

Troy Township Trustee Meeting
December 10, 2025

SIGN-IN –

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 November 12, 2025 Troy Township Trustee Meeting and approve the minutes of the November 12, 2025 Troy Township Trustee Meeting with a second motion by Trustee Knitz. Vote 3-Yes 0-No. Motion carries.

GUESTS – no guests present

REPORTS

Sheriff – Sheriff had no concerns to present and there were no concerns to address with the Sheriff.

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

Fire – Chief Randy Woodruff stated 769 runs to date.

Chief Woodruff gave the Trustees and Fiscal Officer Abke the November credit card reports. Headlights for the Chief vehicle and miscellaneous item from Home Depot and Office Depot were purchased.

Chief Woodruff stated the County's mutual aid Fire/EMS agreements are being reviewed. A copy of new agreements should be forthcoming from the EMA.

Chief Woodruff presented that on November 18 Rescue 711 repairs were completed at W.W. Williams. A few days later, another leak was noticed. Rescue 711 has leak on the seals of the transmission. This leak was not present at the previous repair. Estimate for repair is \$1,667.22. Fiscal Officer Abke provided a purchase order number for repairs.

Trustee Recker asked if the Feather Party went well. Chief Woodruff stated it went well.

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EMS – Deputy Chief Appelhans reported that Medic 716 will need warranty maintenance repairs at Atlantic. Atlantic came to address an alarm issue on Medic 716. Atlantic contacted Horton regarding the repair solution. The service for Medic 716 will be made when the weather warrants.

Deputy Chief Appelhans asked for an executive session regarding compensation.

Deputy Chief Appelhans stated some good solutions pertaining to the vacation policy and holiday policy for the new Employee Handbook being worked on. Trustee Chairperson Recker thanked those working on updating the Employee Handbook.

Trustee Knitz asked if everyone is able to print copies from the copier and printers after codes were installed and required for employees to print. Deputy Chief Appelhans asked for a list of Fire personnel that still needs a code. Fiscal Officer Abke will provide that list.

Roads/Cemetery – Trustee Chairperson Recker stated the Roads Department was out spreading salt due to the weather conditions.

Trustee Recker presented an estimate from Morlock Asphalt for crack sealing 478 linear feet on Ottawa Road between Bradner Road and Fostoria Road (the newer asphalt) in the amount of \$383.00. Trustee Knitz made a motion to approve Morlock Asphalt to crack seal Ottawa Road in the amount of \$383.00 with a second motion by Trustee Brinker.
Vote 2-Yes 0-No. Motion carries. Trustee Chairperson Recker abstained as he lives on this road.

Trustee Chairperson Recker presented that there is an existing eight (8) inch old cement tile that the fiberoptic companies have damaged. Repair to the tile has been attempted but the best solution is to replace the tile. The tile will be replaced with a twelve (12) inch pipe and three (3) catch basins to help with future clean outs.

Two proposals for the repair were obtained. Wonderly Trucking & Excavating, LLC (formally D&K Excavating) estimate is \$9,435.00 and B. Hill's Excavating, Inc. is \$7,811.00. These estimates are for labor and equipment. The Township will provide the pipe and catch basins as the Township has twelve (12) inch pipe on hand. The Township can purchase the additional pipe needed at a lower cost than the contractor would charge. Trustee Recker stated this replacement needs to be done as repairing the pipe is not an option. Trustee Knitz asked if the Township has used either of the Companies in the past. Both companies have been used and are reputable.

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Trustee Chairperson Recker made a motion to accept the proposal from B. Hill's Excavating, Inc. in the amount of \$7,811.00 for replacing the Devils Hole Road project with a second motion by Trustee Knitz. Roll Call: Trustee Brinker-Abstain Trustee Knitz-Yes Trustee Recker-Yes
Vote 2-Yes 0-No. Motion carries. Trustee Brinker abstained as he works for B. Hill's Excavating, Inc.

Trustee Chairperson Recker stated he has received telephone calls from residents stating how well the roads have been cleared of snow in the Township. Trustee Brinker stated Wood County is down on the number of snowplow drivers. Trustee Brinker is concerned that Pemberville Road, Luckey Road and Stony Ridge Road is not getting cleared from snow as it should. Discussion was had regarding snow removal from the Township on these County roads. Trustees will discuss this with the Township Roads Department and also with the County Department. Discussion regarding salt usage and reimbursement from the County if the Township uses salt on County Roads. Trustee Recker stated ultimately making sure the residents and Fire/EMS are taken care of with clear roads is the main concern. Trustee Recker will discuss this with the Roads Department for Troy Township and address salt reimbursement with Wood County.

Trustee Chairperson Recker presented that the tile flooring in the entrance and new office area in the Stony Ridge building needs repair. The suggestion from the maintenance department is to clean the existing floor and place vinyl plank flooring over the existing floor. The flooring in the previous rental area is concrete not tile. Trustee Brinker made a motion to purchase vinyl plank flooring to install over the existing tile up to \$1,000.00 at the Stony Ridge Building with a second motion by Trustee Knitz.
Vote 3-Yes 0-No. Motion carries.

Trustee Knitz stated updating the Employee Handbook is almost complete. Completed sections have been sent to Legal Counsel for review and approval. Once completed, the Trustees will receive a copy to review and approve. According to Legal Counsel only one approval will be needed as it is basically a new Employee Handbook.

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

Fiscal Officer Abke stated in August the Township received a Fire Insurance Escrow Fund check for Donald and Patricia Prey in the amount of \$53,900.00. Zoning Inspector Hahn has inspected the property and it has been demolished and cleaned up. Zoning Inspector Hahn agreed that requirements have been met and approved to release the Fire Insurance Escrow Funds. Trustee

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Chairperson Recker made a motion to release to Fire Insurance Escrow Funds in the amount of \$53,900.00 to Donald and Patricia Prey with a second motion by Trustee Brinker.

Vote 3-Yes 0-No. Motion carries. Trustee signatures were obtained for the check. Trustee Chairperson Recker signed the Application for Fire Insurance Escrow Funds Release. This form will also be signed by Donald and/or Patricia Prey when receiving the check for the funds.

The third quarter (July 1, 2025 – September 30, 2025 Reporting Period) JEDD payment was received in the amount of \$187,410.04. Fiscal Officer Abke left a message with Joyce Hill, Tax Administrator, City of Toledo to see if this payment included funds from First Solar.

Fiscal Officer Abke presented the 2026 billing rates for Brosius, Johnson & Griggs, LLC. The rate increase will be from \$195.00 to; \$205.00 per hour attorney time; \$120.00 per hour law clerk time; and \$105.00 per hour legal assistant time. They will also continue to bill clients for out-of-pocket costs for items such as copies, postage, facsimiles, mileage and the like. Trustee Chairperson Recker made a motion to approve RESOLUTION 16-2025 EMPLOYING TOWNSHIP'S ATTORNEYS ON AN ANNUAL BASIS FOR THE YEAR 2026 with a second motion by Trustee Brinker. Vote 3-Yes 0-No. Motion carries.

Fiscal Officer Abke presented the Luckey Farmers, Inc. Certificate for State Use or Nonprofit Educational Organization Use (Gas) and Certificate of State Use (Diesel) to the Trustees. Trustee Chairperson Recker signed both forms to return to Luckey Farmers, Inc.

Luckey Farmers was sent a check for payment of fuel on July 30, 2025 and it was received by Luckey Farmers on November 14, 2025. The check had been canceled and reissued.

Troy Township received invoices from Wood County Engineer's Office for the Ditch Assessments for the Village of Luckey Ditch No. 2485. One invoice is in the amount of \$1,073.59 and the second invoice is in the amount of \$1,944.44. The options for these invoices are to have the assessments placed on the real estate tax bill or make payment in advance by January 30, 2026. Trustee Chairperson Recker stated payment in advance by January 30, 2026 would make it easier for record keeping. Fiscal Officer Abke will have a check for approval and signatures at the next meeting.

Fiscal Officer Abke presented a report on the number of copies that are being made at the Fire/EMS Station. Due to the large quantity of copies being made, a code for each employee is required to make copies moving forward. Fiscal Officer Abke asked if the number of colored copies could be addressed. Options were discussed. The current contract is for 250 black and

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white copies per month and 500 colored copies per month and those numbers are being exceeded every month causing additional monthly charges and extra cost for toner.

The past monthly totals for colored copies being made have been; 1,964, 895, 1,353, 966, 886, 829, 1,622, and 799. The past monthly totals of black and white copies being made have been; 699, 447, 464, 312, 403, 453, 1,136 and 937. This total does include copies being printed at the copier and printed from computers. Trustee Recker suggested the Chief's address this issue and check the settings to default to black and white. Perry Protech alerted the Township regarding the number of copies being excessive.

Fiscal Officer Abke cancelled the General credit card and had a new card reissued. It has arrived and has been activated.

Fiscal Officer Abke attended year end training and the "No tax on tips. No tax on overtime" was addressed. Deputy Chief Appelhans and Trustee Recker have also attended training stating the same thing, the "no tax on overtime" is only on the amount above normal pay. If an employee gets paid time and a half, the no tax is only on the half or double time is only on the one above normal pay. Deputy Chief Appelhans has addressed this with the full-time EMS employees and Trustee Recker will discuss this with the Maintenance/Roads Department.

Fiscal Officer Abke gave Chief Woodruff the information needed from the Wood County Auditor for the Troy Township Volunteer Firefighters Dependency Fund Board annual report.

Information regarding the Medical Mutual Life Insurance Company enrollment was given to the Trustees.

Anthem renewal information was presented to the Trustees.

APPROVE & SIGN CHECKS

Trustee Brinker made a motion to approve to transfer \$1,638.87 to Road Salt 2021-330-420-0332 from Roads Other-other expense 2021-330-599-0000 with a second motion by Trustee Recker. Vote 3-Yes 0-No. Motion carries.

Trustee Knitz made a motion to approve to transfer \$650.00 to EMS Electricity 2192-230-351-1000 from EMS Travel/Meeting Expense 2192-230-330-0000 with a second motion by Trustee Brinker. Vote 3-Yes 0-No. Motion carries.

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Trustee Recker made a motion to approve to transfer \$1,941.00 to TMACOG 1000-110-519-0113 from General Other-other 1000-100-599-0000 with a second motion by Trustee Knitz.

Vote 3-Yes 0-No. Motion carries.

Trustee Brinker made a motion to approve to transfer \$89.25 to Fire OPERS 2191-220-211-0000 from Fire Travel & Meeting Expense 2191-220-330-0000 with a second motion by Trustee Knitz.

Vote 3-Yes 0-No. Motion carries.

Trustee Knitz made a motion to approve to transfer \$5.10 to EMS OPERS 2192-230-211-0000 from EMS Training Services 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 26, 2025 in the amount of \$6,755.13 check #63007 to and including check #63013 with a second motion by Trustee Knitz.

Vote 3-Yes 0-No. Motion carries.

Trustee Knitz made a motion to approve and sign checks for November 26, 2025 in the amount of \$32,675.39 check #63020 to and including check #63041 with a second motion by Trustee Recker. Vote 3-Yes 0-No. Motion carries.

Trustee Recker made a motion to approve and sign checks for November 28, 2025 in the amount of \$23,550.23, ACH 668-2025 – ACH 693-2025, check #63014 to and including check #63019 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 December 10, 2025 in the amount of \$130,463.34 check #63042 to and including check #63102 with a second motion by Trustee Knitz. Vote 3-Yes 0-No. Motion carries.

Trustee Knitz made a motion to approve and sign checks for December 12, 2025 in the amount of \$25,696.43, ACH 697-2025 – ACH 724-2025, check #63103 to and including check #63106 with a second motion by Trustee Recker. Vote 3-Yes 0-No. Motion carries.

Trustees were given Positive Pay Reports and Wages and Overtime Detail reports.

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OLD BUSINESS – everything has been addressed

NEW BUSINESS

Trustee Knitz asked about appreciation for employees for Christmas. Trustee Knitz will provide cookies for the departments and employees.

Trustee Chairperson Recker thanked the Roads Department for the great job they are doing on the clearing the roads.

MEETINGS/EVENTS

Thursday, January 8, 2026 at 7:00 p.m. at the Wood County Fairgrounds Fred Pratt Pavilion, State Representative, Haraz Ghanbari and Wood County Auditor, Matt Oestreich, will talk about “abolishing tax on real property and prohibit any future taxes on real property”. If this passes, it would take effect on the first day of the year after it is passed.

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 7:40 p.m. Chief Woodruff and Deputy Chief Appelhans also entered into executive session.

Chief Woodruff and Deputy Chief Appelhans exited executive session at 7:46 p.m.

Trustee Chairperson Recker asked Fiscal Officer Abke to enter into executive session at 7:47 p.m. Fiscal Officer Abke exited executive session at 8:10 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 8:10 p.m.

Trustee Chairperson Recker stated no decisions were made.

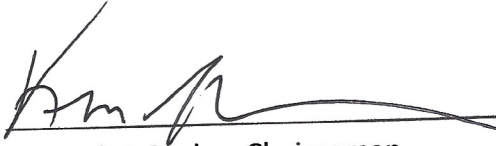
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Trustee Chairperson Recker stated the next meeting will be Monday, December 29, 2025 at 7:00 p.m. due to the Holiday.

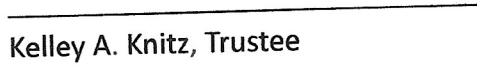
Trustee Brinker made a motion to adjourn the December 10, 2025 meeting with a second motion by Trustee Knitz.

Vote 3-Yes 0-No. Motion carries.

Meeting ended at 8:11 p.m.



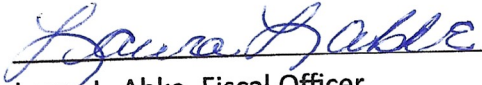
Kenneth J. Recker, Chairperson



Kelley A. Knitz, Trustee



Matthew L. Brinker, Trustee



Laura L. Abke, Fiscal Officer