

TAB 1: CONTACT INFORMATION

MAIN APPLICANT:

Name: **Lake Township Trustees (Wood County)**

Address: **27975 Cummings Road, Millbury, Ohio 43447**

Phone numbers (including FAX):

Phone: (419) 838-6536 FAX: (419) 838-6732

Email address: chief@laketwp.com

APPLICANT CONTACT:

Name/Title: **Mark Hummer, Police Chief**

Address (if different from address above): **same as above**

Phone numbers (including FAX) (if different from numbers above):

Phone:(419) 838-6651 FAX: (419) 838-6641

Email address (if different from e-mail above): **same as above**

COUNTY: Wood

TAB 2: COLLABORATIVE PARTNERS

Name of Collaborative Partner: **City of Northwood**
Contact: **Dennis Recker**
City Administrator/Safety Director

Address: **6000 Wales Rd., Northwood, OH 43619-1480**

Phone numbers (including Fax): **Phone: (419) 690-1629 FAX: (419) 693-6705**

Email address: admin@ci.northwood.oh.us

Name of Collaborative Partner: **City of Rossford**
Contact: **Edward Ciecka, City Manager**

Address: **133 Osborn Street, Rossford, OH 43460**

Phone numbers (including Fax): **Phone: (419) 666-0210 FAX: (419) 661-4279**

Email address: eciecka@rossfordohio.com

Name of Collaborative Partner: **Village of Walbridge**
Contact: **Dan Wilczynski, Mayor**

Address: **111 N. Main Street, Walbridge, Ohio 43465**

Phone numbers (including FAX): **Phone: (419) 666-1830 FAX: (419) 661-8458**

Email address: mayor@walbridgeohio.org

Name of Collaborative Partner: **Village of Millbury**
Contact: **Michael Timmons, Mayor**

Address: **28430 Main Street, P. O. Box 155, Millbury, OH 43447-0155**

Phone numbers (including FAX): **Phone: (419) 836-9671 FAX: (419) 836-9671**

Email address: mtimmons@oregoncs.org

Identify the nature of the partnership and explain how the main applicant and the partner(s) will work together on the proposed project. Include copies of partnership agreement(s) in supporting documentation tab at end of application.

Lake Township, Rossford, and Northwood are strategically located within less than five miles of each other in northern Wood County. Additionally, two other villages are currently provided dispatching services by Lake Township (Millbury and Walbridge). While the total residential population of the area is small at a total of 22,558 persons,

public schools, business establishments and related visitors/shoppers significantly increase the demand for emergency service provision throughout the Township and surrounding area. As a result, the population in the project service area increases by many thousands of persons during the work day.

The area is home to a large retail center dubbed “Crossroads of America” which attracts thousands of visitors and shoppers annually. The addition of a Bass Pro store in 2010, significantly increased the annual number of shoppers and tourists to this area of Lake Township.

Responsible governments must be vigilant stewards of the public tax dollars, while providing emergency public services through EMS, fire, and police staff. To ensure timely and reliable service delivery, neighboring communities must consider working together to best serve the area population in a borderless manner in emergency situations. Failure to do so could result in precious time and/or lives lost.

Thus, the lead applicant and other participating parties realize the need to study logical partnerships not only for emergency dispatching services, but perhaps future other government services.

The study will show if the shared services could result in significant cost savings for all participating entities, if the formation of a Council of Governments would be appropriate for the area, and other relevant study findings.

During preliminary discussions on the project feasibility study, all parties have been included and actively involved. It is anticipated that while Lake Township will be the lead applicant, both the City of Northwood and the City of Rossford will be integral to the planning process and feasibility study outcomes. All entities have entered into a partnership agreement. Additionally, each collaborative partner has adopted a resolution identifying Lake Township as the lead applicant and authorizing the submission of funding application and subsequent feasibility study, if grant funds are awarded.

Representation from both Walbridge and Millbury is also included, as these Villages are served by Lake Township for EMS and fire services. Lake Township also provides police protection to Millbury, while Walbridge has its own police department.

See copy of the partnership agreement in supporting documentation Tab 5, at end of application.

TAB 3: PROJECT INFORMATION

NAME OF PROJECT:

Shared Dispatching Services and Formation of a Council of Governments (COG)

PROJECT DESCRIPTION (limit to 2 pages, single-spaced):

The proposed project will be a feasibility study to determine if a Council of Governments (COG) or some other type of structured organization can be the catalyst for potential cost savings from shared services and/or other collaborations. Initially, the study will focus on the feasibility of a shared emergency dispatching center.

Grant funds will be used to contract with consultants to conduct the feasibility study including facilitating meetings between the partners to:

- 1) Develop a structured organization for collaboration for future initiatives that will reduce and/or mitigate future increases in the tax burden on residents and create an environment that attracts new investment in the area, creating new employment opportunities, and
- 2) Develop a model of a shared emergency dispatch center to determine potential savings and increase in service. The model will also establish policy and procedures for the center operations and how capital and operating costs will be allocated to the entities.

The anticipated results of the feasibility study should be establishment of a structured organization for future collaboration and the cost and operational benefits of a shared emergency dispatch center.

Wood County recently engaged RCC Consultants to perform a county-wide emergency management communications system. It is anticipated that this prior work could be used in this effort. Wood County Emergency Management Agency has been included in preliminary discussions related to the shared emergency dispatch services.

IDENTIFICATION OF TYPE OF AWARD:

Grant – feasibility study

PROBLEM STATEMENT:

Multiple government jurisdictions within the Lake Township and surrounding area are providing rescue and EMS services within their designated political boundaries and/or contractual service area. Currently, costs are duplicative and assistance from multiple jurisdictions is hampered by inability to communicate across radio wave frequencies, thus resulting in some missed calls, delayed response times, etc.

Chief Hummer from Lake Township relates the serious nature of lack of communication in his accounts of two situations, as follows:

“Regional dispatch and a common radio system became a serious item of discussion after an incident at Liberty Trucking in Perrysburg Township approximately 4 years ago. A double homicide occurred at the facility, and thru technological failures, the 911 call was inadvertently

redirected from Wood County to Perrysburg Township (which was down) then to Perrysburg City, and finally to Lake Township. Lake Township dispatched police and EMS units to the reports of shots fired. Lake Township officers arrived first and found a shooting victim in the front yard of the 22,000 sq. ft. manufacturing facility.

Subsequently, officers from Northwood, Perrysburg Township, Rossford, and Owens Community College joined the Lake Township officers who had secured the perimeter. We next had to search the building for the shooter and additional victims. The problem was, we couldn't communicate with each other via radio, we had to resort to hand signals to direct each other's actions. One additional deceased victim was located, and the shooter was located a short time later in Erie, MI.

The problem here is twofold, first the delay in response by the Sheriff's office having to send the call to 3 different PSAP's (Public Safety Answering Points), and second the lack of the responding agencies to have one easily accessible radio frequency and dispatcher to communicate with."

A second account from Chief Hummer follows:

"On June 5, 2010 an EF-5 tornado touched down in Lake Township and Ottawa County. Seven people were killed, 78 homes destroyed, 6 businesses and the high school were destroyed, as well as the Lake Township Administrative offices, which housed police, communications, and EMS services. Responding were 68 fire departments, 38 police departments, and over 3000 civilian volunteers. The communications logistics were a monumental task.

In the early hours of the disaster, we decided to utilize the Lucas County regional radio system. Lucas County provided needed equipment and the system worked as intended. It was decided that night (and confirmed by the RCC study), that all of the northern Wood County agencies should migrate to this system, as well as a central dispatch center.

These are extreme examples. It should be pointed out that all of the agencies applying for this grant rely on each others personnel and equipment almost daily. With declining revenue, we are all doing more with less, and regionalism is the approach we are undertaking."

Based on the information above, it is the premise of the lead applicant and collaborative parties that a feasibility study is needed to determine appropriate and affordable alternatives to service delivery, including the potential formation of a Council of Governments (COG). The study should document cost savings and more efficient service delivery across the wider COG jurisdictional area.

IDENTIFICATION OF ONE TARGETED APPROACH TO INNOVATION:

Shared Services

EXPLANATION OF ANTICIPATED RETURN ON INVESTMENT, BASED ON RATIO OF SAVINGS (this must match budget section in financial section of application):

In 2010, actual costs and call information for the area is represented on the following table, with information provided by the Northwood Police Department.

Area	Population (2000 Census)	# of Dispatchers	# Calls for service	Dispatching Cost/ Cost per call	Cost/ Resident
Northwood	5,493	4 FT/1PT	10,100	\$304,000/ \$30.09	\$55.34
Lake/ Rossford/ Walbridge	16,982	4 FT/1 PT	24,500	\$300,000/ \$12.24	\$17.66
Total	27,740	8 FT/1PT	34,600	\$604,000/ \$17.57	\$21.77

It is anticipated that shared services will result in a much greater savings over time, once the dispatch services are centralized and the initial costs of implementing shared operations has been realized.

Initial review of potential savings is estimated at \$200,500 - \$208,590 (over 3 years – See Tab 4, Item #3) and includes the following:

- combination of NORIS services: \$19,750;
- Alerts CAD/RMS, saving \$4,500 in license fees;
- elimination of Mobilewise MDT service: \$4,250 (utilize Alerts);
- elimination of one dispatch center (utilities): \$43,000;
- potential personnel savings of \$100,000;
- reduction of maintenance agreements for equipment: \$4,000-\$6,000 per year total; and
- elimination of duplicate equipment purchases and upgrades: \$25,000.

The budget section in the financial section of this application provides more detail on projected costs, etc. **However**, these numbers are merely projections at this time and require examination and review through the study process to ensure that all potential costs have been included and no hidden costs left unanalyzed.

The feasibility study will result in a much more intensive examination of costs that will result from shared services. More than the financial or dollar savings, the feasibility study will afford the applicant and collaborating parties the opportunity to explore shared staffing, equipment, and centralized facilities, all of which will provide dollar savings, as well as response time savings through enhanced communication and dispatching.

EXPLANATION REGARDING PROBABILITY OF PROPOSAL'S SUCCESS (based on any past project implementation, likelihood of anticipated savings and the plans for project implementation):

The lead applicant and all participating parties have an excellent track record of undertaking and successfully completing projects independently. Dispatching services are currently performed by Lake Township for the City of Rossford and the Villages of Walbridge and Millbury. By establishing a structured organization that can focus on shared services, rather than contractual services, it is anticipated that there will be a reduced cost for dispatching services and a more collaborative approach to operations that benefits residents of the area without the limitations of jurisdictional boundaries.

The participation agreement shows willingness to work together for a common goal and for the common good of all residents. The efforts proposed should result in not only a financial costs savings, but also in a savings of time, reduction of duplication of efforts, reduction of equipment costs, and lives saved through reduction of call response times.

DESCRIPTION OF APPLICANT'S PLANS AND ABILITY TO REPLICATE OR SCALE PROPOSAL TO ALLOW FOR INCLUSION OF OTHER POLITICAL SUBDIVISIONS:

This project is initially proposed to benefit the applicant and participating partners; however, the study will reveal cost savings which could be expanded to include other services currently provided on a locality by locality basis. Expanded service delivery could become more of a regional concept in the future, once the study is complete and recommendations made. Services could be consolidated either under a COG umbrella or through contractual shared services. Other neighboring communities, unincorporated areas, etc. could be included on an as-needed basis if savings in dollars and time were evaluated and determined to be worthwhile.

The proposed establishment of a COG or other structured organization can be replicated by other jurisdictions in Ohio. Any future share services, policies and procedures, could also be replicated by other jurisdictions in Ohio.

IDENTIFICATION OF WHETHER PROPOSED PROJECT IS PART OF A LARGER CONSOLIDATION EFFORT FOR APPLICANT OR COLLABORATIVE PARTNERS:

Initially, service delivery is being studied for emergency services dispatching; however, it is reasonable to assume that this initial effort could be expanded to a larger consolidation effort to include other service delivery and other collaborative partners in the future, especially if the study recommends the formation of a Council of Governments (COG), which would include not only the lead applicant and collaborative partners, but potentially other smaller entities in the surrounding area/region.

IDENTIFICATION OF PAST SUCCESS ON AN INNOVATION (EFFICIENCY, SHARED SERVICE, COPRODUCTION OR SHARED MERGER) PROJECT:

As described above, the City of Rossford and the Village of Walbridge and Rossford currently contract with Lake Township for dispatching services. This contractual arrangement has worked well for the entities, but it is anticipated that a shared dispatching center that the entities operate under the umbrella of a structured organization will be able to respond better to the citizens in the respective jurisdictions and have additional cost savings and improvement in service.

DESCRIPTION OF HOW PROPOSED PROJECT IS RESPONDING TO CURRENT SUBSTANTIAL CHANGES IN ECONOMIC DEMAND FOR LOCAL OR REGIONAL GOVERNMENT SERVICES (IF APPLICABLE):

As this area of Wood County continues to develop with additional residential areas, retail stores and establishments, a higher demand is placed on local government service provision. State and national government, as well as area residents, are stressing the importance of efficiency in government and reduction of government spending. Therefore, it is logical to assume that duplication of services and costs is one area that all local governments can consider to reduce overall costs through shared services. To validate the savings and structure the format of the shared services, a feasibility study must be conducted to determine the most efficient and effective means of sharing services – to meet local residential demand, as well as economic development demand. It is realistic to assume that the formation of a COG could be a realistic outcome of the study, but only through study and discussion, can that determination be made.

On this

IDENTIFICATION OF INTENT TO IMPLEMENT RECOMMENDATIONS OF A PERFORMANCE OR ANY OTHER AUDIT RECOMMENDATIONS

(applicants are required to provide the actual audit findings in the supporting documentation section of this application):

As evidenced by the attached excerpt from the City of Rossford's Performance Audit, item R3.6 on page 3-19 of Audit, the Audit recommends consideration of shared services for dispatching operations. If this project is funded, the feasibility study and resulting outcomes will benefit the City of Rossford, as well as Northwood and Lake Township and surrounding areas. Future decision-making would be based on feasibility study recommendations, and through the shared services, greater efficiency, enhanced communications, and wise government spending should result. If the study recommends the formation of a COG, then the benefits would be spread beyond the original applicant and collaborative partners to surrounding areas, with regional impact anticipated.

EXPLANATION OF HOW THE PROJECT FACILITATES AN IMPROVED BUSINESS ENVIRONMENT AND/OR PROMOTES COMMUNITY ATTRACTION:

When residents or businesses consider location or expansion within a community or a region, one of the quality of life issues that is high on every list is the provision of safe, low crime-rate living conditions.

The general population takes it for granted that extraordinary fire, police, and rescue services are available and can cover any emergency. Without knowing how the various departments interact, residents and business owners simply EXPECT response times to be minimal and adequate service to be provided, regardless of the nature of the emergency.

Until an emergency personally impacts an area, no one can truly understand how intricate and complicated communications can become, crossing over service area boundaries, which can negatively impact response times and increase confusion as to who should respond, etc.

This area has experienced recent tornado activity, which destroyed Lake Township school, administration facility, and a significant number of residential and business structures. Loss of life was limited to seven (7) persons, but the devastation could have been even worse. Support from throughout the region helped alleviate the disaster impact; however, the area departments do not want to experience similar future emergency situations without plans for shared services, even quicker response times, and enhanced communication technology.

With the Crossroads of American retail and commercial establishments, as well as the relatively new Bass Pro, the project area is relying heavily on economic development activity and the increased number of tourists and shoppers attracted to the area. In addition, various companies have located and/or expanded in the project area even in a bad economy and that growth is anticipated to continue as the economy improves. Without sufficient dispatch service, however, economic development opportunities may not be maximized. Therefore, this study is critical to the economic lifeblood of the area.

With feasibility study recommendations in hand, the communities can better determine how to share services, save money, and enhance an improved business and residential environment, while increasing community attraction for both residential development, as well as business/economic development.

TAB 4: FINANCIAL DOCUMENTATION

Include:

Detailed Project Budget

1. Three years financial history (must include balance sheet, income statement, and statement of cash flows)

Attached in TAB 5 (Supporting Documentation) are:

∨ Financial audits from the City of Northwood for 2008, 2009, and 2010.

∨ Financial audit from the City of Rossford for 2010.

∨ Financial audit from Lake Township for 2008-2009

2. Anticipated Project Costs: **\$716,750**

Activity	Provider	Estimated Cost
Process Facilitator	Poggemeyer Design Group	\$10,000
Legal Services	To be determined	\$12,000
Equipment Design	RCC Consultants	\$65,840
Local Match (includes equipment purchase and local time commitment)	Lake Twp., Northwood, Rossford	\$628,910
TOTAL:		\$716,750

∨ Amount of LGIF funds requested: **\$ 87,840**

∨ Percentage of Local Matching Funds available and documentation explaining how the match must be met (note: local match must be at least 10% of LGIF funds requested): **\$628,910 =87.7%**

∨ Documentation of any in-kind contributions (documentation must conform to requirements of section 2.06 of the LGIF policies): See below and cost information attached

In-Kind Local Share Investment

(In-kind costs from lead applicant and collaborative partners for time period of past two (2) years and current equipment purchase costs)

Community/ Township	Investment over past 2 years for planning meetings for this project: (36 hours total)	Equipment Purchase	Comments
Lake Township	Police Chief: \$ 1,748.88 Fire Chief: \$948.60 <u>Office Mgr.: \$278.00</u> Total: \$2,975.48	Radios for police & fire: \$226,058.80	Walbridge and Millbury's costs are included in Lake Township and Rossford
City of Northwood	Total: \$3,114.00	\$176,338.20	
City of Rossford	Total: \$1,238.94	\$226,513.30	
Total: Time: \$7,328.42 Equip: \$628,920.30	Grand Total: \$7,328.42	\$628,910.30	(costs are documented by quotes attached)

			in support documentation)
--	--	--	------------------------------

3. At least 3 years of financial projections identifying anticipated savings that will occur as a result of this project:

**Lake Township, Wood County, Ohio
Anticipated Return on Investment (ROI)
Shared Dispatching Services**

Entity	<u>2010 Costs</u>
Lake Township/Rossford	\$300,000
City of Northwood	<u>\$304,000</u>
	\$604,000 Total
Village of Walbridge (included in Lake Township/Rossford)	
Village of Millbury (included in Lake Township/Rossford)	

Anticipated Savings	<u>2013</u>	<u>2014</u>	<u>2015</u>
NORIS Services	\$19,750	\$19,750	\$19,750
Alerts CAD/RMS License Fees	\$4,500	\$4,500	\$4,500
Eliminate Mobilewise MDT Service	\$4,250	\$4,250	\$4,250
Eliminate One Dispatch Center	\$43,000	\$43,000	\$43,000
Personnel Costs	\$100,000	\$103,000	\$106,090
Equipment Maintenance	\$6,000	\$6,000	\$6,000
Future Equipment Purchases/Upgrades	\$25,000	\$25,000	\$25,000
Total Anticipated Savings: (33.5% in 2013)	\$202,500	\$205,500	\$208,590

TAB 5: SUPPORTING DOCUMENTATION

Applicants must separately identify and label the following supporting documentation:

1. Feasibility Study Determinations made by the Department of Development prior to the submission of an application:

N/A – required for loan projects only

2. Executed Partnership Agreements with other participating entities:

Agreement is attached.

3. Resolution of support from the applicant's and/or collaborative partners' governing entity:

See attached resolutions from the following parties:

Lake Township, City of Northwood, City of Rossford, Village of Millbury (to be presented to Council at March 2012 meeting for approval), and Village of Walbridge (to be presented to Council at March 2012 meeting for approval).

4. Audit, performance or other, conducted within the past five years, if applicable:

See attached audit information from the following entities:

City of Northwood – 200, 2009, and 2010

City of Rossford – Performance audit excerpt and audit for 2010

Lake Township – audit 2008-2009

5. Identification of each municipality, county or township served (must include information from the 2010 Census):

See table below for 2010 Census information and/or other applicable data for the following entities: City of Rossford, City of Northwood, Lake Township. Note: More detailed 2010 Census profiles are also attached for Rossford and Northwood, but are not available at the Township level.

Name of Entity Served	2010 Census Population	2010 Census # of Households
Lake Township <i>(includes Millbury and Walbridge Villages)</i>	10,972	4,521
City of Northwood	5,265	2,025
City of Rossford	6,293	2,568
Total Area	22,538	9,114

6. Self-score Assessment (using LGIF project selection methodology):

See attached information and scoring notes.



April 2, 2012

Mark Hummer
Lake Township Trustees (Wood County)
27975 Cummings Rd
Millbury, Ohio 43447

RE: Application Cure Letter

Dear Mark Hummer:

The Ohio Department of Development (Development) has received and is currently reviewing your application for Round 1 of Local Government Innovation Fund program. During this review Development has determined that additional information is needed for your application. The identified item(s) requiring your attention are listed on the attached page(s). Please respond only to the issues raised. Failure to fully address all the identified items could lead to a competitive score reduction or ineligibility for Round 1 of the Local Government Innovation Fund program. **A written response from the applicant to this completeness review is due to Development no later than 5:00 p.m. on April 30, 2012.** Please send the response in a single email to lgif@development.ohio.gov and include "Cure—Project Name" in the subject line.

While this cure letter represents the additional information needed for Development review, the Local Government Innovation Council continues to reserve the right to request additional information about your application.

Thank you once again for your participation in Local Government Innovation program. Please contact the Office of Redevelopment at lgif@development.ohio.gov or 614-995-2292 if you have further questions regarding your application or the information requested in this letter.

Sincerely,

Thea J. Walsh, AICP
Deputy Chief, Office of Redevelopment
Ohio Department of Development

Local Government Innovation Fund Completeness Review

Applicant: Lake Township Trustees (Wood County)
Project Name: Shared Dispatching Services and Formation of a Council of Governments
Request Type: Grant

Issues for Response

1. Budget

Please provide a line item budget that includes at minimum: 1) the sources of all funds being contributed to the project include **all** sources—cash, in-kind, etc.; 2) the uses of all funds (provide a line item for each use); 3) the total project costs (including the funding request **and** the local match. Please be sure that all uses of funds are eligible expenses as set forth in the program guidelines.

Example:

Collaboration Village’s Project Budget

Sources of Funds

LGIF Request	\$100,000
Match Contribution (11%)	\$ 11,111
Total	\$111,111

Uses of Funds

Consultant Fees for Study	\$111,111
Total	\$111,111

Total Project Cost: \$111,111

2. Self-Score Assessment

Please complete the interactive selection methodology available on the LGIF program website <http://www.development.ohio.gov/Urban/LGIF.htm> (select selection methodology) to score your project. Applicants do not need to complete the Council Preference or score validation sections when scoring their projects.

3. Resolutions of Support

Resolutions of support must be provided by the governing body of the main applicant and each collaborative partner. If the collaborative partner is a private entity with no governing body, a letter of support **for the project** is required.

4. Partnership Agreements

Partnership agreements must be signed by all parties listed as collaborative partners. Please provide a partnership agreement that at minimum: 1) lists all collaborative partners; 2) lists the nature of the partnership; and 3) is signed by all parties. Please note, partnership agreements must be specific to the project for which funding is requested.

RESOLUTION 2012 - 07

A RESOLUTION APPROVING THE PARTICIPATION OF THE CITY OF ROSSFORD AS A COLLABORATIVE PARTNER WITH LAKE TOWNSHIP, WOOD COUNTY, OHIO IN MAKING APPLICATION TO THE STATE OF OHIO, DEPARTMENT OF DEVELOPMENT TO PARTICIPATE IN THE LOCAL GOVERNMENT INNOVATION FUND PROGRAM, AND DECLARING AN EMERGENCY

WHEREAS, the State of Ohio, Department of Development, provides financial assistance to local governments for projects that promote efficiency, shared services, coproduction, and mergers among local governments; and

WHEREAS, the City of Rossford desires to participate as a collaborative partner to receive financial assistance under the Ohio Department of Development Local Government Innovation Fund Program; to conduct a study to determine the feasibility of creating a Council of Governments and explore potential for shared services to achieve efficiency in delivery of any specific services identified through the study process, it being understood that it is the intent of the project to initially explore the feasibility of shared dispatching services; and

WHEREAS, the scope of the project is currently anticipated to include the following activities:

- Meeting/Process Facilitation
- Establish framework for Council of Governments or other type agreement for collaboration
- Legal Services
- Identification of potential cost-savings and/or improvement in services with the consolidation of services
- Design and preparation of contract documents of any required equipment configurations and facilities to consolidate identified services.

The cost for such activities shall not exceed \$100,000 including in-kind match.

WHEREAS, Lake Township, Wood County, Ohio has the authority to apply for financial assistance and/or participate as a collaborative partner through the Local Government Innovation Fund Program; and

WHEREAS, the Council of the City of Rossford, Ohio hereby authorizes and directs the City Administrator to act in connection with the application as a collaborative partner and to provide such additional information as may be required for the funding application; and

WHEREAS, the Council of the City of Rossford understands and acknowledges that Lake Township will serve as the primary or lead applicant for the project application, with other collaborative parties participating in the project planning and funding;

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Rossford, Wood County, Ohio, that:

Section 1. That the Council of City of Rossford, Ohio authorizes the City Administrator to be the official representative of the City of Rossford to participate as a collaborative party in the State of Ohio, Department of Development, Local Government Innovation Fund Program, and provide all information and documentation required in said Application for submission.

Section 2. That the City of Rossford hereby approves the participation with Lake Township and other collaborative parties for the filing of an application for financial assistance under the Ohio Local Government Innovation Fund Program.

Section 3. That the City of Rossford hereby understands and agrees that participation in the program as a collaborative party will require compliance with program guidelines and assurances.

Section 4. That the City of Rossford hereby commits itself to provide the community's local share funding as a collaborative party, as described in the application, with it being understood that the local share can be prior (2 years) and future in-kind costs incurred by the collaborative parties.

Section 5. All formal actions of Council relating to the adoption of this ordinance, and all deliberations of Council and any of its committees leading to such action, were in meeting open to the public as required by law.

Section 6. This resolution is deemed an emergency measure, necessary for the immediate preservation of the public health, safety and welfare, and for the further reason that immediate adoption is necessary to meet the application time line.

Council Persons voting aye: Scott, Auser, Marquette, Eckel, Oberdorf, Staczek, Durick

Council Persons voting no: _____

Passed this 13th day of February, 2012.



President of Council

ATTEST:

Robert B. Watcof
Clerk of Council

APPROVED:

[Signature]
Mayor

Date of Mayor's approval: 2-13-12

Approved as to form this 13th day of Feb, 2012

[Signature]
Kevin Heban, Law Director

RES# 01-12

DATE 02 / 20 / 2012

A RESOLUTION AUTHORIZING THE VILLAGE OF WALBRIDGE TO FILE AN APPLICATION TO THE STATE OF OHIO, TO PARTICIPATE IN THE LOCAL GOVERNMENT INNOVATION FUND PROGRAM, AND DECLARING AN EMERGENCY:

WHEREAS, the state of Ohio, Department of Development, provides financial assistance to local governments for the purpose of addressing local needs; and

WHEREAS, the Village of Walbridge desires to participate as a collaborative partner to receive financial assistance under the Ohio Department of Development Local Government Innovation Fund Program; to conduct a study to determine the feasibility of creating a Council of Governments and explore potential for shared services to achieve efficiency in delivery of any specific services identified through the study process, it being understood that it is the intent of the project to initially explore the feasibility of shared dispatching services; and

WHEREAS, the scope of the project is currently anticipated to include the following activities:

- Meeting/Process Facilitation
- Establish framework for Council of Governments or other type agreement for collaboration
- Legal Services
- Identification of potential cost-savings and/or improvement in services with the consolidation of services
- Design and preparation of contract documents of any required equipment configurations and facilities to consolidate identified services.

The cost for such activities shall not exceed \$100,000 including in-kind match.

WHEREAS, the Mayor of Walbridge has the authority to apply for financial assistance and/or participate as a collaborative partner through the Local Government Innovation Fund Program; and

WHEREAS, the Council of the Village of Walbridge hereby authorizes and directs the Mayor of Walbridge to act in connection with the application as a collaborative partner and to provide such additional information as may be required for the funding application; and

WHEREAS, the Council of the Village of Walbridge understands and acknowledges that Lake Township will serve as the primary or lead applicant for the project application, with other collaborative parties participating in the project planning and funding;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Walbridge, Wood County, Ohio and all members thereof concurs:

Section 1 That the Council of Walbridge, Ohio authorizes as the official representative of the Village of Walbridge to participate as a collaborative party in the state of Ohio, Department of Development, Local Government Innovation Fund Program, and provide all information and documentation required in said Application for submission.

Section 2 That the Village of Walbridge Council hereby approves the participation with Lake Township and other collaborative parties for the filing of an application for financial assistance under the Ohio Local Government Innovation Fund Program.

Section 3 That the Village of Walbridge hereby understands and agrees that participation in the program as a collaborative party will require compliance with program guidelines and assurances.

Section 4 That the Village of Walbridge hereby commits itself to provide the community's local share funding as a collaborative party, as described in the application, it being understood that the local share can be prior (2 years) and future in-kind costs incurred by the collaborative parties.

Section 5 It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and of any other committees that results in formal action were in open meetings open to the public in compliance with all legal requirements, of the Village of Walbridge and the State of Ohio.

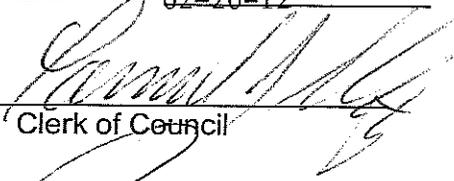
Section 6 This Resolution is hereby declared to be an emergency measure to meet the application deadline in a timely fashion, necessary for the health, safety, and welfare of the residents of the Village of Walbridge, Wood County, Ohio and shall be in full force and effect from and immediately after its passage by Council.

Vote to suspend rules: For: 5 Against: 0

Vote on emergency clause: For: 5 Against: 0

Vote and final adoption: For: 5 Against: 0

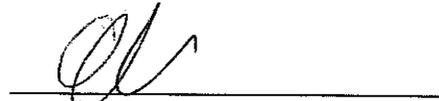
ADOPTED: 02-20-12


Clerk of Council


Village Solicitor

Approved as to form:


President of Council


Mayor

**Lake Township (Wood County): Project Budget
Feasibility Study for Establishment of Council of
Government (COG) and Shared Dispatching Services**

Sources of Funds:

LGIF Request: (12.3%)	\$87,840
Match Contribution: (87.7%)	<u>\$628,910</u>
Total	\$716,750

Uses of Funds:

Process Facilitator for Study	\$10,000
Legal Services for COG	\$12,000
Equipment Design for Dispatch:	\$65,840
Equipment Purchase and Local Time Spent on Study Development:	<u>\$628,910</u>
Total:	\$716,750

TOTAL PROJECT COSTS: \$716,750

**Village of Millbury
28430 Main St.
P.O. Box 155
Millbury, OH 43447
(419) 836-9671
villageofmillbury@frontier.com**

April 25, 2012

To Whom It May Concern:

The Village of Millbury is working together with Lake Township, the Village of Walbridge and the City of Northwood to apply for a Local Government Innovation Fund grant for the study and implementation of a regional dispatch center for our area. Our village council has discussed this at their meetings and wish to extend their support for this important dispatch center. The village is excited to collaborate with surrounding communities to promote more efficiency, effectiveness and services for the residents of Northwest Ohio.

Sincerely,



Michael Timmons, Mayor
Village of Millbury

MT/gd

COOPERATIVE AGREEMENT

This Cooperative Agreement is entered into as of this 27nd day of February, 2012 by and among **LAKE TOWNSHIP TRUSTEES ("LAKE TOWNSHIP")**, of Lake Township, Wood County, Ohio, the **CITY OF NORTHWOOD ("NORTHWOOD")**, a municipal corporation and political subdivision duly organized and validly existing under the laws of the State of Ohio (the "State"), the **CITY OF ROSSFORD ("ROSSFORD")**, a municipal corporation and political subdivision duly organized and validly existing under the laws of the State of Ohio (the "State"), the **VILLAGE OF WALBRIDGE ("WALBRIDGE")**, a municipal corporation and political subdivision duly organized and validly existing under the laws of the State of Ohio (the "State"), and the **VILLAGE OF MILLBURY ("MILLBURY")** a municipal corporation and political subdivision duly organized and validly existing under the laws of the State of Ohio (the "State"), **WITNESSETH:**

WHEREAS, the State of Ohio, Department of Development, provides financial assistance to local governments for projects that promote efficiency, shared services, coproduction, and mergers among local governments; and

WHEREAS, LAKE TOWNSHIP desires to participate as a collaborative partner to receive financial assistance under the Ohio Department of Development Local Government Innovation Fund Program; to conduct a study to determine the feasibility of establishing a Council of Governments (COG) for the initial purpose of sharing dispatch services and explore potential for shared services to achieve efficiency in delivery of any specific services identified through the study process, it being understood that it is the intent of the project to initially explore the feasibility of establishing a COG for the purpose of financially supporting a joint or central dispatching facility; and

WHEREAS, the scope of the project is currently anticipated to include the following activities:

- Meeting/Process Facilitation
- Establish framework for financially supporting a COG or other type agreement for collaboration
- Legal Services
- Identification of potential cost-savings and/or improvement in services with the consolidation of services
- Design and preparation of contract documents of any required equipment configurations and facilities to consolidate identified services.

The cost for such activities shall not exceed \$100,000 including in-kind match.

WHEREAS, LAKE TOWNSHIP, Wood County, Ohio has the authority to apply for financial assistance and/or participate as a collaborative partner through the Local Government Innovation Fund Program; and

WHEREAS, the **PARTIES** to this agreement understand and acknowledge that **LAKE TOWNSHIP** will serve as the primary or lead applicant for the project application, with other collaborative **PARTIES** participating in the project planning and funding;

WHEREAS, **NORTHWOOD, ROSSFORD, WALBRIDGE, AND MILLBURY**, hereinafter referred to collectively as the **PARTIES** have requested the assistance of **LAKE TOWNSHIP** in obtaining Federal or State of Ohio grants for organizing, financing, constructing, and maintaining a central or joint dispatch center/COG and/or the sharing of dispatch services including emergency services, fire services, and police services ; and

WHEREAS, in anticipation of applying for grants for the sharing of the above listed services, **LAKE TOWNSHIP** and the **PARTIES** have entered into an agreement for **LAKE TOWNSHIP** to be the applicant and administrator of said grants; and

WHEREAS, the **PARTIES** and **LAKE TOWNSHIP** have determined to enter into this Agreement to affirm and acknowledge the power of **LAKE TOWNSHIP** to receive and accept from any federal or state agency grants for or in aid of the organizing, financing, constructing, and maintaining a central dispatch facility and/or the sharing of dispatching for safety services, including emergency services, fire services, and police services for the benefit of the **PARTIES** and their citizens; and

WHEREAS, **LAKE TOWNSHIP** has determined, subject to the satisfaction of certain conditions, to apply for federal and State of Ohio grants requested by the **PARTIES** for the organizing, financing, constructing, and maintaining central dispatching services and/or the sharing of dispatching for safety services, including emergency services, fire services, and police services;

NOW, THEREFORE, for and in consideration of the premises and of the mutual covenants hereinafter contained, the **PARTIES** hereby agree as follows:

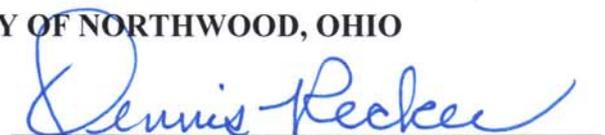
Section 1. The **PARTIES** request **LAKE TOWNSHIP** to exercise any and all powers and to perform any and all functions with respect to receiving and accepting from any Federal or State of Ohio agency, grants for or in aid of the conduct of a feasibility study for the benefit of the **PARTIES**, including organizing and financing the sharing of dispatching for safety services, including emergency services, fire services, and police services,

Section 2. In furtherance and not in limitation of the provisions of Section 1, the **PARTIES** request **LAKE TOWNSHIP** to apply for and receive and accept Federal or State of Ohio grants for the **PARTIES**, pursuant to the Act, and to apply the proceeds of the Grants to the payment of "costs" of the feasibility study, as those terms are defined in the Act for the research and development of any shared dispatching center for safety services, including emergency services, fire services, and police services.

Section 3. It is the intention of the **PARTIES** and **LAKE TOWNSHIP** that this Agreement be liberally construed to make available to the **PARTIES**, through the actions of **LAKE TOWNSHIP**, all of the benefits of the Act, in furtherance of the public purposes set forth in the recitals to this Agreement.

CITY OF NORTHWOOD, OHIO

By:

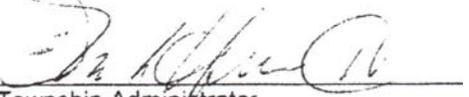


City Administrator

CITY OF ROSSFORD, OHIO

By: 
City Administrator

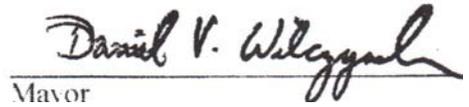
**LAKE TOWNSHIP
WOOD COUNTY, OHIO**

By: 
Township Administrator

VILLAGE OF MILLBURY

By: 
Mayor

VILLAGE OF WALBRIDGE

By: 
Mayor

Lake Township, Wood County
Resolution #14-12

Trustee Bowen moved to adopt Resolution #14-12

A Resolution authorizing the Lake Township Administrator to file an application to the State of Ohio, to participate in the Local Government Innovation Fund program.

Whereas: the State of Ohio, Department of Development, provides financial assistance to local governments for the purpose of addressing local needs, and

Whereas: Lake Township desires to participate as a collaborative partner to receive financial assistance under the Ohio Department of Development Local Government Innovation Fund Program; to conduct a study to determine the feasibility of creating a Council of Governments and explore potential for shared services to achieve efficiency in delivery of any specific services identified through the study process, it being understood that it is the intent of the project to initially explore the feasibility of shared dispatching services, and

Whereas: the scope of the project is currently anticipated to include the following activities:

Meeting/Process Facilitation.

Establish framework for Council of Governments or other type of agreement for collaboration.

Legal Services.

Identification of potential cost-savings and/or improvement in services with the consolidation of services.

Design and preparation of contract documents of any required equipment configurations and facilities to consolidate identified services.

The cost for such activities shall not exceed \$100,000 including in-kind match.

Whereas: the Township administrator has the authority to apply for financial assistance and/or participate as a collaborative partner through the Local Government Innovation Fund Program, and

Whereas: the Board of Trustees of Lake Township hereby authorizes and directs Mark Hummer to act in connection with the application as a collaborative partner and to provide such additional information as may be required for the funding application, and

Whereas: the Board of Trustees of Lake Township understands and acknowledges that Lake Township will serve as the primary or lead applicant for the project application, with other collaborative parties participating in the project planning and funding, so

Therefore, be it resolved, by the Board of Trustees of Lake Township, Wood County, Ohio and all members thereof concurring:

Section 1. The board of Trustees of Lake Township, Wood County, Ohio authorizes Mark Hummer as the official representative of Lake Township to participate as a collaborative party in the State of Ohio, Department of Development, Local Government Innovation Fund Program, and provide all information and documentation required in said Application for submission.

Section 2. That the Board of Trustees of Lake Township hereby approves the participation with the political subdivisions of Northwood, Rossford and Walbridge and other collaborative parties for the filing of an application for financial assistance under the Ohio Local Government Innovation Fund Program.

Section 3. That the board of Trustees of Lake Township hereby understands and agrees that participation in the program as a collaborative party will require compliance with program guidelines and assurances.

Section 4. That the Board of Trustees of Lake Township hereby commits itself to provide the community's local share of funding as a collaborative party, as described in the application, it being understood that the local share can be prior (two years) and future in-kind costs incurred by the collaborative parties.

Section 5. That this Resolution is intended for the health, safety, and welfare of the residents of Lake Township, Wood County, Ohio.

Seconded by Mr. Sims

Roll Call: Sims-yes, Welling-yes, Bowen-yes

**Lake Township, Wood County
Resolution #15-12**

Trustee Sims moved to adopt Resolution #15-12

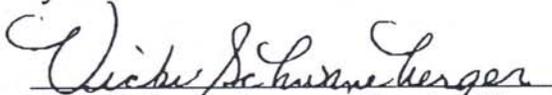
Whereas: the Lake Township Trustees wish to contract with Poggemeyer Design Group for Professional Consulting Services regarding a grant application for dispatching from the Ohio Department of Development Local Government Innovation Fund Program, so

Therefore, be it resolved, that the lake Township Trustees approve the sum of \$750.00 as its collaborative share of the contract to hire Poggemeyer Design Group for Professional Consulting Services.

Seconded by Mr. Welling

Roll Call: Sims-yes, Welling-yes, Bowen-yes

I, Vicki Schwamberger, Fiscal Officer of Lake Township, Wood County, Ohio certify the foregoing Resolution # 14-12 and Resolution #15-12 adopted February 7, 2012 at a regular meeting of the Lake Township Trustees, is taken and copied from the record of the proceedings of the township, and that it has been compared by me with the resolution on record and is a true copy.


Vicki Schwamberger, Fiscal Officer