

Troy Township Trustee Meeting
May 28, 2025

SIGN-IN – Zach Sarver, Karina Hahn, Abby McCoy, Brett Firsdon

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

Trustee Chairperson Recker called the meeting to order at 7:00 p.m.

MINUTES – Trustee Chairperson Recker made a motion to suspend the reading of the minutes of the May 14, 2025 Troy Township Trustee Meeting and approve the minutes of the May 14, 2025 Troy Township Trustee Meeting with a second motion by Trustee Knitz.

Vote 2-Yes 0-No. Motion carries.

Trustee Brinker did not vote as he was not in attendance at the May 14, 2025 meeting.

GUESTS

Brett Askins from the Wood County Engineer's Office presented the estimates for the Troy Township 2025 Resurfacing Project. This includes SW Access Road (US 20 to Lemoyne Road), Lemoyne Road (RR Tracks to State Route 163), NE Access Road, Railroad Street (US 20 to Lemoyne Road), SE Access Road (Lemoyne Road to US 20) and SW Access Road (US 20 to Lemoyne Road). His recommendation is to Mill-n-Fill this project. The Trustees will review the estimates and discuss at the next meeting. The Trustees discussed milling with a leveling coat the roads for this project.

REPORTS

Sheriff – no one was here to report

Zoning – Zoning Inspector Hahn was not able to attend meeting. A Public Zoning Hearing will be held on June 11, 2025 at 6:30 p.m. for the change of minimum lot sizes.

Roads/Cemetery – John Blecke presented two quotes from Speck Sales Tire Pros for a set of rear tires for the road mower. The Township is now mowing County roadsides. Trustee Recker made a motion to purchase new bias ply tires for the road mower in the amount of \$2,274.44 with a second motion by Trustee Brinker.

Vote 3-Yes 0-No. Motion carries.

Mr. Blecke presented an estimate to purchase a 2025 Case IH MD93 Case IH MD93 9' 2" Disc Mower from Redline Equipment in the amount of \$16,980.00. The trade in amount for the 2022 Case IH MD93 is \$9,000.00.

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The total estimated cost is \$7,980.00. Trustee Brinker made a motion to purchase the 2025 Case Disc Mower (Road mower) from Redline in the amount of \$7,980.00 with a second motion by Trustee Knitz.

Vote 3-Yes 0-No. Motion carries.

Mr. Blecke stated an open cut road on Truman Road for the Dollar General to install a 12" tile to the ditch. Zoning Inspector Hahn is contacting Dollar General representative regarding this.

The auction with Don Rose has ended. Most of the items sold. Titles for the vehicles sold have been located.

Fire/EMS – Chief Randy Woodruff stated 350 total runs to date.

Chief Woodruff presented his April visa credit card reports.

Ohio CAT has received the purchase order for the generator repairs. Once all material is available, a service date will be scheduled.

Lemoyne Siren – still waiting on parts to arrive.

Engine 14 is back in service. The final invoice has been received.

Captain Shaffer presented the Trustees with a packet of information. Captain Shaffer presented a list of equipment to purchase that includes: 2 Lifepak 35s, 2 LUCAS devices, 2 PowerPro 2 cots, 2 Xpedition stair chairs, and 5 years of service on all new equipment plus 5 years of service on the existing PowerLOADs and AEDs. Also, a 1-year service contract on the newest Lifepak 15 (2019). This is a 5-year payment plan, with 5 annual payments of \$75,611.52 (estimated). This includes equipment trade-in. There is no penalty to pay off early. Trustee Recker suggested reviewing this information and further discussion at the next meeting.

Captain Shaffer presented the Trustees with a 2024 Failure Report on equipment.

The 2012 LUCAS had the motherboard replaced last year.

Captain Shaffer applied for a Grant and should know something by September. Captain Shaffer stated if equipment was purchased and financed and then the Grant is received, the money from the Grant can pay off the remainder of the financed amount.

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Captain Ashley presented the Trustees with the June schedule for EMS.

Captain Ashley discussed a Uniform Policy.

EMS CE flyer was sent to Lake Township and Middleton Township and Freedom Township.

The Trustees were presented the run count and refusals from Otterbein.

Trustee Recker stated the Trustees will review the information presented in this packet and further discussion will be at the net meeting.

FISCAL OFFICER – Fiscal Officer Abke presented the 2025 American Rescue Plan (State and Local Fiscal Recovery Funds) (Covid Funds) report has been filed and Troy Township is in compliance.

The April Bank Reconciliation was given to the Trustees to review and sign at the next meeting.

Fiscal Officer Abke sent an email to Chief Woodruff asking for a written letter of resignation from Meriah Mariano. Chief Woodruff stated Captain Shaffer is working on this.

The OTARMA MORE Grant for \$1,000 and Police & Fire/EMS Grant for \$1,000 information was given to Chief Woodruff. Fiscal Officer Abke asked is the MORE Grant for \$1,000 could be used for a new fireproof filing cabinet to replace one of the existing cabinets. Trustee Recker agreed to use the MORE Grant to replace an existing cabinet.

The Renewal of the Accident & Sickness Policy provided by UIS Insurance for Volunteer Firemans Insurance has been approved. Fiscal Officer Abke gave Chief Woodruff information that was provided. Beneficiary forms will need updated along with a membership roster. An equipment list still needs to be updated for the insurance renewal.

April credit card statements were approved and signed by the Trustees.

Fiscal Officer Abke presented a letter to Anthem Blue Cross and Blue Shield for Chairperson, Trustee Recker to sign. This letter gives Fiscal Officer Abke authority to manage the policy, including adding and deleting members information and enrollment. Trustee Recker signed the letter to be sent to Anthem Blue Cross and Blue Shield.

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The tentative date of June 18, 2025 is the start date for SE Blueprints to begin the records retention cleanup. Fiscal Officer Abke asked Chief Woodruff if all Township records are out of the Fire/EMS station. Chief Woodruff stated that to the best of his knowledge they are.

The titles for the vehicles for the auction were located and will be presented to Don Rose Auction.

Fiscal Officer Abke asked which Captain was handling EMS billing. Captain Ashley stated she was. There was a resident listing report received from the billing company, Lifeforce for dates November to February that needed to be reviewed. Captain Ashley is aware of this report.

Fiscal Officer Abke stated postage will increase from \$.73 cents to \$.78 cents on July 13, 2025. Trustee Brinker made a motion to purchase 1000 stamps at \$.73 cents with a second motion by Trustee Knitz.

Vote 3-Yes 0-No. Motion carries.

Discussion regarding the Stormwater Management Program information received from the Wood County Engineer's Office, Isaac Bailey was had. This packet of information was received in an email on May 23, 2025 and the information was to be completed by May 28, 2025. The packet stated that information was due in 30 days. Trustee Recker has left messages for Mr. Bailey to discuss what information is needed for EPA compliance.

Fiscal Officer Abke spoke with Kyle Brooks at the Ohio Township Association regarding the Stony Ridge Civic Association having to comply with House Bill 315 (having an AED at the park because of youth sports). Mr. Brooks stated because the park is privately owned, they do not have to comply with House Bill 315. This information was relayed to the Civic Association.

Fiscal Officer Abke is waiting on the Certificates from the Auditor's office to proceed with the Current Expense Levy and Fire Levy.

The final invoice for Engine 14 repair was received from Whiteford Kenworth. On the invoices there was a charge of \$350.00 on each invoice for a shop fee. Fiscal Officer Abke contacted the service manager regarding the two charges and he agreed to credit \$350.00 towards this final invoice.

Chairperson Trustee Recker also stated the Smith Paving invoice for repair to Eastwood Drive was paid in full by the JEDD Board.

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On May 6th, 2025 there was discussion regarding payroll. It was reviewed that overtime begins after 40 hours in any work week or EMS shift of 12 hours or 24 hours in a day (Handbook Section 4.07).

Additional changes to Section 5.04 Full-Time EMS are as follows:

#2 – All full-time EMS employees who do not work the day of the holiday shall be compensated with 12 hours of pay for the day at **their regular pay rate**. No full-time EMS employee shall receive less than twelve (12) hours of pay. This is a change from 8 hours to 12 hours. Chairperson Trustee Recker made a motion to change the hours of holiday pay from 8 hours to 12 hours with a second motion by Trustee Brinker.
Vote 3-Yes 0-No. Motion carries.

#3 – Full-time EMS employees working on the holiday shall be the employee compensated for working the holiday in the event of a shift trade, an approved vacation day, or for being sick. – NO CHANGE

Full-time employees working on the holiday shall be paid at one and ½ times (1 ½) their normal straight hourly wages for the entire shift PLUS 12 hours straight pay for all holidays except Thanksgiving and Christmas will be paid double time for the entire shift PLUS 12 hours straight pay. Trustee Brinker made a motion to accept the above language with a second motion by Trustee Knitz.
Vote 3-Yes 0-No. Motion carries.

All part-time employees who work the date of the holiday will be paid at one and ½ times (1 ½) their normal straight hourly wages for the entire shift except Thanksgiving and Christmas will be paid double time for the entire shift– NO CHANGE

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

APPROVE & SIGN CHECKS

Trustee Chairperson Recker made a motion to approve and sign checks for May 28, 2025 and May 30, 2025 in the amount of \$92,927.58, ACH 283-2025 – ACH 303-2025 and Check #62491 to and including Check #62532 with a second motion by Trustees Knitz.
Vote 3-Yes 0-No. Motion carries.

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OLD BUSINESS

Trustee Recker spoke to Tony from Morlock Asphalt regarding the Bradner Road driveway. The resident, Darkon Sente has also been contacted.

Discussion regarding a \$300.00 Otterbein lift assist fee was had. John Nissen stated that the calls are now coming in as a fall with injury. If this is not a transport, would this be considered for the \$300.00 charge. Trustee Brinker will call Pete Griggs, Legal Counsel regarding this. Fiscal Officer Abke will follow up with Lifeforce, EMS billing company.

NEW BUSINESS – Nothing further to discuss

EXECUTIVE SESSION

Trustee Chairperson Recker made a motion to enter into executive session for employment with a second motion by Trustee Brinker.

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

Vote 3-Yes 0-No. Motion carries.

Entered into executive session at 8:05 p.m.

Trustee Chairperson Recker invited Zach Sarver into executive session at 8:07 p.m.

Zach Sarver asked Captain Shaffer into executive session at 8:27 p.m.

Zach Sarver came out of executive session at 8:29 p.m.

Trustee Chairperson Recker invited Fiscal Officer Abke into executive session at 8:36 p.m.

Fiscal Officer Abke came out of executive session at 8:39 p.m.

Captain Shaffer came out of executive session at 8:40 p.m.

Chairperson Trustee Recker made a motion to come out of executive session 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.

Came out of executive session at 8:42 p.m.

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Trustee Recker stated the Trustees reviewed the job description for the EMS head. Trustee Recker made a motion to approve the updated job description of the Deputy Chief of the EMS with a second motion by Trustee Knitz.
Vote 3-Yes 0-No. Motion carries.

Trustee Recker stated advertisement for this position will be in the Sentinel and Suburban Press. John Wagner will also advertise this position on social media.

Trustee Knitz will provide Fiscal Officer Abke wording to email to applicants regarding the title change.

Trustee Brinker asked to address the Lifepak concerns. Trustee Recker asked Captain Shaffer if the equipment can be purchased individually or only as a package. Equipment can be purchased individually. Lifepak 15 is what the EMS currently has.

The price of one (1) Lifepak 35 is \$55,217.00. Trustee Recker asked if financing was available for just the Lifepak. Captain Shaffer said yes. Trustee Brinker asked Fiscal Officer Abke and Captain Ashley to obtain a price, financing information and a purchase order number for the next meeting.

Captain Shaffer stated Grant money cannot be used towards equipment already purchased but it can be used if the equipment is financed.

Trustee Brinker asked if Captain Shaffer would check to see if a demo or loaner model can be brought to use until a Lifepak is purchased. Captain Shaffer is checking on this.

Trustee Brinker made a motion to adjourn the May 28, 2025 meeting with a second motion by Trustee Chairperson Recker.
Vote 3-Yes 0-No. Motion carries.

Meeting ended at 8:56 p.m.


Kenneth J. Recker, Chairperson


Kelley A. Knitz, Trustee


Matthew L. Brinker, Trustee


Laura L. Abke, Fiscal Officer