

THE WOODVILLE TOWNSHIP TRUSTEE'S REGULAR MEETING – December 1, 2021

A regular meeting of the Woodville Township Trustees was held on December 1, 2021. Those in attendance: Trustees: Chairman Ken Green, Paul Runion, Fiscal Officer Lori Kepus, Road Supervisor Jim Busdiecker, Fire Chief Bill Andrews, Assistant Fire Chief Dave Miller, Captain of Fire Tim Schnitker, and Zoning Inspector Steve Michaelis. Trustee Bill Hammer was excused.

Trustee Chairman Ken Green called the meeting to order at 7:00 pm with the Pledge of Allegiance. This meeting was held observing the COVID-19 pandemic precautions including social distancing.

The meeting began with the opening of sealed bids for the infrastructure drainage project at the fire station. Scott Schroeder from Poggemeyer Design Group was in attendance. Only one bid was received from The Delvanthal Company, Millbury, in the amount of \$129,499.00. Mr. Schroeder will call The Delvanthal Company tomorrow and go over the bid with them to make sure everything has been properly included. The Trustees will revisit this bid at their next meeting when all trustees are in attendance. Mr. Schroeder left at 7:05 pm.

EMS – Trustee Runion stated that the shower door in the EMS quarters is coming loose from the wall. He will temporarily fix it, and it will be fully repaired during the plumbing infrastructure project. It was also reported that the back bumper on the squad needs to be looked at.

FIRE DEPARTMENT – Fire Chief Bill Andrews reported on the following:

- I have been informed by the village that the Storz hydrant fittings that they ordered and we were going to pay for have been backordered and they don't know when they will arrive.
- Global LED Solutions sent me a quote on the LED's for the station. At \$8 a tube it might be a little high. I think we can do better.
- SCBA's - MSA was here to show us their product and between them and SCOTT, they both have pros and cons, but SCOTT with a life-time warranty sways us to them. We are ready to go to bid.
- The oil and filter for the station generator was changed.

Fire Chief Bill Andrews presented his letter of resignation effective December 31, 2021. While stepping down as Chief, Chief Andrews stated he will remain an active member of the WTVFD. Chief has served in the department for 50 years joining the department in 1971, and he served as Fire Chief for 8 years. The Trustees accepted the resignation of Fire Chief Bill Andrews with regret, and thanked Chief Andrews for his many years of service to the department.

ROAD DEPARTMENT - Road Supervisor Jim Busdiecker reported on the following:

- The crossover on TR 165 near TR 16 has been repaired.
- We are switching mix in the salt shed for easier access.
- Replacing the septic system at the road garage was discussed and it was decided that it would be best to just replace the entire thing as we do not know the age of what is there nor the condition it is in.
- The heater at the road garage has been fixed.

CEMETERY – Trustee Green made a motion to authorize the purchase of **plot number markers** from Holland Supply, Michigan, in the amount of \$6 each plus shipping to plot out the new lots in the Veteran's Section along the far West side of that section just along the road. Trustee Runion seconded. All present answered yes to roll call. Motion passed.

ZONING – Zoning Inspector Steve Michaelis reported on the following:

The Troy and Jennifer Bankey zoning variance public hearing with the Board of Zoning Appeals was held on November 23. The Bankeys have requested a variance from requirements of the Township Zoning Resolution to allow building a pole barn in their front yard (as defined by the resolution since they are on a corner lot). They would also like a variance from the required 10' setback from the back property line to align with other buildings on the lot. Only 3 of the 5 members of the Board of Zoning Appeals were able to be in attendance so it was decided to hold a special meeting at 6 pm on Friday, December 3 to vote on this variance request. One of the members could not attend due to COVID and one had to attend a funeral. A sign was posted on the fire station door notifying the public of the special meeting.

Tom Linke – Mr. Michaelis stated that the time for Mr. Linke to have his properties cleaned up of junk and unlicensed vehicles has expired. Tom did not want to meet for our planned meeting on November 21st due to rain. We are set to meet on December 5th. I have the recent pictures to compare to previous photos. There has not been a lot of progress since last year.

Susan Fisher on CR 93 inquired about requirements for a permit.

Discussed flag lots with John Willey from Regional Planning. Someone in the township is looking for a lot split with a flag lot on it. I let John know a flag lot requires a conditional use permit and asked him to pass that information forward.

Update on the certified letters sent regarding zoning violations on the following properties:

- **Jacky & June Skaggs** – 3669 TR 93, Woodville – there is a second residence on this property that must be vacated immediately and the living space removed by December 5. He did receive his certified letter. Tonight I received a letter of request for a variance from Mr. Skaggs. He is requesting that a building on his property be permitted, but he did not include the requested septic system approval letter from the Health Department, so this application process will not begin until we have received that letter. He claims he is being compliant with the second building on his property and only dogs are in the garage.
- **Mary Rupke** – 3800 TR 93, Woodville – regarding the storage of junk, unlicensed and/or inoperable vehicles, specifically a camper stored on the property must be removed by December 1. There has been no contact with them since the letter was sent, but they did sign for their letter.
- **William & Kaye Linke** – 22131 CR 2, Woodville – regarding the storage of junk, unlicensed and/or inoperable vehicles, and other trash/debris must be removed by December 1. There has been no contact with them since the letter was sent.
- **Kathleen & Patrick Wiese** – 1450 Lime Road, Woodville – Multiple boats/vehicles being stored on the property. Need to be moved indoors or from the property by December 1. Pat called and said all his boats are licensed.
- **Ronald Wagner** – 6880 CR 107, Gibsonburg – storage of junk, unlicensed and/or inoperable vehicles, inoperable/junk farm equipment, trailers, and other trash/debris must be removed by December 15. There has been no contact with him since the letter was sent.

FISCAL OFFICER - Kepus presented the Trustees with the Township's **balanced bank reconciliation** for the month of November, and the updated Fund, Revenue, and Appropriation Status reports.

Below is the November financial report.

November Revenue Received	\$	25,682.29
November Expenses Paid	\$	155,185.09
Balance of all Funds as of 11/30/2021	\$	2,330,848.30

Kepus filed an updated **depository agreement with Huntington Bank** covering the period January 1, 2022 through December 31, 2026 for all active and inactive deposits not to exceed \$3,500,000. Huntington pledges securities in accordance with the Ohio Revised Code and Ohio Pooled Collateral Program (OPCS).

Trustee Green made a motion to approve the warrants. Trustee Runion seconded. All present answered yes to roll call. Motion passed. Trustee Runion made a motion to approve the Trustee's November 17, 2021 regular meeting minutes. Trustee Green seconded. All present answered yes to roll call. Motion passed

At 8:08 pm, with no further business, Trustee Runion moved for adjournment. Trustee Green seconded. This meeting was held in accordance with the Ohio Revised Code's Sunshine Law.