

Record of Proceedings

Minutes of the Regular Trustee Meeting Held at 1219 St. Rt. 183 in Atwater, Ohio on January 22, 2019 @ 7:00 pm

ATTENDANCE

Trustees Lynn Whittlesey, John Kovacich, Fiscal Officer, Linda Allen, Mel Russel, Martha Bevard, Phil Cox, Dave Brannon, John Allen, Tom Nellis, Wayne Robertson were all in attendance.

John Kovacich called the Regular Meeting to order at 7:05 pm. Roll Call: Lynn Whittlesey – yes, Peggy Baine – yes, John Kovacich – yes.

John Kovacich asked if the Board received and reviewed the January 8, 2019 Meeting Minutes. Lynn moved to approve the January 8, 2019 Meeting Minutes. John second Roll Call: Lynn Whittlesey –yes, Peggy Baine – abstain, John Kovacich – yes. Motion Carried.

Mel Russell had a correction for the January 3, 2019 Organization Meeting Minutes. The word CAPTAIN, needs to be remove from the pay increase for Jason Brock. He is a Lieutenant.

COMMUNICATIONS

EPA Sub-grants

NOPEC Grant for community service

FINANCIALS

John Kovacich asked if there were any corrections or additions to the Financial Statement and the December Bank Reconciliation. Lynn moved to approve the financial reports and December Bank Reconciliation. John second Roll Call: Lynn Whittlesey – yes, Peggy Baine – yes, John Kovacich – yes. Motion Carried.

FIRE DEPARTMENT

Old Business & New Business

Chris from LifeForce contacted Mel regarding writing off old Resident Waivers. Some dating back to 2009. The total of these Resident Waivers is \$2,756.73. Per John we will table this until next meeting.

Mel would like a motion to send Jay Brock, Tom Nellis, and Shirley McAlicher to the ITLS Conference February 22 & 23. John made a motion to send Jay, Tom & Shirley to the ITLS Conference on February 22 & 23. Rooms will be \$119/night plus tax, Conference Fee is \$250/each, plus meals and mileage. Peggy second. Roll Call: Lynn Whittlesey – yes, Peggy Baine – yes, John Kovacich – yes. Motion Carried.

Mel said that no one in Portage County received the Marcs Grant this year.

ROAD DEPARTMENT

Old Business & New Business

Lots of plowing being done, and salt has been ordered. Hopefully, the run on funerals is done for a while.

Tim & Milt fixed German Church Road where Melway's truck went off the road. Melway is reimbursing us for the labor and materials. Total is \$519.54

Linda said that a mailbox on Moff Road was down and the homeowner called to see if we take care of this. John said he would contact the homeowner.

Chris Meduri will be checking into the Williamson issue.

John will be checking into the signage for Stroup Road.

ZONING

Old & New Business

No permits issued.

Dan has finally been in contact with the property owner at 6210 Oak Street, and is working with them to get the property cleaned up further. Final letter sent to the property owner at 6210 Oak Street.

Dan will be talking to the Health Department to see what cation they are taking on the property located at 1499 Whittlesey Road. Letter he sent to homeowner was returned undeliverable.

Dave Brannon inquired if our Zoning Inspector had in fact, checked to see if the trailer that burnt on Oak Street had the lateral closed and if the gas was shut off. John said he would mention this to Dan.

Dave Brannon wants to know if the property located at 1435 Whittlesey is on the Landbank list? He stated that this property has been around 9 or 10 years now without any action. Phil Cox said it was not on the Landbank list.

Dave Brannon commented that the Township could be responsible if someone got hurt on this property. Lynn responded that we are not responsible. Dave responded that since we discussed this at an open meeting the Township could be responsible. If we pursue getting this home torn down, we will have to work closely with the Portage County Prosecutor. We have had a house removed before on Elm Street. Peggy is concerned about the people living at the property now, is there anything that we can do to help? The people that live here now previously lived on Bank Street. Dave Brannon said this will be at least a six-month process. Peggy wants to act upon this immediately. Dave Brannon said that by not acting on this we are allowing a slum to develop in this neighborhood.

.....
RESOLUTION 4-2019

Peggy Bainey moved to adopt the following Resolution:

Whereas, pursuant to Ohio Revised Code Section 505.86, the Board has the authority to abate dangerous property conditions under certain circumstances;

Whereas, the Board requires certain governmental departments to inspect the building/structure at 1499 Whittlesey Road, Atwater Township, Ohio, and report to the Board on its condition given the standards described in Ohio Revised Code Section 505.86

Whereas, the Board requires an owner and lien search of the real estate at 1499 Whittlesey Road, Atwater Township, Ohio to identify the record landowners and legal and equitable lienholders;

Now, therefore, be it resolved by the Board of Trustees of Atwater Township, Portage County, Ohio that:

Resolved, that the Township, upon obtaining an administrative search warrant, will notify the Atwater Township Fire Department, The Portage County Building Department, and the Portage County Combined General Health District requesting each department to inspect the building/structure at 1499 Whittlesey Road, Atwater Township, Ohio, and report to this Board on its condition given the applicable standard described in Ohio Revised Code Section 505.86; and it is further

Resolved, that the fiscal officer, Linda Allen is directed to employ, on behalf of the Township, a title company to perform an owner and lien search of the real estate at 1499 Whittlesey Road, Atwater Township, Ohio, to identify any and all record landowners and legal and equitable lienholders.

John Kovacich seconded the motion, and the roll was called on the question of its adoption. The vote was as follows: Roll Call: Lynn Whittlesey – yes, Peggy Bainey – yes, John Kovacich – yes. Motion Carried.

Adopted January 22, 2019

John said that Chris Meduri is looking into the properties at 1405 & 1435 Whittlesey Road, and this will take a little time.

CEMETERY/REAL ESTATE/PARK

John spoke with Todd Peetz regarding resubmitting the grant proposal for the walking track at the Park. Mike Collins and the Engineers office will sign off on Form #2. On Form #4 we need to have a motion to cover the total cost of the walking track of \$80,00.00 not just the \$20,000.00 already approved. This grant we pay upfront and then we are reimbursed.

John made a motion to set aside an additional \$60,000, this added to our previous motion for \$20,000 will bring the total to \$80,000. Peggy second. Roll Call: Lynn Whittlesey – yes, Peggy Baine – yes, John Kovacich – yes. Motion Carried.

Lynn said that as an official of the Township he is voting yes, however, as an individual he is against the walking track.

Peggy asked why the tree wasn't totally removed on Larry Fiegly property. John responded that Ohio Edison took down what was necessary to protect their lines. If the tree falls it will not affect Ohio Edison, just the homeowners. Dave Brannon thinks that the Trustees should check this tree out, as he thinks the road has shifted and the tree is now on the right a way.

ADMINISTRATION

Old Business & New Business

Linda asked if Lynn had received the paperwork from the Board of Elections. Lynn said he handled.

Linda mentioned that NOPEC is offering a grant to provide financial support for organizations within Atwater Township that host events that are accessible to Atwater Residents.

Linda also informed the Board that PERSO had taken care of the claim for the AT& T pole that was damaged as of 12.11.18

Linda requested a motion to approve Receipts 6-2019 thru 14-2019 totaling \$5,379.77. Peggy moved to approve, Lynn second. Roll Call: Lynn Whittlesey –yes, Peggy Baine – yes, John Kovacich – yes. Motion Carried.

Linda requested a motion to approve Blanket Certificate 61-2018 and 2-2019 thru 5-2019 totaling \$15,010.00. Peggy moved to approve, John second. Roll Call: Lynn Whittlesey –yes, Peggy Baine – yes, John Kovacich – yes. Motion Carried.

Linda requested a motion to approve Electronic Fund 22-2018 totaling \$5,855.92. Peggy moved to approve, John second. Roll Call: Lynn Whittlesey –yes, Peggy Baine – yes, John Kovacich – yes. Motion Carried.

Linda requests a motion to approve Warrants 35539 thru 35554 totaling \$3684.94. Peggy moved to approve, John second. Roll Call: Lynn Whittlesey – yes, Peggy Baine – yes, John Kovacich – yes. Motion Carried.

Linda requests a motion to approve Payroll Warrant 35556 totaling \$457.08. Peggy moved to approve, John second. Roll Call: Lynn Whittlesey – yes, Peggy Baine – yes, John Kovacich – yes. Motion Carried.

Linda requests a motion to approve Direct Deposit Payroll warrants 17-2019 through 20-2019 totaling \$3,052.70. Peggy moved to approve, Lynn second. Roll Call: Lynn Whittlesey – yes, Peggy Baine – yes, John Kovacich – yes. Motion Carried.

Linda requests a motion to approve Road Department Payroll Warrants 35555 and 35557 totaling \$2,764.42. Peggy moved to approve, John second. Roll Call: Lynn Whittlesey – yes, Peggy Baine – yes, John Kovacich – yes. Motion Carried.

John motioned at 8:28 pm to pay bills, Peggy second. Roll Call: Lynn Whittlesey – yes, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.

John motioned at 8:29 pm to go back into Regular session Peggy second. Roll Call: Lynn Whittlesey – yes, Peggy Baaney –yes, John Kovacich – yes. Motion Carried.


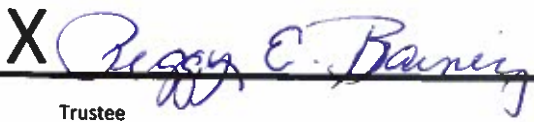


Lynn motioned to adjourn the meeting at 8:34 pm John seconded. Roll Call: Lynn Whittlesey –yes, Peggy Baaney – yes, John Kovacich – yes. Motion carried.

ANNOUNCEMENTS

AFD Pancake Breakfast February 17, 2019

Brenden Kadikas Fundraiser @ Knights of Columbus coming up

Chuck Graham fundraiser @ Knights of Columbus on February 24, 2019

X  Trustee	X  Trustee
X 	X 

Payment Listing
1/22/2019 to 1/31/2019

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
17-2019	01/22/2019	01/17/2019	EP	Linda Ann Allen	\$702.58	O
18-2019	01/22/2019	01/17/2019	EP	THOMAS ELAND	\$344.03	O
19-2019	01/22/2019	01/17/2019	EP	THOMAS A NELLIS	\$697.80	O
20-2019	01/22/2019	01/17/2019	EP	MELVIN L RUSSELL	\$1,308.29	O
22-2019	01/22/2019	01/17/2019	EW	PUBLIC EMPLOYEES RETIREMENT SYSTE	\$5,855.92	O
35539	01/22/2019	01/17/2019	AW	AT&T	\$155.65	O
35540	01/22/2019	01/17/2019	AW	COMDOC	\$300.98	O
35541	01/22/2019	01/17/2019	AW	Corporate Billing	\$58.24	O
35542	01/22/2019	01/17/2019	AW	FINLEY FIRE EQUIPMENT	\$19.37	O
35543	01/22/2019	01/17/2019	AW	HEASTAND AUTO PARTS	\$309.37	O
35544	01/22/2019	01/17/2019	AW	LEPPOS	\$319.84	O
35545	01/22/2019	01/17/2019	AW	Levinson's Uniforms	\$355.74	O
35546	01/22/2019	01/17/2019	AW	LOWES BUSINESS ACCOUNT	\$25.00	O
35547	01/22/2019	01/17/2019	AW	OHIO EDISON COMPANY	\$1,271.38	O
35548	01/22/2019	01/17/2019	AW	PENN CARE	\$13.21	O
35549	01/22/2019	01/17/2019	AW	PETTIGREW FEED & HARDWARE INC.	\$60.72	O
35550	01/22/2019	01/17/2019	AW	PORTAGE COUNTY FIRE CHIEFS ASSOC>	\$55.00	O
35551	01/22/2019	01/17/2019	AW	PORTAGE COUNTY WATER RESOURCES	\$411.54	O
35552	01/22/2019	01/17/2019	AW	POWERS OIL COMPANY	\$157.20	O
35553	01/22/2019	01/17/2019	AW	Spectrum	\$72.11	O
35554	01/22/2019	01/17/2019	AW	WHITES FARM SUPPLY	\$99.59	O
35555	01/22/2019	01/17/2019	PR	Milton L Green Jr.	\$1,185.35	O
35556	01/22/2019	01/17/2019	PR	JOHN B KOVACICH	\$457.08	O
35557	01/22/2019	01/17/2019	PR	TIMOTHY LYNN WHITTLESEY	\$1,579.07	O
Total Payments:					\$15,815.06	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$15,815.06	

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
 1/9/2019 to 1/31/2019

Receipt Number	Post Date	Transaction Date	Type	Deposit Ticket	Source	Amount	Status
6-2019	01/09/2019	01/21/2019	STD		Robyn Godfrey	\$100.00	O
7-2019	01/11/2019	01/21/2019	STD		Lifeforce	\$190.54	O
8-2019	01/11/2019	01/21/2019	STD		Lifeforce	\$396.75	O
9-2019	01/15/2019	01/21/2019	STD		Wood Kontright	\$600.00	O
10-2019	01/15/2019	01/21/2019	STD		BWC	\$56.72	O
11-2019	01/15/2019	01/21/2019	STD		Jason Smith	\$100.00	O
12-2019	01/17/2019	01/21/2019	STD		PORTAGE COUNTY AUDITOR	\$3,133.07	O
13-2019	01/15/2019	01/21/2019	STD		Lifeforce	\$102.69	O
14-2019	01/17/2019	01/21/2019	STD		Spicer Crislop	\$700.00	O
Report Total:						\$5,379.77	

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.