

RECORD OF PROCEEDINGS

MINUTES OF PERRY TOWNSHIP TRUSTEES

MEETING
HELD OCTOBER 19, 2021

PERRY TOWNSHIP TRUSTEES MET IN REGULAR SESSION, CALLED TO ORDER AT 7:30 BY CHAIRPERSON NORM CAPPs. KEVIN COX AND GREG KESSEN PRESENT. ROLLCALL BY FISCAL OFFICER. THE PLEDGE OF ALLEGIANCE FOLLOWED. LAST MEETING WAS CANCELLED BECAUSE OF NATALIE AND FAMILY WAS QUARENTINED.

KEVIN COX MADE A MOTION TO ACCEPT THE MEETING MINUTES FROM SEPTEMBER 21, 2021, 2ND BY GREG KESSEN, ROLLCALL

NATALIE SCOTT, FISCAL OFFICER –

GREG KESSEN MADE MOTION TO PAY BILLS OF \$97,082.39, 2ND KEVIN COX, ROLLCALL.

GREG KESSEN MADE MOTION TO APPROVE JULY, AUG AND SEPT 2021 BANK RECONCILIATIONS, 2ND KEVIN COX, ROLLCALL.

NATALIE GAVE 9 MONTH APPROPRIATION STATUS TO DEPT HEADS AND TRUSTEES AND ASKED DEPT HEADS TO SUBMIT PURCHASE ORDERS SOON FOR ANY ITEMS THEY BUDGETED FOR THIS YEAR AND WANT TO PURCHASE BEFORE YEAR END.

WORKING ON SUBMITTING SPECIAL ASSESSMENTS TO COUNTY AUDITOR'S OFFICE. LIGHTING AND MOWING. NO HOUSE DEMO'S THIS YEAR.

ARP FUNDING – WORKING ON DETAILS AND CALCULATING REVENUE LOSS AND PAYROLL RAISES FOR APPROPRIATE USAGE OF ARP FUNDING. NATALIE WOULD LIKE TO DISCUSS RAISES NEXT MEETING FOR YEAR TO GET DEPARTMENT WAGES UP TO CLOSER WITH AREA DEPARTMENTS. LYNN AND I PUT TOGETHER OF PACKET OF INFORMATION THAT GIVES OUR DETAILS AND YTD WAGES AND OT HOURS AND PROJECTIONS THRU END OF YEAR. AS WELL AS INFORMATION FOR OTHER AREA DEPARTMENT WAGES AND INSURANCE BENEFITS. BOARD IS LOOKING TO POSSIBLY USE ARP FUNDING TO FUND HEALTH REIMBURSEMENT ARRANGEMENT (HRA) WITH ARP FUNDING SINCE WE DON'T OFFER MEDICAL BENEFITS.

DISCUSSION ABOUT DECONTAMINATION ROOM AT FIRE DEPT. WE NEED TO GET ATTORNEY BLESSING ON PROJECT AND ASKED JUSTIN TO GET IDEA OF WHAT WE WOULD WANT. THEN WILL CONTINUE TALKS ABOUT WHAT TO SPEND MONEY ON. ALSO DISCUSSED USING MONEY FOR WATER OR SEWER FUND TAP IN FEES FOR RESIDENTS IF WATER OR SEWER TO GO IN AREAS OF TOWNSHIP.

LYNN HANSON – WORKED EXTRA 10-15 HOURS FOR FIRE DEPT DATA ABOUT WAGES FOR OTHER DEPARTMENTS IN AREA. NEW RATES RECEIVED FOR NEXT YEAR FOR CLEMANS AND NELSON AND SALT FROM ALLEN COUNTY ENGINEER OFFICE.

NATALIE SCOTT PRESENTED BOARD WITH HER RESIGNATION LETTER AS FISCAL OFFICER AS OF NOVEMBER 30, 2021. SHE HAS BEEN AT TOWNSHIP ALMOST TEN YEARS. SOMEONE WILL NEED TO BE APPOINTED AFTER NATALIE HAS LEFT OFFICE AND THEY WILL THEN TAKE AN OATH OF OFFICE.

KEVIN COX MADE A MOTION TO ACCEPT NATALIE SCOTT'S RESIGNATION LETTER AS FISCAL OFFICER AS OF NOVEMBER 30, 2021, 2ND NORM CAPPs, ROLLCALL.

BOARD AND SANDY THANK NATALIE FOR HER TIME AT TOWNSHIP.

GREG KESSEN MADE A MOTION TO ADVERTISE FISCAL OFFICER OPENING AND REQUEST INTERESTED CANDIDATES TO SUBMIT RESUMES BY NOVEMBER 5TH, 2021, 2ND KEVIN COX, ROLLCALL.

KEVIN COX MADE A MOTION TO HAVE A SPECIAL MEETING ON DECEMBER 2ND TO FILL FISCAL OFFICER POSITION, 2ND GREG KESSEN, ROLLCALL.

POLICY – WORKING ON UPDATING THE FUEL TANKS/SPEEDWAY FUEL CARD POLICY
POLICY – CYBER SECURITY NEED TO UPDATE ALSO. GOT EMAIL TODAY FROM SOMEONE THAT LOOKED LIKE IT WAS FROM JUSTIN ROBERTS TO CHANGE HIS BANK ACCOUNT INFORMATION.
REMIND DEPT HEADS TO MENTION TO DEPARTMENT STAFF ABOUT CLICKING LINKS AND ATTACHMENT.

JOB DESCRIPTIONS- NATALIE ASKED BOARD TO REVIEW JOB DESCRIPTIONS FROM CLEMANS AND NELSON AND REVIEW THEM WITH DEPARTMENT HEADS BY NEXT WEEK SO CLEMANS AND NELSON HAS TIME TO MAKE CHANGES AND GET THEM BACK TO US FOR FIRST MEETING IN NOVEMBER.

NATALIE IS WORKING ON AN EXIT PLAN FOR INCOMING FISCAL OFFICER.

RECORD RETENTION SCHEDULE – ASKED DEPARTMENTS TO GET ME LISTING OF WHAT DATA THEY HAVE AND WHAT YEARS THEY HAVE SO WE CAN MAKE SOME HEADWAY IN RECORDS PURGE. WOULD LIKE TO UPDATE RECORD RETENTION POLICY NEXT MEETING.

GUESTS:

ASHLEY SCHROEDER

JIM CLEMENTZ – CONGRATS TO NATALIE.

FOLLOW UP ITS BEEN A YEAR AGO HE STARTED COMING TO MEETINGS ABOUT HIS NEIGHBORS.

AUGUST 17TH TIL TWO WEEKS AGO IT HAS GOTTEN LOUD. NOON UNTIL DUSK ON OCTOBER 9TH AND 10TH AND 17TH. AND RAN THEM THRU WEEK FOR TWO AND THREE HOURS AT A TIME. LOUD ENGINES AND BURNING TIRES. NOVEMBER 2ND 2020 – PROSECUTOR OFFICER SAID TO TONY HAYES (ZONING INSPECTOR AT THE TIME) SAID THE RESIDENT IN QUESTION COULD NOT HOLD TRUCK PULL EVENTS AT HIS HOUSE AND TONY COULD ISSUE A SEISE AND DESIST ORDER FOR EVENT. TONY SAID THEY COULD USE PAD FOR IMMEDIATE FAMILY ONLY. LAST COUPLE WEEKS THEY HAVE HAD 15-20 ADULTS AND 15 TRUCKS. THEY CAN'T ALL BE IMMEDIATE FAMILY. TOM COULTER IS 39 YEARS OLD. 320 AMHERST RD PROSECUTOR SAID THEY COULD BE FINED UP TO \$500 PER DAY/ TUG A TRUCK EVENT NOT ALLOWED. ORC SAYS REASONABLE HOUR FOR ANY NOISE COMPLAINTS. TONY HAD PREVIOUSLY DISCUSSED WITH KAYLA CAMPBELL ABOUT A NOISE ORDINANCE. SANDY WILL FOLLOW UP WITH PROSECUTOR OFFICE. JIM WOULD STILL LIKE TO KNOW HOW FAR PAD IS OFF SET BACK FROM PROPERTY LINE.

TOM IS PULLING BARB WIRE FENCE AND FENCE POSTS ON JIM AND HIS PROPERTY LINE.

JOE MAYS – SUSAN PRYOR – NEIGHBOR JOE HAD PROPERTY SURVEYED FIVE OR SIX YEARS AGO. JOE TRIED TO MARK LOT AND HE IS GETTING CRAP FROM SUSAN. SUSAN'S HUSBAND THREATENED TO BURN DOWN JOES HOUSE HE BUILT THERE YEARS AGO. JOE JUST WANTS TO HAVE HIS LOT/GRASS LOOK NICE. SHE KEEPS MOWING HIS YARD NEAR HERS ALL SLOPPY. THIS APPEARS TO BE A CIVIL MATTER. JOE CAN'T PUT UP FENCE WITH SET BACK RULES. HE WOULD HAVE TO REQUEST A VARIANCE. DISCUSSION ABOUT CHECKING WITH PROSECUTOR ATTORNEY OFFICE ABOUT LEGAL DOCUMENT FOR BOTH NEIGHBORS TO AGREE TO PUT FENCE ON PROPERTY LINE. THEN SUSAN COULD TIE HER CURRENT FENCE INTO A NEW FENCE.

TON OF COLD PATCH TO FIX HOLE NEAR DOLLAR GENERAL. THERE HAD BEEN A CONE THERE FOR YEAR. HANSHOE ON 7TH AND CLYDE – STONE AND MUD ONTO ROADWAY. JOE ASKED SANDY TO HAVE PROPERTY OWNER TO CLEAN IT UP.

1804 ZEITS – TENTS UP OUT BACK AND SOMEONE LIVING IN THEM.

BOB PHILLIPS, POLICE CHIEF

TRICK OR TREAT 6-8PM ON OCT 28TH.

TRUNK OF TREAT AT ROUSCULP CHURCH THIS PAST WEEKEND– POLICE AND FIRE PARTICIPATED. SCHOOL ASKED BOB TO DO SAFETY GRANT SURVEY. ADDING MORE CAMERAS THIS YEAR AND PA SYSTEM LAST YEAR.

WILL WATCH FOR BODY CAMERA GRANT IN FUTURE. SUPPOSED TO HAVE ANOTHER ROUND.

BILL JOSEPH – WAS IN HOSPITAL BUT GETTING BETTER.

DEMO DERBY – PAST WEEKEND WAS CANCELLED. NOT ENOUGH INTEREST.

1ST LOCK DOWN WITH SCHOOL WENT WELL. WILL DO ANOTHER ONE IN FUTURE IN ELEMENTARY.

NORM ASKED ABOUT LIQUOR PERMIT PAPERWORK FOR 13TH ST CURTIS. WE HAVEN'T RECEIVED ANYTHING. BOB WILL CHECK INTO IT.

CHURCH ON 13TH IS FOR SALE. IT IS IN RESIDENTIAL AREA NOT COMMERCIAL. RELATOR IS ADVERTISING IT AS COMMERCIAL.

COREY LEHMAN, ROAD SUPERVISOR ABSENT

THEY ARE MOWING ROADS AND COUNTY SAID CONTRACT PAVING IS TO BE COMPLETE THIS WEEK.

TOWNSHIP ODOT STIMULUS MONEY – COREY TO FOLLOW UP WITH DAVE LOUTH.

SANDY HOFACKER , ZONING INSPECTOR 2 PERMITS ISSUED \$200 TOTAL September

GREG KESSEN MADE A MOTION TO APPROVE ZONING PERMITS OF \$200 FOR SEPTEMBER, 2ND KEVIN COX, ROLLCALL

TREECE – CAR IS GONE, WORKING ON TRAILER
CORPORATE LETTER SENT TO DOLLAR GENERAL. MOWED WEEDS FINALLY.
BOWMAN RD HOUSE – HAROLD NICKLES PROPERTY. MIKE NICKLES WILL WORK ON GETTING IT
CLEANED UP/MOWED/DIRT SMOOTHED OUT.
ZONING COMMISSION GAVE RECOMMENDATION ON ARTICLE 22: SOLAR ON OCTOBER 7TH MEETING.
SANDY PRESENTED RECOMMENDATION TO BOARD OF TRUSTEES TONIGHT.
**KEVIN COX MADE A MOTION TO RECEIVED RECOMMENDATION FROM ZONING BOARD ABOUT
ARTICLE 22 FOR SOLAR ENERGY SYSTEMS, 2ND GREG KESSEN, ROLLCALL.**

**GREG KESSEN MADE A MOTION TO HOLD A PUBLIC MEETING ON SOLAR AMENDMENT 7PM ON
NOVEMBER 16TH, 2021, 2ND KEVIN COX, ROLLCALL.**

COMPLAINT 1816 CLYDE AVE – ADDING ADDITION AND SANDY SENT CERTIFIED LETTER TO STOP
PROJECT. A PERMIT WASN'T ISSUED.
TOMMY NEWLAND- BUILDING STRUCTURE WITHOUT PERMIT. SENT HIM A STOP ORDER ALSO.
TOM CRISENBERRY BUILDING STRUCTURE ON ADAMS OLD LOT ON AMHERST. NO PERMIT PURCHASED.
KEVIN MENTIONED WHAUGHTEL PROPERTY IS OPENED UP. HEALTH BOARD SHOULD BE CONTACTED.

SOMEONE MENTIONED HOUSE LOOKING TO PASS BILL RECREATION USE MARIJUANA. HAD ANOTHER
ORGANIZATION CONTACT US ABOUT PUTTING A FACILITY IN OUR TOWNSHIP IF THEY ARE AWARDED
LICENSE TO DISTRIBUTE IN ALLEN COUNTY.

JUSTIN ROBERTS, FIRE CHIEF

PURCHASE REQUEST FOR GENERATOR REPAIR IN AMOUNT OF \$1713.53, - VOLTAGE REGULATOR AND
COMPUTER REPAIR - FALL MAINTENANCE DISCOVERED ISSUE.

**KEVIN COX MADE A MOTION TO APPROVE PURCHASE REQUEST WITH AUTOMATED GENERATOR
SYSTEMS REPAIR IN AMOUNT OF \$1,713.53, 2ND GREG KESSEN, ROLLCALL.**

**GREG KESSEN MADE A MOTION TO PURCHASE REQUEST FOR BUMPER FROM AMBULANCE REPAIR
FROM HIT AND RUN. EMERGENCY VEHICLE PLUS IN AMOUNT OF \$3,491.80, 2ND KEVIN COX, ROLLCALL.**

**GREG KESSEN MADE A MOTION TO HIRE ASHLEY SCHROEDER AS FULL TIME LEVEL 2 FIREFIGHTER,
EMT- BASIC STARTING 10/19/2021. HOURLY RATE OF PAY WILL BE \$12.50 PER HOUR AND SHE WILL
WORK THE “D” SHIFT THAT IS A ROTATING 24 HOUR CYCLE. ASHLEY HAS SUCCESSFULLY COMPLETED
AN OHIO POLICE AND FIRE PHYSICAL. PAPERWORK WILL BE SUBMITTED TO OHIO POLICE AND FIRE,
2ND KEVIN COX, ROLLCALL.**

JUSTIN GAVE RECOMMENDATIONS FOR RAISES FOR FULL TIME STAFF. THE PRESENTED BOARD WITH
EVALUATIONS.

DISCUSSION ABOUT RAISES – NATALIE SUGGESTED WE WAIT UNTIL NEXT MEETING AND DO NORMAL
YEAR END RAISE AT ONE TIME WITH USING DATA COLLECTED FROM AREA DEPARTMENTS SO WE CAN
GET MORE COMPETITIVE WITH HOURLY RATES FOR FULL TIME STAFF AND USE ARP FUNDS.

MIKA LAYMAN WILL HIT SIX MONTHS OF SERVICE AND WARRANT A RAISE 11/4/2021. BOARD RECEIVED
HER THREE MONTH EVALUATION ON 10/15/2021. IT IS TIME FOR HER FIVE MONTHS EVALUATION.
JUSTIN WILL COMPLETE THAT AND GET IT TO THE BOARD. JUSTIN RECOMMENDS WE DO \$.25/HR RAISE
FOR MIKA BUT WILL FINALIZE THAT NEXT MEETING. JUSTIN SAID MIKA LAYMAN SHOULD BE
COMPLETING HER LEVEL ONE FIRE CLASS NEAR MIDDLE OF NOVEMBER AND TAKING THE TEST. THEN
LEVEL TWO FIRE COURSE WILL BE STARTED SHORTLY THERE AFTER. APOLLO IS OFFERING THREE
DIFFERENT COURSES THIS WINTER FOR LEVEL TWO FIRE CLASS. THEY ARE TRYING TO DECIDE WHICH
ONE WILL WORK BEST. THIS LEVEL TWO CLASS IS NOT PART OF GRANT FUNDING LIKE LEVEL ONE WAS
SO MIKA LAYMEN WILL NEED TO SIGN AGREEMENT OF REPAYMENT IF SHE DOESN'T FULLFILL THREE
YEARS OF SERVICE. JUSTIN IS TO FOLLOW UP ON THIS.

NOVEMBER 5TH GENTLEMAN FROM STOLLY INSURANCE WILL BE HERE TO DISCUSS HEALTH
REIMBURSEMENT ACCOUNT (HRA) BOARD CONSIDERING THIS FOR FULL TIME STAFF FOR 2022.

TRUSTEES:

EMAIL RECEIVED FROM CINDY LEIS ABOUT HIGHER ABATEMENT FOR HOTEL
CINDY LEIS CONTACTED TRUSTEES WITH A RENEGOTATED PROPOSAL FOR 15 YEARS AT 50% TAX
ABATEMENT FOR PROPOSED HOTEL OFF 117 AND GREELY CHAPEL. BOB PHILLIPS ASKED PAST PRACTICE
ABOUT ABATEMENTS. PERRY TOWNSHIP HAS NEVER GIVEN A TAX ABATE FOR RESTAURANT OR HOTEL
IN OUR TOWNSHIP.

NORM CAPPS MADE A MOTION TO APPROVE TAX ABATEMENT AS PRESENTED BY CINDY LEIS FOR SEVA HOSPITALITY PROPOSAL FOR 12 YEARS 50% TAX ABATEMENT, 2ND KEVIN COX, ROLLCALL – CAPPS -NO, COX-NO, KESSEN-NO TAX ABATEMENT WAS VOTED DOWN.

GREG KESSEN MADE MOTION TO ADJOURN AT 10:20, SECOND BY KEVIN COX, ROLLCALL.