

THE WOODVILLE TOWNSHIP TRUSTEE'S REGULAR MEETING – October 6, 2021

This regular meeting of the Woodville Township Trustees was held on October 6, 2021. Those in attendance: Trustees: Chairman Ken Green, Paul Runion, Bill Hammer, Fiscal Officer Lori Kepus, Road Supervisor Jim Busdiecker, Fire Chief Bill Andrews, Assistant Fire Chief Dave Miller, Zoning Inspector Steve Michaelis (left at 9 pm), Sandusky County EMS Chief Jeff Jackson (left at 7:40 pm) and Derek Sprouse, Sprouse Insurance/OTARMA rep (left at 7:24 pm).

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

LIABILITY INSURANCE RE NEWAL – Derek Sprouse from Sprouse Insurance presented an overview of the township's \$4 million liability insurance policy with the Ohio Township Risk Management Agency (OTARMA) that is up for renewal on October 19. The total policy renewal cost is \$27,158. Derek explained that the prices remained relatively steady once again this year. The increase was \$1,918. This year OTARMA added in cyber breach and telecommunications fraud liability coverage. There was cyber coverage last year, but it was minimal, and OTARMA took it to the policy coverage limits this year due to the number of breaches that have occurred lately. Derek also suggested that a documented inventory be on hand to make any loss claims easier to process.

In addition, OTARMA distributes a portion of excess reserve funds to all members and sent notice that the township will receive a dividend in the amount of \$1,734.67 for being a loyal member.

Trustee Hammer made a motion to renew the township's 2022 liability and property insurance policy with OTARMA in the amount of \$27,158. Trustee Runion seconded. All answered yes to roll call. Motion passed.

EMS – Sandusky County EMS Chief Jeff Jackson reported on the following:

LS19 is back in service. So far so good.

The Sandusky County EMS recently earned another Gold Star rating from the Commission on Accreditation of Ambulance Services for its compliance with national standards of excellence. The Sandusky County EMS will be having a formal presentation to accept their award at 7 pm on October 12 at the Gibsonburg Village Hall during the Sandusky County Commissioner's "On the Road" meeting. Chief Jeff Jackson added that this accreditation represents our firm commitment to our patients and community. We continuously strive to do our best and we view accreditation as another step toward excellence.

LS19 had 56 calls in September with 30 transports to area hospitals – 16 advanced life support transports and 14 basic life support transports. Call volume system wide is still high. We experienced the highest September on record. Turnpike calls are up, we've had a rash of barn fires and COVID runs, and mental health issues are on the rise. LS19 was recently called to Clyde on the night of the Artz fire in Fremont that called in all resources from around the area. Since LS19 was out, we called Pemberville to come to Woodville and standby. When Gibsonburg was done with their run, they came to Woodville to relieve Pemberville until LS19 returned from their run. Woodville can rest assured that emergency help is always nearby.

The county EMS currently has contracted to purchase two squads under state bid from Horton. The Trustees discussed possibly piggy-backing on the contract to purchase a new unit for Woodville as the repairs to LS19 are becoming numerous and costly for the county.

Trustee Hammer made a motion to contract with Horton Emergency Vehicles in the amount of \$264,996.00, fully under the state contract, based on the approval of the contract by County Prosecutor Beth Tischler. Trustee Runion seconded. All answered yes to roll call. Motion passed. The current build time is 350-375 days. Disposal of the current squad was talked about and all were in agreement that it may be best to auction it off on GovDeals when that time comes.

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

The Fire Chief asked the Trustees if the department should include activities of the Sandusky County Dive Team in the department's compensation program. The department currently has one member on this team.

Chief said it is hard to use the door locks with keys. You need two hands to get in and not everyone has their key with them at all times. Fire was reminded that when the new locks were ordered, the fire department decided that they wanted to keep the key locks, and the EMS department changed to the code locks so special locks were ordered to allow for both options. The fire department would now like a code. It was decided that the department will be given code.

The department has two new probationary members, Tim Meighan, a Firefighter 1 with the Middleton Township Fire Department, and Lucas Wareham, a Firefighter 2 - Paramedic who is full-time with the Sylvania Fire Department. Both are residents of Woodville Township.

Mike Brzeczek Jr. will attend an orientation on October 23 at Vanguard for the Volunteer Firefighter Program 36-hour fire class.

The Pancake Breakfast is this Sunday. It will be drive through only. The breakfasts continue through March on the second Sunday of each month.

The American Red Cross Bloodmobile will be held at the station on October 8. The next one is December 16 from noon to 5 pm.

I will be out of town October 11-16. Assistant Chiefs Mark Grove and Dave Miller will be in charge.

The Trustees said that they heard a rumor that the Trustees are preventing the fire department from making purchases of equipment. The Trustees reiterated to the Fire Department that "If it is a matter of safety, we have never denied purchasing necessary equipment." Safety is first. We don't want rumors going around that we don't buy equipment. At a recent fire event, one of the masks was damaged and the Trustees asked if it should be replaced. Chief Andrews said that our masks are up to date, but when we get new masks, we have to change bottles because the new won't fit the old gear. The department has been considering purchasing new SCBA (self-contained breathing apparatus'), but the cost would be around \$137,000 for 15 new packs including 30 masks and 30 air bottles. The Trustees again said that if it is a matter of safety, we need to make this purchase. Chief Andrews will start gathering information on what they want so there can be further discussion on the matter.

Kepus reported that Poggemeyer Design Group continues to work on the advertisement for the infrastructure drainage project at the fire station. It should be ready for the newspaper soon. The Trustees discussed a timeline that would work for advertising for bid in the Suburban Press on October 25 and November 1, and then opening bids at the Trustees' meeting on November 17. The bid tab would also be available on the township's website and Poggemeyer's website.

CEMETERY – Jim Busdiecker reported there are 4 single foundations and one veteran's foundation to pour for the fall foundation orders. Fall cleanup at both cemeteries is October 15 through October 22. Kepus put ads in the Suburban Press for 2 weeks.

After discussion of the current mower fleet, Trustee Green made a motion to trade in the 2016 John Deere Z920M ZTrak and two 2020 John Deere Z930M ZTrak mowers for three new 2022 models (one Z920M and two Z930Ms) from Bay Tractor through the state contract at a cost of \$8,000. Trustee Hammer seconded. All answered yes to roll call. Motion passed.

ROAD DEPARTMENT- Road Supervisor Jim Busdiecker reported that they have completed the berming on TR 48 & TR 121. They also used 35 ton of stone to berm the portion of TR 48 that is maintained by the Village of Woodville. They completed this at the village's request.

We swept stone off the road at CR 32 and US 20 for the Village of Woodville. The broom will soon need new brushes soon.

The centerline on TR 62 was done on the county paint stripe contract. The centerline striping on TR 48 and TR 121 will get done on the Issue II contract.

We continue to work on getting the traffic signs installed from the ODOT sign grant.

The International 505 truck needs four rear tires. Milestone tires from Speck Tires are \$332 each. Trustee Hammer made a motion to purchase four tires from Speck Tires in the amount of \$1,328. Trustee Runion seconded. All answered yes to roll call. Motion passed.

The Trustees continued discussions regarding putting a new well out at the road garage. There is 1 well on the recently purchased Johnson property. It doesn't have a well casing so every time it rains surface water runs in it and the well could easily become contaminated with ground water. There is 1 well at the road maintenance garage. You can't drink the water. It's gritty and cloudy.

Trustee Green made a motion to accept the quote from Holman Drilling, Risingsun, Ohio, in the amount of \$10,900 for a 6" water well, approximately 150' deep with a constant pressure pump and to abandon 2 existing wells. Trustee Runion seconded. All answered yes to roll call. Motion passed. The Trustees stated that they need a permit from the health department first. Trustee Runion said he still had a few questions about the type of pump to be used and will speak with Holman.

The Trustees stated that a new septic system is also needed at the road maintenance garage. Trustee Hammer said he will speak with the County Commissioners as they are receiving \$11.2 million from the American Rescue Plan and are considering helping out communities throughout the county with clean water projects.

The Trustees further discussed a drainage issue from a resident on TR 16 who has a sink hole and doesn't know what the next step should be to repair this. After research by the township and county, Trustee Runion stated that it was determined that the tile was large enough in diameter (12") to accept the water from the farmer's field so he would not have to run his tile through someone's yard that he didn't have an easement on, and now the property owner with the sink hole can fill it in because the tile is going to be abandoned. All expenses incurred for relocating the farmer's tile and tying in to the TR 16 tile will be at the farmer's expense.

ZONING - Trustee Runion received an email from Jason Ohms, owner of the former Atlas building on US 20. Jason listed a generic three-year timeline of the removal of trees and brush, destruction of buildings, and replacement of fencing, repair of roofs, and painting of buildings. The Trustees asked Mr. Runion to reply to the email stating that his timeline is too vague. The Trustees are asking him to secure his building by starting as soon as possible, and the Trustees would like an exact timeline with actual dates and months of his plans. Mr. Ohms was invited to attend a Trustee meeting for further discussion. Jason has been the owner of the property for almost 9 years and there has been very little sign of progress being made to cleanup his property, and the Trustees receive complaints about the property almost daily.

ZONING – Zoning Inspector Steve Michaelis reported on the following:

- Steve Austin Judy, 4766 W. SR 20, Gibsonburg, was approved for two permits; a 50' x 70' addition onto the home, and a 10'6" x 13' accessory building for storage and a personal shop. The permit fee of \$50 for each permit was paid.
- Jackie Skaggs – TR 93 - has found the permit for septic on his property, need to discuss timelines.
- Ryan Moser – TR 24 – called about a house permit. We discussed how long he has and how this will be affected by any future requests for barn permits.
- Louise Linke – We discussed the photos and junk on the property.
- Troy and Jennifer Bankey – We discussed the need for a permit and variance on their property at the corner of SR 582 and CR 16.
- I called John Willey, Regional Planning, to discuss code changes and having the regional planning commission approve these at their next meeting. We also discussed the use of industrial shipping containers and semi-trailers for storage. He recommends against it, and will recommend against it in our code changes. I also spoke with the Troy Township Zoning Inspector. They do not allow industrial shipping containers or semi-trailers for storage in the township.
- Clean-up targets – Wiese, Honaker, Rupke, Ron Wagner, and properties on CR 165. Conex boxes/storage trailers on Tony Turner property and other properties on SR 23.
- There is a possible illegal residence on the property of Drew Baden, TR 16, as it appears he is renting an apartment on the property. I talked with Mr. Baden and he claims to be renting an apartment elsewhere.
- Nick Frisch, TR 62, COVID has prevented him building, but he did recently break ground. Will need a permit extension.
- Mike Smith, CR 107, now has a structure (dog kennel) back by his garage that will need to be permitted.

The Zoning Commission has voted to have their latest revision of the changes/additions to the Township’s Zoning Rules and Regulations adopted. As soon as they have been approved by Regional Planning, Michaelis will present that to the Trustees and then schedule a public meeting so these changes/additions can be discussed in a public forum.

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

Below is the September financial report.

September Revenue Received	\$	58,236.67
September Expenses Paid	\$	37,164.80
Balance of all Funds as of 9/30/2021	\$	2,993,463.97

Kepus reported that the auditor has almost completed the 2019-2020 state audit and will be sending out a draft copy to the trustees soon.

The Township’s \$300,000 CDARS is maturing on October 14. Interest rates are very low, at or lower than what is offered on our current money market extra account (0.03%). It was agreed by all to roll the \$300,000 CDARS into our money market account until interest rates on CDs improves.

Kepus said that the Sandusky County Economic Development Corporation is starting a new committee to review potential sites for commercial and industrial development. Their goal is to rank the sites for future funding and development. Woodville Township formed the Sugar Creek Joint Economic Development District in March, 2014 on an 86.7-acre parcel on State Route 51 across from the Ohio Turnpike Elmore Exit with Harris Township and the Village of Elmore. Kepus has requested that this property be included on that county list.

The next Sandusky County Township Association meeting will be held at the Sandusky County Economic Development’s newly remodeled offices on Countryside Drive in Fremont at 6 pm on October 21.

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 September 15, 2021 regular meeting minutes. Trustee Green seconded. All answered yes to roll call. Motion passed.

At 9:46 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.