

THE WOODVILLE TOWNSHIP TRUSTEE'S REGULAR MEETING - February 7, 2018

This regular meeting of the Woodville Township Trustees was held on February 7, 2018. Those in attendance: Trustees: Chairman Ken Green, Bill Hammer, Paul Runion, Fiscal Officer Lori Kepus, Zoning Inspector Steve Michaelis (left at 7:15 pm), Road Supervisor Jim Busdiecker, Fire Chief Bill Andrews, Assistant Fire Chief Dave Miller, Fire Captain Joe Kopp, Matt Reardon (left at 8:45 pm), Paul Heineman (left at 8:45 pm), Woodville Buckeyes Advisor Rene Dix (left at 7:05 pm), Roy Whitehead (left at 7:25 pm) Ellen Bergman, Genoa (left at 8:10 pm).

Trustee Green called the meeting to order at 7:00 pm. Trustee Green made a motion to approve the minutes from the Trustee's January 17, 2018 regular meeting. Trustee Runion seconded. All answered yes to roll call. Motion passed. Trustee Hammer made a motion to approve the warrants. Trustee Green seconded. All answered yes to roll call. Motion passed.

Rene Dix from the Woodville Buckeyes 4-H Club was present to get approval for use of the fire station on their meeting dates for 2018. Most of their meetings are on Sunday nights at 7 p.m. The Trustees approved this use.

Roy Whitehead from The Danbury Co. presented an appraisal on the township's rental house at 329 East Main Street. He stated that the three bedroom, one bathroom house appraised at \$89,900. He said that overall the house is in great shape with a new roof and furnace, and the only drawbacks are that it is located in a floodplain and it has no garage or air-conditioning.

EMS – The Trustees reviewed and approved the ballot language as requested by the new Deputy Director of the Sandusky County Board of Elections, Sharie Chagnon. The proposed tax levy will read as follows on the May 8, 2018 ballot: *“A renewal of 4 mills and an increase of 1.7 mills to constitute a tax for the benefit of Woodville Township for the purpose of EMS (Emergency Medical Services) at a rate not exceeding 5.7 mills for each one dollar of valuation, which amounts to \$0.57 for each one hundred dollars of valuation, for 5 years, commencing in 2018, first due in calendar year 2019.”*

ZONING – Zoning Inspector Steve Michaelis reported that he has received quite a few calls from appraisers inquiring on zoning for certain parcels for sale in the township. He said he would also like to work on getting more people to secure a home-based business permit and inquired if the reduced fee could be implemented again. Trustee Hammer made a motion to reduce the \$250 fee for a home-based business conditional use zoning permit to \$50 for Year 2018 as long as there is a group of permits to be considered in a single night. The \$250 fee will stand if the applicant wishes to fast track their application through the permit process. Trustee Green seconded. All answered yes to roll call. Motion passed.

Trustee Green made a motion to appoint Steve Michaelis as the township's representative on the Sandusky County Regional Planning Commission for 2018 and Lori Kepus as the alternate. Trustee Hammer seconded. All answered yes to roll call. Motion passed.

CEMETERY – Ellen Bergman of Genoa was present to ask the Trustees what size of a foundation she would be allowed to order to put a monument on the grave of two deceased family members who are buried in Sugar Creek Cemetery on Route 20 (Johann Bergmann died in 1863 and his daughter Katharine died in 1860). The Trustees stated that most monuments have a footer that is no larger than 40” on a single grave. She stated that will work for her and she plans to put in an order in the near future.

ROADS – Road Supervisor Jim Busdiecker reported that the county is going to contract with Kokosing to pave Lime Road this spring. It would be the perfect time to pave the access road to Woodville Cemetery as it is in need of repair. Asphalt is running at about \$50 a ton. He will have the county measure the drive. Martin Marietta is also planning to remove two sets of railroad tracks when Lime Road is paved.

He said in the near future, the Sterling truck will need a new oil pan that will cost around \$650, and he will have the oil pan Rhinolined before it is installed so it will last longer.

The Trustees reviewed a quote for snow blades from Winter Equipment Company, Willoughby, Ohio. The company was in attendance at the trade show at the OTA Winter Conference and had a special going on. For a Patriot System package that is originally priced at \$1,223, they were offering the package for \$495. The package includes two 4' Patriot blades, one 3' blade, one 8" PlowGuard straight blade, and a bolt kit. The Trustees agreed to order the package.

FIRE DEPARTMENT – Chief Bill Andrews reported on the following:

The department's SCBA packs all passed their bench tests. It was stated that the Terry Farrell Foundation is offering to donate six 1997 low-pressure packs to this department, and it would only cost \$1,711.26 to have Warren Fire Equipment upgrade those low-pressure packs to a high-pressure of 4500 PSI. Trustee Hammer made a motion to have the six packs upgraded at a cost not to exceed \$2,000.00. Trustee Runion seconded. All answered yes to roll call. Motion passed. It was stated that a new pack is approximately \$5,600. Chief said the gauges on the compressor/fill station for the SCBA bottles on Rescue I will also need to be updated soon.

Dave & Shannyn Miller are members of the Terry Farrell Foundation. It was started up by Terry's five brothers and there are now 18 chapters in the U.S. Terry was a volunteer firefighter from New York who perished in the towers on 9/11. The foundation is a non-profit organization dedicated to providing fire departments, firefighters and their families with financial assistance for their educational, medical, and equipment needs.

Chief Andrews said he has completed the inventory of the five Motorola MARCS radios that were donated by the Ohio Turnpike Commission. Minor parts need to be ordered like antennas and power cords. They are also trying to get a code plug so they can communicate with Wood County as they are on a different radio frequency.

The department purchased a refurbished Lenovo ThinkCentre desktop computer to power the “I Am Responding” system in the amount of \$189.00.

Chief stated that the project supervisor and project safety coordinator from NEXUS stopped by the station this week to introduce themselves.

Chief did a final fire inspection at CVS Pharmacy in Woodville. They now have an active fire alarm system.

Trustee Runion made a motion to adopt **Resolution 2018-04** to authorize the sale of the 1991 Mercury inflatable rescue boat and 1991 Lil Rider trailer in the amount of \$1,250 to the Pemberville - Freedom Township Fire Department. Trustee Hammer seconded. All answered yes to roll call. Motion passed.

Dave Miller said the NOVFA hose bowling tournament on February 3 at the fire station went well. There were six teams, WTVFD placed third, and everyone had a good time.

Dave said he will again participate in the Firehouse Food Challenge on February 24 at Anjulina's in Fremont. Any fire department in Sandusky County is invited to participate. The finest firehouse cooks prepare dishes and there is a cash bar, silent auction, and raffles, and all proceeds from the night are donated to the host's choice of non-profit groups. The cost is \$25 to attend.

The next pancake and sausage breakfast will be held on February 11 at the fire station.

The annual firefighter's recognition dinner will be held on February 17 at the American Legion Hall / Community Center.

Chief Andrews will be on vacation from February 15 to February 28.

Trustee Green made a motion to approve the salary for 2018 of Fire Chief Bill Andrews at \$400 a month beginning January 1, 2018. Trustee Runion seconded. All answered yes to roll call. Motion passed.

FISCAL OFFICER - Kepus presented the Trustees with the Township's balanced bank reconciliation for the month of January. Below is the January financial report.

Carry-over Fund Balance 12/31/2017	\$1,756,980.29
January Revenue Received	21,709.20
January Expenses Paid	<u>100,865.76</u>
Current Balance as of 1/31/2018	\$1,677,823.73

After a final review of the township's 2018 possible expenditures, Trustee Hammer made a motion to adopt **Resolution 2018-03** to adopt the following permanent appropriations for 2018 and to make supplemental adjustments to the temporary appropriations as necessary.

2018 Woodville Township Permanent Appropriations

General Fund	150,000.00
Motor Vehicle License Tax	10,000.00
Gasoline Tax	60,000.00
Road & Bridge Fund	148,000.00
Cemetery Fund	62,000.00
EMS Fund	365,000.00
Fire Levy Fund	200,000.00
Permissive License Tax Fund	<u>25,000.00</u>
TOTAL	\$ 1,020,000.00

Trustee Runion seconded. All answered yes to roll call. Motion passed. Kepus will file the permanent appropriations with the county auditor.

Kepus stated that she has completed and filed all of the following documents for 2017:

- Township's Annual Financial Report and Hinkle system financial notes
- All W-2s, 1099s, and all federal tax reports
- Bureau of Worker's Compensation Payroll True-up Report (which resulted in a credit of \$90)
- Bureau of Worker's Comp PERRP (Injury & Illness Report) stating that the township suffered no injuries in 2017
- Released the Township's 2017 expenditures to be displayed on Ohiocheckbook.com

Kepus presented an overview of the township's 2017 recycling program through the OSS Recycling Center. There were 134,442 pounds collected in 2017, up 18,426 pounds from 2016. Since the program's beginning in 2012, Woodville Township has deposited 452,876 pounds! The recycling center is open seven days a week during daylight hours at the Township Maintenance Garage on East Main Street.

Kepus stated that per ORC 505.04, a copy of the Township's annual inventory of materials, machinery, tools, equipment, and other township supplies in its possession has been sent to the Sandusky County Engineer's office.

The American Red Cross will hold their next bloodmobile at the station from noon to 5 pm Friday, February 9.

At 9:30 pm, Trustee Green made a motion to enter Executive Session to discuss employee compensation. Trustee Hammer seconded. All answered yes to roll call. Motion passed. Those present in Executive Session: Green, Hammer, Runion, and Kepus. The Trustees returned to regular session at 10:45 pm. No action was taken on matters discussed in the executive session.

At 10:45 pm, with no further business, Trustee Hammer moved for adjournment. Trustee Green seconded. This meeting was held in accordance with the Ohio Revised Code's Sunshine Law.