

## Record of Proceedings

**Minutes of Regular Meeting Held at 1219 St. Rt. 183 in Atwater, Ohio; on June 9, 2015** The Atwater Township Trustees held their regular scheduled meeting at the Atwater Town Hall located at 1219 St. Rt. 183 in Atwater, Ohio on June 9, 2015

### ATTENDANCE

Trustees Danny Derreberry, Peggy Baine, Lynn Whittlesey, Linda Allen Fiscal Officer, Walt Baine, Martha Bevard, Mel Russell, John Kovacich, Wayne Robertson, Dan Kolasky, Paula Baughman, Shirley McAlicher, Chris Knapp LifeForce, Emma & Ron Stanfield, Anna Eland, Greg Jones, Larry Fiegly, Dave Brannon.

Dan Derreberry called the Regular Meeting to order at 7 pm. Roll Call: Peggy Baine – yes; Lynn Whittlesey – yes; Danny Derreberry – yes. Motion Carried

Meeting was opened with the Pledge and the Lord's Prayer

Danny Derreberry asked if the Board received and reviewed the May 26<sup>th</sup> Regular Meeting minutes, all agreed they received and there no changes or additions to be made. Peggy moved to approve the minutes, Lynn second. Roll Call: Peggy Baine – yes; Lynn Whittlesey - yes; Danny Derreberry – yes. Motion Carried.

### COMMUNICATIONS

Danny mentioned that he had received the annual report from University Hospital/Robinson Hospital.

### FINANCIAL

Danny Derreberry requested a motion to approve the financial statements as presented. Peggy so moved; Lynn second. Roll Call: Peggy Baine – Yes, Lynn Whittlesey – yes, Danny Derreberry – Yes. Motion Carried.

### FIRE DEPARTMENT

#### Old Business

A big thank you to Paul Baughman of the Atwater Fire Department for her time and effort in overseeing the Grant process.

#### New Business

Danny made a motion to accept the AFC Grant for \$64,726 along with the terms and conditions of the Grant. Peggy seconded. Roll Call: Peggy – Yes, Lynn – Yes, Danny – Yes. Motion Carried.

Danny made a motion to accept and open the two bids for the AFG Grant; Finley Fires' bid was for \$61,350 with 8 line items on the bid. Warren Fires' bid was for \$58,963, with 6 line items on their bid. It was decided to table the bids for tonight, until Mel has an opportunity to review each bid. The winning bid will be awarded at the June 23<sup>rd</sup> Meeting. Peggy seconded. Roll Call: Peggy – Yes, Lynn – Yes, Danny – Yes. Motion Carried.

Chris Knapp from LifeForce was at the meeting to go over recommendations that she has for the Township. Chris suggests raising our rates to be more compatible with surrounding Townships by \$50 each incident. This will enable us to get higher \$ from auto accidents, however, Medicaid and Medicare rates will not increase. Chris mentioned that a good portion of Portage County Townships have increased their rates. We can wait until January 2016 to raise our rates if we so desire.

Residents not responding to inquires sent by LifeForce for information on their insurance companies, so that LifeForce can bill. If no response LifeForce sends out a second letter reminding the residents to respond. Chris is asking for authority to send a statement to the residents who do not respond. The feeling being that if the resident receives a statement making them responsible for the bill that they will be more inclined to respond with the insurance information.

Lynn questioned the packet we received with old 2009+ reports from LifeForce. Chris explained that she sent these to us because they had not been acted upon and we had a clerk change and she wanted us to be aware that they were still being outstanding. Lynn said if the Residents do not respond send them to collection.

Chris stated that she needs permission to send letters/statements to the Residents before they send them to collection.

Chris stated that several townships automatically send the non-residents to collection if they are not paying.

Danny made a motion to give LifeForce permission to send notice to non-responding Residents. Lynn second. Roll Call: Peggy – Yes, Lynn – Yes, Danny – Yes. Motion Carried.

Chris from LifeForce said that several communities are now billing for non-transport. \$150 - \$200. This does not occur until the person has had more than 8 non transport responses in a year. Other communities are now billing if the resident exceeds this number. Chris suggests that we always receive a signature from the patient to release medical information.

We also should be charging for the AFD responding to clean up auto accidents. This can be billed to the people's car insurance company.

Chris asked if we were happy with Fidelity doing our collections. She mentioned that the Attorney General's office is now doing collections. They do not bill the townships for this service; however, they do tack the fee onto the consumer's bill. The Attorney General is very aggressive and will withhold this payment from their tax return. Danny said he would review this and get back to LifeForce.

Mel requested a motion to put Kenny Ray on one year probation as he has just completed his 90 probation. Danny moved to approve, Peggy second. Roll Call: Peggy – Yes, Lynn – Yes, Danny – Yes. Motion Carried.

Mel stated that we had 19 total incidents for the month of May. Also, the Road Department used 32.8 gallons of gasoline and 118.5 gallons of diesel in the month of May. The AFD used 71 gallons of gas and 119.4 gallons of diesel during this same time.

University Hospital wants to meet with Mel and Paula on a one on one basis to go over their procedures. This will cause Mel to bring in a couple of extra people to work while they are at this meeting.

Lynn questioned the purchase of T-shirts that the AFD purchased for the Memorial Day Parade. Lynn thought that Mel was presenting the purchases of clothing before being bought. Mel said he misunderstood and would now request an OK from the Board before purchasing. Danny and Peggy both thought that the purchase of clothing was on an as needed basis.

Anna Eland questioned Lynn for the criteria to purchase clothing, was there a specific dollar amount that needed to be approved. Anna said that she thought there should be a specific amount or number of purchases set so that the AFD had a clear picture of whether to bring to Board or not. Lynn stated that in the past there has been excessive buying. That there is not a specific amount, just bring all clothing purchases to the Board for approval.

Mel mentioned that he ordered new uniforms (pants & shirts) for three new part time officers last week. Danny stated that as far as he is concerned this constitutes bringing to the Boards attention.

## **ROAD**

**Old**

**New**

Peggy mentioned that that we were replacing a culvert on Bank Street.

Peggy stated that we have run the ad in the newspaper two times for Chip & Seal but so far have not received any bids for this project.

Lynn brought up the Road Levy and the need to renew. Lynn & Linda looked for the Resolution from May 11, 2010 when we did the last Road Levy but they could not find the document. It was suggested that we contact the Board of Elections or the Auditors office for a copy of this prior Road Levy. It was also mentioned that Ohio has the most complex property taxes in the whole United States. Peggy offered to get this information for Lynn but he said that he should be able to get this information on line.

## **ZONING**

**Old**

**New Business**

Dan Kolasky said that he was still in the process of “getting his feet wet” and that Jim Donovan was helping him make the transition to Zoning Inspector. Dan Kolasky suggested that we have Jim Donovan become the Assistant Zoning Inspector, Danny said to put Jim on a 90 period to help Dan Kolasky with the transition. Lynn suggested that we pay Jim Donovan an hourly rate for his assistance. Danny to call Jim Donovan to discuss this and he will bring information back to the Board.

It was mentioned that Dan Kolasky needs to be bonded; Linda said she would get the necessary paperwork to him.

Dan Kolasky said that there were three permits issued today.

Dave Brannon who lives at 1460 Whittlesey spoke about the four vacant properties on Whittlesey. Dave feels that one of the vacant properties has squatters in there. Dave is concerned because no one is mowing and the grass is incredibly high. Dave states that the last two years have been really bad in this neighborhood. A backyard on Hillcrest is full of trash.

**CEMETERY/REAL ESTATE/PARK**

**Old Business**

**New Business**

Lynn mentioned one lot was sold and one deed signed and that he was out of envelopes, and that . Linda said she would give him another supply of envelope.

Danny stated that the light project that Pauli Electric is doing at the Historical Society should be done by tomorrow.

**ADMINISTRATION**

**Old Business & New Business**

Linda made a request to set a budget meeting on July 14<sup>th</sup> at 6:30 pm before the regular Trustee Meeting.

Linda Allen requests motion to accept Receipts 84-2015 thru 92-2015 totaling \$15,068.48. Danny moved to approve, Peggy second. Roll Call: Peggy Bainey – yes, Lynn Whittlesey – yes, Danny Derreberry – yes. Motion Carried.

Linda Allen requests motion to approve Warrants 33382 thru 33401 totaling \$4,146.68. Peggy moved to approve, Danny second. Roll Call: Peggy Bainey – yes; Lynn Whittlesey – Abstain, Danny Derreberry – yes. Motion Carried.

Linda Allen requests motion to approve Payroll via warrants 33403 thru 33422 totaling \$7,162.48. Peggy moved to approve, Peggy second. Roll Call: Peggy Bainey – yes; Lynn Whittlesey – yes; Danny Derreberry – yes. Motion Carried.

Linda Allen requests motion to approve Road Payroll warrants 33402 and 33423 totaling \$2,574.23. Peggy moved to approve, Danny second. Roll Call: Peggy Bainey – yes; Lynn Whittlesey – abstained; Danny Derreberry – yes. Motion Carried.

Danny motioned at 8:05 pm to pay bills, Peggy second. Roll Call: Peggy Bainey – yes; Lynn Whittlesey - yes; Danny Derreberry – yes. Motion Carried.

Danny motioned to return to regular session at 8:05 pm, Peggy second. Roll call: Peggy Bainey – yes; Lynn Whittlesey - yes; Danny Derreberry – yes. Motion Carried.

Announcements: Atwater Lions Club Annual Flea Market will be held on June 20<sup>th</sup>.

On June 24<sup>th</sup> the Atwater Historical Society will have the Indian Horse Demo.

June 16-18 Vacation Bible School at the UMC from 6-8:30.

This Saturday the Knights of Columbus will have a Flag retirement ceremony. Anyone wishing to dispose of the flag may contact John Kovacich.

X

Trustee

X

Trustee

X

Trustee

X

Fiscal Officer

DRAFT