

RECORD OF PROCEEDINGS

Minutes of Regular Meeting

Held at 1219 St. Rt. 183 in Atwater, Ohio; on May 13, 2014

The Atwater Township Trustees held their regular scheduled meeting at the Atwater Town Hall located at 1219 St. Rt. 183 in Atwater, Ohio on May 13, 2014.

ATTENDANCE

Trustees Danny Derreberry, Peggy Baine, Lynn Whittlesey, Fiscal Officer Shawn Renee Miller, Martha Brevard, Naomi Wise, Chief Mel Russell, Walt Baine, Ron & Emma Stanfield, Tom Nellis, Wayne Robertson, Rebecca Whittlesey, John Kovacich

Dan Derreberry called the Regular Meeting to order at 7:00pm. 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 & reviewed the April 22, 2014 meeting minutes for the Regular Meeting and asked if there were in any corrections, all agreed there were no changes. Danny Derreberry requested a motion to accept the minutes from the April 22 per Draft 2; Peggy Baine so moved, Lynn Whittlesey second. Roll Call: Lynn Whittlesey - yes; Peggy Baine – yes, Danny Derreberry - yes. Motion carried.

COMMUNICATIONS

- Playground Equipment Magazine
- Atwater Lions sent letter regarding the TWP Townhall Rental ad in the annual calendar; renewal cost is \$30.00
 - o Peggy Baine made a motion to renew the ad and pay the invoice; Danny Derreberry second. Roll Call Vote: Lynn Whittlesey - yes; Peggy Baine – yes, Danny Derreberry - yes. Motion carried
- Time Warner Cable letter received regarding the merger with ComCast.
- Danny attended a meeting with NOPEC regarding the efficiency Grant discussed at prior meetings; ultimately this grant is MUCH different than previously described. TWP will front all costs of Project(s) then NOPEC would try and locate a grant to reimburse the dollars afterward. Danny stated that our TWP relationship with the LandBank would also handle this project. Danny stated that the large Binder he received from the meeting would be handed over to the FO as official TWP Record.

FINANCIAL

Danny Derreberry asked if everyone had received and reviewed the Financial Statements and the April Bank Reconciliation. FO, Shawn Renee Miller stated she has no included another report within their packets. Cash Summary by Fund. She stated she did this to help illustrate where Revenue & Expense Totals are per fund, rather than just showing a Fund Status that give a total dollar amount. Lynn Whittlesey moved to accept the Financial Statements and the April Bank Reconciliation; Danny Derreberry second. FO asked the Board if there were any questions or concerns with any of the documents; all confirmed there were none. Roll Call: Lynn Whittlesey - yes; Peggy Baine – yes, Danny Derreberry – yes; motion carried.

FIRE DEPARTMENT

Old Business

- Chief Russell stated that they have met with a couple of vendors regarding the Tanker. One has returned a price via a phone conversation.
 - o Danny Derreberry asked Chief if he brought a list of the specs that they are wanting on the Tanker
 - o Chief stated they have it written up but did not bring with him tonight.
- FO, Shawn Renee Miller, stated that as a follow-up the TWP insurance did send a check to Tom Nellis for his damaged camera, Shawn confirmed with Tom in the audience and he agreed. All is settled.

FIRE DEPARTMENT

New Business

- Chief Russell presented the April TWP Fuel Report:
 - o Fire Dept. used: 59.9 gasoline & 69.3 diesel
 - o RD Dept. used: 20.1 gasoline & 65.5 diesel
- Chief Russell presented the April Run Report:
 - o Fire Incidents: 1-Structure, 1-Vehicle/Machinery, 1-Grass/Brush, 1-Open Burn, 1-CoOder Check, 1-Tree Down, 2-Other, 2-Investigations

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- EMS Incidents: 1-MVA, TRANSPORTS: 6- Robinson, 1-Alliance Community, 1-Akron Children's, 1-Aultman, 2-NonTransports, 2-Mutual Aid Given, 2-Mutual Aid Received : Total Incidents = 22
- Chief Russell stated that AFD and Randolph have partnered for a 4 day Viking Fire Academy for Students ages 14+ on June 18-21 from 8am to noon. Chris Meduri wrote up the consent form and Randolph will be handling the liability responsibility. To date 25 students are signed up.
 - Wed & Thurs at Randolph
 - Fri & Sat at Atwater
 - Danny Derreberry asked if this was going into the paper as he felt it would be great PR; Chief stated he would work on it
- Chief Russell stated that the 120 class will be completed in the next two weeks.

ROAD DEPARTMENT

Old Business

Peggy Baineey stated she contact Anthony Rumba and ISSUE I monies cannot be used for the Cemetery drives.

Peggy stated the crew has been doing a lot of Cemetery work.

Nothing to report

ROAD DEPARTMENT

New Business

ZONING

Old Business & New Business

Jim Donovan stated he had turned in quit a list to the Trustees:

- 1431 Lake Street is in the Health Dept. hands
- another address at the far end of Whittlesey is being monitored
 - Jim stated is he taking pictures regularly of the above two
- Stated that the demos occurred on Porter Rd & ST RT 183
- Jim called Sunoco per Danny's request regarding TWP Payments due to the pipeline through town; NOONE is receiving any funds from Sunoco
- Trailer Park on ST RT 183 is officially closed, stated some trailers are still there
- FO, Shawn Renee Miller provided the Board with a copy of an Email and a copy of Resolution for the Lien's on the properties that have been/will be demoed. She explained that the responsibility of the Lien is the TWP, she is waiting on dollar amounts for each of the demoed properties and the resolution will be available at the next meeting.
 - In addition, a call came in prior to the meeting from the Portage County Auditor's office stating that a resident inquired about a property that had been demoed and that we needed to get the property demo information turned in ASAP so adjustments could be made to the taxation.
- Jim Donovan stated that he spoke with Chris about the Porter Rd property; Trustees could remove the zoning penalties to try and expedite the sale of the property. Will have dollar amounts available at next meeting.
- Jim stated he is trying different avenues to get rid of all the tires at the Porter Rd property and stated that if there is a Round II to the LandBank it would be nice to have tire removal built into the cost of demo.
- Jim stated that the final two properties (both on Waterloo) have had the Asbestos removed, just waiting on demo.

CEMETERY/REAL ESTATE

Old Business

- Lynn Whittlesey stated that a prior resident is selling their three lots back to the TWP from 1989 \$40.00 each
- Lynn Whittlesey stated that Tim & Dave worked with Perrin & Tallmadge Asphalt over the past three weeks for quotes on paving the Cemetery Drives:
 - Perrin – better bid with a couple options: \$9,000 difference with better option being a total of \$45,000
 - Tallmadge – provided a bid however did not deduct for our RD Crew doing the initial/rough grading
 - Lower Drive that was done several years ago by the “gypsy’s” is still in great shape and Perrin needs to revise their quote to remove that section.
 - Perrin will do final grade work which reduces TWP liability
 - Lynn Whittlesey stated that in his opinion the lower end where the Gypsy's did the work is still in great shape.
 - Resident Walt Baineey stated to the Board that “3” is too much; not building a highway it's a Cemetery Drive.
 - Lynn Whittlesey stated in his opinion the Cemetery Bequest of a little over \$26,000 pays and the General Fund pays the balance and additional information will be available in two weeks at next meeting
 - Peggy Baineey stated while she was speaking with H. Luli on another project she asked for a Chip & Seal quote for the Cemetery Drives; quote is \$23,670 for 2,750 sq. yards
 - Lynn Whittlesey stated the biggest problem with the Cemetery is the water
 - Walt Baineey stated the TWP can handle that.

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- Peggy Bainey stated she has received a call or two about the street lights on Bank Street that are out, stated the resident has not been able to reach Lynn and she has not been able to get over to Bank Street to check them out.

CEMETERY/REAL ESTATE
New Business

Nothing at this time.

ADMINISTRATION
Old Business

- Shawn Renee Miller provided the Board with the April 8, 2014 meeting minutes for signatures.
- Shawn Renee Miller provided the Board with the April Bank Reconciliation for signatures
- Danny Derreberry stated that Methodist Church wants to host the TWP Officials and employees on June 23rd for dinner. Danny stated he submitted a rough count of 32, official count needs to be submitted a week prior
 - o Lynn Whittlesey asked how will all of the employees be contacted? Danny stated he would handle.

ADMINISTRATION
New Business

With nothing further to discuss Shawn Renee asked if the Board was ready to move to the BC/POs.

- Shawn Renee Miller (FO) requested a motion to approve Then & Now PO's 56-2014 & 58-2014 in the total amount of \$1,168.46 (Medical Mutual April Claims \$743.46 & Republic Waste \$425.00 for additional dumpster rental) Danny Derreberry moved, Peggy Bainey second. Roll Call: Lynn Whittlesey - abstained; Peggy Bainey – yes, Danny Derreberry - yes. Motion carried.
- Shawn Renee Miller (FO) requested a motion to approve PO's 55-2014 & 57-2014 in the total amount of \$284.00 (Portage County TWP Assoc Dues \$164.00 & Clyde Wise reimbursement for cemetery lots) Peggy Bainey moved, Lynn Whittlesey second. Roll Call: Lynn Whittlesey - yes; Peggy Bainey – yes, Danny Derreberry - yes. Motion carried.
- Shawn Renee Miller (FO) requested a motion to approve Employee Benefits PO's 59-2014 to Medical Mutual for Employee HRA Claims in the total amount of \$8,539.76 replacing PO#36-2014; Danny Derreberry moved, Peggy Bainey second. Roll Call: Lynn Whittlesey - abstained; Peggy Bainey – yes, Danny Derreberry - yes. Motion carried.
- Trustees signed all PO's
- Shawn Renee Miller requests a motion to approve Electronic Funds Transfers with Voucher #56-2014 thru 58-2014 and 64-2014 totaling \$440.66. Danny Derreberry moved to approve, Peggy Bainey second. Roll Call: Lynn Whittlesey - yes; Peggy Bainey – yes, Danny Derreberry - yes. Motion carried.
- Shawn Renee Miller requests a motion to approve Withholding Voucher for April payroll withholdings with Voucher #61-2014 thru 63-2014 totaling \$6,810.02. Danny Derreberry moved to approve, Peggy Bainey second. Roll Call: Lynn Whittlesey - yes; Peggy Bainey – yes, Danny Derreberry - yes. Motion carried.
- Shawn Renee Miller requests a motion to approve Warrants #32544 thru 32561 & 32583 totaling \$9,021.01, Lynn Whittlesey moved to approve; Danny Derreberry second. Roll Call: Lynn Whittlesey - yes; Peggy Bainey – yes, Danny Derreberry - yes. Motion carried.
- Shawn Renee Miller requests a motion to approve Non-Road Payroll via Warrants #32562 thru 32580 totaling \$8,123.22; Dan Derreberry moved to approve, Peggy Bainey second. Roll Call: Lynn Whittlesey - yes; Peggy Bainey – yes, Danny Derreberry - yes. Motion carried.
- Shawn Renee Miller requests a motion to approve Township Employee Benefit payments via Warrants #32542 thru 32543 totaling \$4,526.12; Dan Derreberry moved to approve, Peggy Bainey second. Roll Call: Lynn Whittlesey - abstained; Peggy Bainey – yes, Danny Derreberry - yes. Motion carried.
- Shawn Renee Miller requests a motion to approve Road Department Payroll payments via Warrants #32581 & 32582 totaling \$2,412.64; Dan Derreberry moved to approve, Peggy Bainey second. Roll Call: Lynn Whittlesey - abstained; Peggy Bainey – yes, Danny Derreberry - yes. Motion carried.
- Shawn Renee Miller requests motion to appropriate Receipts #93-2014 thru #108-2014 totaling \$15,147.14. Danny Derreberry moved to approve, Peggy Bainey second. Roll Call: Lynn Whittlesey - yes; Peggy Bainey – yes, Danny Derreberry - yes. Motion carried.

Danny Derreberry requested a motion to pay the bills,

- Resident Ron Stanfield asked if he could speak first, Danny stated Ok.

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- Ron Stanfield asked who was in charge of the Street Light on Moff Road at the tracks; Peggy & Danny both stated the Railroad.
- Ron Stanfield asked if the tree would be coming down in front of the Historical Society, the Board stated yes.
- Ron Stanfield stated he would like to install antique light poles lights on the front porch and at the ramp at the Historical Society, more lighting is needed.
 - Danny & Peggy stated that would be OK,
 - Lynn asked Ron is something could be done with the sign in front of the Historical Society at the Road, he feels it is a temporary/permanent and would like it changed or simply removed. He asked Ron if he feels the sign helps attract participants?
 - Ron was unsure if it helping.
 - Lynn suggested using it for special events rather than daily
- Resident Walt Baine stated that Portage County Recycling is no longer providing the senior discounts per his conversation with them
 - Danny Derreberry stated he spoke with Bill Steiner about it and there is nothing in the current contract about a senior discount. Since it is not in the current contract it can't be added at this time due to the contract being in the hands of the EPA.

Peggy Baine motioned to pay the bills at 8:02pm; Danny Derreberry second. Roll Call: Lynn Whittlesey - yes; Peggy Baine - yes, Danny Derreberry - yes. Motion carried.

Peggy Baine motioned to return to regular session at 8:03pm; Danny Derreberry second. Roll Call: Lynn Whittlesey - yes; Peggy Baine - yes, Danny Derreberry - yes. Motion carried.

Announcements ~ NONE

Martha Brevard stated that the road sign at Maple St. needs repaired as it is slanting.

Danny Derreberry stated that the Memorial Day Parade has been set for 5/26, the theme is "Welcome Home Veterans"

Danny Derreberry stated that the Lions Club is hosting an Art's & Crafts show at the Townhall July 19th.



Historical Society is hosting their Flea Market on June 21st at the Townhall.

Atwater Township Park meeting Thursday, 5/15.

Danny Derreberry asked if there was anything additional; all agreed nothing additional.

Danny Derreberry requested a motion to adjourn the meeting at 8:10pm; Lynn Whittlesey so moved, Peggy Baine second. Roll Call: Lynn Whittlesey - yes; Peggy Baine - yes, Danny Derreberry - yes. Motion carried.


Trustee 
Trustee


Trustee 
Fiscal Officer