

## **Record of Proceedings**

### **Minute of Regular Meeting Held at 1219 St. Rt. 183 in Atwater, Ohio; on August 28, 2018 @ 7:00 pm**

The Atwater Township Trustees held their regular scheduled meeting at the Atwater Town Hall

#### **ATTENDANCE**

Trustees Lynn Whittlesey, Peggy Baaney, John Kovacich, Fiscal Officer Linda Allen, Walt Baaney, Martha Bevard, Mel Russell, John Allen, Tom Nellis, Dave Brannon, Wayne Robertson, Michael Stankiewicz, Dan Kolasky, Vicki Brock, Bonnie Bowker, Rachel Lutz, and Chery Cutlip were all in attendance.

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

John Kovacich asked if the Board received and reviewed the August 14, 2018 Regular Meeting Minutes. Lynn moved to approve the August 14, 2018 Regular Meeting Minutes. John second Roll Call: Lynn Whittlesey – yes, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.

#### **COMMUNICATIONS**

Letter from Lexington Trustees  
Park Furniture Magazine

Local Government Budget  
Landbank 2017 Annual Report

Email from City of Kent

#### **FINANCIALS**

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

#### **FIRE DEPARTMENT**

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

Mel will contact Chris @ LifeForce to discuss the options available to us to use the Attorney General's Office to pursue collections.

Mel would like the Trustees to look over the agreement from Portage County Fire Investigations MOU, and to sign off on basic mutual aid agreement.

Mel asked for an Executive Session to discuss for promotion within the AFD, Leave of Absence, and training.

#### **ROAD DEPARTMENT**

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

Lexington Township sent us a letter regarding Lexington taking over the roads in Limaville. Concerns over boundary lines. Lexington Trustees approved and want Atwater Trustees to approve also. John to check into who is responsible for small bridge (less than 10 feet). We will table this until next meeting.

Hillcrest Road flooding is still an issue. We need to put drainage pipe behind curb for driveway drains. This will prevent further problems later on.

Cash property on Virginia Road would like to put pipe on his property, his moms, and his sisters' property. 5 driveways would be involved. This is still in the works.

The owners on Oak Street would like to put in pipe in his ditch, John is still working on this.

Peggy wants to know what is going on with Moff Road flooding. The homeowner is to maintain this. The Road Department can remove the silt from the ditch. The problem is that Marty Clark's property is lower than the ditch. This has been a constant problem for a while now.

## **ZONING**

### **Old & New Business**

One Zoning permit was issued for a sign. No new complaints.

Dave Brannon stated that the trash on Oak Street is starting to build up again. John will follow up on this.

John is waiting on information on the trailer on Whittlesey that caught on fire. Jennifer at NDS looking into this situation.

The property at the other end of Oak Street has trash starting to build up again. John said he thought that the house was sold, as people were there cleaning out the house.

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

Lynn has not been able to find a deed from the late 80's early 90's, that transferred plots to Potters Field. Peggy said that Fred Martz, Bob Qualk and Bob Biles handled this.

Believe that Potters Field located in the south west corner of the cemetery. We need to designate the location of Potters Field.

We need to update the local funeral homes about indigent burial cost.

Lynn stated that we have two folks that want to sell back the cemetery lots they purchased.

We have a resident who stated that they had pre-paid their funeral expenses back in 2011. \$200 was to have been sent to Atwater for burial. Lynn to check with the funeral home, as we have no record of ever having pre-paid burial costs. Also, spouse past in 2000 but lot not sold until 2003.

Questions came up concerning the sign at the corner of 183 and Waterloo. Rich Hall from the Congregational Church will be taking care of this sign.

Lynn mentioned that The Lions Club took care of the Memorial in front of Townhall but no longer in business.

Youth Football did grade out the ditch at the park, threw some seed on it. John still trying to contact Joe Duval with no luck.

Walt said that we need a NO DUMPING sign on Bank Street, as people are throwing mattress' tv's and junk along the road.

## **ADMINSITRATION**

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

Portage County Townships have come up with a new proposal to send to the Portage County Budget Commission for the Local Government Fund. We would receive a flat fee of \$21,500 plus a per capita fee. We have a population of 2,740. We stand to get an additional \$4,000 per year. Kent said they would accept this proposal.

The Portage County Health Department called concerning mosquitoes. They are offering Mosquito Dunks to put in standing water around town to kill mosquitos in our Township.

Peggy made a motion to approve 4 LifeForce Resident Waiver totaling \$1,488.55. Lynn second. Roll Call: Lynn Whittlesey – yes, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.

Linda requested a motion to approve Receipts 158-2018 thru 171-2018 totaling \$183,218.55. 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 Purchase Order 34-2018 totaling \$28,512.43. Peggy moved to approve, John second. Roll Call: Lynn Whittlesey – no, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.

Linda requested a motion to approve Electronic Fund 218-2018 totaling \$4,251.79. 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 35326 thru 35340 totaling \$3,565.87. 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 Payroll Warrant 35342 totaling \$456.96. 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 Direct Deposit Payroll warrants 213-2018 through 216-2018 totaling \$3,077.34. 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 Road Department Payroll Warrants 35341 and 35343 totaling \$2,694.37. Peggy moved to approve, John second. Roll Call: Lynn Whittlesey – yes, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.

John motioned at 8:15 pm to pay bills, Peggy second. Roll Call: Lynn Whittlesey – yes, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.

Lynn motioned at 8:16 pm to go back into Regular session Peggy second. Roll Call: Lynn Whittlesey – yes, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.

John made a motion to go into Executive Session at 8:23 to discuss promotion within the AFD, Leave of Absence, and training. Fire Department personnel compensation. Peggy second. Roll Call: Lynn Whittlesey – yes, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.

John made a motion at 8:54 to go back into Regular Session. Peggy second. Roll Call: Lynn Whittlesey – yes, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.

Lynn made a motion to approve Jason Brock as Lieutenant at the AFD at a rate of \$275/month effective September 1, 2018. Peggy second. Roll Call: Lynn Whittlesey – yes, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.

Peggy made a motion to approve Tom Nellis as Assistant Fire Chief effective September 1, 2018 at a rate of \$450/month. John second. Roll Call: Lynn Whittlesey – yes, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.

Lynn made a motion to accept Clinton Corpenring's Leave of Absence for a period of one year until August 31, 2019. Peggy second. Roll Call: Lynn Whittlesey – yes, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.

John made a motion to send Jason Brock and Kris Hart to Fire Fighter II classes in Mahoning County in the amount of \$2,040 for both. Lynn second. Roll Call: Lynn Whittlesey – yes, Peggy Baaney – yes, John Kovacich – yes. Motion Carried.

John motioned to adjourn the meeting at 8:59 pm, Peggy seconded. Roll Call: Lynn Whittlesey –yes, Peggy Baaney – yes, John Kovacich – yes. Motion carried.

#### **ANNOUNCEMENTS**

Main Street car show tomorrow in Ravenna

LifePointe Church looking for vendors for craft fair

X *[Signature]*  
Trustee

X *Peggy E. Loney*  
Trustee

X *[Signature]*

X *L. Allen*