Troy Township Trustee Meeting
November 12, 2025

SIGN-IN – Tom Woodruff

Trustee Chairperson Recker called the meeting to order at 7:00 p.m.

ROLL CALL with the following Trustees present: Trustee Brinker, Trustee Knitz, Trustee Chairperson Recker

Trustee Chairperson Recker asked everyone to stand for the Pledge of Allegiance.

MINUTES – Trustee Chairperson Recker made a motion to suspend the reading of the minutes of the October 29, 2025 Troy Township Records Commission Meeting and approve the minutes of the October 29, 2025 Troy Township Records Commission Meeting with a second motion by Trustee Brinker.
Vote 3-Yes 0-No. Motion carries.

Trustee Brinker made a motion to suspend the reading of the minutes of the October 29, 2025 Troy Township Trustee Meeting and approve the minutes of the October 29, 2025 Troy Township Trustee Meeting with a second motion by Trustee Knitz.
Vote 3-Yes 0-No. Motion carries.

GUESTS – Nothing for discussion

REPORTS
Sheriff – No one to report

Zoning – Zoning Inspector Hahn was not present at this time.

Fire – Chief Randy Woodruff stated 716 runs to date.

Chief Woodruff gave the Trustees and Fiscal Officer Abke the October credit card reports. FDIC registration and hotel booking fees are included.

Chief Woodruff presented Medic 716 and Rescue 711 is at W.W. Williams. Rescue 711 has an oil leak and preventive maintenance is due. Fiscal Officer Abke provided a purchase order number for repairs.

The Feather Party for is scheduled for November 22, 2025.

Troy Township Trustee Meeting
November 12, 2025

EMS – Deputy Chief Appelhans reported that Medic 716 is at W.W. Williams for a coolant leak, preventative maintenance and an oil change.

Deputy Chief Appelhans asked for an executive session regarding compensation.

Roads/Cemetery – Trustee Chairperson Recker reported that on Monday, November 17, 2025 the tile on Devils Hole Road is scheduled for repair.

Trustee Brinker asked if roadside mowing was complete. Trustee Recker stated the road mower needed repair before mowing could be completed. The repairs were under warranty. Roadside mowing will be completed once repairs are done.

Trustee Chairperson Recker stated all plows and trucks are ready for the snow season.

Chief Woodruff asked if repairs on Truman Road are scheduled for next week.

Trustee Recker stated Morlock Asphalt is scheduled for repair on Garling Road and the driveway for Darkon Sentle is also scheduled for repair. Mr. Sentle has been notified. EMS will be notified of any road closures.

FISCAL OFFICER – Fiscal Officer Abke gave the Trustees the September State Bank Reconciliation to sign.

Fiscal Officer Abke gave the Trustees the October State Bank Reconciliation to review and sign at the new meeting.

Fiscal Officer Abke presented a request from Wreaths Across America for a donation. The donation for 2024 was in the amount of $1,700.00. Trustee Brinker made a motion to donate $1,700.00 to Wreaths Across America for 2025 with a second motion by Trustee Recker. Vote 3-Yes 0-No. Motion carries.

Fiscal Officer Abke discussed the General credit card for the Township. A new credit card has been obtained for Deputy Chief Appelhans for the EMS. The General credit card will be held by the Fiscal Officer to be used and signed out by employees of the Township. Fiscal Officer Abke presented an updated credit card policy to the Trustees.

Trustee Chairperson Recker made a motion to approve Deputy Chief Appelhans a credit card for the EMS department with a second motion by Trustee Brinker.
Vote 3-Yes 0-No. Motion carries.

Trustee Knitz made a motion to approve the updated Exhibit C of the credit card policy with a second motion by Trustee Recker.
Vote 3-Yes 0-No. Motion carries.

Chief Woodruff stated he gave the General credit card to Zoning Inspector Hahn. Chief Woodruff stated there will be another charge on the General credit card for an automatic renewal for the EMS. Fiscal Officer Abke stated the EMS does use the General credit card for purchases at the pharmacy in Pemberville. Deputy Chief Appelhans stated other options are being addressed.

Fiscal Officer Abke presented the notice for Bureau of Worker's Compensation. The policy cost for 2026 is $11,702.00. The cost of Worker's Compensation is based upon the amount of payroll costs. If the policy is paid in full by January 2, 2026, a 2% discount is given. The Trustees will vote to approve the amount once an invoice has been received. The Bureau of Worker's Compensation certificate has been posted in both the maintenance building and the Fire/EMS Station.

Guardian Alarm – Fiscal Officer Abke called Guardian Alarm and the security equipment at Troy Township is leased. Discussion was had regarding the rate reduction and extending the contract until 2030 or continuing to pay the current rate until the contract ends May 30, 2027. Trustee Recker stated is would be a savings of $45.00 per month with the rate reduction. Trustee Knitz asked about obtaining estimates from other security companies. The security was installed in April/May of 2024 and this is the first time a rate increase was applied since installation. Security is needed because of the narcotics at the Fire/EMS station. After discussion, Troy Township will continue the current contract with Guardian Alarm and will reevaluate options and cost at the end of the contract.

Fiscal Officer Abke presented the Trustees with a quote for FireKing ICF7240-F Storage Cabinet – 72"x40", UL 1-Hour Fire Rated in the amount of $5,244.00 for the use of Township Minute and Resolution books and historical ledgers. Trustee Brinker made a motion to purchase the FireKing Storage Cabinet with a 1-Hour Fire Rating at $,5244.00 with a second motion by Trustee Knitz.
Vote 3-Yes 0-No. Motion carries.

Trustees were given a letter from the Wood County Auditor regarding the 2024 Wood County Annual Comprehensive Financial Report and 2024 Citizens Financial Report.

Fiscal Officer Abke presented the October credit card reports to the Trustees to approve and sign.

APPROVE & SIGN CHECKS

Trustee Chairperson Recker made a motion to approve to transfer $1,000.00 to Cemetery Operating Supplies 2041-410-420-0000 from Cemetery Machinery, Equipment & Furniture 2041-760-740-0000 $1,000.00 with a second motion by Trustee Knitz.
Vote 3-Yes 0-No. Motion carries.

Trustee Knitz made a motion to approve to transfer $22.61 to EMS OPERS 2192-230-211-0000 from EMS Other-other 2192-230-599-0000 with a second motion by Trustee Brinker.
Vote 3-Yes 0-No. Motion carries.

Trustee Brinker made a motion to approve and sign checks for November 12, 2025 in the amount of $51,795.08, check #62967 to 62991 and check #62997 to and including check #63006 with a second motion by Trustees Knitz.
Vote 3-Yes 0-No. Motion carries.

Trustee Chairperson Recker made a motion to approve and sign checks for November 14, 2025 in the amount of $21,624.19, ACH 635-2025 – ACH 663-2025 and check #62992 to and including check #63001 with a second motion by Trustee Knitz.
Vote 3-Yes 0-No. Motion carries.

Trustees were given Positive Pay Reports and Wages and Overtime Detail reports, Fund Status, Revenue Status, Appropriation Status and Receipt Listing Reports.

OLD BUSINESS

Trustee Knitz stated Section 1-4 have been sent to Legal Council Peter Griggs for review and he will have completed next week. Sections 7 and 8 are completed. Sections 5 & 6 have several items to be worked on. Trustee Knitz stated the goal is to complete by the end of the year and approve for 2026.

Trustee Knitz stated she has contacted LMS regarding bullying classes. Trustee Knitz will continue to work on this and give information to Deputy Chief Appelhans.

NEW BUSINESS
Trustee Chairperson Recker stated the November 26, 2026 has been cancelled due to Thanksgiving.

There was discussion regarding the last meeting of December. Further discussion will be had at the December 10, 2025. Dates discussed were December 22, 2025 or December 29, 2025.

MEETINGS/EVENTS
Wood County Comprehensive Land Use Plan meeting on December 3, 2025 from 5:00 – 7:00 p.m. at the former Junior Fair Building in Bowling Green. There is a notice of this meeting posted at the maintenance building, on the electronic sign and on the Township website.

ITEMS ON HOLD – Land purchase from United Grace Methodist Church.

EXECUTIVE SESSION - Trustee Chairperson Recker made a motion to enter into executive session for Employee Compensation with a second motion by Trustee Brinker.
Roll Call: Trustee Brinker – Yes Trustee Knitz – Yes Trustee Recker - Yes
Vote 3-Yes 0-No. Motion carries
Entered into executive session at 7:25 p.m. Chief Woodruff and Deputy Chief Appelhans also entered into executive session.

Trustee Chairperson Recker asked Fiscal Officer Abke to enter into executive session at 7:27 p.m.

Chief Woodruff and Deputy Chief Appelhans exited from executive session at 8:02 p.m.

Fiscal Officer Abke exited from executive session at 8:15 p.m.

Trustee Brinker made a motion to come out of executive session with a second motion by Trustee Knitz.
Roll Call: Trustee Brinker – Yes Trustee Knitz – Yes Trustee Recker - Yes
Vote 3-Yes 0-No. Motion carries.
Came out of executive session at 8:18 p.m.

Trustee Knitz made a motion to cancel the $25,000.00 life insurance policy from American United Life Insurance for employees. The Township has another life insurance policy for employees. Trustee Brinker seconded the motion.
Vote 3-Yes 0-No. Motion carries.

Trustee Brinker made a motion to adjourn the November 12, 2025 meeting with a second motion by Trustee Knitz.
Vote 3-Yes 0-No. Motion carries.

Meeting ended at 8:20 p.m.

Kenneth J. Recker, Chairperson

Kelley A. Knitz, Trustee

Matthew L. Brinker, Trustee

Laura L. Abke, Fiscal Officer