Troy Township Trustee Meeting
June 26, 2024

Trustee Brinker called the meeting to order at 7:33 p.m.

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

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

MINUTES – Trustee Recker made a motion to suspend the reading of the minutes of the June 12, 2024 Trustee Meeting and approve the minutes of the June 12, 2024 Trustee Meeting with a second motion by Trustee Knitz.
Vote 2 Yes. Chairperson Brinker abstained as he was not in attendance. Motion carries.

SIGN-IN – Rob Faucett, Colleen Perry, Justin Rodemich

2024 TROY TOWNSHIP ROAD IMPROVEMENT PROJECT BIDS – the Contract with Henry W. Bergman, Inc. and the Sales and Use Tax Construction Contract Exemption Certificate was approved and signed. A Proposed Services & Client References list was also given to Trustees from Justin Rodemich, representative from Henry W. Bergman, Inc.

Wood County Engineers office will be inspecting the Road Improvement Project. Also, one payment will be made for the entire project. The invoice should reflect the cost for each road for record keeping.

UIS Insurance & Investments – (Ohio Township Association Risk Management Authority) Representative Rob Fawcett was present to review Troy Township's policy.

Last year, the Township did a price comparison with other insurance companies.

The policy does cover all but (2) vehicles at replacement cost.

By increasing the comprehensive/collision deductible from $250 to $1,000 each, it would be a savings of $8,000 a year. Trustee Recker made a motion to increase the comprehensive/collision deductible from $250 to $1,000 with a second by Chairperson Trustee Brinker.
Vote 3-Yes 0-No. Motion carries.

Each Department needs to reevaluate equipment that is listed under #12 Miscellaneous Property Unscheduled of the Additional Property Statement of Values. Administrator Keiser will work with each department to evaluate items on the list.

There are two opportunities to obtain grant money one for Fire/EMS and one for eliminating or preventing risk exposures that lead to liability claims and property losses.

Trustee Recker made a motion to renewal insurance coverage with UIS Insurance & Investments (OTSRMA) with a second by Trustee Knitz.
Vote 3-Yes No-0. Motion carries.

REPORTS

SHERIFF – no one to report

ZONING – Troy Township Zoning Commission met on May 21, 2024, application to request Zoning Resolution of Troy Township be amended to add modular home definition, make changes to article 4 to only permit manufactured/mobile homes in R3 zoning districts, make changes to article 11.09.01 a and b, and remove article 11.09.02 completely.

Wood County Planning Commission met on June 4, 2024 and recommended Troy Township Trustees approve the amendments. The Troy Township Zoning Commission met on June 20, 2024 and voted 5-0 to send this amendment to add modular home definition, changes to article 4 to only permit manufactured/mobile homes in R3 zoning districts, make changes to article 11.09.01 a and b and remove article 11.09.22 completely be sent to Trustees for approval. Troy Township Public Zoning Hearing will be Wednesday, July 10, 2024 at 7:00 p.m. A notice will be placed in the Sentinel-Tribune on July 3, 2024.

Zoning Board of Appeals met to review a large signage request from First Solar.

On June 20th, the Zoning Commission received a site plan review request from Selking International located at 5320 Fremont Pike to add a new 86x60 building and Luckey Farmer's to present their storm water management plan. Selking International request was tabled until their storm water management is controlled.

FIRE/EMS

Delving Services was contacted for pest control (ants) at the Fire/EMS station. Treatment was made outside of the building and will return to treat the inside. Trustees Recker made a motion to approve monthly services in the amount of $125.00 with Delving Services for pest control with a second by Trustee Knitz.
Vote 3-Yes 0-No. Motion carries.

Received a voicemail from Amy from the Army Corps of Engineers requesting using Troy Township Maintenance Building for a meeting to update public on the clean-up site mid to late September. Chief Woodruff will obtain additional information regarding this meeting.

Discussed contacting ODOT regarding the CSX crossing on 582 for repair. Trustee Recker will talk to a contact he has to discuss this.

473 total runs for the year.

The Wi-fi issues are still being addressed for the ambulances.

ROADS/CEMETERY

Still waiting on information from Webster Township on resurfacing Caris Road. Approximately 500 ft will be Troy Township responsibility.

Morlock Asphalt, Ltd. completed resurfacing the Fire/EMS Station back parking lot and stone access drive.

Road side mowing has started.

FINANCE REPORTS (FISCAL OFFICER)

Estimate of Revenues for Wood County Auditor needs to be returned in by July 15th. Discussion was made regarding scheduling a budget (appropriations meeting). Trustee Recker stated that budgets/appropriations have tried to be set and adhered to in the past and it was difficult.

Discussion regarding the overall appropriations for each department and how reporting can improve was made.

LifeForce, EMS billing responded and a multi-feed scanner in the amount of $1,048.02 would work best for them. Trustee Recker made a motion to purchase a muti-feed scanner in the amount of $1,048.02 with a second by Trustee Knit.
Vote 3-Yes 0-No. Motion carries.

Credit card reports were presented for approval and signatures for January through May.

Pavement Technology invoice was received. The approved amount was for $86,469.22 the actual invoice amount was $87,172.50. The $703.28 increase was because more product was used on Bradner Road than quoted.

At the May 29, 2024 meeting, approval was voted on for the EMS Expo. The approved cost for flights were $190.18 each for a total of $380.36. There was a change made in flights. The new cost is $745.90 total ($365.54 each). Trustee Recker made a motion to reimburse Lisa Woycitzky in the amount of $745.90 for total airline expense to the EMS Expo with a second motion by Trustee Knitz.
Vote 3-Yes 0-No. Motion carries.

EMS Levy – Resolution of Necessity that was approved at the June 12, 2024 meeting was sent to the Wood County Auditor's Office. A Certificate of Estimated Property Tax Revenue was received back from the Auditor's office. This is a renewal levy that a total of $294,000 in revenue will be produced. A Resolution to Proceed is being addressed with Linda Holmes.

On Monday, June 24, 2024 the Ohio Auditor of State obtained records for 2022 and 2023 for audit. This audit will take approximately two (2) weeks to complete. The audit this year will be a partial audit.

Obtained a Township Suggested Records Retention Schedule from the Ohio History Connection. Working on creating a Records Retention Schedule for Troy Township to be approved so we can downsize the number of records that the Township currently has.

Received an email from Matt Davis, Wood County Township Association regarding display information from Troy Township for the Wood County Fair. A picture will be taken at the next meeting on July 10th.

Bank Reconciliation for May 2024 was given to review for signature on July 10, 2024.

Sent a letter to employees with outstanding checks. Most employees have responded and/or cashed checks.

Financial Reports for June 12, 2024 payroll were given (Fund Status, Appropriation Status and Revenue Status Reports).

Financial reports for June 26, 2024 payroll were given (Fund Status, Wage and Overtime Detail, Revenue Status Reports).

APPROVE & SIGN CHECKS

Trustee Recker made a motion to approve check #61279 to and including check #61354 in the amount of $169,408.79 and also approve reissue check #60655 in the amount of $36.35 to Tara Fletcher Sarver with a second by Trustee Knitz.
Vote 3-Yes 0-No. Motion carried.

OLD BUSINESS

Administrator

Administrator Keiser reported that Guardian Alarm will begin installation of cameras at the Fire/EMS Station along with the doorbell system at the Maintenance Building on Monday, July 1, 2024.

Amplex is scheduled to be here Tuesday, July 2, 2024 to install the hardware required to separate the internet from the Fire Station. Modern Data and Citi-Tel will then coordinate their installations to reduce down time.

Beginning this pay period, June 23, 2024 through July 6, 2024, it will be the first pay period of bi-weekly pay. In an effort to be consistent with the forth coming direct deposit, checks will be available no later than the first Friday following the end of the pay period at 8:00 a.m. The salary portion of pay for full-time EMS personnel will be removed and they will be paid hourly in accordance with the established pay schedule.

The full-time and part-time personnel have begun using the electronic timeclock that is built into the ESO, work continues with the ESO system to incorporate all other hourly Township employees.

The volunteers will continue to be paid monthly at this time.

These changes are in accordance with Resolution 11-2024.

NEW BUSINESS

Don Rose has been contacted by John Blecke to begin the process of auctioning off some Township equipment and vehicles. Chief Woodruff is gathering old air packs and bottles for auction. A safe will be added to the auction.

A second auction will be required later in the year to sell the remaining ambulance, mini-pumper and other miscellaneous equipment.

Trustees were given a map of a plot of land that is for sale adjacent to the cemetery. The use would be for additional access only in/out of the cemetery. Discussion was made that an additional access was not needed for the cost. Tabling this to speak with Cemetery/Roads personnel and to get a price of this plot.

Administrator Keiser received a proposal and estimate from Winged Design for an updated website presence for Troy Township. This proposal has been tabled until next meeting. Trustee Knitz will check with the current website designer to see if issues can be resolved. The current website is not user friendly. Administrator Keiser will share information needed to Trustee Knitz.

Troy Township Auto Lease Agreement – Administrator Keiser presented two separate contracts for approval for the use of the old Medic Unit; one with the Wood County Agricultural Society and the other with Northwestern Ohio Tractor Pulling Association. This agreement is a template that was sent from the insurance company and legal has reviewed. The usage for the Wood County Agricultural Society is July 25 through August 5, 2024 for a price of $1,100.00. The Northwestern Ohio Tractor Pulling Association usage is from August 14 through August 18, 2024 for approximately $1600.00 (from 8 a.m. to close at $25.00 an hour). Trustee Brinker made a motion to approve the two contracts, one for the Wood County Agricultural Society and the other for Northwestern Ohio Tractor Pulling Association with a second by Trustee Knitz. Vote 3-Yes No-0. Motion carries.

Trustee Knitz addressed a letter that was received by the Trustees from Steve Snyder. Trustee Knitz presented a letter of response acknowledging this letter and addressing concerns. Discussion was made that in the past Troy Township Trustees do not send letters regarding complaints. The Trustees encouraged residents to attend Trustee meetings with any issues or concerns.

MEETINGS/EVENTS

- JEDD Board Meeting is scheduled for Wednesday, August 14, 2024 at 6:00 p.m. at the Troy Township Maintenance Building
- The Toledo Mud Hens Outing is scheduled for July 21, 2024. Sign-up information has been sent out.

ITEMS ON HOLD

- Rt. 163 at S.R. 420 – Traffic Study. Trustee Recker has spoken to Trustee Richard Welling of Lake Township regarding this and this item can be removed from the agenda. No progress has been made.
- Fire – Email from Peter Griggs concerning an agreement between the Association and the Township. Trustee Brinker will check on this.
- Rezoning Fire/EMS Station property – Jennifer Kuhlman is continuing to address this with the Village of Luckey.

Next regular meeting – Wednesday, July 10, 2024 at 7:30 p.m.

Troy Township Trustees Public Zoning Hearing on Wednesday, July 10, 2024 at 7:00 p.m.

EXECUTIVE SESSION

A request for Executive Session with Trustees only for employment was made by Trustee Knitz. Trustee Knitz made a motion to enter into Executive Session for employment with a second by Trustee Brinker.
Roll Call: Trustee Recker – Yes Trustee Knitz – Yes Trustee Brinker – Yes

Entered into Executive Session at 8:59 p.m.

Troy Township Trustee Meeting
June 26, 2024

At 9:16 p.m. Trustee Recker made a motion to come out of Executive Session with a second by Trustee Knitz.

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

No further action was taken.

Trustee Brinker made a motion to adjourn the meeting with a second by Trustee Recker.

Vote 3-Yes 0-No. Motion carries.

Meeting ended at 9:17 p.m.

Matthew L. Brinker, Chairperson

Kelley A. Knitz, Trustee

Kenneth J. Recker, Trustee

Laura L. Abke, Fiscal Officer