

Troy Township Trustee Meeting Minutes
December 30, 2024

Trustee Chairperson Brinker called the meeting to order at 7:01 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 December 11, 2024 Trustee Meeting and approve the minutes of the December 11, 2024 Trustee Meeting with a second motion by Trustee Recker.

Vote 3-Yes 0-No. Motion carries.

SIGN-IN

GUESTS – No Discussion

REPORTS

SHERIFF – Nothing to report

ZONING – Zoning Inspector Hahn was not present

FIRE/EMS – Chief Woodruff presented the year-to-date- run count for EMS is 902 runs.

Chief Woodruff requested EMS part-time employee Daniel MacKay be placed on the volunteer roster for EMS as he lives in the Township. Trustee Brinker made a motion to place Daniel MacKay on the EMS volunteer roster with a one (1) year probation with a second motion by Trustee Knitz.

Vote 3-Yes 0-No. Motion carries.

ROADS/CEMETERY – Trustee Recker presented a quote from The Chas E. Phipps Company in the amount of \$23,150.00 for a MultiQuip Buggy Swivel Track for hauling concrete. The Capital Projects funds from the auction can be used to purchase major equipment that will last more than five (5) years. Trustee Recker made a motion to purchase the MultiQuip Buggy Swivel Track from The Chas E. Phipps Company in the amount of \$23,150.00 with a second motion by Trustee Knitz.

Vote 3-Yes 0-No. Motion carries.

Trustee Recker also reported that the Maintenance/Road Department was moving salt and all equipment is ready for winter weather.

FINANCE REPORTS (FISCAL OFFICER)

Fiscal Officer Abke presented the 2025 Temporary Appropriations and RESOLUTION 25-2024 FOR TEMPORARY APPROPRIATIONS for the Trustees to approve and sign. Trustee Recker made motion approve RESOLUTION 25-2024 FOR TEMPORARY APPROPRIATIONS in the amount of \$593,928.64 with a second motion by Trustee Knitz.

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Troy Township Trustee Meeting Minutes
December 30, 2024

November Bank Reconciliation was given at the December 11, 2024 meeting for review. Trustees signed and acknowledged.

Fiscal Officer Abke gave a copy of the letter and invoice sent to Henry W. Bergman regarding the final payment for the 2024 Troy Township Road Improvement Project in the amount of \$16,826.63.

Trustees were given a copy of the email from Joanie Cherry from the Wood County Engineer's Office regarding her resignation. Josh Belknap will be the contact for coordinating any bridge related concerns or questions at 419-601-8205.

The Ohio Township Association Scholarship Program application information was given to the Trustees and to Paul Perry to pass along to PENTA Career Center. This scholarship can be used for a University, Training Program or Vocational School.

Troy Township received the third (3rd) quarter JEDD check in the amount of \$350,106.15.

Troy Township received a refund check in the amount of \$1,875.00 from OTARMA, Township's Insurance, for the vehicles that were auctioned off.

Fiscal Officer Abke and Trustee Recker met with Amanda Kress, CPA regarding OPERS for the Fire Chief. Fiscal Officer Abke and Trustee Recker continue to obtain legal advice to correct pension issues.

The Stony Ridge Civic Association received notice from the Wood County Park District that \$10,800.00 has been awarded for the Stony Ridge Community Park for roof replacement and gutters on the park shelter house. Grant check presentations will be made during the month of May 2025.

TRANSFER OF FUNDS

Trustee Recker made a motion to transfer \$1,562.50 to Administrator Salary 1000-110-131-0000 From General Other-other expenses 1000-110-599-10000 \$1,562.50 with a second motion by Trustee Knitz. Vote 3-Yes 0-No. Motion carries.

Trustee Knitz made a motion to transfer \$5,648.22 to Medical/Hospitalization 1000-110-221-0000 From General Other-other expenses 1000-110-599-1000 \$5,648.22 with a second motion by Trustee Brinker. Vote 3-Yes 0-No. Motion carries.

Trustee Brinker made a motion to transfer \$13,595.84 to Medical/Hospitalization 1000-110-221-0000 from General Other-other expenses 1000-110-599-1000 \$13,595.84 with a second motion by Trustee Knitz. Vote 3-Yes 0-No. Motion carries.

Trustee Recker made a motion to transfer \$519.00 to Other Insurance Benefits American United Life Insurance Co. 1000-110-229-0000 from General Other-other expenses 1000-110-599-10000 \$519.00 with a second motion by Trustee Knitz. Vote 3-Yes 0-No. Motion carries.

Troy Township Trustee Meeting Minutes
December 30, 2024

Trustee Knitz made a motion to transfer \$700.00 to Contributions to Other Organizations 1000-110-591-0000 from General Other-other expenses 1000-110-599-10000 \$700.00 with a second motion by Trustee Brinker. Vote 3-Yes 0-No. Motion carries.

Trustee Brinker made a motion to transfer \$45.94 to Salaries – Fire 2191-220-190-0000 from Fire Other-other expenses 2191-220-599-0000 \$45.94 with a second motion by Trustee Recker. Vote 3-Yes 0-No. Motion carries.

Trustee Recker made a motion to transfer \$145.97 to Electricity 311 Krotzer 2192-230-351-4000 from EMS Other-other expenses 2192-230-599-0000 \$145.97 with a second motion by Trustee Knitz. Vote 3-Yes 0-No. Motion carries.

APPROVE & SIGN CHECKS

Trustee Brinker made a motion to approve and sign checks for December 19, 2024 in the amount of \$34,397.14 check #62050 to and including check #62059 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 27, 2024 in the amount of \$22,216.84, ACH 118-2024 – ACH 137-2024, check #62060 to and including check #62065 with a second motion by Trustee Recker. Vote 3-Yes 0-No. Motion carries.

Trustee Knitz made a motion to approve and sign checks for December 30, 2024 in the amount of \$69,320.00 check #62066 to and including check #62110. This includes voiding and reissuing check #60795, 61181 and 61588 with a second motion by Trustee Brinker. Vote 3-Yes 0-No. Motion carries.

Reports given to the Board of Trustees include Wages and Overtime Detail Reports for 12/27/2024, Wages and Overtime Detail Reports for 12/30/2024 and Fund Status Report dated 12/30/2024.

OLD BUSINESS

ADMINISTRATOR

Administrator Keiser stated they are still in the process of setting up the auction with GovDeals.com.

Administrator Keiser is working on a Uniform Policy for EMS. Working on numbers and language for the approval from the Trustees. Also working on initial outlay uniforms and yearly replacement of uniforms.

A request for a decision to send a Joint Statement of the settlement of the Katakis case to the press/media. Attorney John McLandrich advised that it is not required to do so and the choice is up to the Board. A letter from Attorney McLandrich states the Joint Statement will be published by the Township as a joint press release but Administrator Keiser stated that he received an email from Attorney McLandrich that states the Township is not required to publish the press release, it's a decision the Board can make. Trustee Recker stated as long as the Attorney stated it is not required, he is good with not publishing.

Troy Township Trustee Meeting Minutes
December 30, 2024

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. Trustees received Candidate profiles in their packet to review at the December 11, 2024 meeting. Following discussion, Trustee Recker made a motion to cast a ballot for OTARMA Board of Directors Election for Amy Richards and Ronald J.

Lumbrezer with a second motion by Trustee Brinker.

Vote 3-Yes 0-No. Motion carries.

Administrator Keiser will send the completed ballot in.

Trustee Knitz reported that the tablet and television are now set up and information from meetings can be displayed.

Trustee Knitz is continuing to update the Township website.

Trustee Knitz has received a word document from Administrator Keiser for the Township Handbook. Trustee Knitz will continue to work on updating the Handbook.

NEW BUSINESS

Trustee Brinker presented reinstating Paramedic Thomas Perry to the EMS Department. Administrator Keiser stated a letter from Legal Counsel was received for the Trustees to approve to reinstate Thomas Perry to his former position with Troy Township EMS as a volunteer and part-time employee effective January 1, 2025. Trustee Brinker made a motion to reinstate Thomas Perry to his former position with Troy Township EMS as a volunteer and part-time employee effective January 1, 2025 with a second motion by Trustee Knitz.

Vote 3-Yes 0-No. Motion carries.

Administrator Keiser presented the Trustees with new job descriptions for the new Part-Time EMS Employees for the Board of Trustees to sign. Signatures were obtained.

Paul Perry asked if the Township's computer systems and tablets have security to protect/prevent them from what just happened to the County regarding ransom ware. Fiscal Officer Abke will check with UAN and Trustee Knitz will contact Modern Data regarding the Township's computers. Trustee Knitz also suggested having a class or online training for Township Employees regarding phishing. Trustee Knitz will contract OTARMA regarding educational resources for cyber security. Trustee Brinker stated the Township has cyber security coverage on the insurance policy.

Colleen Perry asked if Thomas Perry would receive notification of his reinstatement to the EMS. No paperwork was received in the mail after the December 11, 2024 meeting. Trustee Brinker will contact Thomas Perry on December 31, 2024.

Paul Perry asked if the Policy to join the Fire Department states that a High School Diploma is required. Mr. Perry requested a copy of this Policy. Chief Woodruff stated that he thought it was in the Association

Troy Township Trustee Meeting Minutes
December 30, 2024

By-Laws but he does not see it in the Association By-Laws. Mr. Perry questioned if joining the Fire Department is governed by a Township Policy or the Association By-Laws. Mr. Perry stated that the Troy Township Department needs additional members for the Fire Department. Trustee Knitz stated that she doesn't like that Township residents are going to other Departments to join. Administrator Keiser stated that volunteers can be on more than one (1) department. Chief Woodruff stated that not all candidates are the right-fit for Troy Township Fire Department. Trustee Recker stated that the Fire Department Volunteers have to meet the same pre-employment requirements that full and part-time employees do. Mr. Perry asked what is the procedure and policy to join the Fire Department. Administrator Keiser stated that being 18 years of age is a requirement. Trustee Recker asked Administrator Keiser to check with insurance and the State of Ohio on the requirements to be a volunteer on the Fire Department. Administrator Keiser talked with Fire Chief Martin from Freedom Township and Chief Martin stated that being 18 years of age is the State requirement.

Trustee Knitz asked Chief Woodruff if there is a job description for the Fire Department Volunteers and if he could bring that to the Trustees. Administrator Keiser stated that the Fire Department should follow the State of Ohio requirements with pre-employment requirements.

MEETINGS/EVENTS

- Reorganizational Meeting is January 4, 2025 at 9:00 a.m.
- Next Regular Trustee Meeting will be Wednesday, January 8, 2025, time be announced.
- Steak Fry is January 4, 2025 for the Troy Township Fire/EMS Departments.

ITEMS ON HOLD

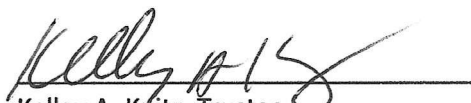
- Fire—Email from Peter Griggs concerning an agreement between the Association and Township - no new information
- Rezoning Fire/EMS Station property – Jennifer Kuhlman to continue working on

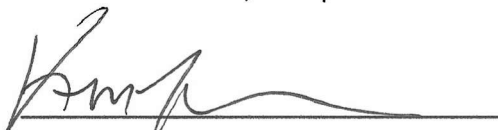
Trustee Brinker made a motion to adjourn the December 30, 2024 meeting with a second motion by Trustee Knitz.

Vote 3-Yes 0-No. Motion carries.

Meeting ended at 7:46 p.m.


Matthew L. Brinker, Chairperson


Kelley A. Knitz, Trustee


Kenneth J. Recker, Trustee


Laura L. Abke, Fiscal Officer