

Record of Proceedings

Minutes of the Regular Trustee Meeting Held at 1219 St. Rt. 183 in Atwater, Ohio on April 23, 2019 @ 7:00 pm

ATTENDANCE

Trustees Lynn Whittlesey, Peggy Baine, John Kovacich, Fiscal Officer, Linda Allen, Walt Baine, Mel Russel, Martha Bevard, Phil Cox, Dave Brannon, Larry Fiegly, John Allen, Debby Kiser, Wayne Robertson, were all in attendance.

John Kovacich called the Regular Meeting to order at 7:00 pm. Roll Call: Lynn Whittlesey – yes, Peggy Baine – yes, John Kovacich – yes.

John Kovacich asked if the Board received and reviewed the April 9, 2019 Meeting Minutes. John moved to approve the April 9, 2019 Meeting Minutes. Peggy second Roll Call: Lynn Whittlesey –yes, Peggy Baine – yes, John Kovacich – yes. Motion Carried.

COMMUNICATIONS

Central Ohio AGA Golf Outing NOPEC Loans NOPEC annual report

FINANCIALS

John Kovacich asked if there were any corrections or additions to the Financial Statement, and March Bank Reconciliation. Lynn made a motion to accept the Financial Statements and the March Bank Reconciliation. Peggy second Roll Call: Lynn Whittlesey – yes, Peggy Baine – yes, John Kovacich – yes. Motion Carried.

FIRE DEPARTMENT

Old Business & New Business

Darrel Shaw from Summit Diversified informed us that after meeting with the Portage County Building Department that he needs to add and make some changes to his original estimate to accommodate the Building Department. These changes will increase the price by \$2,310. Darrel will be getting county permits soon. Peggy made a motion to accept the increase for the new security system at the AFD, not to exceed \$13,000. John second. Roll Call: Lynn Whittlesey – yes, Peggy Baine – yes, John Kovacich – yes. Motion Carried.

Mel stated that the 1114 needed to be sent to Finley as the valves are leaking from tank to pump. Beyond the AFD's expertise to repair. Not sure how long this will take to repair, until Finley looks at the 1114.

May 10th at Southeast Schools there will be a program about Prom. The fire departments from Palmyra, Edinburg, and possibly Deerfield will be in attendance. They are requesting that we cover for them during this program. Mel would like to put on a couple more employees while we are covering this.

ROAD DEPARTMENT

Old Business & New Business

John said that we are listed on ODOT's website for our salt bid for the 2019-2020 season.

Road Department have all mowers serviced and repaired and ready to go. They are also cleaning ditches as needed.

All headstones that could get fixed are now repaired.

John is working on the OPWC funding for Petrie & Unger Roads.

Not sure if the Portage County Engineers Office has completed the Ball-Bank study on Laubert, and Petrie roads to do curve study.

RESOLUTION 9-2019

John made the following:

The speed limit on all Township residential neighborhoods and allotments will be 25 MPH. The following are allotments in Atwater, that will now have a speed limit of 25 MPH. Atwater Estates: Hillcrest, Buckeye & Weber Roads. Atwater Station: Bank Street and Depot Street, Ash Street, Elm Street, York Street, Lake Street, Cedar Street, Morse Street, Fair Street and Hickory Street. Grand View Park: Whittlesey and Wilson Avenues, Prospect Ramona, Weber, Washington, Oak, Chittenden and Marshall and Station Street. SW Wilson Allotment: Fairview Avenue. Plus, Grate Road, Maple Road and Hall Road.

Peggy second. Roll Call: Lynn Whittlesey – yes, Peggy Bainey – yes, John Kovacich – yes. Motion Carried.

Mary Jane Shuck from Stroup Road, called Peggy and wants the trash cans removed from around the lake. Also, wants the poachers off her land. She needs to call the police as this is not within our powers to solve. The county did however, give us the OK to put NO PARKING signs on one side of Stroup near the lake. Also, we will be putting up NO PARKING ON BRIDGE signs. Stark Park owns no land on Stroup. Peggy asked if we have control of the parking on Stroup. John replied that we do and will can keep them north of the bridge. John is trying to put together a meeting with Stark Parks, ODNR, and us to discuss and resolve Mary Jane's issues.

ZONING Old & New Business

Two permits were issued one for an Ag Building, the other for an Accessory Building.

It appears that the resident at 1364 Bank Street (Karen Lawrence) has moved and left misc. furnishings at the roadside. Trying to contact her to remove the material.

We had several inquiries about the ability to put a 2 family home on the Hillcrest Allotment lots up for auction. The answer is NO the lots do not meet the .57-acre requirement in the Zoning Resolution.

Phil Cox requested approval of the Zoning Changes at our next meeting. John stated that this would be a Special Meeting, and we needed to put in the newspaper at least ten days before hand. The Public Hearing on the Zoning Amendments will be on May 8th at 6:30 at the AFD.

Dave Brannon stated that the new neighbor at Oak and Whittlesey have chickens. Martha Bevard stated that her neighbor also had chickens and ducks plus an RV loaded with junk on Maple Street.

Phil Cox said that people are complaining about Zoning issues, why are they not being handled. John asked if the Zoning Inspector has been informed of these issues.

Dave Brannon wants Dan to drive around the community checking for Zoning issues. Larry Fiegly said we do not need a Zoning cop!

Phil Cox inquired if anyone had her from Kim Vicen, Zoning Secretary. No one had. John made a motion to advertise for a new Zoning Secretary. Interviews will be May 28 at 10 am and then again at 6:00 right before the Trustee Meeting. Peggy second. Roll Call: Lynn Whittlesey – yes, Peggy Bainey – yes, John Kovacich – yes. Motion Carried.

CEMETERY/REAL ESTATE/PARK

John and Linda to get in touch with NOPEC regarding the grant money for the lights and doors at Town Hall. Bica sent us an estimate of \$390 for the hardware and re-keying of the doors. It will be about

\$1,000 for each new man door. Tim & Milt will install the doors. We will spend about \$11,000 between Pauli Electric and Bica, out of our \$14,000 grant. NOPEC is also offering low interest and no interest loans for major items.

Linda asked about removing the overgrown bushes at the Atwater sign and replacing with flowers around the sign. John will contact Ohio Edison about putting power to have lights to highlight the Atwater sign.

John meet with Mike Wells to get a quote to remove the trailers at 1405 & 1435 Whittlesey Avenue. One will be for \$4,500 to remove, the other will be \$5,000. The ground will be flat when he is done, the sheds are also to go. The junk car will also be removed. John made a motion for Mike Wells to remove the two trailers on Whittlesey Avenue at a price not to exceed \$10,000. Peggy second. Roll Call: Lynn Whittlesey – yes, Peggy Bainey – yes, John Kovacich – yes. Motion Carried.

The Portage County Prosecutor will handle putting the cost of the removal of the trailers on the homeowner's tax bill. Debbie Kiser wanted to know if the sheds at the trailers could still be used. John said the sheds were sagging and not worth doing anything with.

Dave Brannon questioned if we had heard anything new from the new homeowner at 1499 Whittlesey? John replied nothing new since last meeting.

Broadway Steel will be supplying the dumpster for metal scrap at our Spring Clean Up. They will recycle the metal and send us a check.

ADMINSITRATION

Old Business & New Business

Lynn made a motion to approve 2 Resident LifeForce Waivers totaling \$360.32 and 1 Resident Waiver to collections totaling \$261.83. John second. Roll Call: Lynn Whittlesey – yes, Peggy Bainey – yes, John Kovacich – yes. Motion Carried.

Linda requested a motion to approve Receipts 57-2019 thru 58-2019 totaling \$4,345.32. Peggy moved to approve, Lynn second. Roll Call: Lynn Whittlesey –yes, Peggy Bainey – yes, John Kovacich – yes. Motion Carried.

Linda requested a motion to approve Purchase Orders 15-2019 thru 19-2019 totaling \$45,550.42. Peggy moved to approve, John second. Roll Call: Lynn Whittlesey –yes, Peggy Bainey – yes, John Kovacich – yes. Motion Carried

Linda requested a motion to approve Electronic Fund 95-2019 totaling \$4,213.82. Peggy moved to approve, Lynn second. Roll Call: Lynn Whittlesey –yes, Peggy Bainey – yes, John Kovacich – yes. Motion Carried.

Linda requests a motion to approve Warrants 35681 thru 35698 totaling \$39,354.99. Peggy moved to approve, John second. Roll Call: Lynn Whittlesey – yes, Peggy Bainey – yes, John Kovacich – yes. Motion Carried.

Linda requests a motion to approve Payroll Warrant 35678 totaling \$457.08. Peggy moved to approve, Lynn second. Roll Call: Lynn Whittlesey – yes, Peggy Bainey – yes, John Kovacich – yes. Motion Carried.

Linda requests a motion to approve Direct Deposit Payroll warrants 89-2019 through 93-2019 totaling \$3,292.60. Peggy moved to approve, John second. Roll Call: Lynn Whittlesey – yes, Peggy Bainey – yes, John Kovacich – yes. Motion Carried.

Linda requests a motion to approve Road Department Payroll Warrants 35677 and 35679 totaling \$2,764.42. Peggy moved to approve, John second. Roll Call: Lynn Whittlesey – yes, Peggy Bainey – yes, John Kovacich – yes. Motion Carried.

Lynn motioned at 8:19 pm to pay bills, Peggy second. Roll Call: Lynn Whittlesey – yes, Peggy Bainey – yes, John Kovacich – yes. Motion Carried.

John motioned at 8:20 pm to go back into Regular session Peggy second. Roll Call: Lynn Whittlesey – yes, Peggy Bainey –yes, John Kovacich – yes. Motion Carried.

John motioned to adjourn the meeting at 8:25 pm. John seconded. Roll Call: Peggy Whittlesey –yes, Peggy Bainey – yes, John Kovacich – yes. Motion carried.

ANNOUNCEMENTS

Methodist Church Ham Dinner April 27th 4:30-7 pm

Spring Clean Up Friday, and Saturday.



Trustee



Trustee



Trustee



Fiscal Officer

Payment Listing

4/23/2019 to 4/30/2019

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
89-2019	04/23/2019	04/19/2019	EP	Linda Ann Allen	\$692.58	O
90-2019	04/23/2019	04/19/2019	EP	Jason Brock	\$88.01	O
91-2019	04/23/2019	04/19/2019	EP	THOMAS ELAND	\$526.86	O
92-2019	04/23/2019	04/19/2019	EP	THOMAS A NELLIS	\$745.63	O
93-2019	04/23/2019	04/19/2019	EP	MELVIN L RUSSELL	\$1,239.52	O
95-2019	04/23/2019	04/19/2019	EW	PUBLIC EMPLOYEES RETIREMENT SYSTE	\$4,213.82	O
35677	04/23/2019	04/19/2019	PR	Milton L Green Jr.	\$1,185.35	O
35678	04/23/2019	04/19/2019	PR	JOHN B KOVACICH	\$457.08	O
35679	04/23/2019	04/19/2019	PR	TIMOTHY LYNN WHITTLESEY	\$1,579.07	O
35680	04/23/2019	04/19/2019	AW	CHASE BANK	\$25.00	V
35680	04/23/2019	04/19/2019	AW	CHASE BANK	-\$25.00	V
35681	04/23/2019	04/19/2019	AW	AT&T	\$182.98	O
35682	04/23/2019	04/19/2019	AW	Brimfield Aggregate	\$120.50	O
35683	04/23/2019	04/19/2019	AW	CHASE CARD SERVICES	\$654.97	O
35684	04/23/2019	04/19/2019	AW	COMDOC	\$300.98	O
35685	04/23/2019	04/19/2019	AW	HEASTAND AUTO PARTS	\$246.89	O
35686	04/23/2019	04/19/2019	AW	JOHN KOVACICH	\$69.00	O
35687	04/23/2019	04/19/2019	AW	Levinson's Uniforms	\$1,248.98	O
35688	04/23/2019	04/19/2019	AW	LIFE-FORCE MANAGEMENT INC.	\$149.16	O
35689	04/23/2019	04/19/2019	AW	LOWES BUSINESS ACCOUNT	\$45.28	O
35690	04/23/2019	04/19/2019	AW	MEDICAL MUTUAL OF OHIO	\$2,559.82	O
35691	04/23/2019	04/19/2019	AW	Mercedes Benz Financial Services USA LLC	\$31,650.42	O
35692	04/23/2019	04/19/2019	AW	OHIO EDISON COMPANY	\$1,051.82	O
35693	04/23/2019	04/19/2019	AW	OTARMA SERVICE CENTER	\$50.00	O
35694	04/23/2019	04/19/2019	AW	POWERS OIL COMPANY	\$563.46	O
35695	04/23/2019	04/19/2019	AW	Spectrum	\$71.04	O
35696	04/23/2019	04/19/2019	AW	STAPLES	\$269.16	O
35697	04/23/2019	04/19/2019	AW	Verizon Wireless	\$15.14	O
35698	04/23/2019	04/19/2019	AW	VSP	\$105.39	O
Total Payments:					\$50,082.91	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$50,082.91	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

Receipt Listing

4/1/2019 to 4/30/2019

Receipt Number	Post Date	Transaction Date	Type	Deposit Ticket	Source	Amount	Status
57-2019	04/05/2019	04/21/2019	STD		Lifeforce	\$1,754.22	O
58-2019	04/22/2019	04/21/2019	STD		PORTAGE COUNTY AUDITOR	\$2,591.10	O
Report Total:						\$4,345.32	

Type: STD - Standard Receipt, INT - Interest Receipt, MEMO - Memo Receipt, GAIN - Capital Gain, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.