

Record of Proceedings

Minutes of the Regular Trustee Meeting Held at 1219 St. Rt. 183 in Atwater, Ohio
on March 12, 2019 @ 7:00 pm

ATTENDANCE

Trustees Lynn Whittlesey, Peggy Baine, John Kovacich, Fiscal Officer, Linda Allen, Walt Baine, Mel Russel, Martha Bevard, Michael Stankiewicz, Phil Cox, Dave Brannon, Larry Fiegly, Dan Kolasky, John Allen, Tom Nellis, Jeremy Mitchell 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 February 26, 2019 Minutes. Lynn moved to approve the February 26, 2019 Minutes with the address of trailer on Waterloo Road being corrected. John second Roll Call: Lynn Whittlesey –yes, Peggy Baine – yes, John Kovacich – yes. Motion Carried.

COMMUNICATIONS

Levy Information from Auditors Office	Dominion Tree	Clearing Floor Solution Magazine
Letter from Vincent Viglucci regarding Brent Bencze		D & L Magazine
Magazine from Carrot Top for Flags & Flags Poles		PARTA Golf Outing
Ohio Liquor Control name change on D & L Properties		

FINANCIALS

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

FIRE DEPARTMENT

Old Business & New Business

Mel said that the alarm at the AFD was going off right now, does this a couple times a week. Alarm is now turned off.

Lynn made a motion to hire Summit Diversified Systems, LLC to install the new alarm system at the AFD. John second. second Roll Call: Lynn Whittlesey – yes, Peggy Baine – yes, John Kovacich – yes. Motion Carried.

Mel gave the February run report, we had 18 runs.

Mel gave the February gas & diesel report. The AFD used 28.0 gallons of gasoline and 40.6 gallons of diesel. The Road Department used 0 gallons of gas, and 144.0 gallons of diesel.

Mel asked for an executive session to discuss personnel issues.

Old Business & New Business

DJL Material & Supply Inc. gave us a great price crack sealing of .549 cents a pound, it was originally .60 cents a pound. John made a motion to accept the quote from DJL Material & Supply, Inc. for crack sealant at .54.9 cents a pound. Lynn second. Roll Call: Lynn Whittlesey – yes, Peggy Baine – yes, John Kovacich – yes. Motion Carried.

John has a meeting in Ashland on the Grant for the road signs for our Township.

The Atwater Trustees are requesting a speed study on Petrie Road, Unger Road and Laubert Road within Atwater Township. We are also requesting assistant on curve studies on multiple township roads in order to be compliant to OMUTCD Standards. John made a motion to send road studies to engineers office to help with signage. Peggy second. Roll Call: Lynn Whittlesey – yes, Peggy Baine – yes, John Kovacich – yes. Motion Carried.

The Road Department is concerned on ditches and pipes in ditches. Tim has picked up some discounted piping. The county will be coming down to power jet a couple lines for us.

The salt bid for the 2019 winters season will be out end of March. We have about 120 tons of salt in the shed right now.

ZONING Old & New Business

No permits issued.

A 1-acre parcel was added to the Myers Farm; the lot is just east of the Pink Flamingo Motel. This property had a dwelling demolished by the Land Bank and was purchased by Lloyd Myers.

Dan forwarded the information to the Portage County Prosecutor about the property located at 1499 Whittlesey Road belonging to Brian Davis.

Dan was contacted by the property owner of 1865 St Rt 183 (Reynolds). It is 2 properties south of Dave Dawson. They inquired about starting a Wedding and Party Venue on their property. They were sent a Conditional Use Application. Peggy said that Dawson's Tack was spot zoning. John stated that nothing up State Route 183 is zoned commercial. Dan to research.

Phil Cox presented the changes to the Zoning amendments. Phil requested that the Trustees vote on the amendment changes. Dan said we needed to follow the ORC book for the correct timeline on these procedures. John said we are tabling this until next meeting.

John stated that there is a new Solar Consortium in Portage County. The price on solar is getting more reasonable. More people are entertaining going with solar. Solar is one of the new amendments added. Edison generally buys excess electric from homeowners.

Phil stated that Regional Planning approved their changes in February.

John is meeting with Regional Planning tomorrow and will check into this.

Dave Brannon wants to know the status of the Duncan Property. Dan Kolasky replied that this property is with the Land Bank.

The care at 1435 Whittlesey will be removed shortly. The Land Bank is still working on this property.

Dave Brannon would like the Township to step up and take responsibility for the burnt trailer and have removed. The price would be added to the homeowner's tax bill. John is hesitant to do this as it could take considerable time to re-coup our money.

Walt Bainey said that when the trailer is removed that there is a year to replace trailer with a modular home within one year of removal.

John will get answers on these issues.

CEMETERY/REAL ESTATE/PARK

John said Pauli Electric is coming out to go over lighting improvement for the Townhall and the pavilion.

Peggy would like a 10 x 20 block building built off of Town Hall to house all of the Townships records. John suggested that Peggy spearhead research into a fire proof room to store our records.

Linda said at the latest conference it was suggested to put all Township records in plastic totes.

Jeremy Mitchell offered his service as a contractor to work with Peggy on the research of the fire proof room for our records. Martha suggested that we get two or three estimates for this project.

The Portage County Health Department and the Portage County Water Resources want the grease trap emptied quarterly. The hood over stove in kitchen has the only fire suppression in the Townhall.

Dave Brannon suggest that we rethink the electric at the pavilion. John said we would put the electric on the four poles at the driveway end of the pavilion.

ADMINSITRATION

Old Business & New Business

The gas tax has been increased to 55% for townships.

Another \$2 to \$3 million has be added to the Inter-Governmental Fund.

We received back information on our levies from the Auditors office. We have 2.25 mill Fire Levy coming up this November, and 1.5 mill Road & Bridge Levey coming up in November 2020.

John said that there are more people living here now than when we initially put the levies on. If we do a replacement this takes into consideration all the people living here now, but there is a good chance that it would not be passed. Where a renewal generally gets passed. Tabling this until next meeting

Linda requested a motion to approve Receipts 31-2019 thru 42-2019 totaling \$8,654.90. Peggy moved to approve, John second. Roll Call: Lynn Whittlesey –yes, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.

Linda requested a motion to approve Blanket Certificates 10-2019 thru 13-2019 totaling \$15,500.00. Peggy moved to approve, Lynn second. Roll Call: Lynn Whittlesey –yes, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.

Linda requested a motion to approve Electronic Funds 62-2019 thru 64-2019 totaling \$7,553.15. Peggy moved to approve, Lynn second. Roll Call: Lynn Whittlesey –yes, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.

Linda requests a motion to approve Warrants 35611 thru 35635 totaling \$12,658.84. Peggy moved to approve, John second. Roll Call: Lynn Whittlesey – yes, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.

Linda requests a motion to approve Payroll Warrant 35607 thru 35609 totaling \$1,305.95. Peggy moved to approve, John second. Roll Call: Lynn Whittlesey – yes, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.

Linda requests a motion to approve Direct Deposit Payroll warrants 48-2019 through 60-2019 totaling \$6,426.81. Peggy moved to approve, John second. Roll Call: Lynn Whittlesey – yes, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.

Linda requests a motion to approve Road Department Payroll Warrants 35606 and 355610 totaling \$2,764.42. Peggy moved to approve, John second. Roll Call: Lynn Whittlesey – yes, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.

John motioned at 8:06 pm to pay bills, Peggy second. Roll Call: Lynn Whittlesey – yes, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.

John motioned at 8:07 to go back into Regular Session. Peggy seconded. Roll Call: Lynn Whittlesey – yes, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.

John motioned at 8:08 pm to go into Executive Session to discuss personnel issues. Peggy second. Roll Call: Lynn Whittlesey – yes, Peggy Baaney –yes, John Kovacich – yes. Motion Carried.

John motioned at 8:24 to go back into Regular Session. Peggy seconded. Roll Call: Lynn Whittlesey – yes, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.



John made a motion to send letter to Anita Smith asking for resignation for lack of participation and to return all AFD equipment. Peggy second. Roll Call: Lynn Whittlesey – yes, Peggy Bainey – yes, John Kovacich – yes. Motion Carried.

Peggy made a motion to put three people on 90-day probation: Jeremy Mitchell, Jess Hays, and Jarred Stoudt. John second. Roll Call: Lynn Whittlesey – yes, Peggy Bainey – yes, John Kovacich – yes. Motion Carried.

John motioned to adjourn the meeting at 8:27 pm. Peggy seconded. Roll Call: Lynn Whittlesey –yes, Peggy Bainey – yes, John Kovacich – yes. Motion carried.

ANNOUNCEMENTS

Pancake Extravaganza at Congressional Church Saturday, March 16 & 23 8 to 11 am

X		X
	Trustee	Trustee
X		X

Receipt Listing

March 2019

Receipt Number	Post Date	Transaction Date	Type	Deposit Ticket	Source	Amount	Status
31-2019	03/06/2019	03/10/2019	STD		Lifeforce	\$765.93	O
37-2019	03/06/2019	03/10/2019	STD		Natalie Daniels	\$100.00	O
38-2019	03/06/2019	03/10/2019	STD		Tonya Qualk	\$100.00	O
39-2019	03/06/2019	03/10/2019	STD		Charter	\$7,488.97	O
41-2019	03/11/2019	03/10/2019	STD		Kim Pol	\$100.00	O
42-2019	03/11/2019	03/10/2019	STD		Audrea McIntosh	\$100.00	O
Report Total:						<u>\$8,654.90</u>	

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.

Payment Listing

3/12/2019 to 3/31/2019

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
48-2019	03/12/2019	03/06/2019	EP	Linda Ann Allen	\$702.58	0
49-2019	03/12/2019	03/06/2019	EP	Peggy E Bainey	\$785.93	0
50-2019	03/12/2019	03/06/2019	EP	Jason Brock	\$537.21	0
51-2019	03/12/2019	03/06/2019	EP	THOMAS ELAND	\$474.05	0
52-2019	03/12/2019	03/06/2019	EP	Daniel Kolasky	\$614.30	0
53-2019	03/12/2019	03/06/2019	EP	Gregory Langford	\$165.26	0
54-2019	03/12/2019	03/06/2019	EP	Emily A Lashley	\$102.24	0
55-2019	03/12/2019	03/06/2019	EP	JEFFREY D MANN	\$155.11	0
56-2019	03/12/2019	03/06/2019	EP	SHIRLEY B MCALICHER	\$195.29	0
57-2019	03/12/2019	03/06/2019	EP	Rodney Myers	\$112.01	0
58-2019	03/12/2019	03/06/2019	EP	THOMAS A NELLIS	\$815.26	0
59-2019	03/12/2019	03/06/2019	EP	MELVIN L RUSSELL	\$1,591.55	0
60-2019	03/12/2019	03/06/2019	EP	Kimberly A Vicen	\$176.02	0
62-2019	03/12/2019	03/08/2019	EW	EFTPS CUSTOMER SERVICE	\$2,561.75	0
63-2019	03/12/2019	03/08/2019	EW	TREASURER STATE OF OHIO	\$427.67	0
64-2019	03/12/2019	03/08/2019	CH	MEDICAL MUTUAL OF OHIO	\$4,563.73	0
35606	03/12/2019	03/06/2019	PR	Milton L Green Jr.	\$1,185.35	0
35607	03/12/2019	03/06/2019	PR	Kristopher A Hart	\$36.94	0
35608	03/12/2019	03/06/2019	PR	JOHN B KOVACICH	\$457.08	0
35609	03/12/2019	03/06/2019	PR	LYNN R WHITTLESEY	\$811.93	0
35610	03/12/2019	03/06/2019	PR	TIMOTHY LYNN WHITTLESEY	\$1,579.07	0
35611	03/12/2019	03/08/2019	AW	ABC FIRE EXTINGUISHER CO. INC,	\$72.80	0
35612	03/12/2019	03/08/2019	AW	AFLAC	\$149.40	0
35613	03/12/2019	03/08/2019	AW	CENTRAL ALLIED ENTERPRISES, INC.	\$175.50	0
35614	03/12/2019	03/08/2019	AW	DAMON INDUSTRIES INC	\$225.37	0
35615	03/12/2019	03/08/2019	AW	DEARBORN NATIONAL LIFE INSURANCE C	\$200.26	0
35616	03/12/2019	03/08/2019	AW	DELTA DENTAL	\$595.64	0
35617	03/12/2019	03/08/2019	AW	DOMINION EAST OHIO	\$566.69	0
35618	03/12/2019	03/08/2019	AW	HEASTAND AUTO PARTS	\$32.64	0
35619	03/12/2019	03/08/2019	AW	Levinson's Uniforms	\$64.25	0
35620	03/12/2019	03/08/2019	AW	LOWES BUSINESS ACCOUNT	\$468.58	0
35621	03/12/2019	03/08/2019	AW	MARLBORO SUPPLY	\$66.00	0
35622	03/12/2019	03/08/2019	AW	MEDICAL MUTUAL OF OHIO	\$4,563.73	0
35623	03/12/2019	03/08/2019	AW	MEDICAL MUTUAL OF OHIO	\$2,850.36	0
35624	03/12/2019	03/08/2019	AW	OHIO EDISON COMPANY	\$1,130.15	0
35625	03/12/2019	03/08/2019	AW	PETTIGREW FEED & HARDWARE INC.	\$4.17	0
35626	03/12/2019	03/08/2019	AW	POSTMASTER ATWATER	\$92.00	0
35627	03/12/2019	03/08/2019	AW	POWERS OIL COMPANY	\$323.40	0
35628	03/12/2019	03/08/2019	AW	PRAXAIR DISTRIBUTION INC-848	\$75.95	0
35629	03/12/2019	03/08/2019	AW	SHIRLEY MCALICHER	\$61.77	0
35630	03/12/2019	03/08/2019	AW	Spectrum	\$173.67	0
35631	03/12/2019	03/08/2019	AW	STAPLES	\$168.58	0
35632	03/12/2019	03/08/2019	AW	TOM NELLIS	\$191.00	0
35633	03/12/2019	03/08/2019	AW	Treasurer, State of Ohio	\$150.00	0
35634	03/12/2019	03/08/2019	AW	TSI WESTERN STAR	\$83.16	0
35635	03/12/2019	03/08/2019	AW	Verizon Wireless	\$173.77	0

TOTAL

30,709.17