

RECORD OF PROCEEDINGS
Minutes of Regular Meeting

Held at 1219 St. Rt. 183 in Atwater, Ohio; on August 26, 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 August 26, 2014.

ATTENDANCE

Trustees Danny Derreberry, Peggy Baine, Lynn Whittlesey, Fiscal Officer Shawn Renee Miller, Martha Bevard, Naomi Wise, Chief Mel Russell, Becky Myers, Walt Baine, David Brannon, Wayne Robertson, John Kovacich,

Dan Derreberry called the Regular Meeting to order at 7:43pm following the Street Light Assessment Public Hearing.
Roll Call: Lynn Whittlesey - yes; Peggy Baine – yes, Danny Derreberry - yes.

Meeting was opened with the Pledge and prayer offered to all, along with a moment of silence for the late Gerald Wiley.

Danny Derreberry asked if the Board received and reviewed the August 12 Regular Meeting minutes. All agreed they received and there were no corrections or additions. Lynn Whittlesey motioned to approve August 12th minutes as written; Danny Derreberry second. Roll Call: Lynn Whittlesey - yes; Peggy Baine – yes, Danny Derreberry - yes. Motion carried.

COMMUNICATIONS

- OTARMA Annual report is available for review in the FO’s office.
- Soil & Water Conservation Newsletter
- University Hospitals report

FINANCIAL

Danny Derreberry asked if everyone had received and reviewed the Financial Statements dated August 26th. Shawn Renee Miller stated there was a typo on the cover page and provided a revised one to each of the Board Members. The PO #74-2014 should read \$2,127.00 (was listed as \$27,127.00) Lynn Whittlesey motioned to approve the Financial Statements as corrected, Danny Derreberry second. Roll Call: Lynn Whittlesey - yes; Peggy Baine – yes, Danny Derreberry – yes; motion carried.

FIRE DEPARTMENT

Old Business

- Chief Mel Russell stated that he spoke with Charlestown TWP and they are willing to split the cost of Steve Swaggard’s EMT Basic class and will be able to issue their check at their next meeting in Sept. Total cost to Atwater (50%) will be \$475.00 plus \$35.00 state testing fee.
 - o Danny Derreberry motioned to approve \$475.00 for Basic EMT class plus \$35.00 for State Testing for Steve Swaggard in conjunction with Charelstown picking up the other 50%; Lynn Whittlesey second. Roll Call: Lynn Whittlesey - yes; Peggy Baine – yes, Danny Derreberry – yes; motion carried.
- Chief Mel Russell stated that communications transpired between himself, Chris Meduri and Advanced Floor. Advanced Floor showed up at the station today (8/26) and began stripping the floor and had the color down. On 8/27 they will lay the stripping and coating down. All equipment will have to be out of the AFD until Friday or Saturday and the AFD Crew is set up in shifts to man the station and equipment. Chief Russell reminded the Trustees of the \$1,231.00 still owed to Advanced Floor and indicated that the current project would not have a warranty of any sort.

FIRE DEPARTMENT

New Business

- Chief Mel Russell provided the Board with a draft of the New Process for the AFD New hires. Trustees agreed to review and provide feedback at next meeting. FO, Shawn Renee Miller, requested that within the process language be added to discuss when exactly payroll begins.
- Chief Mel Russell requested an Executive Session to discuss personnel

*** Ron Stanfield, Atwater Historical Society, delivered a check to the Trustees for the Township Park Donation. CK #748 in the amount of \$1827.87 received.

RECORD OF PROCEEDINGS
Minutes of Regular Meeting

Held at 1219 St. Rt. 183 in Atwater, Ohio; on August 26, 2014

*** David Brannon spoke to the Trustees about the need for a Zoning Mowing Ordinance. Resident resides on Whittlesey Avenue and indicated that in the 1300-1400 block of Whittlesey the neighbors are handling the mowing of several lots. Peggy Baine mentioned that the Zoning Commission will need to get involved with the process. Danny Derreberry agrees a mowing ordinance is needed, but many Townships do not have one.

ROAD DEPARTMENT

Old Business

Danny Derreberry asked if any bids were received for the 2014 Road Chip & Seal Project of Unger & Petrie; Shawn Renee Miller indicated only one was received, it came from H. Luli Construction. Bid provided to Danny Derreberry and opened (Bid information attached). Total cost of project is \$45, 237.81 (\$7,115.19 less than Engineer projected cost)

- Resident Walt Baine asked how many miles of road were in the project?
 - Lynn Whittlesey read the numbers from the proposal.
 - John Kovacich asked about the materials quoted? Proposal was provided to John for review.
- Danny Derreberry requested a motion to accept the bid from H. Luli Construction in the amount of \$45,237.81; Peggy Baine motioned to approve, Lynn Whittlesey second. Roll Call: Lynn Whittlesey - yes; Peggy Baine - yes, Danny Derreberry – yes; motion carried.

FO, Shawn Renee Miller, discussed the recent Road Salt Contract. Total amount per ton quoted \$108.01 (last year was a little over \$27.00). Initially Atwater requested 150 tons, however due to the price increase the Trustees agreed to reduce the requested tonnage to half (75tons). The deadline for the revised numbers was due last Friday (8/22). At this time the Township can only hope that through further negotiations a price reduction can occur. Other Townships have had conversations with trucking companies to haul in their own salt outside the contract and the pricing has been either the same or higher.

ROAD DEPARTMENT

New Business

Nothing new to report.

ZONING

Old Business & New Business

Jim Donovan was not in attendance this evening.

- Trustees repeated the need to pursue a Mowing Ordinance
- Shawn Renee Miller discussed the six properties that had structures removed the Landbank Moving Ohio Forward Grant.
 - o Outstanding Taxes on all six properties were provided to the Board based on current information from the Portage County Auditor site.
 - o Total demo amounts were provided on all six properties.
 - o The Walter Smith Property located at 741 Porter Road also has a TWP Judgment Lien of \$19,500
 - Trustees agreed that a discussion needs to occur with Chris Meduri to have a resolution drawn up for the Trustees to approve to remove the Judgment Lien, Danny Derreberry stated he would speak with Chris.

CEMETERY/REAL ESTATE

Old Business

Lynn Whittlesey stated nothing at this time.

CEMETERY/REAL ESTATE

New Business

Paperwork received from County regarding a new inspection required for the Townhall's grease trap. Initial fee of \$200.00 is be waived per the notice.

Nothing new was available regarding the Chip & Seal Project for the Cemetery Drives.

ADMINISTRATION

Old Business

- Shawn Renee Miller provided the Board with the July 22 Regular Meeting & July 29 Special Meeting minutes meeting minutes for signatures.
- Shawn Renee Miller received an update from BWC regarding the audit that was done in the spring; total refund of \$7, 652.2400 coming for the 2012 & 2013 years.
- Danny Derreberry stated the Werab Construction was able to get the grounds ready for the Park Playground equipment. They donated their labor, however had to charge for the equipment & trucking which was two days of work totaling \$2,142.50; A Then & Now PO will need to be created. Scott Miller Contracting donated the materials that were needed for the drainage. England Concrete will be assisting with the digging of the holes for

RECORD OF PROCEEDINGS
Minutes of Regular Meeting

Held at 1219 St. Rt. 183 in Atwater, Ohio; on August 26, 2014

the playground equipment, they will also be donating their labor. Danny Derreberry determined a BC in the amount \$5,000 will cover additional materials and costs for the playground. Installation day is set for Saturday September 20th. Danny Derreberry stated he will be meeting with Sarchione Chevy/Ford once the fair is over to discuss their involvement. Walt Bainey suggested speaking with East Manufacturing.

ADMINISTRATION
New Business

Shawn Renee Miller provided the Board with the LifeForce/AFD Patient Account Files for review;

- Danny Derreberry made a motion to send six (6) Resident Accounts Collections due to not responding to requests for information totaling \$3,878.00; Peggy Bainey second. Roll Call: Lynn Whittlesey - yes; Peggy Bainey – yes, Danny Derreberry - yes. Motion carried. Documents signed by the Board.
- Danny Derreberry motioned approve three (3) Resident Accounts as Waivers totaling \$422.60; Lynn Whittlesey second. Roll Call: Lynn Whittlesey - yes; Peggy Bainey – yes, Danny Derreberry – yes; motion carried.
- Lynn Whittlesey moved to waive one (1) resident account for \$720.00 because they did respond to requests for information and no insurance is available; Danny Derreberry second. Roll Call: Lynn Whittlesey - yes; Peggy Bainey – yes, Danny Derreberry – yes; motion carried.

FO, Shawn Renee Miller, requested an Executive Session to discuss possible TWP Employee legal action.

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 PO 74-2014 to Physio Control for AFD Annual Maintenance expires 12/31/14 in the amount of \$2,127.00 Danny Derreberry 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 PO 75-2014 to White's Farm Equipment for the two new mowers approved last meeting in the amount of \$24,100 expires 12/31/14; Danny Derreberry moved, Peggy Bainey second. Roll Call: Lynn Whittlesey - yes; Peggy Bainey – yes, Danny Derreberry - yes. Motion carried.
- Trustees signed all PO's/BC's
- Shawn Renee Miller requests motion to appropriate Receipts #181-2014 thru #191-2014 PLUS Penn Care Warrant Adjustment from a Grant Reimbursement totaling \$180,909.33. Peggy Bainey moved to approve, Lynn Whittlesey second. Roll Call: Lynn Whittlesey - yes; Peggy Bainey – yes, Danny Derreberry - yes. Motion carried.
 - Shawn Renee Miller requests a motion to approve Electronic Funds Transfers with Voucher #109-2014 and 110-2014 totaling \$713.45. Peggy Bainey moved to approve, Lynn Whittlesey second. Roll Call: Lynn Whittlesey - yes; Peggy Bainey – yes, Danny Derreberry - yes. Motion carried.
 - Shawn Renee Miller requests a motion to approve Warrants #32782 thru 32785, 32789 thru 32799 totaling \$7,088.83; 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 Non-Road Payroll via Warrants #32774 thru 32779 totaling \$2,517.69; 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 Township Employee Benefit payments via Electronic Voucher #111-2014 & Warrant #32786 & #32787 totaling \$390.56; Peggy Bainey moved to approve, Danny Derreberry 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 #32780 & 32781 totaling \$2,413.47; Dan Derreberry moved to approve, Peggy Bainey second. Roll Call: Lynn Whittlesey - abstained; Peggy Bainey – yes, Danny Derreberry - yes. Motion carried.

Danny Derreberry requested a motion to pay the bills,

**RECORD OF PROCEEDINGS
Minutes of Regular Meeting**

Held at 1219 St. Rt. 183 in Atwater, Ohio; on August 26, 2014

- Peggy Baine so moved at 8:05pm; Lynn Whittlesey second. Roll Call: Lynn Whittlesey - yes; Peggy Baine - yes; Danny Derreberry - yes. Motion carried.
 - Shawn Renee Miller stated she had nothing new nor additional for signature or review.
 - Lynn Whittlesey motioned to return to regular session at 8:05pm; Danny Derreberry second. Roll Call: Lynn Whittlesey - yes; Peggy Baine - yes, Danny Derreberry - yes. Motion carried.
-

Announcements ~ NONE

Danny Derreberry motioned to go to Executive Session at 8:06pm to discuss Fire Department Personnel; Lynn Whittlesey second. Roll Call: Lynn Whittlesey - yes; Peggy Baine - yes, Danny Derreberry - yes. Motion carried.

Danny Derreberry requested a motion to return to Regular Session at 8:16pm; Peggy Baine second. Roll Call: Lynn Whittlesey - yes; Peggy Baine - yes, Danny Derreberry - yes. Motion carried.

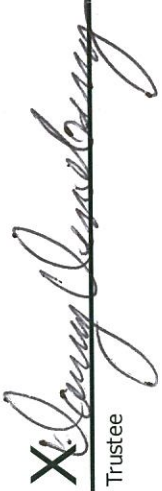

Danny Derreberry stated there would be no action from this evening Executive Session with Chief Russell.

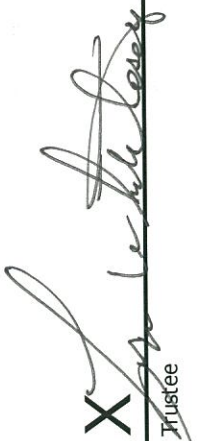
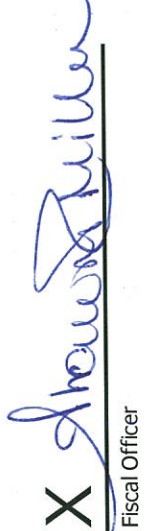
Danny Derreberry motioned to go to Executive Session at 8:17pm to discuss TWP Employee Possible Legal Action; Peggy Baine second. Roll Call: Lynn Whittlesey - yes; Peggy Baine - yes, Danny Derreberry - yes. Motion carried.

Danny Derreberry requested a motion to return to Regular Session at 8:28pm; Peggy Baine second. Roll Call: Lynn Whittlesey - yes; Peggy Baine - yes, Danny Derreberry - yes. Motion carried.

Danny Derreberry stated there would be no action from this evenings Executive Session regarding TWP Employee possible legal action.

Danny Derreberry moved adjourn the meeting at 8:29pm; Peggy Baine second. Roll Call: Lynn Whittlesey - yes; Peggy Baine - yes, Danny Derreberry - yes. Motion carried.

 X  X
Trustee Trustee

 X  X
Trustee Fiscal Officer