

REGULAR MEETING

March 3, 2009

Held \_\_\_\_\_ 20 \_\_\_\_\_

The Atwater Township Trustees held their regular meeting on Tuesday February 3, 2009 at 6:00pm at the Atwater Town hall located at 1219 St Rte 183 Atwater Ohio.

ATTENDING

Those attending the meeting were Cindy Werab, Dan Derreberry, Rebecca Bennett, Chief Russell, Werab, Naomi Wise, Martha Bevard, Todd Peetz, Jim Donovan, Ron & Emma Stanfield, Tom Nellis, Beckie Whittlesey, Lynn Whittlesey and Claude Custer.

CALL TO ORDER

Vice Chairman Derreberry called the meeting to order at 6:00pm. Roll call Cindy yes, Dan yes. The Fiscal Officer gave the board Financial Reports pertaining to township accounts.

MINUTES

The Fiscal Officer read the minutes of the previous meeting held 2-17-09.

Motion by Cindy, second by Dan to approve the minutes with the necessary corrections to the minutes (the word atwater Fire Department to Atwater Fire Association, to add the omitted roll call vote to the motion to purchase banking checks) Roll call Cindy yes, Dan yes. Motion carried.

TODD PEETZ

The Regional Planning Director, Todd Peetz introduced himself to the township. He gave a brief description of his background and stated what his role with regional planning currently is. Dan stated he is currently working with Todd and regional planning to update the township land development proposal that will be discussed in a public meeting in the future

BILL PAY

Motion by Cindy, second by Dan to pay the bills as written. Roll call Cindy yes, Dan yes. Motion carried.

I, Rebecca Bennett, Fiscal Officer do hereby certify there are ample funds to pay the bills as written.

27960	YW	03/01/2009	PRINT	646.00	0
27961	YW	03/01/2009	TIME WARNER CABLE	89.95	0
27962	YW	03/01/2009	STRYKER PALACE CORPORATION	2,025.00	0
27963	YW	03/01/2009	ORIG TOWNSON COMPANY	593.68	0
27964	YW	03/01/2009	ROYL BATTINE	176.30	0
27965	YW	03/01/2009	NOB BUCKLE	141.94	0
27966	YW	03/01/2009	ATWATER FIREFIGHTERS ASSOC	100.00	0
27967	YW	03/01/2009	ASHLEY HAYES	13.95	0
27968	YW	03/01/2009	TOP BUDGET	13.68	0
27969	YW	03/01/2009	KALBAR SECURITY	100.00	0
27970	YA	03/01/2009	EMERGENCY MEDICAL SERVICES, INC.	161.42	0
27971	YA	03/01/2009	DICKER CTR COMPANY	240.49	0
27972	YW	03/01/2009	TRACAPRUS, STATE OF OHIO	100.00	0
	YW	03/01/2009	REAPPLUED MAY 2008 27973 to 27978	0.00	0
	YW	03/01/2009	Adjusted Balance 27979 to 27980	0.00	0
27981	PI	03/03/2009	REBECCA BENNETT	578.66	0
27982	PI	03/03/2009	JAMES ROYCE JONES	734.59	0
27983	PI	03/03/2009	DANN DERRBERRE	367.19	0
27984	PI	03/03/2009	JAMES DONOVAN	287.09	0
27985	PI	03/03/2009	LYNA R. KANT	177.10	0
27986	PI	03/03/2009	CINDY MARIE WERAB	670.13	0
27987	PI	03/03/2009	TREASURY STATE OF OHIO	293.30	0
27988	PI	03/03/2009	FRAN MERIT BANK	1,819.62	0
27989	PI	03/03/2009	TYTICO SHIPBOARD ASSESSMENT SYSTEM	4,174.30	0
27990	SM	03/03/2009	MEDICAL MUTUAL OF OHIO	2,758.48	0
27991	YW	03/03/2009	METRO BANK/STATE OF OHIO	43.08	0
27992	YW	03/03/2009	SCHEIDT	593.64	0
27993	DE	03/03/2009	DONALD L. DECRANED	415.93	0
			Subtotal:	15,909.10	
			Adjustments:	0.00	
			Total Amount Pending the Accounting:	0.00	
			Total Amount Pending for Payment:	0.00	
			Total:	\$16,909.10	

## RECORD OF PROCEEDINGS

Minutes of

Meeting

## REGULAR MEETING

DAYTON LEGAL BLANK, INC., FORM NO. 101209

March 3, 2009

Held

20

## FIRE DEPARTMENT

Chief Russell requested to go into executive session.

## EXECUTIVE SESSION

Motion by Cindy, second by Dan to go into executive session to discuss the appointment of personnel, disciplinary action of personnel, and personnel policies with the fire department, and to discuss pending legal issues and communication with council with zoning. Roll call Cindy yes, Dan yes. Motion carried. (6:43pm)

Motion by Cindy, second by Dan to go back into regular session. Roll call Cindy yes, Dan yes. Motion carried. (7:55pm)

Motion by Cindy, second by Dan to allow James Donovan to carry personal fire arms that he is licensed to carry. Roll call Cindy yes, Dan yes. Motion carried.

Motion by Cindy, second by Dan to appoint Chief Russell as the authority to schedule all hourly paid employees for the fire department. Roll call Cindy yes, Dan yes. Motion carried.

Motion by Cindy, second by Dan to adopt a personnel policy for the Fire Department. Pursuant to the records of proceedings from the Board of Trustees dated February 3, 2009, all hourly employees of the Atwater Fire Department are not to exceed 24 hours per week per person. Only these 24 hours are to be documented and accounted for on time cards/sheets. During work time, no personal business may be done. If personal business needs to be conducted, you must clock out and clock back in after it has been taken care of. This policy shall take effect immediately. Roll call Cindy yes, Dan yes. Motion carried.

Motion by Cindy, second by Dan to allow cadets to participate in all training sessions with no paid compensation. Roll call Cindy yes, Dan yes. Motion carried.

Motion by Cindy, second by Dan to appoint Kevin Bittner as a part time employee for the fire department to be paid at a rate of \$10.00 per hour not to exceed 24 hours per week. He will begin employment after the proper employment paperwork is complete. Roll call Cindy yes, Dan yes. Motion carried.

Motion by Dan, second by Cindy to add 4 addendums to the rules and regulations of the fire department - definitions of captain and lieutenant duties, flow chart of chain of command, cadet program, drug and alcohol policy, and to correct typos on 19.14, 22.2, 21.2, 27.5 27.6 and 19.1 . Roll call Cindy yes, Dan yes. Motion carried.

Motion by Cindy, second by Dan to pay Don DeCrane for February payroll for 24 hours per week that was approved. Roll call Cindy yes, Dan yes. Motion carried.

Chief Russell presented the board with the following purchase order requests for their review.

Motion by Cindy, second by Dan to approve the purchase of a portable generator from warren fire for \$1080.00 plus \$250.00 for shipping costs. Total not to exceed \$1330.00. Roll call Cindy yes, Dan yes. Motion carried.

A discussion pertaining to the purchase of a copy machine from Graphic Enterprises for \$1986.00 plus a monthly service contract of \$32.00 for the department was discussed by the board. The purchased was tabled until further research of the coping needs for the department is done.

## RECORD OF PROCEEDINGS

Minutes of

Meeting

## REGULAR MEETING

March 3, 2009

Held \_\_\_\_\_ 20\_\_\_\_

Motion by Cindy, second by Dan to approve the purchase of various EMS supplies from Emergency Medical Products for \$204.28. Roll call Cindy yes, Dan yes. Motion carried.

Motion by Cindy, second by Dan to approve the purchase of 3- boussignac c-pap and 3- nebulizer attachments from Nightingale Alan for \$216.00 plus shipping not to exceed \$300.00. Roll call Cindy yes, Dan yes. Motion carried.

Motion by Cindy, second by Dan to approve the purchase of surgical Kits from Trianim for \$897.00 plus shipping not to exceed \$950.00 Roll call Cindy yes, Dan yes. Motion carried.

Motion by Cindy, second by Dan to approve a Blanket Certificate for Emergency Medical Products for \$1000.00 good for 90 days. Roll call Cindy yes, Dan yes. Motion carried.

A discussion pertaining to the purchase of a thermal imaging fire helmet with mounting bracket from Warren Fire for \$14,999.99 was discussed. Cindy inquired if there are other units available that would be of use for the department. Dan stated it sounds very nice but vary expensive. Cindy stated the board would like to review other similar items before purchasing.

Cindy stated as for reimbursing for mileage of multiple trips for classes and training, I do not feel the township will have the funds to pay for this expense. To pay for special one day classes is a different subject. Dan stated he agrees with Cindy and that the travel reimbursement was not agreed to prior to attending the classes the township has not done this in the past and does not plan to start now. Cindy stated she would rather see the purchase of a utility vehicle than to pay for these types of travel reimbursements.

A debate between Cindy, Dan and Lynn Whittlesey took place on how taxes are paid and collected took place. Taxes that are collected this year from property owners will be distributed to the township next year by the taxing authority of Portage County.

Chief Russell gave the Fire Dept report for the month of February. No structure fires, 1 vehicle fire, 2 other, 13 transports to Robinson, 1 to Alliance, 4 to other facilities, 1 non transport, 4 other incidents, and 1 mutual aid given. 27 calls total.

Chief Russell requested the boards approval to donate the old survive air packs and bottles to a fire dept in Florida.

Motions by Dan, second by Cindy to donate the old survive air packs and bottles. Roll call Cindy yes, Dan yes. Motion carried.

Mel stated the back of the east side of the fire station is staying wet and is getting soft. He requested the maintenance department to bring the back hoe and look into this issue.

## ROAD DEPARTMENT

The following purchase was reviewed by the board.

Motion by Dan, second by Cindy to approve the purchase of a chainsaw from Whites or Leppo's not to exceed \$350.00. Roll call Cindy yes, Dan yes. Motion carried.

Motion by Dan, second by Cindy to approve the Blanket certificate for the purchasing of asphalt materials for road repair for Central Allied for \$1500.00 good for 90 days. Roll call Cindy yes, Dan yes. Motion carried.

## RECORD OF PROCEEDINGS

Minutes of

Meeting

## REGULAR MEETING

DAYTON LEGAL BLANK, INC. (FORM NO. 18148)

March 3, 2009

Held

20

Motion by Dan, second by Cindy to approve the Blanket Certificate for multiple vendors for the purchase of equipment repairs and maintenance for \$500.00 (good for 90 days). Roll call Cindy yes, Dan yes. Motion carried.

Motion by Dan, second by Cindy to approve the blanket certificate for multiple vendors for the purchase of general department supplies (good for 90 days). Roll call Cindy yes, Dan yes. Motion carried.

Motion by Dan, second by Cindy to approve the Purchase of 50tons of #30 limestones from Lafarge for \$900.00. Roll call Cindy yes, Dan yes. Motion carried.

Motion by Dan, second by Cindy to approve the purchase of 25 tons of road salt from Morton Salt if needed. Roll call Cindy yes, Dan yes. Motion carried.

## CEMETERY

Cindy stated she had been contacted by the Slaubaugh's whom requested to pay for their opening and closing burial fees now by making monthly payments, she suggested they hold the money themselves until they have the full amount and pay at that time. Dan agreed. The board signed Cemetery deeds at that time.

Cindy stated the web page for the township is going well and requested to have the minutes sent to her.

## ZONING

Rebecca Bennett stated the zoning secretary has filed the zoning book with the County Recorders office and requested the board reimburse Tina Mann \$20.00 for the recorders fee.

Motion by Dan, second by Cindy to reimburse Tina Mann \$20.00 for the recording fee. Roll call Cindy yes, Dan yes. Motion carried.

## NEW BUSINESS

Tom Nellis requested to be reimbursed for expenses for attending the Arson Seminar in Ashland. Rebecca stated the board has already approved that reimbursement and all I need is the receipts from the trip. Tom handed the receipts to her.

Lynn Whittlesey stated after reviewing the Winter Conference schedule on the internet, I asked about the seminar with John Kasich. Dan stated he didn't say he attended that seminar; I attended other seminars while there. Lynn asked why he missed that one. Dan stated he was attending other classes; I attended classes the whole time I was there. He then gave a description of some of the courses he attended. Lynn asked about Governor Strickland. Dan stated if he spoke at the conference that he did not attend his seminar it was invitation only and the purpose of him going to the conference was not to hear the Governor but to attend the courses. We choose the classes that were geared more towards the township. Cindy stated that it was unusual for the Ohio Township Association to schedule the Governor to speak at the same time other courses were taking place. Lynn stated he emailed the some questions to the Ohio Township Association about the guest speakers; his reply was that John Kasich was the speaker on Friday at a luncheon and was not invitation only but requires a cost that was to be paid at the time of registration. Last meeting you stated it was invitation only. Dan stated he was not interested in attending so he would not have purchased a ticket when he registered, if it was held Friday at noon I had already left to come home. Lynn stated Governor Strickland held a general session on Saturday and that all attending were encouraged to come. Dan stated I was not there on Saturday, which is why when you asked if I heard him speak I said no. An argument ensued about whether or not Dan said he was there for the Governors speech or not. Dan stated I think we have discussed this enough, you asked about last time and this time and I have answered the questions more than adequately. Lynn then asked about the stimulus from Washington DC that is going on at this time. Did the township ever receive any of

## REGULAR MEETING

DAYTON LEGAL BLANK, INC., FORM NO. 10-048

Held

March 3, 2009

20

Correspondence to apply for these funds? Dan stated at the last Township Association meeting he attended, last Saturday, they said there would be some stimulus information packages sent soon. Lynn asked what agency will contact the Township. Dan stated he was not sure. Cindy stated she was not made aware of any contact list for stimulus. Lynn stated that Marlboro received 2 million for a new sewer. Dan stated I'm not aware of anything to do with stimulus right now, but if it's out there I will look into it. Cindy stated that our state Representative contacted the township last year for a wish list, and that we should contact him about Federal stimulus packages.

Martha Bevard asked about the water softener system at the Fire Department. Dan stated Viking Plumbing looked at the system and stated it was not recycling the water often enough and they reset the timing they will check it again this Friday.

## ADJOURNMENT

Motion by Cindy, second by Dan to adjourn. Roll call Cindy yes, Dan yes. Motion carried. (9:15pm)

*Danny Densberg* *Cindy Densberg*

*Rebecca A. Burt*