

RECORD OF PROCEEDINGS

Meeting

Minutes of Regular Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held at 1219 St. Rt. 183 in Atwater, Ohio on January 22, 2013 13

Atwater Township trustees held their regular scheduled meeting on January 22, 2013 at 7:00 pm at the Atwater Town Hall located at 1219 State Route 183 Atwater Ohio, 44201.

ATTENDANCE

Trustee Dan Derreberry, Trustee Lynn Whittlesey, Trustee John Kovacich, Fiscal Officer Tracy Magrell, Fire Chief Mel Russell, Paula Baughman, Jesse Baughman, Martha Bevard, Naomi Wise, Ron Stanfield, Emma Stanfield, Tom Nellis, Shirley McAlicher, Jay Brock, Jason Lippy Hoby Horn

John called the meeting to order at 7:00 pm.

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

John made a motion to accept the minutes of the January 8, 2013 meeting as presented. Second by Dan.

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

John said the minutes of the January 2, 2013 minute approval was tabled and Tracy typed them verbatim and distributed to the trustees to review. Lynn said some issues were contradictory and would like to simplify it.

Trustees discussed inspections performed by Mel and Jesse. Tom suggested keeping it at a set rate and a column can be added to their pay sheets to show it.

John made a motion to appoint Mel Russell as fire inspector at a rate of \$15.50 per hour on an as needed basis for the calendar year 2013. Second by Lynn.

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

Lynn stated that it was not clear if Mel was appointed a fire chief. Dan added that he spoke to Chris Meduri and it is not legal to not reappoint Mel as fire chief without due cause.

John made a motion to rescind Mel and Jesse as fire inspectors at a rate of \$10.40 per hour as the motion was made at the January 2, 2013 meeting. Second by Lynn.
Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

John made a motion to rescind all motion of the January 2, 2013 meeting for fire chief pay and appointment.

John made a motion to appoint Mel Russell as Fire Chief for the year 2013 at a rate of \$615.00 per month. Second by Dan.

Roll call vote: Dan; yes. Lynn No. John; yes. Motion carried.

Lynn stated the reason he did not vote yes is that he (Lynn) is too old school.

FINANCIAL

Tracy explained the new software reports and gave trustees options on which reports they would like to receive at each meeting.

John made a motion to accept the financial reports as presented. Second by Dan.

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

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COMMUNICATIONS

Ohio DAS-Weekly updates
 ODJFS-Unemployment info for one employee
 Conservation News-Portage County Soil & Water
 OPERS-Updates
 Nimishillen-Dispatch contract
 Portage County Engineer-Certified Road Mileage
 Portage County Prosecutor-Walter Smith property info
 First Merit-Pooled securities
 Chris Meduri-Settlement agreement

FIRE DEPARTMENT

Old Business

Mel spoke to Advanced Floor Coatings regarding the invoice for \$12,312.00 and would like to be paid 90% of the invoice now and the balance after the repairs to the floor are made. Mel said originally they said we would not have to pay any of the invoice until the repairs were completed.

John made a motion to pay advanced floor Coating \$8,600.00 on Invoice # 1144 with the balance due on completion of job to our satisfaction. Second by Dan.
 Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

Mel asked to discuss an increase for part time FD pay. Lynn said when the inventory was done at the FD the conditions had improved. Trustees discussed a pay scale based on State Certification. Mel said he agrees 100%.

John said part time FD employees received a 40% raise going from 12 and 24 from 10 and 20. Lynn said Road did not receive a raise last year. Others agreed that the Road Dept. had received a raise.

Hoby Horn spoke and discussed when FD employees were willing to risk their lives when an oil well tank was on fire and another who did not hesitate to jump into ice cold water to support a draft hose. He said he was not degrading our cleaning person but feels the FD employees deserve more pay and that the community has a lot invested in the FD.

John said Trustees are stewards of the township money and we have to look at available funds for pay. John said there is a fire levy this year and if it does not pass how we would be able to afford raises. John said LGF cuts are expected again. Dan said it deserves consideration.

Paula agrees with no disrespect that Lynn is old school and that four years ago the prior EMS coordinator ordered supplies and things of that nature and the FD was receiving an "F" rating at that time. Paula added that even with the additional duties of EMS the FD is now receiving an "A" rating and gave kudos to the entire EMS staff. Paula said in the future they will be doing away with basics. There will be more EMS training and coordinating. She asked that the trustees just be fair. Mel added that Edinburg and Palmyra are paid on a tier basis.

Jesse added that the FD is working very well together at this time.

Ron said Paula will be a guest speaker tomorrow evening at the Atwater Historical Society. Ron also asked why FD employees are not showing up for calls and/or meetings.

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Lynn said letters were sent to those not meeting requirements. Trustees agreed that these employees would be discussed in executive session. Jesse suggested at this time he suggests looking into the two officers positions that are open at this time.

New Business

Dan made a motion to accept the contract from Nimishillen for FD dispatch as written.

Second by John.

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

Mel stated he is looking into new secure EMS cabinets that are on wheels and lockable for the FD. Sam's club has them for approximately \$600.00. Home Depot was \$1,000.00. Paula is looking into a credit account for Sam's Club.

John made a motion for the township to apply for a credit account to Sam's Club. Second by Dan.

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

Jesse discussed State Certifications for Firefighters. All fire training is logged with the State and he is now able to track all certifications for employees and to monitor when they expire. Jesse provided trustees a copy of a sample letter that can be given to all employees notifying them when certifications need renewed.

Mel asked for executive session regarding FD personnel.

Paula said the FD received an EMS grant for \$4,500.00. Two transfer cots were purchased for each squad as well as two O2 monitors and tarps for mass casualty incidents. The FD is also considering purchasing a complete kit for casualty incidents.

Dan made a motion to send five FD employees to Pre Conference workshop February 28, 2013 thru March 3, 2013 at a cost of \$1,815.00 plus meals and mileage to be reimbursed. Second by John.

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

Paula introduced the new FD basic EMT's Jay Brock and Jason Lippy. Paula also added that Dana Pavlik passed her paramedic training.

Road Department

Old Business

John gave a 2012 yearly report for the the Road department:

- 9 burials and 3 cremations were completed.
- Virginia Road was crack sealed.
- Maple and Grate were chip and sealed.
- North Bank Street was paved.
- Ditches were dug.
- Old equipment was sold at auction and new equipment was purchased.
- Mowing was completed for Cemetary, Park and road sides.
- Monthly sign inspections were performed.
- 25 new signs were replaced.
- Work was performed on garage.

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New Business

John discussed ditch mowing issues and is looking into Skid Steer Solutions. They have a boom with a flail mower for the Bobcat.

Lynn asked John about the OPWC Small Government Grant. John said he has one more part for finish.

John said the township received the 2012 road certification mileage from the Portage County Engineers office with a reported 15.72 miles.

John made a motion to sign the 2012 Road Certification Mileage at 15.72 miles for Portage County Engineers office. Second by Dan.
Roll call vote: Dan; yes. Lynn; yes. John; yes. Motion carried.

ZONING

Jim sent one notification letter to a Waterloo Road Resident.

Lynn spoke to Wayne Robertson who accepted the five year position for zoning. Lynn said he had not yet been able to contact Jeff Lantz.

CEMETERY AND REAL ESTATE

Lynn sent a letter to all local cemeteries and monument companies with the 2013 cemetery fees.

ADMINISTRATIVE

Trustees signed a settlement agreement regarding for \$18,000.00 thru Travelers. Chris said he has the check and it will be issued after the agreement is signed.

Dan said he would like to send a letter to Regional Planning at this time to reapply for the Natureworks grant. Tracy was unable to print the letter due to computer and printer issues but will see that it is completed and signed by Trustees.

Lynn revisited the payroll information for Dave and Tim. Two pays per quarter will come from the General Fund per year and the remainder will come from the Road fund.

Lynn noted that Fidelity is collecting 35% and that the agreement was 30%. He will look into this.

John made a motion to accept BC12-2012 to Medical Mutual for \$2,000.00 to expire 03/31/2013. Second by Dan.

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

John made a motion to accept PO's 6-2013 thru 13-2013 for various vendors from various funds totaling \$13,012.55 to expire 03/31/2013. Second by Dan.

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

John made a motion to go into executive session for FD personnel at 10:12 pm. Second by Dan.

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

John made a motion to go back to regular session at 10:42 pm. Second by Dan.

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

Lynn made a motion to accept the resignation of William White from the FD. Second by Dan.

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John made a motion to pay warrants 31471 thru 31494 totaling \$13,351.72. Second by Dan.

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

John made a motion to accept receipts 8-2013 thru 15-2013 totaling \$11,597.55. Second by Dan.

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

ANNOUNCEMENTS

Atwater Historical Meeting will be held tomorrow evening at 7:30 pm.

John made a motion to pay bills at 10:25 pm. Second by Dan.



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



John made a motion to go back to regular session at 10:26 pm. Second by Dan.

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

John made a motion to adjourn at 10:27 pm. Second by Dan.

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

X  X 
Trustee Trustee

X  X 
Trustee Fiscal Officer