

**WOODVILLE TOWNSHIP TRUSTEE'S 2015 ORGANIZATIONAL MEETING  
DECEMBER 17, 2014**

The Woodville Township Trustees met in special session at 8:55 p.m. on December 17, 2014 to organize for the **Year 2015**. Board members present: Trustees: Chairman Bill Hammer, Ken Green, Paul Heineman and Fiscal Officer Lori Kepus. Others in attendance: Road Supervisor – Jim Busdiecker. Chairman Hammer called the meeting to order.

Trustee Heineman moved to **adopt Resolution 2014-14** establishing Temporary Appropriations for 2015:

GENERAL FUND	\$ 100,000.00
MOTOR VEHICLE LICENSE FUND	\$ 13,000.00
GASOLINE TAX FUND	\$ 80,000.00
ROAD & BRIDGE FUND	\$ 100,000.00
CEMETERY LEVY FUND	\$ 44,000.00
EMS LEVY FUND	\$ 150,000.00
FIRE LEVY FUND	\$ 100,000.00
PERMISSIVE LICENSE TAX	\$ 9,000.00
<b>TOTAL ALL FUNDS</b>	<b>\$ 596,000.00</b>

Trustee Hammer seconded the motion. All answered yes to roll call. Motion passed.

Trustee Green made a motion to **adopt Resolution 2014-15** to enter into depository agreements with local banking establishments for the purpose of savings, checking, and investments in the form of certificates of deposit for the Year 2015. Trustee Hammer seconded. All answered yes to roll call. Motion passed.

The Depository Agreement between Huntington Bank and Woodville Township will expire on December 31, 2016. The total sum of active, interim, and inactive deposits totals \$2,000,000.00.

Trustee Hammer moved to **adopt Resolution 2014-16** authorizing the Woodville Township Board of Trustees to proceed by Force Account for the Year 2015 in the matter of routine maintenance of roads and bridges and highway drainage, bridge, and culvert repair or replacement, upkeep and maintenance of equipment and yard facilities and such emergency work and closing of roads as may be necessary during the calendar year 2015. Trustee Green seconded. All answered yes to roll call. Motion passed.

The resolution to offer healthcare in 2015 was adopted by the Trustees at their December 3, 2014 meeting.

**Trustee Hammer moved to adopt the following for the Year 2015:**

**Township Official's salaries** shall be governed by Ohio Revised Code Sections 505.24 and 507.09. Township Trustees will be paid by annual salary and paid in equal monthly installments based on the annual Township budget, and they shall certify to the Fiscal Officer the percentage of time spent working on matters to be paid from the general fund and special revenue funds. The Fiscal Officer will be paid 100% from the general fund and will be paid in equal monthly installments.

In accordance with the Ohio Revised Code, the Township shall pay the cost of any required training or association dues for employees and elected officials including the cost to attend the Sandusky County Township Association's annual banquet.

**Fire Chief** - The Trustees appointed Bill Andrews as Fire Chief for 2015. The fire chief shall be paid **\$325** per month. This salary will include compensation for mileage while on township business. The salary will be paid on a monthly basis from the Fire Levy Fund.

**Firemen's Point's Pool** – The point's pool for 2015 will be **\$8,000.00**. Allocation will be determined by the Trustees and Fire Chief. The point's pool will be paid on an annual basis from the Fire Levy Fund.

The Trustees will allocate an additional **\$1,000.00** for volunteer incentives. The Trustees will determine how the incentive money will be spent. Money will be drawn from the General Fund.

**Volunteer Fire Fighter's Dependents Fund** - William Hammer was appointed to serve as a board member for 2015.

**Zoning Inspector:** The Trustees re-appointed Bill Rowles as Zoning Inspector. Bill will receive a twenty dollar (\$20.00) per month increase making his salary **\$480.00** per month. Mileage will be paid at \$.40 cents per mile while traveling inside or outside the township on zoning business.

<b>Zoning Payroll</b>	Zoning Commission Secretary	\$40.00 per meeting
	Zoning Commission Chairman	\$40.00 per meeting
	Zoning Commission Members	\$25.00 per meeting
	Zoning Board of Appeals	\$10.00 per meeting

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The Trustees re-appointed **Elmer Emch** to a five-year term on the Zoning Commission.  
The Trustees re-appointed **William Busdiecker** to a five-year term on the Zoning Board of Appeals.  
Both terms will expire December 31, 2019.

**Zoning Commission:**

Herb Miller	Term expires December 31, 2015
Steve Michaelis, Secretary	Term expires December 31, 2016
Brad Rife, Chairman	Term expires December 31, 2017
Robert Schroeder	Term expires December 31, 2018
Elmer Emch	Term expires December 31, 2019

**Zoning Board of Appeals:**

Todd Atkin	Term expires December 31, 2015
Emil Konesky, Chairman	Term expires December 31, 2016
Scott Lucas	Term expires December 31, 2017
Paul Hammer	Term expires December 31, 2018
William Busdiecker	Term expires December 31, 2019

**Zoning Permit Fee Structure 2015**

- Zoning permit for porch, deck, swimming pool, carport \$ 30.00
  - Zoning permit for a permanent sign \$ 40.00
  - Zoning permit for building additions, ponds, accessory buildings, electric wind generators, non-utility communication towers \$ 50.00
  - Zoning permit for new residential house construction \$100.00
- \*A permit for new construction located on a township road will cost an additional **\$300.00** damage fee (if new driveway access is required). Any damage done to the township road during construction, in excess of this fee, shall also be paid by the landowner. *Residential houses, when occupied, must have a green house number in plain view for safety reasons. The house number sign may be obtained by contacting the Fire Department.*
- Fee for building in a commercial or heavy industrial zone \$150.00
  - Fee for a Rezoning or Special Use application \$250.00
  - Fee for a Variance application \$250.00
  - Fee for a Conditional use permit application \$250.00
  - Fee for a Conditional use permit for home based business \$ 50.00\*
- \*Special reduced rate through 12/31/15 only  
This fee will increase to \$250 in 2016.
- Fee for a road cut \$350.00

**Employee evaluations** may take place before the first regular Trustee meeting in the months of July and December.

**Road Supervisor** – Full-time employee Jim Busdiecker shall receive a \$1.00 per hour raise for 2015. His hourly wage will be **\$18.50** per hour. Overtime rate shall be **\$27.75** per hour.

**Full-time employees** can roll over up to one (1) week vacation time into the First Quarter of the following year.

**Part-time employee** Jim Truman shall receive a \$.75 cent per hour raise for 2015. His hourly rate will be **\$12.75** per hour for cemetery, road, and maintenance work, and **\$13.50** an hour for snow removal.

**Seasonal employee** Wayne Sandrock will receive a \$.75 cent per hour raise for 2015. His hourly rate will be **\$11.25** per hour.

Seasonal Employee Dave Beeker will be paid an hourly rate of **\$12.50** an hour.

**Seasonal Labor** - The Board may advertise in 2015 for part-time seasonal help and/or additional full-time help, with or without a Commercial Driver's License (CDL). The seasonal labor base rate for 2015 will be **\$9.00** per hour. Seasonal labor called to work for **snow removal** must have a CDL. The base rate for snow removal is **\$11.25** per hour.

By the direction of the Board of Trustees, seasonal labor will be scheduled on an as-needed basis and not without the advisement of the Board of Trustees.

Seasonal labor may start work April 1 and shall terminate October 1. The Road Supervisor is to check first with the Board of Trustees before scheduling any workers. Seasonal labor may be called in to dig graves, plow snow, or for any other maintenance reason between October 1 and April 1 only by direction of the Board of Trustees.

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**All Township roads shall be mowed by** May 15, 2015 (1<sup>st</sup> mow) July 15, 2015 (2<sup>nd</sup> mow) Sept. 15, 2015 (3<sup>rd</sup> mow) Oct. 15, 2015 (4<sup>th</sup> mow). Mowing dates are a guideline on an as needed basis.

These dates are a guideline and on an as-needed basis due to growing and weather conditions. The Board of Trustees will be contacted for advisement.

**Road bids** will be handled in accordance with ORC 5575.01 by the force account method or the Sandusky County bid process. The Township has a Resolution on file detailing this procedure.

**Road Damage** The Township will charge a minimum fee of **\$500** for any damage caused to a township road.

**Cemetery Cleanup** – The Fiscal Officer will advertise at least once in a local newspaper for spring cleanup and at least once for fall cleanup. Removal of all arrangements and decorations must be by March 15, 2015 and October 15, 2015 respectively. New arrangements may be placed April 1, 2015 and November 1, 2015 respectively.

**Monument Repairs** - The Trustees allocated an annual maximum of **\$8,000.00** for repairs to monuments in the Old Woodville Cemetery on Lime Road.

**Road Cleanup** – The maximum to be paid to an organization assigned by the Board of Trustees for cleanup along township roads is **\$30 per mile** not to exceed a maximum payment of **\$300.00**. The roads will be determined by the Board of Trustees.

**Garbage Site** – The cost of a dump ticket for township residents is **\$60.00** annually. The fee was set by the Trustees at their November 19, 2014 regular meeting. The dump site is located at the Township Garage, 761 East Main Street, and will be open from 7:30 a.m. to 11:00 a.m. on the 1st and 3rd Saturday of each month.

**Recycling Program** – In cooperation with the OSS Solid Waste District a recycling drop-off dumpster for residential recycling only – no businesses is located at the Township dump site on East Main Street. The site is open seven days a week during daylight hours only for glass, metal, plastics, and paper products. All materials can be put into the container together.

**Records Commission** - The Records Commission consists of the Fiscal Officer and the Chairman and shall meet at least once a year and always during the organizational meeting to discuss the destroying of any records. Upon review, the commission decided that no records should be destroyed at this time.

Lori Kepus, Laura Saunders, and William Hammer were appointed to the **Audit/Finance Committee** for the Year 2015. The Audit/Finance committee is to meet quarterly.

**Board Meetings** - The Board of Trustees will meet on the 1st and 3rd Wednesday of every month at 7:00 p.m. in the Township's Fiscal Office located in the Woodville Township Volunteer Fire Station, 321 East Main Street, Woodville.

**Custodial Services** – The Trustees re-employed Dave Miller as custodian of the fire station at a monthly rate of **\$280.00**.

**Trustee Heineman seconded all of the above. Roll call was as follows – Green – yes, Hammer – yes, Heineman, yes. Motion passed (3-0).**

Chairman Hammer stepped down. Fiscal Officer Lori Kepus asked for nominations for Chairman and Vice-Chairman for 2015. Heineman moved to nominate Ken Green as Chairman. Hammer moved to nominate Paul Heineman as Vice-Chairman. Green seconded. All answered yes to roll call. Motion passed.

At **9:27 p.m.** with no further business, Trustee Hammer moved for adjournment. Trustee Green seconded. This meeting was held in accordance with the ORC Sunshine Law.