

Troy Township Trustee Meeting
December 11, 2024

Trustee Brinker called the meeting to order at 7:34 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 Brinker made a motion to suspend the reading of the minutes of the November 13, 2024 Trustee Meeting and approve the minutes of the November 13, 2024 Trustee Meeting with a second motion by Trustee Knitz.

Vote 3-Yes 0-No. Motion carries.

Trustee Recker made a motion to suspend the reading of the minutes of the Special Meeting on November 21, 2024 and approve the minutes of the November 21, 2024 Special 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 Troy Township Trustees Public Zoning Hearing on November 21, 2024 and approve the minutes of the Troy Township Trustees Public Zoning Hearing on November 21, 2024 with a second motion by Trustee Knitz.

Vote 3-Yes 0-No. Motion carries.

SIGN-IN – No sign-ins

GUESTS – No Discussion

REPORTS

SHERIFF – No one to report

ZONING – Zoning Inspector Hahn was not present.

Fiscal Officer Abke gave copies of the Troy Township Public Zoning Hearing minutes on June 26, 2024, Article 2 Definitions Data Centers to each Trustee. Application A2-2024 was tabled until the January 8, 2025 meeting. The minutes were given so the Trustees could review the definitions again before the January 8, 2025 meeting.

FIRE/EMS – Credit card reports for Chief Woodruff and General card for October and November were given to the Trustees.

Fire Chief Woodruff presented the year-to-date run count for EMS is 837 runs.

Chief Woodruff presented a quote from Binder Life Inc. dba PHASE (Patient Handling and Safety Experts) for Binder Transfer sheets and stretcher anchors for Stryker Pro XT & Pro 2 stretchers.

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The quote is for a quantity of 3 at \$199.00 each for a cost of \$597.00 plus \$16.00 for shipping, total \$613.00. This is a slide device to transfer patients from the cot. Trustee Recker made a motion to purchase 3 Binder Transfer Sheets for \$613.00 with a second motion by Trustee Knitz.

Vote 3-Yes 0-No. Motion carries.

Chief Woodruff presented a quote from Superior Uniform Sales, Inc. for Body Armor for the EMS. One size will fit most. Quote included four (4) vests at \$301.02 each (\$1,204.08), Level III panels for vest (4) at \$829.40 each (\$3,317.60), (4) Level II panel at \$597.40 each (\$2,389.60), (5) APB Carrier at \$267.38 each (\$1,336.90), (5) Level III Panel at \$1,135.65 each (\$5,678.25). Total quote \$18,244.53.

Administrator Keiser stated that applying for the \$1,000 MORE Grant might be able to put towards this purchase. Trustee Recker suggested presenting this purchase to the JEDD Board. Trustee Recker and Chief Woodruff will present this to the JEDD Board at the next meeting.

ROADS/CEMETERY – Trustee Recker presented that Eastwood Local Schools purchased bulk salt from Troy Township. A bucket of salt is one (1) ton. One (1) invoice will be sent to Eastwood Local Schools at the end of the winter season for the total salt purchased.

The Maintenance/Roads Departments have all winter equipment ready for the season.

FINANCE REPORTS (FISCAL OFFICER)

Trustee Recker made a motion to approve and sign RESOLUTION 21-2024, Fence, Screenings and Landscaping Wall Definitions with a second motion by Trustee Knitz.

Vote 3-Yes 0-No. Motion carries.

Trustee Recker made a motion to approve and sign RESOLUTION 18-2024 (dated October 9, 2024), approval for the Stony Ridge Civic Association to participate in the Wood County Parks Grants program with a second motion by Trustee Brinker.

Vote 3-Yes 0-No. Motion carries.

Trustee Recker made a motion to approve and sign RESOLUTION 22-2024, Wood County Budget Commission's Local Government Fund Distribution Plan with a second motion made by Trustee Brinker. Troy Township currently receives approximately \$18,000 per year from the Local Government Fund, with this new Distribution Plan in 2026 Troy Township will receive approximately \$42,000 and in 2027 forward Troy Township will receive approximately \$65,000 per year.

Vote 3-Yes 0-No. Motion carries.

Fiscal Officer Abke thanked the voters and residents of Troy Township for passing the EMS levy.

On November 21, 2024 Troy Township received a letter from OPERS stating that contributions cannot be made into OPERS for the Fire Chief. This is because his job description states that fire-fighting training is a requirement for this position. If fire-fighting training is a requirement, OPERS contributions cannot be made into OPERS.

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All contributions made by the employee will be sent back to the Township and the Employers contributions will be a credit onto the OPERS account for the Township to be used towards future monthly payments.

Fiscal Officer Abke contacted Legal Counsel P. Griggs regarding this matter. Retirement contributions for the Fire Chief will be made into Social Security.

Contact has been made with a Certified Public Accountant, OPERS, UAN and Legal Counsel to resolve this issue and to bring the Township in compliance with the appropriate provisions of the Ohio Revised Code, Ohio Administrative Code and Federal law.

Legal Counsel Griggs drafted RESOLUTION 23-2024, RESOLUTION AUTHORIZING TOWNSHIP FISCAL OFFICER TO TAKE NECESSARY ACTIONS TO CORRECT PENSION ISSUES.

Trustee Recker made a motion to approve and sign RESOLUTION 23-2024 with a second motion by Trustee Knitz.

Vote 3-Yes 0-No. Motion carries.

Fiscal Officer Abke presented a Consulting Agreement between Troy Township and Sue A. Becher, UAN Visiting Clerk to act as a consultant to the Township to provide professional consulting services to the Township including but not limited to, analyzing the needs of system users, determining, and instructing in the use and operation of and procedures of the UAN accounting and payroll system.

The consultant shall be paid twenty-five dollars (\$25.00) per hour for phone or online remote assistance. This is an ongoing contract with the amount of time to be approved on an as needed basis.

Trustee Knitz made a motion to approve and sign the Consulting Agreement for UAN Visiting Clerk, Sue Becher, with a second motion by Trustee Recker.

Vote 3-Yes 0-No. Motion carries.

Fiscal Officer Abke presented RESOLUTION 24-2024, RESOLUTION EMPLOYING TOWNSHIP'S ATTORNEYS ON AN ANNUAL BASIS FOR THE YEAR 2025. The billing rate of \$195.00 per hour will remain unchanged for the upcoming 2025 calendar year. Trustee Knitz made a motion to approve and sign RESOLUTION 24-2024 to continue Brosius, Johnson & Griggs, LLC for the Township's Legal Counsel for 2025 with a second motion by Trustee Brinker.

Vote 3-Yes 0-No. Motion carries.

October Bank Reconciliation was given at the November 13, 2024 meeting for review. Trustees signed and acknowledged.

November Bank Reconciliation was given to review for signatures at the next meeting.

2024 Road Improvement Contract with Henry W. Bergman – The Troy Township Road Department has completed the necessary corrections to the berm on Ottawa Road and Dowling Road. The total cost for the corrections is \$2,652.35 for equipment and \$2,000.00 for labor, total cost \$4,652.35. The less ten percent hold-back of \$21,478.98 minus the correction costs \$4,652.35 is \$16,826.63.

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The final payment in the amount of \$16,826.63 will be made to Henry W. Bergman, Inc. along with an invoice for cost of equipment and labor for corrections to berm and a letter of explanation. Trustee Recker made a motion to approve the invoice amounts for equipment and labor costs to correct the berm in the amount of \$4,652.35 with a second motion by Trustee Knitz.

Vote 3-Yes 0-No. Motion carries.

Wreaths Across America – Fiscal Officer Abke presented the Trustees with levels of sponsorship for Wreaths Across America. Wreaths Across America are a 501(c) (3) organization. Troy Township can donate to non-profit organizations out of the General Fund Appropriations. Trustee Brinker made a motion to make a donation in the amount of \$1,700.00 (Corporate Sponsorship Level for 100 Wreaths) to Wreaths Across America with a second motion by Trustee Recker.

Vote 3-Yes 0-No. Motion carries.

Trustees received a letter from Jason Sisco regarding Josh Beklnap as his replacement at the Wood County Engineer's Office.

Price increase information regarding IONOS for the Domain Registry will be \$20.00/year and N.A.T. Transportation will increase from \$.04 to \$.05/lb. on the trash dumped and the container fee will increase from \$67.00 to \$72.00 per month.

Trustee Knitz made a motion to approve Fiscal Officer Abke creating the new Social Security appropriation CODE 212 and approve to transfer \$200.00 to Social Security 1000-110-212-000 from OPERS 1000-110-211-0000 (effective date 11/27/24) with a second motion by Trustee Recker.

Vote 3-Yes 0-No. Motion carries.

Trustee Recker asked if Troy Township has received the payments from JEDD. The first two (2) quarters have been received. He will check on the payment for the 3rd quarter and the amount of that check.

Trustee Recker made a motion to transfer \$740.00 to Uniform Accounting Network 1000-110-313-0000 from General Other-other expenses 1000-110-599-0000 \$740.00 with a second motion by Trustee Brinker.

Vote 3-Yes 0-No. Motion carries.

Trustee Brinker made a motion to transfer \$50.00 to Contracted Services (C&L) 2041-410-360-0000 from Cemetery Other-other expenses 2041-410-599-0000 \$50.00 with a second motion by Trustee Recker.

Vote 3-Yes 0-No. Motion carries.

Trustee Knitz made a motion to transfer \$341.93 to Contracted Services Guardian 1000-110-360-0147 from General Other-other expenses 1000-110-599-0000 \$341.93 with a second motion by Trustee Recker.

Vote 3-Yes 0-No. Motion carries.

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Trustee Brinker made a motion to transfer \$96.43 to Office Supplies 1000-110-410-0000 from General Other-other expenses 1000-110-599-0000 \$96.43 (for stamps, year end supplies for 2025) with a second motion by Trustee Recker.

Vote 3-Yes 0-No. Motion carries.

APPROVE & SIGN CHECKS

Trustee Recker made a motion to approve and sign checks for November 21, 2024 in the amount of \$20,052.34 check #61941 to and including check #61948 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 29, 2024 in the amount of \$55,125.24 check #61949 to and including check #61996.

Vote 3-Yes 0-No. Motion carries.

Trustee Brinker made a motion to approve and sign checks for December 11, 2024 thru December 13, 2024 in the amount of \$74,301.64, ACH 98-2024 to and including ACH 116-2024, check#61997 to and including check#62049 with a second motion by Trustee Recker.

Vote 3-Yes 0-No. Motion carries.

Fund Status and Wage and Overtime Detail Reports were given to Trustees.

Temporary Appropriations will need to be approved at the next meeting.

Fiscal Officer Abke discussed the Fund Status Report. Explanation was given that General Fund money is the only Fund money that can be transferred to another account. The General Fund money acts as the Township's savings account.

OLD BUSINESS

ADMINISTRATOR

Administrator Keiser is in the process of setting up the auction with GovDeals.com.

Administrator Keiser presented a list of uniform components for Full-Time and Part-Time EMS Employees, proposed as the allotment per employee per year. This was tabled from last meeting. This Uniform Components Per Employee consists of the following:

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Full-Time Employee Uniform Per Year – 1 Elbeco FlexTech Jacket ¾" Zip Job Shirt, 1 Black Belt, Silver Buckle, 5 Pairs of Pants or Shorts, 5 T-Shirts (Short, Long) Sweatshirts (Crew Neck &/or Hooded) and \$200.00 Allowance for Boots.

Part-time Employee Uniform Per Year – 1 Elbeco FlexTech Jacket ¾" Zip Job Shirt, 1 Black Belt, Silver Buckle, 2 Pairs of Pants or Shorts, 2 T-Shirts (Short, Long) Sweatshirts (Crew Neck &/or Hooded) and \$200.00 Allowance for Boots.

Paul Perry questioned what do the volunteers receive? He questioned why the volunteers do not receive at least t-shirts when \$600.00 to \$700.00 a year is spent on the full-timers. He mentioned that the moral is at a all time low and when the giving is not being done for everyone it doesn't help the moral.

Fiscal Officer Abke stated that when proposals are usually presented to the Trustees, there is a dollar amount included. This Uniform Allotment Per Year has no dollar amount included.

Fiscal Officer Abke priced out each item that is included and this Uniform Allotment would cost approximately \$825.00 per Full-Time employee per year.

Fiscal Officer Abke asked Administrator Keiser if he obtained any Uniform Policies from surrounding Full-Time EMS Departments. Administrator Keiser stated he did not call any departments and that this Uniform Allotment was given to him by the Chief and he brought it forward to the Trustees. Fiscal Officer Abke called surrounding Full-Time EMS Departments to see what their Uniform Policies were. One Department gives a \$300.00 allotment for Uniforms per year, another Department purchases 3 shirts, 2 pants a year but not job shirts, belt or boots.

EMS Employee Bennett suggested setting a new hire standard regarding uniforms and each year revisiting the conditions of those items and replacing any item that needs replacing.

Chief Woodruff stated this Uniform Allotment was not intended to be an annual Uniform Allotment. However, it is stated Per Year at the top.

There is no Uniform Policy at Troy Township at this time.

Trustee Recker suggested establishing a new hire initial issue Policy with uniforms.

Trustee Knitz told the Volunteers that they are appreciated.

John Wagner stated that if Volunteers receive a t-shirt, it cannot be considered a uniform as they are not always able to change into the EMS t-shirt before responding to the emergency call.

Trustee Brinker stated with this much discussion, the Uniform Allotment request needs to be tabled for further review and a Uniform Policy needs to be established. Trustee Recker asked Administrator Keiser to work on a Uniform Policy.

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Administrator Keiser presented a Release of All Claims and Demands from MRR Law, John T. McLandrich regarding the George Katakis case for all Trustees to sign. Trustee Brinker and Trustee Recker signed the Release. Trustee Knitz abstained from signing.

NEW BUSINESS

Administrator Keiser presented that every two (2) years, the OTARMA Membership is invited to participate in the Board of Directors election to fill open seats, of which there are two for 2025. Elected candidates will serve four years, beginning February 1, 2025. There are four (4) candidates on the ballot. All ballots must be postmarked by January 15, 2025 to be eligible to be tabulated by January 25, 2025. Candidate profiles are in the Trustees packet to review and vote at the next Trustee meeting.

The Township received an anonymous donation of watering cans to be placed and used at the watering facilities at the cemetery.

MEETINGS/EVENTS

- The next regular meeting will be Monday, December 30, 2024 at 7:00 p.m.
- Reorganization Meeting will be Saturday, January 4, 2025 at 9:00 a.m.
- Trustee meeting will be January 8, 2025. Time to be announced

ITEMS ON HOLD

- Fire – Email from Peter Griggs concerning an agreement between Association and Township – no new information
- Rezoning Fire/EMS Station property – Jennifer Kuhlman to continue working on

Trustee Brinker made a motion to enter into executive session for wages and personnel with a second motion by Trustee Recker.

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

Motion carries.

Entered into executive session at 8:55 p.m.

Trustee Recker made a motion to come out of executive session with a second motion by Trustee Brinker.

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

Came out of executive session at 9:32 p.m.

Trustee Knitz made a motion under the advisement of the Township Attorney to terminate the administrative leave and pay effective immediately to Tom Perry with a second motion by Trustee Recker.

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

Motion carries.

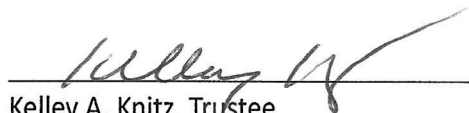
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Trustee Recker made a motion to adjourn the December 11, 2024 meeting with a second motion by Trustee Knitz.

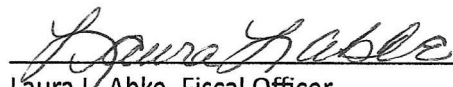
Vote 3-Yes 0-No. Motion carries.

Meeting ended at 9:33 p.m.


Matthew L. Brinker, Chairperson


Kelley A. Knitz, Trustee


Kenneth J. Recker, Trustee


Laura L. Abke, Fiscal Officer