Troy Township Trustee Meeting
May 29, 2024

Chairperson Trustee Brinker called the meeting to order at 7:32 p.m.

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

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

MINUTES – Trustee Brinker made a motion to suspend the reading of the minutes of the May 8, 2024 Trustee Meeting and approve the minutes of the May 8, 2024 Trustee Meeting with a second motion by Trustee Knitz.

Vote 3 Yes 0 No. Motion carries.

SIGN-IN – Chris Smalley, Jeff Hahn, Bill Simmons, Corky Becker, Beth Becker, Andy Bonner, Tom Woodruff, J. Rodemich, Colleen Perry, David Claydon, Karina Claydon, Deanna Goodman, Jeremy Goodman

2024 TROY TOWNSHIP ROAD IMPROVEMENT PROJECT BIDS –This project includes Dowling Road from Stony Ridge Road to Luckey Road and Ottawa Road from Bradner Road to Fostoria Road. Four (4) bids were received and opened with the following results:

$205.566.00 Henry W. Bergman, Inc.
$237,023.00 Bowers Asphalt & Paving, Inc.
$213.554.50 Gerken Paving, Inc.
$253.740.00 The Shelly Company

Jason Sisco was present from the Wood County Engineers Office. He reviewed and checked all numbers on each Bid Form. He reported that all numbers checked and math was correct on each Bid Form. Henry W. Bergman, Inc submitted the lowest bid. There are some issues in the County with awarding bids. Mr. Sisco would like to come to the next Trustee meeting with a recommendation considering the concerns the County may have. Township is not bound to take the lowest bid. Gerken Paving, Inc. has contracted previous jobs and have addressed any concerns efficiently.
Trustees tabled all bids until next Trustee meeting on June 12, 2024 at 7:30 p.m.

GUESTS
Dave Claydon, 21850 Lemoyne Road presented information that Zoning Inspector Hahn is an appointed representative of Troy Township on the Board of Northwest Water and Sewer not elected as previously stated. Addressed Trustee Brinker on article published in The Press and Trustee Brinker stated that the article is misleading.

Tom Woodruff stated that all information in The Press article is on the on-line doc-it. He also addressed his business in Stony Ridge being perceived as an illegal business. Addressed it is the law to notify adjacent property owners when a zoning change is requested. Would like a more business-like approach to concerns and questions.

Steve Snyder, 235 Biddle, BG Ohio, business in Luckey. Sent a letter to Administrator Keiser to distribute to the Trustees. He stated he willfully wrote this letter and no one persuaded, asked or suggested he write it. He wrote it solely on the way he was treated at the last meeting. According to court records,

lawsuit is not as Zoning Inspector. Township is providing legal representation when it's a personal lawsuit. Questioned who will pay for damages from lawsuit.

Karina Claydon, Lemoyne Road addressed legal expenses that was approved at previous meeting.

Chris Smalley, Wood County Park District, presented Troy Township with a grant check for Local Parks Improvement Grant in the amount of $2,617.00. Trustees need to pass a Resolution to approve the change in usage for the grant money. Resolution needs to be sent to the Park District. The grant is to be used at the Stony Ridge Park.

Tom Woodruff asked how residents are going to get resolution on their concerns. Trustee Recker said that a Trustee will contact him.

Leslye Burton, 24301 Lemoyne Road, expressed Zoning Inspector Hahn has been efficient, courteous, truthful and respectful in addressing issues she has.

REPORTS

SHERIFF - Report was emailed.

ZONING

RESOLUTION 9-2024 RESOLUTION TO ENACT A 12 MONTH MORATORIUM ON ALL REZONING APPLICATIONS UNDER THE OFFICE-PLANNED BUSINESS DISTRICT (B-PUD), NEIGHBORHOOD COMMERICAL (C-1), COMMUNITY RETAIL COMMERCIAL (C-2), OFFICE RESEARCH COMMERICAL (C-3), INTERGRATED COMMERICAL (C-4), HIGHWAY COMMERICAL (C-5) AND LIGHT INDUSTRIAL (I-1) OF THE TROY TOWNSHIP ZONING RESOLUTION effectively immediately to establish a standalone comprehensive "Development Plan". Trustee Recker made a motion to approve RESOLUTION 9-2024 with a second motion by Trustee Knitz.

Roll Call: Trustee Brinker – Yes Trustee Knitz – Yes Trustee Recker – Yes

Motion adopted.

Data Centers – Zoning Commission has proposed to prohibit all Data Centers in Troy Township in all zoning districts.

On May 7, 2024, the Wood County Planning Commission's recommendation to Troy Township is that they consider making data storage facilities a conditional use in the industrial zoning district rather than prohibiting them completely. Upon calling for a vote, Commission members responded with a vote of eight (8) in favor, none opposed, motion carried.

On May 16, 2024, The Troy Township Zoning Commission considered the request from the Wood County Planning Commission and the Troy Township Zoning Commission voted 5-0 to approve this request and send the Data Centers Resolution to the Troy Township Trustees.

Troy Township Trustees will hold a public zoning hearing on Wednesday, June 26, 2024 at 7:00 p.m. to review Application A2-2024 to amendment text that will include a definition for data centers in all zoning districts in Troy Township.

Zoning Board of Appeals meet on June 18th.

FIRE/EMS – Chief Woodruff presented a quote from Off Contact Productions, Inc. in the amount of $2,192.85 for 2023 International Standard Cab w/Tank conversion bed Wrap Kit.
Trustee Recker made a motion to approve the bid from Off Contact Productions for Truck Wrap in the amount of $2,192.85 for the new tanker with a second motion by Trustee Knitz.
Vote 3 Yes 0 No. Motion carries.

Discussion last meeting was had regarding using Medic Unit that is not in service for Mid County 120 to use during Wood County Fair. Chief Woodruff forwarded an agreement that has been previously used when loaning out a Medic Unit to Administrator Keiser and Trustee Brinker for review.

EMS Worlds Expo 2024 is September 9-13, 2024 in Las Vegas. Two Paramedics would like to attend for management and leadership training. May 31, 2024 is the deadline for discounted price. The total proposed amount $4,210.36 is for both to attend conference, flights and hotels.
Discussion: Trustee Knitz asked for an agenda of the conference and class list. Trustee Recker asked if either have attended this conference previously. Trustee Brinker said that the cost of FDIC per person is not much difference than this conference. The cost of mileage reimbursement compares to flight costs. Administrator Keiser that the leadership training would be helpful.
Trustee Knitz made a motion to approve two paramedics to attend the EMS Worlds Expo 2024 in the amount of $. No dollar amount was preapproved as charges may change with a second by Trustee Brinker. Vote: 3 – Yes 0 – No. Motion carries.

Paul Perry presented that June 17-June 20, 2024 the Troy Township Fire and EMS Departments will holding safety and survival week at 6 p.m. each night. The theme this year is "Back to the Basics". Monday is Fire Dynamics, Tuesday is EMS Basics, Wednesday is Extrication and Thursday is Firefighter Basics.
Friday, June 21 they would like to have Family Night. This is an opportunity for fellowship and a way to say thank you to the families for the time the Fire and EMS spend away. They propose the meal be catered by Deet's BBQ in the amount of $844.50 for 50 people. Also proposing bucket hats for trainees from B&L Apparel, LLC. In the amount of $1,168.00 for 50 hats. Total cost is $2,012.50.
Discussion: Trustee Knitz asked if this training has been done in the past. Trustee Brinker discussed having the Fire/EMS Association pay for the $844.50 Deet's BBQ portion and the Township pay for the $1,168.00 for the hats. Mr. Perry said that he will ask the Association if they would pay for the meal. Next meeting is 1st Tuesday of June for the Association. Trustee Recker made a motion to pay for 50 bucket hats from B&L Apparel, LLC in the amount of $1,168.00 with a second by Trustee Brinker.
Vote: 3-Yes 0-No. Motion carries.

ROADS/CEMETERY – No one present

FINANCE REPORTS (FISCAL OFFICER) – Presented April Financial Reports to Trustees to sign and acknowledge.

Morlock Asphalt Invoice #14325 original proposal was $10,328.56 final Invoice #12,047.60. An increase of $1,719.04 because they had to use their own material on Bradner Road.

Trustee Brinker had asked at previous meeting for the cost of Morlock Asphalt repaving the front parking lot at the Fire/EMS station. This amount in October 2023 was $66,872.60.

Jason Sisco from Wood County Engineer's Office sent information regarding chip seal, micro-surfacing and pavement markings. Nothing is needed at this time.

Received two invoices from Kalida Truck Equipment. One in the amount of $5,014.80 and a second in the amount of $104,900.00. These purchases were previously approved in January 2023. However, no purchase order was assigned. Discussion as to what appropriation these payments need to be made from.

The cost to add Zoning Inspector and Cemetery Sexton Gottschalk to the Wood County Township Association and Ohio Township Association is $70.00 ($35.00 each). These two Associations have great resources and training material available. Trustee Brinker made a motion to add Zoning Inspector Hahn and Cemetery Sexton Gottschalk to the Wood County Township and Ohio Township Association membership in the amount of $70.00 with a second by Trustee Knitz.
Vote: 3-Yes 0-No. Motion carries.

A payment in the amount of $709.00 was made for Medicare Enrollment on 5/17/2024 for the recertification for Medicare and Medicaid payments for the EMS billing.

Discussion about having LifeForce receive all EMS payments and eliminating Troy Township from receiving these checks at no extra charge to the Township. A scanner would need to be obtained from State Bank that would allow LifeForce to ACH these payments into the Township checking account. There are two different types of scanners available. Fiscal Officer Abke will reach out to LifeForce to see which one they prefer. A single feed scanner is $496.98 and a multi-feed scanner is $1,048.02. This was tabled to next meeting to see which scanner LifeForce prefers.

Presented the Trustees with a Direct Deposit Authorization Form to approve. Trustee Knitz made a motion to approve Direct Deposit Authorization Form with a second motion by Trustee Recker.
Vote: 3 Yes 0 No. Motion carries.

Presented the Trustees with the ACH Agreement Form from State Bank to sign. All three Trustees signed.

Still waiting on a response from Linda Holmes regarding the Resolution of Necessity for the EMS Levy.

Discussion was also had to make payroll 26 weeks instead of 24 weeks by using the existing ESO system.

APPROVE & SIGN CHECKS
Trustee Recker made a motion to approve checks#61142 to and including ck#61221 in the amount of $111,819.20 with a second by Trustee Knitz.
Vote: 3-Yes 0-No. Motion carries.

The first quarter JEDD check was received and deposited in the amount of $175,132.12.

Payment Listing, Fund Status, Wage and Overtime Detail, and Appropriation Status Reports were given to the Trustees to review.

Bike to the Bay Wood County will be on June 8 and June 9, 2024. Please avoid any maintenance that is not bike friendly leading up to these dates.

ODOT will perform 300 traffic counts throughout the county.

Fiscal Officer Abke is in the process of billing the Village of Luckey for their portion of the Township/Village Clean-up.

Gave Trustee Knitz copies of invoices from January through May from Brosius, Johnson & Griggs, LLC

OLD BUSINESS

ADMINISTRATOR

Proposal from Guardian Alarm for camera installment at the Fire/EMS Station in the amount of $12,750.00 + tax with a $90.00 monthly monitoring and maintenance fee.
Proposal from Guardian Alarm for Doorbell system for the Administration/Maintenance Building in the amount of $995.00 + tax. Trustee Recker made a motion to approve the installment of cameras and doorbell system with a second motion by Trustee Knitz.
Vote: 3-Yes 0-No.

The new battery back-up from Modern Data was received and was not the correct battery. The correct battery has been ordered and will be installed when it arrives.

Received bids from Bowers Asphalt and Paving, Inc. in the amount of $85,000.00 and Morlock Asphalt, Ltd. in the amount of $78,950.00 for Fire/EMS Station back parking lot and stone access drive.
Discussion: The second half Real Estate Tax and 2nd Quarter JEDD payment will be deposited by August or September. These Proposals were tabled until next meeting. Trustees will also look at concrete pad in back before next meeting.

An amendment of a motion made at the February 14, 2024 meeting following executive session regarding Tom Perry is needed for financial clarification. Trustee Brinker made the motion to amend the motion from February 14, 2024 to state he will be paid 72 hours per pay period at a rate of $21.00 per hour until completion of investigation with a second motion by Trustee Recker.
Vote: 2- Yes Motion carries. Motion called before Trustee Knitz voted.

Administrator Keiser presented a quote from ESO for a Loop Closure Add-On for Troy Township Fire/EMS Departments. This will help with tracking and follow-up information that needs to be documented such as exposure forms and incident reports. Trustee Recker made a motion to purchase the ESO Loop Closure Add-On in the amount of $995.00 with a second motion by Trustee Knitz.
Vote: 3-Yes 0-No. Motion carries.

NEW BUSINESS

Administrator Keiser also presented a quote from CitiTel Communications to separate the phones from the Fire/EMS Station and the Administration/Maintenance Building. This is in conjunction with Modern Data separating the internet at both buildings in the amount of $2,405.20. Trustee Recker made the motion to separate the phones from the Fire/EMS Station and the Administration/Maintenance Building with CitiTel Communications in the amount of $2,405.20 with a second motion by Trustee Knitz.
Vote: 3-Yes 0-No. Motion carries.

A Proposal to purchase two (2) Z Vent Portable Ventilator, Basic with a 4-year service plan from ZOLL Medical Corporation in the amount of $ 31,760.54 was presented by Administrator Keiser. He stated that these ventilators operate at a much higher level than current equipment and are much better for patient care.
Discussion: A Paramedic/Captain gave examples of capabilities of the ventilator. Other EMS personnel expressed that the ventilator was user friendly during demonstration. Trustee Brinker also discussed the cost of the 4-year service plan in the amount of $10,953.00 for both ventilators seemed expensive. It was evaluated on a per year amount and the services included. Another EMS Captain stated that it would help if there are only two personnel available. Trustee Brinker made a motion to purchase two (2) Z Vent Portable Ventilators including the 4-year service plan with a second by Trustee Knitz.
Roll Call: Trustee Recker – Yes Trustee Knitz – Yes Trustee Brinker – Yes
Motion carries.

Received a Letter of Resignation from Full-Time Paramedic/Captain Leigh Snyder effective Monday, May 27, 2024. Leigh will continue as a Paramedic in a Part-Time and Volunteer role as well as a Volunteer Firefighter.
Received a Letter of Resignation from Antonio Salinas resigning from both Troy Township Fire and EMS. The letter was received on May 23, 2024.
Trustee Brinker made a motion to accept the two (2) Letters of Resignation, one from Leigh Snyder and one from Antonio Salinas with a second motion from Trustee Recker.
Vote: 3-Yes 0-No. Motion carries.

Guest Steve Snyder asked if the Township receives updates from the Army Corps of Engineers regarding the cleanup on Luckey Road. Trustee Recker stated that they get email updates. Mr. Snyder expressed concern of the use of the property after cleanup is completed and asked that Trustees and local residents stay aware of this property. Inspector Hahn stated that Troy Township Zoning has also included salvage yards and junkyards are non-prohibited in Troy Township.

MEETINGS/EVENTS

- JEDD Board meeting schedules for June 18, 2024
- Wood County Landfill Annual Spring Township Clean-up conclude on May 31, 2024
- Toledo Mud Hens Outing is scheduled for July 21, 2024. John Wagner is helping with sign-up sheet and information.

ITEMS ON HOLD

- Rezoning of the Fire/EMS Station property is still on hold. Trustee Brinker will follow-up with Jennifer Kuhlman for an update.

Troy Township Trustee will hold a public zoning hearing on Wednesday, June 12 at 7:00 p.m.
Troy Township Trustee meeting will be Wednesday, June 12 at 7:30 p.m.

EXECUTIVE SESSION

Trustee Brinker made a motion to go into Executive Session to discuss personnel, wages and benefits with a second motion by Trustee Recker at 9:23 p.m.
Roll Call: Trustee Recker – Yes Trustee Knitz – Yes Trustee Brinker – Yes

At 9:45 p.m. Trustee Brinker made a motion to come out of Executive Session with a second by Trustee Recker. Vote: 3-Yes 0-No. Motion carries.

Trustee Knitz made a motion to increase the Full-Time EMS from four (4) positions to five (5) Full-Time positions with a second motion by Trustee Recker.
Roll Call: Trustee Recker – Yes Trustee Knitz – Yes Trustee Brinker – Yes
Motion carries.

Trustee Brinker made a motion to hire Bailey Teft and Carrie Bennet as Full-Time Paramedics with a second by Trustee Recker.
Roll Call: Trustee Recker – Yes Trustee Knitz – Yes Trustee Brinker - Yes
Motion carries.

Paul Perry questioned why these positions were not posted and Trustee Recker stated that only Paramedics could apply for the Full-Time positions.

Trustee Recker addressed that there are two (2) sets of vacation leave schedules. One set for Maintenance Employees and another for Full-Time EMS Paramedics. All Full-Time Employees will follow the following Vacation Leave Schedule:

- Vacation Time
    - Year (or just 1 year) = 1 week (48 hours)
    - 2-7 Years (or after 1 year) = 2 weeks (96 hours)
    - 8-14 Years (or after 8 years) = 3 weeks (144 hours)
    - 15-24 Years (or after 15 years) = 4 weeks (192 hours)
    - 25+ Years (or after 25 years) = 5 weeks (240 hours)

Hours in ( ) for EMS- 48 hours per work week and maintenance 40 hours per work week

Trustees Recker made a motion to amend Section 5.03 of the Employee Handbook stating all Full-Time Employees shall be entitled to the same vacation leave schedule with a second by Trustee Brinker.
Vote: 3-Yes 0-No. Motion carries.

Paramedic Zielinski questioned how Full-Time EMS is paid for vacation days. After discussion, Administrator Keiser stated he will check into how this is being paid.

Trustee Recker made a motion to adjourn the meeting with a second by Trustee Brinker. Vote 3-Yes 0-No. Motion carries.

Meeting ended at 9:52 p.m.

Matthew L. Brinker, Chairperson

Kelley A. Kritz, Trustee

Kenneth J. Recker, Trustee

Laura L. Abke, Fiscal Officer