

**Record of Proceedings**

**Minute of Regular Meeting Held at 1219 St. Rt. 183 in Atwater, Ohio; on December 13, 2016 @7 pm**

The Atwater Township Trustees held their regular scheduled meeting at the Atwater Townhall, located at 1219 St. Rt. 183 in Atwater, Ohio

**ATTENDANCE**

Trustees Lynn Whittlesey, Peggy Baine, John Kovacich, Fiscal Officer Linda Allen, Walt Baine, Martha Bevard, Mel Russell, Dan Kolasky, John Allen, Larry Fiegly,.

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

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

John Kovacich asked if the Board received and reviewed the November 22, 2016 Regular Meeting Minutes. All agreed they received and reviewed the minutes and no changes needed to be made. No other additions or corrections were noted. Lynn moved to approve the November 22, 2016 minutes. John second. Roll Call: Peggy Baine – yes, Lynn Whittlesey – yes, John Kovacich – yes. Motion Carried.

**COMMUNICATIONS**

John stated that we needed to certify our Road Mileage

John also mentioned that there would be a meeting on January 25, 2017 of the Incident Command System.

**FINANCIAL**

John Kovacich asked if there were any corrections or additions to the Financial Statement. With no questions or concerns, John moved to approve the financial statement. Peggy second. Roll Call: Peggy Baine – yes, Lynn Whittlesey – yes, John Kovacich – yes. Motion Carried

**FIRE DEPARTMENT**

**Old Business**

Mel submitted the resignation of Brent Liste.

**New Business**

Mel gave the November gas & diesel report. The Road Department used 67.8 gallons of gasoline and 200.1 gallons of diesel. The AFD used 42.4 gallons of gasoline and 134.4 gallons of diesel.

Mel also reported on the November runs & transports: They did a total of 28 incidents for the month including aid given. We are 40 calls ahead of this time last year.

Mel stated that Spray Foam completed the insulation and it seems to have made a difference.

**ROAD DEPARTMENT**

**Old Business**

**New Business**

John made a motion to certify the Townships road mileage of 15.72 miles. Peggy second. . Roll Call: Peggy Baine – yes, Lynn Whittlesey – yes, John Kovacich – yes. Motion Carried

John spoke to Bill Stiner of Portage County Recycle, after the first of the year the recycle pick up will be bi-monthly. Portage County Recycle will be putting this in the newspaper.

The Road Department has been out plowing since the snow hit.

Linda mentioned that the Shelly original quote was for \$106,900.00 and ended up being \$106,876.22

## **ZONING**

### **Old Business & New Business**

Dan Kolasky gave his Zoning Report for the past two week period. There was a Lot Split for Joan Roberts creating a 2.77 acre lot on Laubert. Dan also stated that he has been in discussion with 3 other residents about lot splits.

## **CEMETERY/REAL ESTATE/PARK**

### **Old Business & New Business**

John said this year at the cemetery there has been 15 regular burials and 9 cremations for a total of 24 burials.

John said that Regional Planning was putting together a report on what all the parks in Portage County have to offer. This is still a work in progress.

## **ADMINISTRATION**

### **Old Business & New Business**

Linda stated that since we are in the last month of the year, it would help greatly if all departments would curb their spending until next year of non-essential purchases.

Lynn said we had to vote on directors for the OTARMA Board. He suggested that we stick with the incumbents. Lynn made a motion to vote on C. Nicholas Schwab and Marsha Funk. John second. . Roll Call: Peggy Bainey – yes, Lynn Whittlesey – yes, John Kovacich – yes. Motion Carried

Lynn stated that the time clock needed repaired or replaced. He found a place in Northfield that could possibly repair/refurbish the time clock for the cost of \$175. Lynn will drop off tomorrow. Mel and Lynn had a discussion with about not receiving the time sheet report from the F.D. Mel stated that the report is turned in with payroll.

Lynn suggested that we change the meeting room to have the head of the meeting be at the driveway side.

We need to advertise for the janitor job. We need to put this in the newspaper to run twice. Our plan is to interview candidates at the January 10, 2017 meeting. It was decided to table this until our next meeting.

Linda requests motion to accept Receipts 223-2016 thru 232-2016 totaling \$11,267.22. Peggy moved to approve, Lynn second. Roll Call: Peggy Bainey – yes; Lynn Whittlesey – yes; John Kovacich – yes. Motion Carried.

Linda Allen requested a motion to approve Blanket Certificate 40-2016 totaling \$6,000.00. Peggy moved to approve, John second. Roll Call: Peggy Bainey – yes; Lynn Whittlesey – yes, John Kovacich – yes. Motion Carried.

Linda Allen requested a motion to approve Purchase Orders 44-2016 thru 46-2016 to totaling \$63,191.90. Peggy moved to approve, Lynn second. Roll Call: Peggy Bainey – yes; Lynn Whittlesey – yes, John Kovacich – yes. Motion Carried.

Linda Allen requests a motion to approve Withholding Voucher 317-2016 thru 319-2016 for Federal, State and OPERS taxes totaling \$7,647.36. Peggy moved to approve, John second. Roll Call: Peggy Bainey – yes; Lynn Whittlesey – abstain; John Kovacich – yes. Motion Carried.

Linda requests a motion to approve Warrants 34410 thru 34434 totaling \$86,773.52. Peggy moved to approve, John second. Roll Call: Peggy Bainey – yes, Lynn Whittlesey – abstain, John Kovacich – yes. Motion Carried.

Linda requests a motion to approve Payroll Warrants 34405 thru 34408 totaling \$1,269.06. Peggy moved to approve, John second. Roll Call: Peggy Bainey – yes, Lynn Whittlesey – yes; John Kovacich – yes. Motion Carried.

Linda requests a motion to approve Direct Deposit Payroll Warrants 300-2016 through 315-2016 totaling \$6,325.48. Peggy moved to approve, John second. Roll Call: Peggy Bainey –yes, Lynn Whittlesey – yes; John Kovacich – yes. Motion Carried.

Linda requests a motion to approve Road Department Payroll Warrants 34404 and 34409 totaling \$2,577.76. Peggy moved to approve, John second. Roll Call: Peggy Bainey – yes, Lynn Whittlesey – abstain, John Kovacich – yes. Motion Carried.



John motioned at 7:46 pm to pay bills, Peggy second. Roll Call: Peggy Bainey – yes, Lynn Whittlesey – yes, John Kovacich – yes. Motion Carried.

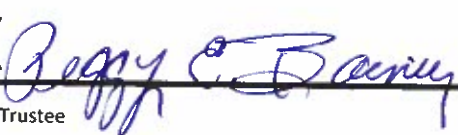

John motioned at 7:47 pm to go back into regular session. Peggy second. Roll Call: Peggy Bainey – yes, Lynn Whittlesey – yes, John Kovacich – yes. Motion Carried.

John motioned to adjourn the meeting at 7:49 pm, Peggy seconded. Roll Call: Peggy Bainey- yes, Lynn Whittlesey – yes, John Kovacich – yes. Motion carried.

#### ANNOUNCEMENTS

Merry Christmas all.

X  X   
Trustee Trustee

X  X   
Trustee Fiscal Officer