

## Record of Proceedings

**Minute of Regular Meeting Held at 1219 St. Rt. 183 in Atwater, Ohio; on October 25, 2016** The Atwater Township Trustees held their regular scheduled meeting at the Atwater Town Hall located at 1219 St. Rt. 183 in Atwater, Ohio on October 25, 2016 at 7:02 p.m.

### ATTENDANCE

Trustees Lynn Whittlesey, Peggy Bainey, John Kovacich, Fiscal Officer Linda Allen, Walt Bainey, Martha Bevard, Mel Russell, Dan Kolasky, Larry Fiegly, Jim Lutz, John Allen, Tom Nellis, Jeff Childers.

John Kovacich called the Regular Meeting to order at 7:02 pm. Roll Call: Peggy Bainey – 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 October 11, 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. Peggy moved to approve the October 11, 2016 minutes. John second. Roll Call: Peggy Bainey – yes, Lynn Whittlesey – yes, John Kovacich – yes. Motion Carried.

### COMMUNICATIONS

John mentioned that we received a notice from NOPEC regarding the utility discount. We are staying with NOPEC at this time to handle our utility discount.

John said that the General Assembly meeting would be held on November 15, 2016 in Cleveland, and that he had received the annual pipeline survey.

### FINANCIAL

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

### FIRE DEPARTMENT

#### Old Business

Mel received a quote for the spray foam insulation at the AFD from Spray Foam Solutions for the amount of \$5,250. This will correct the gap around the perimeter of the apparatus bay that is letting heat out. Also the bathrooms upstairs freeze as there is no insulation there. They will be able to start the job in four or five weeks. John made a motion to accept the proposal from Spray Foam Solutions for \$5,250. Lynn second. Roll Call: Peggy Bainey – yes, Lynn Whittlesey – yes, John Kovacich – yes. Motion Carried

A tire came apart on the engine drivers side. Same as last time, tire is on order.

#### New Business

Mel stated that the new SCBA compressor had been installed and all AFD personnel had be trained on it. Mel is going to see if we could put insulation there also to correct problem. Breathing Air Systems will take the old SCBA compressor as a trade in for one extra year of maintenance on the new compressor.

### ROAD DEPARTMENT

#### Old Business

John said that the chip & seal is completed on Virginia Road.

Peggy said that the Hillcrest Project is also completed.

#### New Business

**ZONING**  
**Old Business & New Business**

Dan Kolasky gave his Zoning Report for the past two week period. One permit was issued.

Dan will be attending the Portage County Regional Planning Commission meeting on October 27.

**CEMETERY/REAL ESTATE/PARK**  
**Old Business & New Business**

John said that he would contact Joe Duvall regarding the lights at the football field located at the park.

Lynn said that he spoke to Mantua and Shalersville townships regarding the fee they charge for footers for their cemeteries. Shalersville charges \$75/per square foot, while Mantua charges \$80/per square foot. We only charge \$30/ per square foot. Lynn will check with other townships to see what they are charging. We will revisit this issue at a later date.

Lynn said that we somehow missed pouring a footer that was paid for. We will pay a contractor to come in and pour this for us.

**ADMINISTRATION**  
**Old Business & New Business**

**Election Day is first November meeting moved meeting to Historical House.**

Linda mentioned that the Portage County Board of Commissioners would be hosting a Veterans Memorial event on Veterans Day November 11<sup>th</sup> at 11 am.

Linda said that our annual rate for BWC for 2017 would be \$9,972.49 and that she opted to take the annual premium to get the best discount.

Linda requested a motion to correct the receipt listing numbers from the October 11<sup>th</sup> meeting that should have been listed as 180-2016 thru 187-2016. Peggy approved the motion, John second. Roll Call: Peggy Baine – yes, Lynn Whittlesey – yes, John Kovacich – yes. Motion Carried

Linda also asked for a motion to correct the Road Department payroll warrants numbers that were incorrectly stated at the October 11<sup>th</sup> Trustee Meeting. The correct numbers are 34313, 34314, and 34320. Peggy moved to accept this correction, John second. Roll Call: Peggy Baine – yes, Lynn Whittlesey – yes, John Kovacich – yes. Motion Carried

Linda requests motion to accept Receipts 190-2016 thru 200-2016 totaling \$9,270.45 Peggy moved to approve, Lynn second. Roll Call: Peggy Baine – yes; Lynn Whittlesey – yes; John Kovacich – yes. Motion Carried.

Linda requests a motion to approve Blank Certificate 39 -2016 totaling \$40,000.00. Peggy moved to approve, John second. Roll Call: Peggy Baine – yes, Lynn Whittlesey –yes, John Kovacich – yes. Motion Carried

Linda requests a motion to approve Purchase Order 42-2016 totaling \$652.00. Peggy moved to approve, John second. Roll Call: Peggy Baine – yes, Lynn Whittlesey –abstain, John Kovacich – yes. Motion Carried

Linda requests motion to approve Warrants 34325 thru 34351 totaling \$44,874.83. Peggy moved to approve, John second. Roll Call: Peggy Baine – yes, Lynn Whittlesey – abstain, John Kovacich – yes. Motion Carried.

Linda requests motion to approve Payroll Warrant 34323 totaling \$435.32 . John moved to approve, Peggy second. Roll Call: Peggy Baine – yes, Lynn Whittlesey – yes; John Kovacich – yes. Motion Carried.

Linda requests motion to approve Direct Deposit Payroll Warrants 267-2016 through 271-2016 totaling \$2,578.80. Peggy moved to approve, John second. Roll Call: Peggy Baine –yes, Lynn Whittlesey – yes; John Kovacich – yes. Motion Carried.

Linda requests motion to approve Road Department Payroll Warrants 34321, 34322 and 34324 totaling \$3,453.86. John moved to approve, Peggy second. Roll Call: Peggy Baine – yes, Lynn Whittlesey – abstain, John Kovacich – yes. Motion Carried.

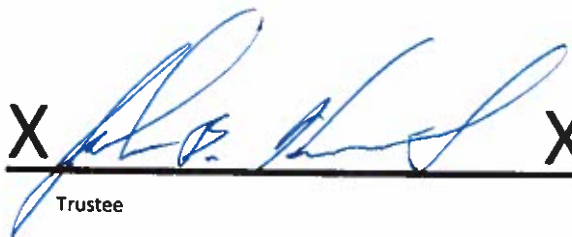

Lynn motioned at 7:46 pm to pay bills, Peggy second. Roll Call: Peggy Baine – yes, Lynn Whittlesey – yes, John Kovacich – yes. Motion Carried.

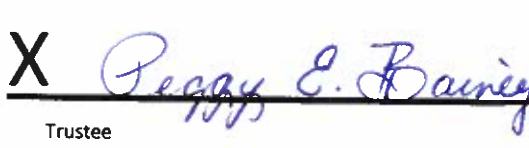

Lynn motioned at 7:47 pm to go back into regular session. Peggy second. Roll Call: Peggy Baine – yes, Lynn Whittlesey – yes, John Kovacich – yes. Motion Carried.

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

#### ANNOUNCEMENTS

The Atwater Methodist Church will be having a dinner and craft show on November 5<sup>th</sup> from 4:30 to 7 at a cost of \$10.00

X  X   
Trustee Trustee

X  X   
Trustee Fiscal Officer