

## **MINUTES OF THE WOODVILLE TOWNSHIP TRUSTEE'S REGULAR MEETING APRIL 2, 2014**

This regular meeting of the Woodville Township Trustees was held on April 2, 2014. Those in attendance: Trustees: Chairman Bill Hammer, Ken Green, Paul Heineman, Fiscal Officer Lori Kepus --- Road Supervisor Jim Busdiecker --- Zoning Inspector Bill Rowles --- Fire Chief Bill Andrews, Assistant Fire Chief Dave Miller (both left at 8:00 p.m.) --- Township Resident Bob Schroeder --- John Havens, Jackson Township Trustee and Jerri Miller, Candidate for Sandusky County Auditor (both left at 7:20 p.m.).

Chairman Hammer called the meeting to order at 7:00 p.m. Minutes from the March 19, 2014 regular meeting were approved by unanimous vote. Trustee Hammer made a motion to approve the warrants. Trustee Green seconded. All answered yes to roll call. Motion passed.

Jerri Miller, Candidate for Sandusky County Auditor in the May 6 primary election, was present to introduce herself to the Trustees. Ms. Miller stated that she is a Certified Public Accountant and has all the credentials needed for the job. She was born and raised in Fremont and is the current Director of the Sandusky County Convention & Visitors Bureau.

**EMS** – LS91 received its annual maintenance service at WW Williams last week which revealed that the squad needed new brakes, drums, and rotors and the engine was leaking. The repair bill was \$7528. The fire department reported that they are happy with the service being provided by WW Williams and feel that the company is being more proactive with necessary repairs and maintenance on our vehicles.

**ZONING** – Zoning Inspector Bill Rowles reported that there will be a joint meeting of the Township Zoning Commission and Zoning Board of Appeals on April 9 at 7 p.m. to discuss implementing the Township's new home based business permit process and the applicable conditional use permit application form.

**CEMETERY** – The Trustees signed three cemetery deeds: Dale & Lois Grove, Woodville, one plot; Debbie Willis, Woodville, one plot, and Charlene Oates, Walbridge, one plot.

Caretaker Jim Busdiecker reported that the new John Deere mowers have arrived; there are two funerals on Friday; and no spring foundation orders have been received to date. The Trustees decided that due to the long winter, foundation orders will be accepted through June 1.

Trustee Heineman presented a request from Solomon Lutheran Church for the use of Westwood Cemetery on Good Friday, April 18 at 7 p.m. for a mock committal service. No ground would be unearthed for this service. They hope to bring Good Friday to life and make the worship service a memorable and significant experience for those who attend. Trustee Heineman made a motion to grant permission to Solomon Lutheran Church for this purpose and allow them to utilize the open section in the back of Westwood Cemetery on Good Friday during daylight hours under the condition that all props will be removed immediately following the service. Trustee Green seconded. Roll call: Heineman, yes, Green, yes, Hammer, abstain. Motion passed 2-0-1.

**ROADS** – Road Supervisor Jim Busdiecker reported on the following:

- The Woodville Buckeyes 4-H would like to do road cleanup on April 26. The Trustees discussed the roads that needed the most attention and arrived at this list: TR 40, TR 93, TR 38, and TR 123.
- Workers are investigating existing culverts on TR 48 (Borcherding Road) near the properties of Johlin and Liskai for possible failure of galvanized pipe.
- Workers investigated the culvert on TR 14 where water flooded and plugged the culvert and it appears that it was just full of dirt and debris that was knocked loose during high winds as it is open now and it should be ok.
- The blacktop has settled near a culvert on TR 91 that was replaced last year, and workers will address that issue when the weather breaks.
- A catch basin grate on TR 123 is missing and presumed stolen. Busdiecker tried to replace it with one he had in stock, but it is an odd size, so he will have to make a grate to cover that spot.
- Workers will remove a Box Elder tree on TR 93 near TR 123 because its roots are busting up the road.

The Township received its first driveway permit for Bench Farms on TR 165 between 16 & CR 2 from property owners Elmer and Barb Terrell. The Trustees unanimously approved this application.

Trustee Green made a motion to purchase four tires for the 1998 Chevy Pickup in the amount of \$520 from Speck Tires. Trustee Hammer seconded. All answered yes to roll call. Motion passed.

The Sandusky County Engineer sent a letter announcing they will be having their annual Pavement Marking Contract for 2014. If the Township would like to mark any roads they need to respond to the engineer by May 2.

The OSS Solid Waste Management District will be installing a mailbox at the maintenance garage on East Main Street to hold their recycling collection informational flyers. The mailbox will be maintained by the district. The household hazardous waste collection will be on April 26 and their appliance collection will be on May 10, both at the fairgrounds in Fremont. More information can be found on their website at [www.recycleoss.net](http://www.recycleoss.net).

Trustee Hammer stated that bids will be opened at the Trustee's regular April 16 meeting for the Issue II Joint Township Road Repaving Project. The bids are contingent upon the Township receiving Issue II funding from the state this July.

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**FIRE DEPT** – Fire Chief Bill Andrews announced that former Fire Chief and current Trustee Paul Heineman was nominated for an “Outstanding Service to Community Award” from Owens Community College for his outstanding work for the past 50 years with our fire department. The award reception is at 8 a.m. April 25 at Owens.

Assistant Fire Chief Dave Miller reported on the following:

- X-3 received its annual maintenance check at WW Williams and they found a problem in the rear engine which required repair of a seal.
- X-2 also received its annual check and the hi-beam was fixed and tachometer speed sensor replaced.
- R-1 will go in tomorrow for its annual check and WW Williams will fix the bumper, but that bill will be sent to Horton for payment as it is a warranty item.
- X-4 will be taken to WW Williams for its annual check on Monday.
- X-5, the Ford brush truck, will receive its annual maintenance check at Genoa Ford in the near future.
- Assistant Chief Mark Grove will attend a fire prevention course sponsored by the State Fire Marshal on April 24 in Reynoldsburg.
- Owens is also offering \$500 worth of training over a 6 month period for a small fee. The fire department should still have credit that has not been used since the Township donated a truck to them in 2007 in exchange for some training classes. Miller will check into our remaining credit due.
- The St. Baldrics' hair cutting fund raiser for children's cancer research is May 4 at the station.

Trustee Heineman reported that the Nathan Lee Company was at the station to inspect the roof on the front of the fire station to see why it was leaking inside the building. Trustee Heineman reported they only walked the roof and caulked.

**HARTLEY PROPERTY** – No report.

**JEDD** – No report.

**FISCAL OFFICER** – Fiscal Officer Lori Kepus presented the Trustees with the Township's balanced bank reconciliation for the month of March and the updated Fund, Revenue, and Appropriation Status reports.

Kepus reported that the Auditor of State has reduced the UAN user fees by a total of \$88. The quarterly usage fee is now \$612, down from \$795. This reduction was possible due to continued increased growth in the number of entities using the financial management computer system.

Trustee Green made a motion to approve the creation of a new account in the General Fund for the appropriate allocation of Legal Fees and the transfer of \$1,000 from the General Fund – Operating Supplies Account to the Legal Fund, and the transfer of \$900 from the General Fund Operating Supplies Account to the Advertising Account to appropriately allocate funds. Trustee Hammer seconded. All answered yes to roll call. Motion passed.

The Trustees reviewed the renter's payment schedule for past due rent on the house at 329 East Main Street and unanimously agreed that she is progressing satisfactorily on catching up on her past due rent.

Trustee Heineman made a motion to authorize Kepus to contract for a new usage rate through the State of Ohio Coop Purchasing Program for Natural Gas Aggregation. Their current variable ccf rate is .50. This is a major reduction from our current Volunteer Energy rate of .89. Trustee Green seconded. All answered yes to roll call. Motion passed.

Kepus is continually sending out letters to possible independent contractors who do work for the Township informing them that they are not classified as a public employee and that no Ohio Public Employment Retirement Systems (OPERS) contributions will be made by the Township on their behalf. This is a new process required by law that needs to be acknowledged by any employee who performs work for a public entity. The Township is required to submit a non-contributing list to OPERS annually. Kepus is also updating the Township's W-9 IRS forms.

At 9:08 p.m., with no further business, Trustee Green moved for adjournment. Trustee Hammer seconded. This meeting was held in accordance with the Ohio Revised Code's Sunshine Law.