

**RECORD OF PROCEEDINGS**  
**Minutes of Regular Meeting**  
**Held at 1219 St. Rt. 183 in Atwater, Ohio; on April 22, 2014**

**ATTENDANCE**

Trustees Danny Derbererry (Trustee/Chairman), Peggy Bainey (Trustee), Lynn Whittlesey (Trustee), Shawn Renee Miller (Fiscal Officer), Fire Chief Mel Russell, Naomi Wise, Martha Bevard, Becky Myers, Rodney Myers, Walt Baine, John Kovacich, Rebecca Whittlesey, Tom Nellis

Danny Derbererry called the Regular Meeting to order at 7:01 p.m. Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derbererry – yes.

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

Danny Derbererry asked the Board if they had each received and reviewed the April 08, 2014 meeting minutes for the Regular Meeting; all agreed there were no correction and nothing additional to add. Danny Derbererry requested a motion to approve as written, Peggy Baine moved to accept the minutes from the April 8<sup>th</sup> meeting; Danny Derbererry second. Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derbererry – yes. Motion carried.

**COMMUNICATIONS**

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

- Time Warner Cable notice of upgrade to current/new digital format, no charge. Residents need to contact Chris Thomas at Time Warner Cable at 330.630.7984 by July 24<sup>th</sup> to request installation of new digital box.
- John Husted (Secretary of State) regarding ISSUE 1 on May Ballot. More information available at <http://www.sos.state.oh.us/sos/elections/Voters/whatsOntheBallot/whatsOnBallot.aspx> or by calling [877.767.646](tel:877.767.646)
- Email notice from OTARMA regarding National Playground Safety Week
- NE Ohio Township Association Meeting on Thursday 4/24/2014 at 6:30 at Columbia Station; available to Trustees and Fiscal Officers
- Portage County Township Association Meeting May 17, 2014 at 6pm in at Portage County Engineer Central Facility; available to Trustees and Fiscal Officers
- Upbeat Magazine containing items for Park
- Northern Lights Magazine: Flags, Banners, etc.

**FINANCIAL**

Danny Derbererry asked if there were any questions or corrections to the Financial Statements dated April 22, 2014; all agreed there were none. Danny Derbererry requested a motion to accept the Financial Statements dated April 22; Lynn Whittlesey moved to accept the Financial Statements dated April 22 as presented, Peggy Baine second. Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derbererry – yes.

**FIRE DEPARTMENT**

**Old Business**

Chief Russell stated that he received information back on a used Tanker Cab/Chassis from seller in Indiana. 2001 Peterbuilt with 250K miles, automatic, at paint shop, replaced two fenders, bumper, grill and new tires; was unsure on the interior, if an issue will be fixed; was formerly a cement truck. There has been no response from others that inquiries were sent to; trying to get responses back is like pulling teeth.

(10:37) Peggy Baine states as follows (verbatim) “I was never in favor of getting a used piece of equipment anyhow, so, I would like to make a motion to move forward with the purchase of a new tanker for the Fire Department, you guys get on that okay?”

(10:56) Danny Derbererry (verbatim) “I will second that motion, but I want to add to the motion; I want to also put in there that I would want the Chief to get some quotes. Have you (directed to Chief Russell) put together a list of stuff you would like on this truck?”

(11:12) Chief Russell (verbatim): “Yes, we put a committee together and met late last week to toss around ideas and still tweaking that. We do have a rough idea.”

(11:21) Danny Derbererry (verbatim) speaking to Chief Russell “Why don’t you get that stuff together and maybe present it at the next meeting, everything you would like to have on this truck or what you would like to look like and get some prices on that and see what we can do.”

(11:43) Chief Russell: “I can work on that, I can’t guarantee that I will have anything price wise by the meeting.”

(11:48) Danny Derbererry: “I will second the motion as revised.”

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(11:50) Shawn Renee Miller: “Roll Call, Lynn.....”

(11:51) Lynn Whittlesey: “Read the Motion first, what does the motion say?”

(12:04) Danny Derberry: “ Motion was to investigate, actually to purchase a new tanker truck and have the Chief compile a list of stuff that we would like to have on it and get prices accordingly.”

(12:25) Lynn Whittlesey “No, because it is still in the discovery phase”

(12:31) Shawn Renee Miller continuing with Roll Call vote: Peggy Baine~ yes, Danny Derberry ~ yes.  
Motion Carried.  
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Danny Derberry asked Chief Russell if there was any other old.

Tom Nellis updated the Board on his replacement camera, stated he spoke with Mike at OTARMA and was told that he had to first file with his personal insurance; he has a \$1,000 deductible and it is a \$79.00 camera. Mike then stated that under Misc. Equipment on the Township Policy there is a \$500 deductible. Lynn Whittlesey stated that it should go under the Personal Effects portion; Tom stated that Mike did not mention that. Tom stated he can purchase the exact same camera from Walmart for \$79.00. Tom stated he will contact Mike again about the Personal Effects section. Danny Derberry stated to Tom, find out if our Township insurance will cover it under the Personal Effects.  
Danny Derberry motioned to reimburse Tom Nellis \$79.00 for the purchase of a new camera IF the Township Insurance will not cover it; Peggy Baine second the motion. Roll Call Vote: Lynn Whittlesey ~ No, because still in “discovery period”, Peggy Baine ~ yes, Danny Derberry ~ yes. Motion carried.

Chief Russell stated that is all he has for old business.

**Fire Department**  
**New Business**

Chief Russell stated the new computer information was provided to the FO for updating the inventory.

Chief Russell stated that the AFD has two computer towers and one copier to dispose of at this weekend’s recycling; item numbers given to FO. All items are outdated and have no use.

Chief Russell requested an Executive Session to discuss personnel.

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

Peggy Baine stated that Tim Whittlesey asked if they could cut down the two trees on Township property.

Peggy Baine stated the crew has been busy. They will be picking up the tires at 6268 Waterloo to dispose of this weekend and they have been working on the spring cleanup in the Cemetery and equipment.

Peggy Baine asked if the Board had read the information and resolution to show support of Issue that is on the May 6<sup>th</sup> Ballot. All agreed they had reviewed.

Peggy Baine made a motion to pass the Resolution to show support of the Issue; Peggy Baine read the following language which became **RESOLUTION #19-2014**:

**Of Atwater Township**  
**(Name of Body or Organization)**  
**Urging Ohio voters to support State Issue 1, renewal of the State Capital Improvements**  
**Program, on the May 6, 2014 ballot**

Whereas, Ohio local communities are in continuing need of support for vital road, bridge, sewer, water and other infrastructure projects, and

Whereas, Ohio has in place a state program of support for local communities which not only helps to fund infrastructure projects, but also creates large numbers of construction and allied jobs, and

Whereas, the Ohio State Capital Improvements Program has successfully provided support for more than 11,500 such projects and resulting job creation since its inception in 1987, and

Whereas, Issue 1 on the May 6, 2014 statewide ballot provides Ohio voters with the opportunity

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to renew the program by authorizing issuance of \$1.875 billion in capital improvement bonds, and

~~thereas~~, no new taxes are required to fund repayment of the bonds;

~~Now~~, therefore, be it resolved that the *Atwater Township* (Name of Body or Organization) declares its support for State Issue 1, and urges Ohio voters to cast their votes in support of continuing the infrastructure improvement and job creation Issue 1 will foster. Peggy Baine moved to show support of Issue 1 on May 6, 2014 ballot; Danny Derreberry second. Lynn Whittlesey requested a discussion of the topic, stated that the support of Issue 1 is not on the Ohio Township Website and the request came from the County Commissioner; TWP Board agreed. Roll Call Vote: Lynn Whittlesey ~ yes, Peggy Baine ~ yes, Danny Derreberry ~ yes; motion carried Resolution #19-2014

Attest:

Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_ Tel. Nr. \_\_\_\_\_

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

Peggy Baine stated she would like to submit Moff Road to the County for Issue 1 Project support and if that is not granted then will go for Unger Rd and Petrie. Peggy spoke with Anthony Zumbo with Portage County Engineers and he agreed to assist Peggy with any paperwork that will need to be completed. Lynn Whittlesey asked Peggy if this was for Project Year '14 or '15; she stated she will check.

Resident John Kovacich stated that OPWC will not fund chip & seal projects.

Peggy Baine spoke with a resident at 1462 Hillcrest; resident requesting to widen driveway, stated there is a curb that he husband will cut out; just seeking the OK from the Township (nothing for the Township to do). TWP Board stated that OK for resident to widen drive.

**ZONING**  
**Old Business**

Jim Donovan was not in attendance; Danny Derreberry asked FO Shawn Renee Miller if she was aware of any items. Shawn Renee Miller provided the following updates per conversation with Lisa at the LandBank:

- Porter Rd & ST RT 183 demos delayed due to weather; on schedule for some time around April 30
- Both properties on Waterloo Rd will have asbestos abatement completed around April 30<sup>th</sup> and then can move forward with the demos
- Due to changes in the Landbank process, FO has contacted Chris Meduri regarding the process for placing the Liens on the demoed properties; the lien for the Fairview Property and 6268 Waterloo have not yet been placed. Will advise on she hears back from Chris.

**ZONING**

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

**CEMETERY/REAL ESTATE**  
**Old Business**

Lynn Whittlesey stated that Tim Whittlesey is getting quotes from Perrin and Tallmadge Asphalt for the 3500 feet of driveways in the Cemetery. Perrin offered ideas and recommendations for different products; will see what the quotes look like once received.

Peggy Baine stated there are 10-12 blocks missing from the rock wall at the Cemetery.

Resident Walt Baine asked if the Issue 1 monies could be used for the Cemetery drives? Peggy Baine stated she would look into it.

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

Lynn Whittlesey stated there is a Cemetery Deed to be signed by all; provided two copies to the TWP Board for signature.

**ADMINISTRATION**  
**Old Business**

Danny Derreberry stated the Park Grant Contract came in signed. He would like to get a meeting set up for the month of May; after some discussion Thursday May 15<sup>th</sup> @ 7pm at the Townhall was selected. Danny mentioned that since it has been sometime since the process and designs were submitted new stuff has come out on the market. Danny will look into how much of the original design/items can be changed.

Shawn Renee Miller stated that the BWC audit was completed on April 9<sup>th</sup> and a refund of \$8,861.00 would be coming back. Stated that it is a little less than she calculated due to payroll from December paid in January that she didn't count but the auditor did.

Shawn Renee Miller stated she is working on the ODJFS Unemployment amendments and will have them submitted to the department.

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 he plans for 20 pallets, Shawn Renee will discuss location of these with Tim & Dave.

**ADMINISTRATION**  
**New Business**

Shawn Renee Miller requested a motion to approve the following electronic items to be disposed of on Friday April 25<sup>th</sup> via Township Recycling as items that are of no use to the Township and are in non-working order &/or have no value. All items removed from Fiscal Officers Office.

- Dell Computer OptiFlex GX520 MFG Date10/2005
  - Tower ID: BT7BN81 Model #DCNE
  - Monitor ID: CNOCN078-72872-84D-07AH
  - Keyboard and mouse
- Dell Computer OptiFlex 740 MFG 7/02/2008
  - Tower ID: 6GNXQG1 Model #DCNE
  - Monitor ID: CN-OU4931-46633-593-9KKL
  - Keyboard and mouse
- Dell Printer #1720dn – Serial ID#CN-ODK795-73190-7AM-0411
- Dell Printer #1710n – Serial ID#CN-OJ984-48730-58U-0I71
- Brother Typewriter : Model: SX-4000 Serial#H5P253608

In addition the following items from the AFD:

- HP Copier #CNB992I57N
- HP Pavilion Computer Tower Serial #MXFP6480J5W
- Compaq Computer Tower Serial #3CR82210R4

Danny Derreberry so moved, Lynn Whittlesey second. Roll Call Vote: Ly Roll Call: Lynn Whittlesey – yes; Peggy Baaney – yes; Danny Derreberry – yes.

Shawn Renee Miller requested a motion to appropriate Receipts 83-2014 through 92-2014 in the total amount of \$6,465.08. Lynn Whittlesey so moved, Danny Derreberry second.  
Roll Call: Lynn Whittlesey – yes; Peggy Baaney – yes; Danny Derreberry – yes.

Shawn Renee Miller requested a motion to approve Electronic Funds Transfer with Voucher #52-2014 & 53-2014 totaling \$535.60. Danny Derreberry so moved, Lynn Whittlesey second.

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Shawn Renee Miller requested a motion to approve Warrants 32517-32527, 32534 & 32541 totaling \$5,134.24. 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) 32535-32540 totaling \$3,333.94. 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 Township Employee Benefits with Warrant 32528-32531 totaling \$2,878.29. Danny Derreberry so moved, Peggy Baine second. Roll Call: Lynn Whittlesey – abstain, Peggy Baine – yes; Danny Derreberry – yes.

Shawn Renee Miller requested a motion to approve Road Department Payroll warrants 32532 & 32533 totaling \$2,412.64. Danny Derreberry so moved, Peggy Baine second. Roll Call: Lynn Whittlesey – abstain, Peggy Baine – yes; Danny Derreberry – yes.

Shawn Renee Miller stated that Dick Myers payroll has been changed around; he has been paid at the last meeting of the month and he will now be moved to the first meeting of the month which will allow us to pay him for the entire month prior; rather than having carried over. He received a check this pay for the 1<sup>st</sup> thru the 15<sup>th</sup> and then a check 16<sup>th</sup> thru the end of the April at our first May meeting thus catching us up.

Shawn Renee Miller stated that there are no PO's or BC's.

Danny Derreberry asked if the Board had reviewed all the Life Force Accounts, Danny & Lynn stated yes, Peggy asked to see them... after review Lynn Whittlesey moved to send one patient account that received the funds from insurance and did not submit to the TWP for collections in the amount of \$548.80, Danny Derreberry second. Roll Call: Lynn Whittlesey – yes, Peggy Baine – yes; Danny Derreberry – yes. Lynn Whittlesey moved to write off 6 EMS Resident accounts totaling \$1,807.94, Danny Derreberry second. Roll Call: Lynn Whittlesey – yes, Peggy Baine – yes; Danny Derreberry – yes. All accounts signed by the Board.

Danny Derreberry requested a motion to pay bills at 7:48pm; Peggy Baine motioned, Lynn Whittlesey second. Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derreberry – yes.

With nothing additional or new, Lynn Whittlesey moved to go back to regular session at 7:49pm; Danny Derreberry second. Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derreberry – yes.

**ANNOUNCEMENTS**

The United Methodist Church would like to hold a dinner for the Township Officials and employees and their spouses/families on June 23<sup>rd</sup>, a head count is needed.  
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Danny Derreberry motioned to go to Executive Session to discuss Fire Department Personnel at 7:54pm, Lynn Whittlesey second. Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derreberry – yes.

Danny Derreberry requested a motion to return to regular session at 8:02pm, Peggy Baine second. Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derreberry – yes.

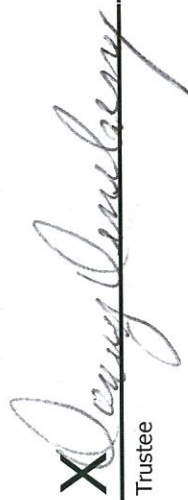

Lynn Whittlesey moved to accept William White onto the AFD as Probationary Member, Danny Derreberry second. Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derreberry – yes.


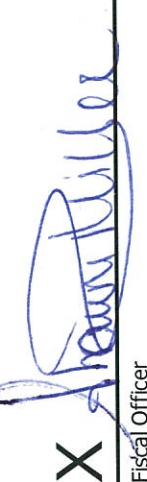
Lynn Whittlesey moved to accept the verbal resignation of Thomas Thomas from the AFD, Danny Derreberry second. Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derreberry – yes.

Danny Derreberry stated that he had nothing further, Shawn Renee Miller reminded everyone that the cleanup is Friday 4/25 & Reminder that there is a Historical Society meeting tomorrow (4/23).

Danny Derreberry stated with nothing else, request a motion for adjournment Peggy Baine so moved, Lynn Whittlesey second. Roll Call: Lynn Whittlesey – yes; Peggy Baine – yes; Danny Derreberry – yes. Adjournment at 8:03pm.

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X  X   
Trustee Trustee

X  X   
Trustee Fiscal Officer