

## THE WOODVILLE TOWNSHIP TRUSTEE'S REGULAR MEETING - November 2, 2016

This regular meeting of the Woodville Township Trustees was held on November 2, 2016. Those in attendance: Trustees: Chairman Bill Hammer, Paul Heineman, Ken Green --- Fiscal Officer Lori Kepus --- Zoning Inspector Steve Michaelis --- Road Supervisor Jim Busdiecker --- Fire Chief Bill Andrews, Assistant Fire Chief Dave Miller, and Fire Captain Joe Kopp --- Township Zoning Commission Member Bob Schroeder --- and Township Resident Donna Nedelco.

Chairman Hammer called the meeting to order at 7:00 p.m.

Trustee Green made a motion to approve the minutes from the October 19, 2016 regular meeting. Trustee Heineman seconded. All answered yes to roll call. Motion passed. Trustee Green made a motion to approve the warrants. Trustee Heineman seconded. All answered yes to roll call. Motion passed.

**EMS** – No report.

**ZONING** – Zoning Inspector Steve Michaelis presented three approved zoning permit applications for Keith Kruse, 7465 SR 582, Woodville, for a 30' x 48' accessory building for storage (the \$50 permit fee was paid); Bruce Stone, 5475 CR 115, Gibsonburg, for a new single family dwelling (only \$50 of the \$100 fee was paid); and John Steinmetz, 2985 TR 14, Woodville, to replace his pole barn that was destroyed by a fire this past summer. Mr. Steinmetz will replace the barn using the same footprint as the old barn, so no permit fee was necessary.

The Township's Zoning Commission will meet at 7 p.m. November 9 at the fire station.

Road Supervisor Jim Busdiecker stated that he has noticed an increase in property owners who are displaying hunt club signs in the township's right-of-way. It was stated that the signs need to be moved onto the home owner's property.

**CEMETERY** – Sexton Jim Busdiecker reported that eight foundations are done and Westwood Cemetery was mowed today.

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

- The prisoners from the Sandusky County Sheriff's Department Community Work Program cracksealed October 24, October 25, and October 28 on TR 28 from Route 20 to CR 169, and TR 165 from TR 169 to the turnpike overpass. They used 2 pallets of crack sealer material (4,500 pounds) at a cost of 46 cents per pound for a total of \$2,070.
- On October 24 the center and edge lines were striped by Aero-Mark, Inc., Streetsboro, Ohio under the Sandusky County Engineer's pavement marking contract: **TR 16** from Route 20 to SR 582 and **TR 28** from Route 20 to the railroad tracks and the center line only on **TR 671** from TR 32 to TR 38 and **TR 38** from TR 123 to TR 671. This project was previously approved by the Trustee's at their March 2, 2016 meeting.
- The new wing plow needs to have the battery box moved and mounted on the side to put the vertical exhaust back in to prevent exhaust fumes from getting inside the cab. Trustee Green made a motion to send the wing plow to Harrison Truck to make the repairs up to \$1,500. Trustee Heineman seconded. All answered yes to roll call. Motion passed.
- Road mowing continues.

Trustee Heineman made a motion to increase the cost of a garbage ticket next year to \$75. Trustee Green seconded. All answered yes to roll call. Motion passed. This is a \$5 increase due to increasing costs at the landfill. Kepus announced that she will write a letter to all current ticket holders informing them of the increase and alerting them that they can purchase a ticket at any time at the dump site or by mail.

Now that the recycling pad addition at the township maintenance building is complete, Kepus will apply for grant funds in the amount of \$1,000 from the OSS Recycling Center in Fremont for the new concrete pad. The area was widened for the two additional dumpsters that were recently added and to allow for further expansion of the site. Trustee Green helped with the concrete addition.

Trustee Hammer presented the Trustees with a list of possible items that, in his opinion, could be added to Woodville Township's "Road Crossing Permit exceptions" with NEXUS. He asked the Trustees to think about what items they feel should also be added to the permits. The Trustees will sign the permits for NEXUS as soon as the Sandusky County Township Association and the County Engineer have presented a RUMA agreement for all townships to adopt.

Fiscal Officer Lori Kepus presented an overview of the 2016 Issue II project. Gerken Paving estimated that the five township road resurfacing project would cost \$644,445, but the final price was \$635,492.

As part of this project, TR 93 was completed by Gerken Paving on September 25. The final bill for Woodville Township was \$168,619.32. The bill was \$12,381 less than what was first quoted. The Township's 57% share was \$96,113.01, and the state will pay 43% or \$72,506.31. Trustee Green made a motion to approve the payment to Gerken Paving in the amount of \$96,113.01 and to have Kepus obtain an amended certificate from the county auditor to decrease the amount in that grant fund from \$77,830 to \$72,506 to appropriately reflect the amount the township will receive from the state. Trustee Heineman seconded. All answered yes to roll call. Motion passed.

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

- The fire department responded to a semi-truck accident on Route 20 on October 29 where they used one bag of oil dry to clean-up a hazardous spill and conducted traffic control. A report will be sent to the Sandusky County EMA for reimbursement from the trucking company.
- Fire-fighters Keith Brecht and Craig Picklesimer have completed their probationary periods and were voted into full membership.
- The village has added a new fire hydrant at the corner of George and Erie Streets to help with the flow of water in that area.
- Six SCBA bottles are back from their Hydrostatic Test Pump by American Fire Protection Systems.
- The department will provide mutual aid and one truck November 12 for the Elmore Fire Department's Feather Party.
- Continuing education conducted by Vanguard will be held at the station on the second Tuesday in January and March, 2017.
- The department's next pancake breakfast is November 13.

- The department's annual fund-raising gun raffle will be held March 18. Tickets have been printed and will be handed out soon.
- The department would like to refurbish the old hose cart and place it on an 8' x 12' concrete slab and enclose it with glass to keep it protected. It would be placed in front of the station where the old wooden statue used to sit. The Trustees had no issues with this idea and thought it would make a nice display.

**FISCAL OFFICER** – Fiscal Officer Lori Kepus presented the Trustees with the Township's balanced October bank reconciliation and the updated Fund, Revenue, and Appropriation Status Reports.

Kepus presented an overview of the Bureau of Worker's Compensation new payment program. The BWC moved from a retrospective to a prospective billing system this year. They offered a 50% discount on 2015 and 2016 premiums. These premiums have already been paid by the township.

The BWC sent their notice of estimated annual premium for the renewal of the township's workers' compensation policy for 2017. The BWC estimated the premium due using historical payroll from the township's last payment. If townships pay the entire estimate before January 3, 2017, they will receive a 2% discount. If townships choose a deferred payment plan, they will be assessed a .94% fee. Failure to pay a monthly installment can also result in more penalties and interest.

Trustee Green made a motion to allow the following transfers to the worker's compensation accounts in the following funds to appropriately allocate costs to pay the township's 2017 BWC premium: General Fund - \$450 from the Other Expenses Account, Gas Tax Fund - \$450 from contracted services account, Road & Bridge Fund \$200 from the contracted services account, and Fire Fund - \$600 from the machinery, equipment account; and to pay the entire 1-year premium of the township's 2017 worker's compensation policy to save from paying any potential penalties and to receive the 2% early payment discount. Trustee Heineman seconded. All answered yes to roll call. Motion passed.

Kepus will pay the 2017 premium in full in the amount of \$3,245.62 in mid-December, 2016. A payroll true-up report will also need to be filed in January, 2017 on the actual 2016 payroll of township employees and elected officials.

It was reported that Bill Hammer will continue to serve as the President of the Sandusky County Township Association in 2017 and Lori Kepus will serve as the Secretary/Treasurer. The county association is currently working on a Road Use Maintenance Agreement that is in the final stages of adjustments. Their next meeting will be the annual banquet at Ole Zims on January 19, 2017.

At 8:12 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.