

## THE WOODVILLE TOWNSHIP TRUSTEE'S REGULAR MEETING – October 5, 2022

A regular meeting of the Woodville Township Trustees was held on October 5, 2022. Those in attendance: Trustees: Paul Runion, Bill Hammer, and Ken Green, Fiscal Officer Lori Kepus, Fire Chief Tim Schnitker, Road Supervisor Jim Busdiecker, Township Residents Joyce Bower and Tom Linke, and One Energy employees Bower Sarra, Meredith Wirth, and Bobbi Covington. Zoning Inspector Steve Michaelis was absent.

Chairman Paul Runion 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 pandemic precautions including social distancing.

Trustee Runion asked for a moment of silence for Paul Hammer who recently passed away. Paul was a former trustee and just about everyone in town's barber. Paul was very well-respected and a longtime township resident who will be greatly missed.

### **FIRE DEPARTMENT** – Fire Chief Tim Schnitker reported on the following:

- The exhaust system was repaired by F&M Mechanical and is now operational.
- The PM on the overhead doors in the truck bay has been completed by Northwood Door. LS-19 and the X-5 door chain openers disconnected because they put too short of a shaft on it when they replaced the springs. The X-3 door chain opener disconnected because the brake release is missing.
- The annual PM on X-2 by WW Williams is finally complete.
- X-3 will have its rear flasher replaced and then it will be done for the year.
- X-4 goes in for service next week.
- Firefighter Conor Emch was approved for EMT training by the previous chief and he has now received his certification. The Trustees unanimously agreed that this training and tuition will be paid.
- The first pancake and sausage breakfast of the season will be October 9 at the fire station. It will be drive-thru only.
- It was agreed to not renew the Provident accident policy as other coverages are in place for this.
- The 2018 Mercury Boat Motor will be auctioned off on Gov Deals October 9-19.
- The next American Red Cross Bloodmobile will be October 7 at the fire station.

Ryan Sawyer from Norwalk is working with a volunteer fire group in Kentucky that was devastated by the floods. They lost 13 fire departments. Mr. Sawyer is rounding up equipment and supplies to send down as a donation. They attended the recently closed Rocky Ridge Fire Department auction buying everything they could. Our department would like to donate some of our expired gear that we have in storage that we were going to donate to a department in need. **Trustee Hammer made a motion to donate our expired gear to this cause. Trustee Green seconded. All answered yes to roll call. Motion passed.**

We have updated the employee handbook and submitted it for review by the Trustees. It was mostly housekeeping items, but a few minor policy change suggestions were added. Clarifications were added to the camera use policy, Chief's discretionary probationary period exceptions, the Medical Leave Policy and return to work criteria. **Trustee Hammer made a motion to approve all modifications and changes that were presented to the fire department's employee handbook. Trustee Green seconded. All answered yes to roll call. Motion passed.**

After contacting Morlock Asphalt to schedule the sealing of the parking lot, it was learned that the price increased from \$6,100 to \$8,215, and they could only promise that they could get part of it done this fall. The Trustees unanimously agreed to wait until next year for this project to be done.

### **Recap of the Delventhal bill.....Original Quote: \$129,499                      Final Bill: \$159,214**

We are still waiting for the new shower door in the EMS quarters to arrive. Only touchup work will be needed to get this plumbing project complete. This project turned out to be one problem right after another. Delventhal changed the project manager in the middle of the construction, we had quite a lot of changes that were needed, more concrete than estimated was needed under the floor, part of the engineering specs were not correct, and there was hidden damage in the walls.

The project was originally approved by the Trustees on December 15, 2021. After specing the project and advertising, the project had a May 9<sup>th</sup> start date, and is about 95% complete now. The Trustees unanimously approved the five change orders that were needed: \$6,088 for the restroom partitions, \$2,646 for the shower door, \$3,417 for the epoxy floor in the restrooms and kitchen vs. the tile floor, \$3,782 to add LVT instead of VCT tile, and \$13,782 for carpentry and repair work on the kitchen, drywall, carpet and glue removal, janitor's closet repair and painting, ceiling repair, and insulation in the wall.

The Sandusky County Commissioners generously allotted \$150,000 to the township under their American Rescue Plan (ARP) Recovery Funding that supported water and sewer infrastructure projects, and the Township is responsible for the balance due. **Trustee Green made a motion to pay the balance due of \$9,214 to the Delventhal Company when the project is fully completed and the county has paid their balance due. Trustee Runion seconded. All answered yes to roll call. Motion passed.**

Titan Mechanical, Haskins, also performed various electrical work throughout the building that amounted to \$6,152.71. The Trustees unanimously agreed to make that payment. Titan was a subcontractor under the Delventhal contract.

**EMS** – No report.

**ZONING** – No report.

### **CEMETERY** – Jim Busdiecker reported on the following:

- Workers will be working on footers this month. There are 9 doubles and 2 singles in the fall foundation order.
- Cemetery cleanup is October 1 - October 13. Notifications have been put in the Suburban Press.
- Mower trade-ins. The John Deere state pricing program is still at 2020 prices until November. The trade-in for two mowers that each have 200 hours is \$3,000. **Trustee Green made a motion to trade in two Z930M commercial mowers for two 2023 John Deere Z930M commercial mowers for \$3,000. Trustee Hammer seconded. All answered yes to roll call. Motion passed.**

**ROAD DEPARTMENT** – Road Supervisor Jim Busdiecker reported on the following:

- The drainage permit from ODOT to extend the driveway culvert at the road maintenance garage to SR 20 has arrived.
- Matt Tille got the septic system pump in and will power it up soon and will then have the EPA inspector approve it.
- The International snow plow truck will get a new chain to fix the snow chains.
- **Trustee Green made a motion to purchase a \$630 mower from Haar Brothers, Woodville Township. Trustee Runion seconded. All answered yes to roll call. Motion passed.**
- The township has received permission from the landowner on TR 93 to allow the township and county on their property to clean the ditch from TR 93 to Sugar Creek. The county has already begun cutting down trees, and the machine has been moved into the area.
- TR 14 has a 20" pipe crossover and it needs replaced, but you can't find 20" pipe anywhere. Deborah Bach has 3 pieces of 24" pipe that she could sell to the township and that would get us across the road. The current price for 24" pipe is \$27.03 a foot. The county only had 18" pipe in stock. I would rather go bigger than smaller and we need to get this project done this year as we are anticipating receiving Issue II money next year and paving this road. **Trustee Green made a motion to purchase the pipe from Deborah Bach and allowed the road supervisor to negotiate the price as it is necessary to complete this project this fall. Trustee Hammer seconded. All answered yes to roll call. Motion passed.**

Trustee Hammer attended the county's Issue II meeting September 26. Our application received an extra 20 points from the county to give the application a total of 105 points which should be enough to get funded by the state. We should know in January how successful this will be.

The stop sign at the intersection of TR 28 and TR 165 was stolen September 5. It was found in Clay Township by the Clay Township Police as there was a sticker on the sign as being the property of Woodville Township. After investigation by the police, three juveniles were charged with three counts of criminal mischief and vandalism by the Ottawa County Prosecutor's Office and are awaiting hearings. Our township workers immediately replaced the sign.

**FISCAL OFFICER** – Lori 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	\$	25,087.65
September Expenses Paid	\$	150,826.36
Balance of all Funds as of 9/30/2022	\$	<b>2,760,080.91</b>

Kepus renewed the Township's SAM number. It is a very challenging process. SAM registration is required to receive federal grants and bid on government contracts. The township has their own unique identifying number, and the fire department also has their own unique identifying number.

Kepus spoke with Sandusky County Auditor Jerri Miller to get an update on the NEXUS settlement. Ms. Miller stated that the county auditors had the option to appeal the settlement that was offered. 12 of the 13 county auditors approved the settlement, but the Lorain County Auditor filed an appeal which puts a hold on the entire reimbursement/payment process.

Trustee Green made a motion to approve the warrants. Trustee Hammer seconded. All answered yes to roll call. Motion passed. Trustee Hammer made a motion to approve the September 7, 2022 meeting minutes. Trustee Runion seconded. Roll call: Hammer, yes, Runion, yes, Green, abstain. Trustee Hammer made a motion to approve the September 21, 2022 meeting minutes. Trustee Green seconded. Roll call: Hammer, yes, Green, yes, Runion, abstain. Motion passed.

At 8:08 pm, with no further business, Trustee Green moved for adjournment. Trustee Runion seconded. This meeting was held in accordance with the Ohio Revised Code's Sunshine Law.