

## **MINUTES OF THE WOODVILLE TOWNSHIP TRUSTEE'S REGULAR MEETING OCTOBER 15, 2014**

This regular meeting of the Woodville Township Trustees was held on October 15, 2014. Those in attendance: Trustees: Chairman Bill Hammer, Ken Green, Paul Heineman, Fiscal Officer Lori Kepus Zoning Inspector Bill Rowles (left at 7:30 p.m.) --- Road Supervisor Jim Busdiecker --- Fire Chief Bill Andrews (left at 9 p.m.), and Rosemarie Bench Dickinson (left at 7:08 p.m.).

Chairman Hammer called the meeting to order at 7:00 p.m. Minutes from the October 1, 2014 regular meeting and October 13, 2014 special meeting were approved by unanimous vote. Trustee Green made a motion to approve the warrants. Trustee Hammer seconded. All answered yes to roll call. Motion passed.

Rosemarie Bench Dickinson from Bench Farms was present to discuss a \$500 bill the township sent her for road damage to TR 165 caused by farm machinery. The damage occurred when the farmer came out of the field and their tractor broke out an entire chunk of road causing workers to temporarily fill the spot and then come out on another day and make the permanent repair with asphalt. She felt the bill was pretty high for what she felt was a small area of the road. The Trustees stated the cost of asphalt, the temporary repair, and the permanent repair that required the labor of three workers x three hours warranted this amount due. Ms. Bench left at 7:08 p.m.

**EMS** – A pulse ox machine is still missing from the squad and they believe that sometime after September 22 it was misplaced during an emergency run. The Trustees asked Chief Andrews to call former patients to see if the item may have been accidentally left behind. The 12 lead EKG machine is back from Bio Med. An internal part was replaced, and the unit should be under warranty. Trustee Heineman is going to invite North Central EMS Director Don Ballah to the next trustee meeting for a routine visit.

Kepus stated she received a call from a Woodville resident who received a bill from North Central EMS for the balance due after what their insurance paid for an ambulance transport. After calling North Central, they zeroed the bill as this charge is on the Woodville Township EMS contract which states that after insurance has been billed, no Woodville Township resident will receive a bill for services provided in transportation to an area hospital.

**ZONING** – Zoning Inspector Bill Rowles presented one approved zoning permit for Charles Stewart, 5860 TR 167, Gibsonburg, for a 64' x 104' pole barn for agriculture and machine storage. There is no fee for an agriculture permit.

On October 6, the Township's Zoning Board of Appeals held their first public hearings on three applications for conditional use permits for the home based businesses of Bradley Rife, Dirk Rife, and Ken Green. The Zoning Board of Appeals approved all three applications with no conditions or restrictions applied to any business. Mr. Rowles will write a permit for each business, a copy will be sent to the owner, and a copy will be kept on file in the township's fiscal office.

**CEMETERY** – Kepus stated that Jim Busdiecker, Wayne Sandrock, and herself met last week with Chris DeTray and Louie Damschroder of Crosser Monument Company, Oak Harbor, to discuss possible cemetery monument repairs at the Woodville Cemetery on Lime Road. Crosser's prices were much lower than what Stonehugger has charged in the past, and the Trustees decided to switch companies.

Trustee Hammer made a motion to contract with Crosser Monument Company up to \$5,000 for the repair of monuments at Woodville Cemetery on Lime Road and to cancel the services of Stonehugger Restoration Company, Indiana, which were scheduled in 2015. Trustee Green seconded. All answered yes to roll call. Motion passed.

The Township had a cremation burial last Saturday at 7 p.m. and those in attendance did not leave the cemetery until 8 p.m., and it was pitch dark by 7:30 p.m. prompting the Trustees to make a new rule for burial times. The issue was tabled until the next meeting.

It was also reported that the cleanup signs are on hold. The sign machine at the county engineer's broke. The trees for Westwood Cemetery have been ordered from North Branch and should be ready for pickup after November 2.

Kepus stated that two years ago, the Trustees reserved an additional 20 plots in the Veteran's Section at Westwood Cemetery and sent a letter to the Sandusky County Veteran's Bureau to see if they would be willing to purchase the lots for half-price, or \$100 each. No one ever responded to that letter. Recently, the Veteran's Bureau contacted us and asked that we resubmit that letter for consideration.

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

- Workers will soon pour 8 foundations at the cemetery and then crackseal in the afternoon.
- Trustee Hammer addressed a complaint from Mr. Rupke, TR 93, about the wood from tree in his yard that was picked up by another individual weeks after getting permission from the township after it appeared that the wood would not be claimed by the property owner.
- The Trustees approved at their last meeting the Township's participation in a GovDeals.com auction on October 3 for a 2003 Sterling dump/snow truck. The Township was not successful in their high bid of \$27,500 as the truck sold for \$29,025.

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**ROADS CONTINUED** - The Trustees held a special meeting on October 13 to allow the Township to participate in a bid opening at 8 p.m. in Oregonia, Ohio (Washington Township, Warren County, Ohio) for a 2007 International 4440 truck with 16,300 miles. Trustees Hammer and Heineman and Road Supervisor Jim Busdiecker went to Oregonia to view the truck and participate in the bidding. They submitted a sealed bid of \$36,000 with the option to raise their bid up to \$80,000 after inspection of the truck. During the auction the Township was the highest successful bidder at \$55,000. The Trustees signed the check at the meeting tonight, Busdiecker and Sandroock will pick up the truck tomorrow, and Kepus will obtain a new title and license plate. The truck will need new brakes and a muffler, and the Trustees approved that it be taken to Toledo Spring in the near future. The Trustees approved the purchase of a "Woodville Township" magnetic panel for the doors from Vision Quest in Elmore. This truck will eventually replace the Township's 1996 Ford Louisville L8000 diesel truck.

**FRONTIER PHONE LINE DAMAGE** – After discussion of a letter received from CMR claims regarding damage done to one of their phone lines on TR 62 in August, 2013 while our workers were replacing a culvert, the Trustees unanimously agreed that Trustee Green will send an email response to CMR/Frontier. The claim is for \$1,900 in repair costs. The Trustees will state in the letter that our workers took every precaution to find the line by hand digging down to the culvert, but never saw the line as it was hidden between the ribs of the corrugated culvert and could not be seen. In their opinion, the line was not initially installed properly by the phone company which is why the damage occurred.

**NEXUS PIPELINE PROJECT** - DTE Energy and Spectra Energy are the lead developers of the NEXUS Gas Transmission Project (NEXUS). They recently began evaluating an interstate natural gas pipeline expansion project that they believe will increase energy supply diversity, security, and reliability in the U.S. Midwest and Ontario, Canada. NEXUS believes that this project will help to meet the growing environmental need for cleaner and more affordable fuels, and if this pipeline is installed could be used as soon as late 2017.

NEXUS has begun to collect and evaluate existing information necessary to determine the pipeline path with the least overall impact while balancing constructability concerns. The proposed geographic area under evaluation includes a newly-constructed pipeline that will extend from eastern Ohio to an interconnection with the existing natural gas pipeline grid in southeastern Michigan. The routing study impacts the following roads maintained by Woodville Township and NEXUS will need access to TR 62, TR 93, TR 38, TR 48, TR 24, and TR 139.

Trustee Green attended an informational meeting earlier today regarding a proposal from the NEXUS project which was held to seek input on the proposed routing for this expansion. NEXUS states that everyone will have multiple opportunities to interact and engage with the project team, as well as participate in the appropriate regulatory processes.

The Sandusky County Engineer's office has already sent NEXUS a right-to-work permit for work in their right-of-ways. Trustee Heineman made a motion to use the Sandusky County Engineer's right-to-work permit for the Township, and send a copy to NEXUS. Trustee Green seconded. All answered yes to roll call. Motion passed.

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

- The two new members will begin the 36-hour public safety course for firefighters on October 18 at Vanguard. The cost is \$350 each.
- The department has received the official document from the IRS awarding them the 501(c)(3) tax exempt status.
- There were 328 breakfasts served at the first pancake breakfast.
- The department will display signs for the 3.0 mill fire levy renewal on the November 4 ballot.
- The department will be conducting pump certification in the pond at the Village of Woodville Administration Building.
- The department is now using the TexCom system to alert members by posting messages, comments, events, trainings, etc. TexCom is a free online communication program for public safety organizations. Chief Andrews will post the department's schedule of events, and stated he could also include trustee events if they would like.
- Upcoming departmental events: October 19 – blessing of the fire truck at Faith United Methodist Church in Gibsonburg; October 21 – Fire Prevention / First Aid activities with the Woodville Girl Scouts at the fire station; November 2 – trick-or-treat night in Woodville; November 3 – a two-hour driver training classroom course will be presented by Matt Phillips from ProMedica, and the department will begin pump practices at the pond at the Village Administration building; November 8 – will provide mutual aid and manpower for standby at Elmore's feather party.

**JOINT ECONOMIC DEVELOPMENT DISTRICT** – There will be an informative workshop on October 29 at the Woodville Township Fire Station for Trustee selected candidates who have expressed an interest in serving on the JEDD Board of Directors.

**HARTLEY PROPERTY** – Trustee Green said he received an email from the Hartleys stating they wish to enter into a 10-year, rent free lease agreement for a strip of property on the west side of the fire station parking lot that, unbeknownst to the Township, was paved on a strip of the Hartley land. The Trustees are awaiting a draft copy from Hartleys.

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**FISCAL OFFICER** – Fiscal Officer Lori Kepus presented the Township's updated Fund, Revenue, and Appropriation Status Reports.

The Sandusky County Township Association will hold their next quarterly meeting on Thursday, October 16 at 6 p.m. at Crown Battery in Fremont.

Trustee Hammer reported that Homestead Construction is too busy this fall to install a new metal roof on the rental house. The Trustees agreed to void the awarded contract and to rebid this project next spring.

Trustee Hammer made a motion to approve the following transfers: \$19,303 from the Road & Bridge Fund, Contracted Services Account to the Road & Bridge Fund, Machinery, Equipment Account; \$1,000 from the Road & Bridge Fund, Other Expenses Account to the Road & Bridge Fund, Machinery, Equipment Account; \$5,000 from the Road & Bridge Fund, Buildings Account to the Road & Bridge Fund, Repair & Maintenance Account; and \$500 from the EMS Fund, Other Expenses Account to the EMS Fund, Tax Collection Account and to create a new account in the Gas Tax Fund – Machinery, Equipment and to transfer \$23,000 from the Contracted Services Account into the Machinery, Equipment Account to appropriately allocate expenses. Trustee Green seconded. All answered yes to roll call. Motion passed.

Trustee Green made a motion to approve the renewal of the Township's property and liability insurance policy in the amount of \$18,433 with the Ohio Township Association Risk Management Authority (OTARMA). Trustee Hammer seconded. All answered yes to roll call. Motion passed.

Kepus announced that she received notice from the Ohio Bureau of Worker's Compensation stating that they wish to conduct an audit of the township's 2012 and 2013 payroll records.

The Township received an email from Sandusky County EMA asking for input on the county's "Citizen Alert System." The Trustees asked Kepus to submit the following statement regarding the system. They feel that citizens just do not know about the service and stated that there are many opportunities for free advertisement for this free safety alert broadcast system especially at schools, churches, and in community newsletters.

At 9:45 p.m., 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.