows:

- Fire Incidents: Grass/Brush Fire - 1, Other Fire Incidents - 1, PCFIU - 5
- EMS Incidents: MVA's - 2, Transports to RMH – 8; Transports to Alliance Community – 1; Non- transports – 2; Other EMS Incidents – 1.
- Monthly Total of 21 (includes 1 - Mutual Aid given and 1 – Mutual Aid received).

Chief Russell stated that he received a new Agreement from Maplewood for the TWP/AFD to review and sign. Maplewood Adult Education utilizes the equipment, facility for training opportunities and the old agreement only discussed the 36 hour course. This new Agreement incorporates the 120 class being offered. Danny Derreberry read the Agreement out loud. Within the Agreement there is language regarding AFD representation on the Maplewood Career Center Adult Education Fire Program Advisory Committee and Lynn Whittlesey asked Chief if that individual was Jesse Baughman, Chief stated both Jesse and he serve on the committee.

Peggy Baine motioned to accept the Agreement as written/read, Lynn Whittlesey second. Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derreberry – yes.

Chief Russell informed the Board that Tom Nellis was on a Fire Investigation at the recent house fire, Tom fell through the floor (he is OK) and dropped/broke his personal digital camera (camera presented to the

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Board). Chief asked if this would be covered under the TWP Insurance and/or if the TWP would reimburse him. Lynn Whittlesey believed it would fall under the contract similar to the eye glasses claim as discussed/presented previously. Chief Russell stated that it is a Kodak Digital Camera and Tom felt \$75.00 would cover it.

**Road Department**  
**Old business**

Peggy Baine stated that the Road Crew has been using the order/received sealant on the road and are getting the TWP equipment ready.

Peggy Baine had a conversation with Mike Rich of Sealmaster regarding his recent quote to the Department for Sealant. Peggy explained to him that the Road Crew is comfortable with their current vendor. Mike informed her that he will be conducting a demonstration in Suffield and would like for the TWP to consider attending, date not yet available.

Peggy Baine stated that the crew was called out on Friday 4/4 at 6pm to cleanup a down tree on Laubert Road and since they were out they cleaned up other debris as well.

Peggy Baine asked Danny Derberry about an update on replacing/repairing the Garage thru a NOPEC Energy Grant. Danny Derberry stated that the TWP is eligible to apply for funds through NOPEC for Energy Efficiency Updates/Repairs. He does not believe that there is a match involved and that a list of ideas should be compiled. Danny Derberry indicated that at the AFD there is a wall on the 2<sup>nd</sup> floor that is not insulated correctly and caused some pipe freezing issues over this winter. Danny stated that any idea that will help with heat loss, lighting, energy savings will be taken into consideration. Danny does not believe that there is precedence on time frame, but something to give some thought to over the next couple of weeks.

**ROAD DEPARTMENT**  
**New Business**

Peggy Baine brought up the paper work she received from the County Commissioners Association of Ohio regarding ISSUE 1, Campaign to Renew the state Capital Improvements Program (previously known as ISSUE II) that is on the May Ballot. She indicated that the Township needs to pass a resolution indication they are supporting the Issue, Lynn stated he would not vote for it as he is unaware of it as he has not received anything.

Danny Derberry indicated via FAQ sheet received from County Commissioners Association. TWP Board tabled Resolution until next meeting, 4/22/2014.

Jim Donovan (Zoning Inspector) asked the Board if the Road Crew would be able to get rid of the tires at the cleanup day from 6268 Waterloo, house demoed. Board stated yes.

**ZONING**  
**Old Business**

Jim Donovan presented the trustee's with his March 2014 report.

- 2255 Alliance Road Property cleaned up & all violations removed.
- Lake Street Property being turned over to the Health Department
- Permit pulled for a demo on East side of SR 183, Randy Roberts from County asked that TWP keep an eye on the demo to be sure handled correctly.
- 1742 St Rt 183 & Walter Smith Property on Porter Rd are next on list for demo once contractor is done in Randolph
- Two houses on Waterloo up for Demo with the Land Bank have asbestos in them and are delayed until asbestos removal quotes come in.
- Once above four are down, that will bring total demos to 17
- Weingart Property (old Lumber Yard) is still being worked on; Jim stated he has giving the family some leeway as they have a business that was lost in the Garrettsville fire.

**ZONING**  
**New Business ~ nothing new at this time**

**CEMETERY/REAL ESTATE**  
**New Business**

Lynn Whittlesey spoke with Tim & Dave regarding ideas in the Cemetery to use the Bequest money that is on the books. Tim & Dave believe that the best use would be to update the roads, better for the hearse & families. Danny Derberry suggested having them get a plan/costs together.

Jim Donovan commended the TWP Crew for the plow jobs done within the Cemetery all winter; many cemeteries do not take the time.

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Jim Donovan suggested the Trustees consider a gazebo, at some time, in the Cemetery for funerals to occur out of the weather.

Peggy Baine stated she would like to see the rock wall on SR 183 repaired with the Bequest money before it falls down all the way

Martha Bevard suggested looking at the entire way because based on the current holes in it; the entire thing may need to be completely replaced based on the way it is falling apart.

Lynn Whittlesey stated that lots of the wall is gone and has been for some time, will need to look at it.

Peggy Baine asked Lynn Whittlesey if he returned the call from Gracie Wise regarding the Cemetery plots, he confirmed yes. She then asked if the TWP policy is the same, does the TWP buy the plots back at the same price, Lynn stated yes.

RESIDENT Charles Darrah asked if he may speak, Danny Derberry stated yes.

Charles asked if any decisions had been made by the Board regarding the AFD Tanker. Stated he has never voted against the AFD or the school, the equipment needs to be updated.

Danny Derberry stated that it was still being worked on.

Charles stated he has a problem with the idea of buying a used cab/chassis, he feels the current tanker setup is antiquated and a lot can go wrong with buying a used cab/chassis. Stated that if there is money in the AFD fund, why not just by new and be done with it? Danny Derberry stated that it is being worked on, and that doing the due diligence of looking at used and new needs to be done for the best of the Township.

Charles asked when are you (Board) going to make a move on it and how long will the Tanker be out of service if the decision is made to go the used route?

Fire Chief Russell & Danny stated they are not that far in the process. Danny stated that the idea of new equipment as not been abandoned but again have to look at all of the options.

Charles stated he votes YES for the AFD Levy because of the training and equipment.

Danny stated that previously the discussion of looking into grant monies should be done, Danny stated that he has been making inquiries and that going with a new tanker will cost \$200,000 plus.

Charles stated that the AFD doesn't have any other pressing "needs" than this tanker, you have the money and again he does not like the idea of used.

**ADMINISTRATION**

**Old Business**

Shawn Renee Miller stated that the BWC auditor is coming in tomorrow 4/9 and she should be able to provide an update at the next meeting.

Shawn Renee Miller stated that at the prior meeting she discussed the State Unemployment account review and the outcome of her conversations is that the wages paid for runs/transporters are not eligible wages for unemployment and should not be reported. Unemployment is requesting revised quarterly reports all the way back to 1/1/2010 and she will keep the Board posted. At this point the 1<sup>st</sup> quarter 2014 report will be filed shortly and those wages will not be reported, the revised reports will take some time to compile.

Shawn Renee Miller requested the Boards signatures on the March 11, 2014 meeting minutes.

Shawn Renee Miller requested the Boards signatures on the March 2014 Bank Reconciliation.

Shawn Renee Miller stated that she created fliers for the TWP Cleanup day and provided them to the Trustees. Stated the Lions Club will be placing it on the Town Center sign, Jim Donovan reminded everyone that Gary at KJ's stated he will place things on his electronic sign. In addition, Shawn Renee stated that the information is on the TWP web page & Facebook page. Finally, Shawn Renee Miller met with Mr. Riley that heads up the Climate Club at the school regarding the Cleanup Day set up. Mr. Riley stated to the plan for 20 pallets, Shawn Renee will discuss location of these with Tim & Dave.

**ADMINISTRATION**

**New Business**

Shawn Renee Miller requested a motion to approve PO's 51-2014 thru 54-2014 in the total amount of \$6,863.53 including closed #51-2014 replaced with 53-2014. Danny Derberry so moved, Peggy Baine second.

Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derberry – yes. PO's signed.

Shawn Renee Miller requested a motion to appropriate Receipts 72-2014 through 82-2014 in the total amount of \$10,709.98. Danny Derberry so moved, Lynn Whittlesey second.

Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derberry – yes.

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Shawn Renee Miller requested a motion to approve Electronic Funds Transfer with Voucher #46-2014 totaling \$173.90. Danny Derreberry so moved, Peggy Baine second.  
Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derreberry – yes.

Shawn Renee Miller requested a motion to approve Withholding Vouchers #49-2014 through 51-2014 totaling \$6,538.69. Danny Derreberry so moved, Lynn Whittlesey second.  
Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derreberry – yes.

Shawn Renee Miller requested a motion to approve Warrants 32477-32489 & 32514-32516 totaling \$4,193.84 including voided warrant#32489 & 32485. Danny Derreberry so moved, Peggy Baine second.  
Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derreberry – yes.

Shawn Renee Miller requested a motion to approve Warrants for Payroll (excluding Road) 32490-32511 totaling \$7,889.03. Danny Derreberry so moved, Peggy Baine second.  
Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derreberry – yes.

Shawn Renee Miller requested a motion to approve Road Department Payroll warrants 32512 & 32513 totaling \$2,412.64. Danny Derreberry so moved, Peggy Baine second. Roll Call: Lynn Whittlesey – abstain, Peggy Baine – yes; Danny Derreberry – yes.

Danny Derreberry made a motion to pay bills at 8:02pm; Lynn Whittlesey second. Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derreberry – yes.

With nothing additional or new, Danny Derreberry moved to go back to regular session at 8:02pm; Peggy Baine second. Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derreberry – yes.

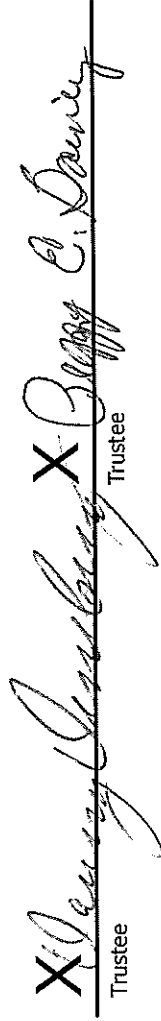
**ANNOUNCEMENTS**

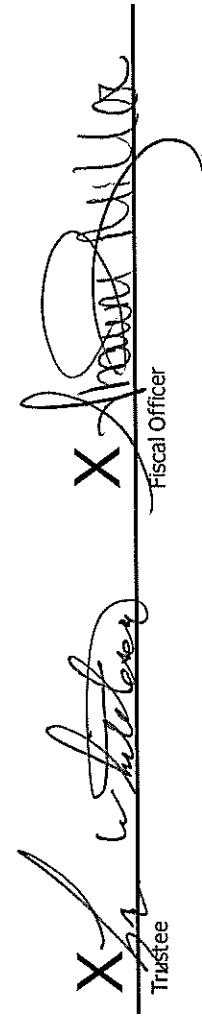
Lions Club Rummage Sale this Saturday 4/12 at Atwater Townhall; donations can be delivered or call for pickup on Friday 4/11.

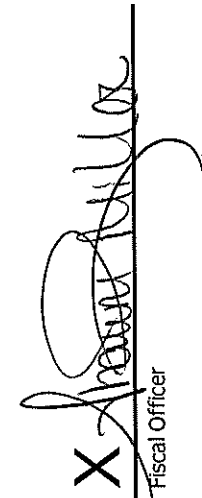
Waterloo School Board Meeting moved from April 10<sup>th</sup> to Wednesday April 16<sup>th</sup> @ 7:30 pm with State of the Schools presentation.

Danny Derreberry mentioned that the Park Grant contract did come in & he signed and returned. Once final contract comes back a Park Committee meeting will be scheduled.

Danny Derreberry moved to adjourn the meeting at 8:05 p.m.; Lynn Whittlesey second. Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derreberry – yes.

X   
Trustee

X   
Trustee

X   
Fiscal Officer