

Held

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The Atwater Township Trustees held their regular scheduled meeting at the Atwater Town Hall located at 1219 St. Rte. 183 Atwater, Ohio 44201 on September 13, 2011 at 7:00 pm.

#### ATTENDANCE

Chairman John Kovacich, Trustee Dan Derrberry, Trustee Lynn Whittlesey, Fiscal Officer Tracy Magrell, Fire Chief Mel Russell, Zoning Inspector Jim Donovan, Martha Bevard and Naomi Wise.

John called the meeting to order at 7:09 pm.

Roll call: Dan; yes. Lynn; yes. John; yes.

Pledge and Prayer were offered by all.

Tracy read the minutes of the previous meeting. John made a motion to accept minutes as read. Dan Second.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Tracy presented the monthly financial reports along with the August bank reconciliation. John made a motion to accept as presented. Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

#### CORRESPONDANCE

Forest Management Specialists

OTA Monthly Newsletter

EPA-Air quality

Portage Soil and Water

#### FIRE DEPARTMENT

Old Business

Township received copies of letters from Chris Meduri to former employees regarding equipment not being returned.

Lynn asked if they were any new information from Kevin Bittner. Danny said not at this time.

New Business

Mel presented his August fuel report and run report. There were a total of 23 incidents.

Mel said they are having problems with truck 1112 with the block heater. Trustees discussed the problem and gave suggestions to fix it.

FD is looking into installing a dry hydrant at a cost of approximately \$400.00 to \$500.00 on Scott Porters property. There was also a discussion on checking hydrants.

Mel stated that the parking lot at the FD has cracks on the east side of the parking lot. Suggests we look into having the parking lot sealed and restriped. Dan will look into quotes for this.

Dan said McGarvey would be painting fittings and placing filters hopefully next week. Pauli Electric is looking into a reduction on the invoice for fixture prices.

Dan said the new pickup truck for Road Dept. was to be delivered to Middletown Ford on Sept. 12, 2011 and should be arriving here the end of the week.

Lynn discussed a check to Jesse Baughman that was not approved in the minutes. Lynn thinks it was discussed in executive session.

Mel asked if the trustees agree that Jesse Baughman should be paid for doing inspections. Trustees agreed that he should be paid.

**RECORD OF PROCEEDINGS**  
**AT WATER TOWNSHIP REGULAR MEETING**  
**SEPTEMBER 13, 2011**

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10198

Held \_\_\_\_\_

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Lynn made a motion to accept the following resolution:

**RESOLUTION 11-2011**

Lynn made a motion to accept resolution 11-2011 to make a correction for a board error for part time pay for the June 1 thru June 15, 2011 pay period in the amount of \$70.00 and for any part time pay position as Fire Inspector for the August 16 thru August 31, 2011 pay period for \$40.00 to Jesse Baughman.

Second by John. Roll call: Dan; yes. Lynn; yes. John; yes

Lynn made a motion to accept the following resolution:

**RESOLUTION 12-2011**

To hire Jesse Baughman for part time position for station duty and/or Fire Inspector at \$10.00 per hour to expire 12/31/2011. Second by John.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

**ROAD DEPARTMENT**

Old Business

John is still working on purchasing blocks for the salt shed. Will have more info at the next meeting.

Dan said he received another call from Mrs. Cochran and would like John to contact her.

**ZONING**

Old Business

Jim turned in his monthly report and said that the Shawn Miller house that was burned will be removed. Jim also discussed with trustees the need for mowing ordinance. John asked when Zoning Commission meet next. John said we also need to look at the moratorium next month on internet gambling.

**CEMETERY AND REAL ESTATE**

Old Business

Lynn discussed the repairs to the Town Hall walls. Lynn sent a letter to the resident along with a copy of the quote to repair and a copy of the signed rental agreement. Lynn will contact the contractor to do the repairs.

New Business

Dan said the Lions Club would like to fix the basketball court at the park. If the road department could remove the old basketball hoop, they will repaint the pole, purchase a new hoop and net. Trustees agreed.

Tracy gave the trustees copies of the report received from KLA Risk Management.

Lynn stated that KLA is hired by OTARMA and wanted to summarize the report from the Loss Control Visit and propose the following:

- (A)
1. Document to visually inspect roads and signs monthly.
  2. Pre trip inspections to be logged once a week.
  3. Driving records once a year.
  4. Policy in place for Driving Rules and Regulation.
- (B)
5. Obtain the Ohio Manual of Uniform Traffic Control Devices.  
 Tracy said she had already contacted ODOT and received a copy.

Held

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6 thru 10 were regarding playground equipment that is dangerous. It also mentions baseball equipment that is stored on the basketball court that should be moved.

John said he received suggestions to plant memory trees at the park. He also talked to Finney Construction regarding a pavilion to possibly be built at the park.

Mel discussed putting a park committee together and possible getting a grant for the park. Dan said he could get volunteers from the community along with volunteers from the Lions Club. Dan said he could look into grants.

Lynn made a motion to follow the recommendations per the request of KLA (OTARMA Risk Management Company) (B) 7, 8 & 9 to remove playground equipment with possible lead paint and other hazardous conditions. Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Trustees discussed township signs and that there are 78 the township are responsible for.

Lynn stated that Tracy found in the September 19, 2005 minutes of the record books that the former trustees formalized by way of a motion for the Congregational Church to erect their sign on the Commons.

#### ADMINISTRATION

John made a motion to accept BC 36-2011 replacing BC 22-2011 for Road. Dept. for \$2,000.00 to expire 12/31/2011. Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

John made a motion to accept PO 115-2011 for lease on the dump truck for \$14,166.26. Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Don made a motion to accept PO 117-2011 in the amount of \$350.00 to the Atwater Fire Fighter Association for Ohio Youth Fire Fighter Camp for Anthony Frascella. Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

John stated that a resolution for Chip and Seal was made but a PO was not asked for.

John made a motion for a Then & Now 118-2011 to expire 12/31/2011 for \$26,951.02 to Portage County Engineer for Chip and Seal. Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

John made a motion at Tracy's request to pay warrants 30324 thru 30366 totaling \$58,984.71. Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

John made a motion at Tracy's request to accept receipts 219-239 totaling \$ 131,217.17. Second by Dan.

Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

#### ANNOUNCEMENTS

Martha asked questions regarding Mel's new position at the FD if it is full time and if it was advertised. Trustees stated that it is full time and that two others applied for the position. Naomi asked if the position is administrative. Trustees agreed it is for administrative duties and Mel explained what some of his duties are including paperwork, supervising and keeping people busy.

The Atwater Fire Department will hold a pancake breakfast on October 9, 2011 from 8:00 am until 1:00 pm.

The Atwater Fire Department is selling Entertainment books.

**RECORD OF PROCEEDINGS**  
ATWATER TOWNSHIP REGULAR MEETING

Meeting

SEPTEMBER 13, 2011


Minutes of


DAYTON LEGAL BLANK, INC., FORM NO. 10146


Held \_\_\_\_\_ 20 \_\_\_\_\_

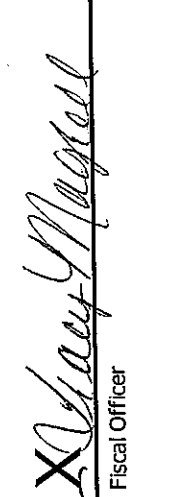
John made a motion to pay bills at 9:17 pm. Second by Dan.  
Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

John made a motion to adjourn at 9:18 pm. Second by Dan.  
Roll call vote: Dan; yes. Lynn; yes. John; yes. Meeting adjourned.

X  \_\_\_\_\_  
Trustee

X  \_\_\_\_\_  
Trustee

X  \_\_\_\_\_  
Trustee

X  \_\_\_\_\_  
Fiscal Officer