

## **THE WOODVILLE TOWNSHIP TRUSTEE'S REGULAR MEETING – February 3, 2021**

This regular meeting of the Woodville Township Trustees was held February 3, 2021. Those in attendance: Trustees: Chairman Ken Green, Paul Runion and Bill Hammer, Fiscal Officer Lori Kepus, Zoning Inspector Steve Michaelis, Road Supervisor Jim Busdiecker, and Fire Chief Bill Andrews.

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

### **STATE OF OUR ECONOMY**

Phase 1B of the process for vaccinations for COVID-19 is about to begin. This phase includes those age 65+, people living with severe congenital or developmental conditions and who have a developmental or intellectual disability, and adults who work in schools (K-12).

Currently in Ohio, there are 910,847 confirmed and probable cases of COVID-19 and 11,509 confirmed and probable COVID-19 deaths. A total of 47,110 people have been hospitalized, including 6,800 admissions to intensive care units.

Sandusky County remains in the RED alert category due to a high rate of reportable cases and has confirmed 2,964 cases of COVID-19 positive persons and 1,583 probable cases, 312 of these required hospitalization, and there have been 67 deaths in Sandusky County.

**EMS** – Lori Kepus stated that she contacted DreamSeat regarding an issue with one of the new recliners in the EMS room. A thread has come loose on the chair. The company replied since only the thread has snapped open, and the leather is actually still intact and not affected, they recommend that since the seam is not open to use the recliner as is and if it does separate or gets worse, they will re-evaluate at that time.

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

- The Sandusky County Mutual Aid agreement is being looked at for possible updates.
- The Zoll Monitor is here and we are looking at dates to get an in-service on it.
- Pancake Drive Thru Breakfast February 14.
- Shannyn Miller is in a Paramedic Refresher course and would like to know if that is covered under the compensation policy. This could be considered CEU's. Chief Andrews will research the costs involved.
- Truck committee will be going to Middleton Township Fire Department on February 10 to look at their new truck. Harris-Elmore has their new truck and that will be looked at soon.
- Tax Collection was here January 26, was very well supported, The Sandusky County Treasurer was happy with turnout.
- An American Red Cross Bloodmobile will be held here on February 19.
- The American Red Cross blankets went to the Woodville Food Pantry. Trustee Hammer stated they were very appreciative.

Trustee Hammer made a motion to enter Executive Session at 8 pm to discuss a disciplinary issue with a firefighter. Trustee Runion seconded. All answered yes to roll call. Motion passed. Present in Executive Session: Trustees Green, Runion, Hammer, Fiscal Officer Kepus, and Fire Chief Andrews.

The Trustees returned to the regular meeting at 8:11 pm. No action was taken.

**CEMETERY** – Busdiecker reported that Bay Tractor delivered the new John Deere mowers.

**ROAD DEPARTMENT**– Road Supervisor Jim Busdiecker issued a driveway permit to Paul Moellman, 3693 TR 93. There was no charge for this permit. This permit was issued to replace the driveway culvert. Jim stated the grade was good, and the diameter of the culvert was correct.

The driver's seat on Truck 550 is torn and he would like to have it reupholstered in Bowling Green at a cost of around \$340. Trustee Hammer made a motion to have the seat reupholstered and cushioned at a cost up to \$450. Trustee Green seconded. All answered yes to roll call. Motion passed.

It was reported that the county plans to repave CR 44 this year and will be adding this project to bid as a joint project with Gibsonburg and Jackson Township. The county asked if the Trustees would like to add TR 139 in Woodville Township to this project and they unanimously agreed to do so. The county will put together an estimate for that road.

The township received unofficial confirmation that their 2021 Issue II project has been approved by the state. The township will receive the official contract in July. The township plans to repave TR 121 and TR 48 (Borcharding Road).

The Trustees have had conversations with the EPA and Area Rock regarding the permit status of discharging water into the ditch on TR 40. Trustee Runion stated that he received an email from the environmental specialist at Area Rock which stated they are working with the Ohio EPA who will be sending out an inspection team soon to look at the area around the TR 40 ditch to ensure compliance with pumping into the ditch.

**ZONING** – Zoning Inspector Steve Michaelis reported that he spoke with John Willey, Sandusky County Regional Planning, regarding our Industrial Permit regulations. There is paperwork to be filled out with the Ohio Department of Natural Resources before a permit is issued. The Trustees and Zoning Inspector are investigating all quarry operations in our township to see if anything further needs to be done to comply with the township's permit requirements. The Trustees and Zoning Inspector agreed to have conversations with individuals in the township about the requirements needed when applying for a mining permit to see if that information covers all of the information that is needed for the township's industrial permit as well.

It was also noted that the township is automatically signed up under the county's umbrella for the county's new Building Inspection Program. The village must sign a contract if they wish to participate.

Regarding Ryan Moser – TR 24 – called to say he has moved 20 vehicles off of his property and continues to move 3-5 vehicles a week, so he is making progress with his cleanup.

Possible Zoning Code changes to the township's zoning regulations were reviewed at the last Zoning Commission meeting.

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

Below is the January financial report.

January Revenue Received	\$	18,746.03
January Expenses Paid	\$	25,309.70
Balance of all Funds as of 1/31/2021	\$	<b>2,391,974.21</b>

Trustee Hammer made a motion to adopt **Resolution 2021-04** to adopt the following permanent appropriations for 2021 and to make supplemental adjustments to the temporary appropriations as necessary.

**2021 Permanent Appropriations for Woodville Township**

General Fund	250,000.00
Motor Vehicle License Tax	45,000.00
Gasoline Tax	161,000.00
Road & Bridge Fund	310,000.00
Cemetery Fund	68,000.00
EMS Fund	367,000.00
Fire Fund	1,142,827.00
Permissive License Tax Fund	<u>50,000.00</u>
TOTAL	<b>\$ 2,393,827.00</b>

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 2021:

- Township’s Annual Financial Report and Hinkle system financial notes.  
An announcement of such was also printed in the Suburban Press as required by the state.
- All W-2s, 1099s, and all federal and state tax reports.
- Bureau of Worker’s Compensation Payroll True-up Report.
- Bureau of Worker’s Comp PERRP (Injury & Illness Report) stating that the township suffered one injury in 2021.
- Completed the paperwork to submit the names for the 2021 Volunteer Firefighter Dependent’s Board. All volunteer members remain the same as last year: Bruce Stone, Chairman, Scott Schneider, Secretary, Bill Hammer, Trustee Representative, Pat Dunn, Village Council Representative, and Josh Karchner, Fire Department’s Representative.

Trustee Hammer made a motion to approve the warrants. Trustee Runion seconded. All answered yes to roll call. Motion passed. Trustee Runion made a motion to approve the Trustee’s January 20, 2021 regular meeting minutes. Trustee Hammer seconded. All answered yes to roll call. Motion passed.

At 8:30 pm, with no further business, Trustee Hammer moved for adjournment. Trustee Runion seconded. This meeting was held in accordance with the Ohio Revised Code’s Sunshine Law.