

THE WOODVILLE TOWNSHIP TRUSTEE'S REGULAR MEETING - October 4, 2017

This regular meeting of the Woodville Township Trustees was held on October 4, 2017. Those in attendance: Trustees: Chairman Bill Hammer, Paul Heineman, Ken Green, Road Supervisor Jim Busdiecker, Zoning Inspector Steve Michaelis, Fire Chief Bill Andrews, Fire Captain Joe Kopp, Assistant Fire Chief Dave Miller, Jon Younker, Woodville Mutual / OTARMA, and Village Resident and Candidate for Township Trustee Paul Runion. Fiscal Officer Lori Kepus arrived at 8:35 pm. Fire Chief Bill Andrews was excused.

Trustee Hammer called the meeting to order at 7:00 p.m. and recorded the minutes until Fiscal Officer Lori Kepus arrived.

Trustee Heineman made a motion to approve the minutes from the September 20, 2017 regular meeting. Trustee Green seconded. All answered yes to roll call. Motion passed. Trustee Heineman made a motion to approve the warrants. Trustee Green seconded. All answered yes to roll call. Motion passed.

OTARMA Insurance Renewal - Jon Younker presented an overview of the township's liability insurance policy that is up for renewal with OTARMA on October 19. The total policy cost is \$23,634.51 after the additional values on some of the fire trucks, ambulance, monitors, and the addition of the thermal imaging cameras were added to the policy. This year's policy also included a credit for the driver's license checks on all township employees and volunteers that operate township equipment and one CDL alcohol check.

OTARMA also announced that the township will receive \$1,757.53 in the next few months from OTARMA's one-million-dollar distribution program, and a \$100 loyalty check for being an OTARMA member for six years. OTARMA distributes excess reserve funds to all members. This excess resulted from OTARMA'S conservative investment strategies, active loss control program, and positive claims experience.

Trustee Green made a motion to accept the insurance renewal with OTARMA in the amount of \$23,634.51. Trustee Heineman seconded. All answered yes to roll call. Motion passed. Mr. Younker left at 7:24 pm.

EMS – LS 91 is back in the repair shop. The unit was towed to WW Williams by Madison Motors on October 3. The calipers and rotor failed and they had no brakes. WW Williams discovered that brake fluid was leaking from the left rear wheel, and the left rear caliper seized causing damage to the left rotor and pads.

Trustee Heineman made a motion to adopt **Resolution 2017-06** authorizing an increase in the township's appropriations in the EMS Levy Fund in the amount of \$50,000 to pay for the increase in the North Central EMS contract for personnel costs. Trustee Green seconded. All answered yes to roll call. Motion passed. Kepus will notify the county auditor.

Trustee Hammer reported that the Sandusky County Commissioners / Sandusky County EMS have given the township a preliminary proposal of \$250,000 a year for full-time 24/7 EMS service including the maintenance of the squad and all equipment and supplies. The Trustees would like to invite the commissioners to their October 18 meeting to further discuss this proposal.

Earlier this year, North Central EMS informed the Trustees that the contract price for their personnel contract would increase from \$283,000 to \$333,000 each year for the next few years. At that price, the Township must continue to pay for the squad, all maintenance and repair costs, and the living quarter expenses for the personnel. The Trustees would need to increase the current 4 mill EMS levy as this levy only brings in \$287,400 which would not cover all of the EMS expenses.

The Trustees also discussed a third possibility to providing full-time EMS service to township and village residents. An alternative method of staffing was proposed to them by North Central EMS that includes reducing costs without sacrificing the quality of care delivered. The EMS department could be staffed 24 hours a day, 7 days a week by one experienced paramedic. That medic would respond to the call, and a squad from the Sandusky County EMS (probably out of Gibsonburg) would respond if a transport to the hospital were needed. A first responder from the fire department would also be dispatched to assist. When the squad arrives, the paramedic would report off to the squad's paramedics, and the patient would be transferred to the hospital.

This option would allow Woodville Township to have a paramedic in the township 24/7 because after the patient has left in the county's squad, the paramedic returns to the Woodville fire station. The Trustees have not received any cost estimates for this option, but can estimate that the costs would be around \$190,000 plus the township would still have to pay the repair and maintenance costs of the squad, and living quarter expenses for personnel.

The Township's current EMS Levy expires at the end of tax year 2017, which is collected through the end of 2018. The Trustees will need to put a levy back on the ballot in either May, August, or November, 2018. They are currently discussing all options so this service can continue for all residents as they are accustomed to.

ZONING – Zoning Inspector Steve Michaelis presented three approved zoning permits:

- John Cutcher, 2681 CR 24, Gibsonburg, for a 40' x 60' storage barn. The \$50 permit fee was paid.
- Kevin & Debra Kirk, 3217 SR 300, Gibsonburg, for a 16' x 24' craft shop. The \$50 permit fee was paid.
- Todd Sedlmeier, 4986 CR 44, Woodville, for a 36' x 36' addition to the existing barn and there was also a relocation of the 20' x 23' chicken coop. The \$50 permit fee was paid.

The Township Zoning Commission will hold a public hearing at 7 p.m. November 8 at the fire station to discuss implementing changes to the Township Zoning Resolution.

CEMETERY – Sexton Jim Busdiecker reported that someone tore up the ground with their vehicle in the open section in the back of the Woodville Cemetery on Lime Road on October 3 either in the late afternoon or early evening and made a huge rutty mess with their tires. Jim Busdiecker is working with Woodville Police Chief Roy Whitehead and Martin Marietta while they investigate and try to find out who may have done this.

The county hydrosseeded the graves and bare spots by the trees last week. There are only two footer orders this year. Workers will be digging them soon.

Cemetery fall clean-up will begin October 15. Kepus has placed a notice in the Suburban Press.

ROADS – Road Supervisor Jim Busdiecker reported that he picked up the roller and brush chipper from ODOT and the invoice was paid at tonight’s meeting in the amount of \$7,202.87. Trustee Hammer made a motion to approve the supplemental transfer of \$2,500 from the Road & Bridge Fund Other Expenses Account to the Road & Bridge Fund – Machinery & Equipment Account to properly account for payment of the above items. Trustee Green seconded. All answered yes to roll call. Motion passed.

OSS Recycling has changed collectors of the recycling materials. Recyclables are now being picked up on Tuesdays and Fridays by Republic Services.

FIRE DEPARTMENT – Dave Miller and Joe Kopp reported on the following:

Due to the large fires they have recently had to fight, Troy Township had to borrow 15 buckets of foam. They will replace it when they get more.

X-4 is still at WW Williams. They are waiting for a special part for the air-conditioning unit that had to be ordered from the truck’s manufacturer – Pierce.

The Storz coupling adapter for a hose connection needs to be replaced on X-2.

The portable Jaws was repaired by Bay Tractor. The carburetor gunked up, so new fuel was put in it.

It was noted that the security system in the truck bay needs to be upgraded.

Joe stated the department has started to come up with ideas for a recruitment campaign. He said the department has 34 people on the fire roster, but only seven of them are active. They are currently writing a letter to inactive members. Joe has also started a “mentor program” that seems to be working out great. A senior fire-fighter teams up with a newer member to work on procedures and equipment.

The fire department has formed a committee to come up with a pay plan for volunteer firefighters.

It was reported that Chief Andrews collected all fire department issued items from former fire-fighter Andrew LaBriere except his keys which he says he lost during the accident. The Trustees discussed getting new locks for the doors and having a key pad versus just keys. Every township employee including members of the fire department, EMS, and elected officials have keys.

Dave Miller is working on getting a donation from a local store to purchase a pallet of water to have on hand that can be used for any department in need when there is a major fire in the area.

Jim Busdiecker will secure a date from Morlock Asphalt regarding the sealing of the parking lot.

Trustee Heineman is going to find out how to clean the carpet runners in the hallways.

Fire Department’s upcoming events:

- October 8 – First Pancake & Sausage Breakfast of the season from 7:30 am to 1 pm at the station.
- October 9 – Promedica Air & Mobile’s helicopter will be at the station for landing zone training. The Harris-Elmore Fire Department will also be here.
- October 9 – For Fire Safety Prevention Week the department will conduct various safety drills for the students at Woodmore Elementary.
- October 12 – The department’s antique fire trucks will have a new appraisal.
- October 16 – The Sandusky County EMS mass casualty rehab trailer will be at the station. The Gibsonburg Fire Department will also be here.
- October 17 – The department will participate in an evacuation drill at Woodmore Elementary School.
- October 23 – The department will visit the Gibsonburg fire station to see the State Fire Marshal’s Search & Rescue Smoke Trailer.
- October 31 – Members of the department will be assisting Woodville’s trick-or-treaters at the road crossings on Main Street.
- November 1 – The department will participate in a table top evacuation drill at Woodmore High School to teach students how to respond to an active shooter situation.

Custodian Dave Miller reported that there is no water in the women’s bathroom as both faucets are broken. New faucets are approximately \$800 each. A new faucet is also needed in the janitor’s storage closet, and that will cost approximately \$300. Trustee Heineman made a motion to purchase the above mentioned plumbing items at an amount not to exceed \$2,000. Trustee Green seconded. All answered yes to roll call. Motion passed.

Miller also said the towel dispenser in the woman’s restroom is malfunctioning, and a new one will cost approximately \$300. Trustee Heineman made a motion to replace the paper towel dispenser at a cost up to \$500. Trustee Green seconded. All answered yes to roll call. Motion passed.

It was also noted that the toilet’s auto-flush is not working properly in the men’s and women’s restrooms. The Trustees agreed to have the “auto-flush” mechanisms taken off.

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

Kepus reported that the Township’s 2015-2016 Agreed Upon Procedures (AUP) audit by the state auditor is done. There were no exceptions or findings and all amounts tested, both receipts and disbursements, agreed.

The Sandusky County Health Department will be giving flu shots to the public on October 11 at the fire station.

The American Red Cross will hold their next bloodmobile from noon to 5 pm October 13 at the fire station.

At 9:51 p.m., with no further business, Trustee Heineman moved for adjournment. Trustee Green seconded. This meeting was held in accordance with the Ohio Revised Code’s Sunshine Law.