

Troy Township Trustee Meeting Minutes
October 30, 2024

Trustee Recker called the meeting to order at 7:31 p.m.

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

Trustee Recker asked everyone to stand for the Pledge of Allegiance

Chairperson Trustee Brinker joined the meeting during Guests.

SIGN-IN – Tom Woodruff, Karina Hahn, Suzanne Henry, Katherine Clark, Jes Reynolds, Jamie Pustay

MINUTES – Trustee Recker made a motion to suspend the reading of the minutes of the September 25, 2024 Troy Township Trustee Meeting and approve the minutes of the September 25, 2024 Troy Township Trustee Meeting with a second motion by Trustee Knitz.

Vote 2-Yes 0-No. Motion carries.

GUESTS – Katherine Clark was present regarding the Resolution for an Article V Convention of States that she presented at the August 28th, 2024 meeting. This Resolution will be discussed later in the meeting.

Karina Hahn, Troy Township resident, public records requested if there is a Fire, EMS Handbook. There is no Fire, EMS Handbook. Trustee Knitz stated there is an Employee Handbook that is being updated with a signature page for all employees to acknowledge and sign.

Karina Hahn also questioned the previous seven (7) applications discussed. Asked what is the procedure when an application for Volunteer Fire Personnel is received? Chief Randy Woodruff explained that there is a basic application to complete, once received by Chief Woodruff then the Fire Officers get together with the Chief to discuss and bring in the applicant and then a decision is made how to proceed. There is no time-line for this procedure. The goal is to get back to the applicant as soon as they can but this procedure can take up to one and half (1 ½ years). Mrs. Hahn stated this timeline for volunteer fire is a concern. Suggested a policy in the Handbook regarding a time frame of volunteer applications.

Belinda Brooks stated the downside of taking so long to get back to applicants is that they are going to other departments. Some applicants have already received their training from Penta and live in Troy Township. Troy Township has one of the best Fire Departments in the County because of equipment and skill. Her son applied at Troy Township and didn't receive a response. He then applied at Pemberville and within two (2) weeks they reviewed his application, had a meeting, and a week later he was at a meeting and going to runs and learning.

Karina Hahn, after receiving public records request from Fiscal Officer Abke, questioned legal issue regarding Troy Township in Common Pleas Court and Zoning Inspector. Asked and received three (3) years of legal bills regarding zoning. For two months of 2022 it was \$840, 2023 was \$4,135 and 2024 is \$10,664, more than doubled, for zoning questions for a total of \$15,000. Miscellaneous, not zoning questions, was two months 2022 \$69, 2023 was \$8,265, 2024 \$7,000. This is a total of \$30,000 for legal bills. However, these amounts do not include the attorney listed for the lawsuit. Attorney for the lawsuit was appointed by the insurance company. Trustee Recker stated that some of the legal increase was due to Peloton. Zoning Inspector Hahn stated issues regarding Peloton folding had to be addressed. The

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County appointed Attorney's response was not always as fast or helpful as needed. That is why outside legal, Attorney Peter Griggs was hired and Townships and Municipalities are his specialty.

Karina Hahn stated that Chairperson Trustee Brinker called an employee of the Township to call her to tell her to stop asking questions. She questioned the unprofessionalism of a Township Trustee who is the Chairperson to do this. She stated residents have the right to ask questions when there are concerns. Trustee Recker encouraged residents if they have questions, to come to the Trustee Meeting.

Jessica Reynolds and Suzanne Henry are here regarding nuisance property at 24105 Railroad Avenue in Stony Ridge. Brought pictures of four (4) cars that do not run or that do not have current license plates and also a boat on the property. There is also a problem with a survey that was just done and a shed at 24105 Railroad Avenue over the property line. Zoning Inspector Hahn has been in contact with Suzanne Henry regarding the nuisance property. Suzanne Henry requested a copy of the non-conforming use form for Stony Ridge from Inspector Hahn. Suzanne questioned if a permit was obtained for the 19x50 shed that is on the nuisance property. Inspector Hahn advised her to contact legal-council. Trustee Recker advised that Wood County Planning Commission would be a resource to contact. Suzanne Henry also expressed her concern that Stony Ridge residents are not being held at the standards of other locations in the Township to for the trash and junk in the yards. Zoning rules are not being followed or enforced in Stony Ridge. Trustee Knitz will contact Wood County Planning Commission and then follow up with Suzanne Henry. Trustee Recker asked her to get pictures to Zoning Inspector Hahn.

John Wagner stated that cleaning up nuisance properties in the Township takes time and involves legal council and fees. He has attended many meetings and has heard what the process has been regarding other nuisance properties.

Suzanne Henry also suggested improvements be made in adverting the Troy Township cleanup days and other Troy Township general information. Trustee Knitz stated that improvements are being made to the Township webpage.

REPORTS

SHERIFF – Report was emailed

ZONING – Zoning Inspector Hahn presented that the Wood County Planning Commission heard Article 2, definitions for fence, screenings, and landscaping wall. Wood County Planning Commission approved and the Troy Township Zoning Commission approved to send Article 2 to the Trustees for approval. Troy Township Trustees will hold a Public Zoning Hearing will be November 13, 2024 at 7:00 to approve Article 2, definitions for fence, screenings and landscaping wall.

Zoning Inspector Hahn emailed the Trustees a copy of the Comprehensive Plan that she has worked with Crossroads Community Planning on. They proposed a comprehensive plan for Troy Township for 20-25 years. An agreement has been sent and needs approval. This plan will be completed before summer of 2025 when the moratorium expires. Trustee Knitz reviewed the Comprehensive Plan that was emailed and stated she was impressed with it. Trustee Recker agreed. The public will be invited to meetings to review the Comprehensive Plan before final approval and surveys will also be sent to all residents asking for their input on how they see the Township moving forward and growing. Trustee Recker made a motion to approve the agreement with Crossroad Community Planning, LLC with a second motion by Trustee Knitz. Vote 3-Yes 0-No. Motion carries.

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Sean Lambing from Truman Road was present and stated that the "No Thru Truck" signs are working to keep truck traffic down on Truman Road.

FIRE/EMS – Fire Chief Woodruff presented year-to-date run count 765 for EMS runs.

Chief Woodruff presented a quote from Bender Communications in the amount of \$900.00 for batteries and chargers. Trustee Recker made a motion to approve the equipment proposal from Bender Communications with a second by Trustee Knitz. Chief Woodruff asked Fiscal Officer Abke to send him a purchase order.

Vote 3-Yes 0-No. Motion carries.

Chief Woodruff also asked if Bender is sending invoices electronically to the Fiscal Officer. They are not. Fiscal Officer Abke will send the invoices that have been recently paid to Chief Woodruff.

ROADS/CEMETERY – Administrator Keiser presented the Morton Salt contract for bulk deicing salt for the season 2024/2025 for a total of 500-ton, same amount that was contracted last year. It will be delivered on an as needed basis. Trustee Brinker made a motion to purchase 500-ton of salt from Morton Salt at \$71.65 per ton with a second motion by Trustee Knitz. Administrator Keiser will send signed agreement back.

Vote 3-Yes 0-No. Motion carries.

Trustee Recker state that road mowing for the last time of the season is being done.

FINANCIAL REPORTS (FISCAL OFFICER)

Fiscal Officer Abke represented Article V of the Constitution Resolution 19-2024 for discussion and approval. Trustee Recker made a motion to approve Article V of the Constitution Resolution 19-2024 with a second motion by Trustee Knitz. A signed copy was given to Katherine Clark.

3-Yes 0-No. Motion carries.

Fiscal Officer Abke gave each Trustee the final invoice for the Troy Township 2024 Road Project from Henry W. Bergman, Inc. in the amount of \$214,789.78. Ottawa Road cost was \$84,643.46 (-82.54) and Dowling Road cost was \$130,149.00 (+10,443.00). The Road Project was \$9,223.78 over bid cost. A payment in the amount of \$193,310.80 (minus 10% \$21,478.98) was made to Henry W. Bergman, Inc. on October 18, 2024. The ten percent (10%) hold back is for the correction cost to the berm on Ottawa and Dowling Road. The incorrect size of stone was used for the berm. Corrections are being made by the Troy Township Road Department. Once corrections have been completed, expenses to this correction will be deducted from the hold back amount and a final payment will be issued.

August Bank Reconciliation was given to the Trustees to review at the September 25, 2024 meeting. All three (3) Trustees signed the August Bank Reconciliation.

All three (3) Trustees were given a copy of the September 2024 Bank Reconciliation to review for signatures at the next meeting.

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July and August credit card reports need Trustee signatures. Gave all three (3) Trustees Chief Woodruff's and John Blecke's September credit card reports.

Fiscal Officer Abke attended a meeting on Tuesday, October 29 at the Wood County Auditor's Office regarding Local Government Funding. The formula for disbursement of the Local Government Funding has not changed since 1988. The Wood County Budget Commission is reviewing the current distributions formula. Troy Township currently receives approximately \$18,000 a year from this funding. It appears Townships are going to benefit from this change. Townships will receive a Resolution by the end of the year for Trustees to approve.

Jamie Pustay from the Stony Ridge Civic Association was present discuss a letter that explains a Fundraising/Sponsorship Drive that they are having to raise money for the Stony Ridge Park. They are still waiting to hear back from the Wood County Parks and Recreation regarding the grants they applied for. The Trustees encouraged Jamie to advertise to local businesses and on social media.

Wood County Engineer's Office is requesting a decision of each Township regarding the roadside mowing of County Roads. After discussion, it was decided that Troy Township would agree to mow the County Roads again at \$120 per hour. Trustee Recker made a motion to approve mowing County Roads at \$120 per hour with a second motion by Trustee Knitz. Fiscal Officer Abke will send an email to Jason Sisco to let him know accordingly.

Vote 3-Yes 0-No. Motion carries.

Trustee Brinker asked if all revenues received from mowing could be placed in a separate line item in the budget. Revenues could then be used to replace or upgrade the mowing equipment. Fiscal Officer Abke will check with the auditor on this and will begin separating revenues for 2025.

Fiscal Officer Abke filed the appropriate Schedule B (Form 941) with the IRS.

Freedom Township was invoiced for half of the cost of the Fire Prevention Week material in the amount of \$534.05. Payment has been received.

A refund in the amount of \$202.45 from Bridgtspeed has been applied for. This is a refund as Troy Township has changed to Edge Communications for telephone service.

Letters from Frank LaRose, Ohio Secretary of State, regarding Issue 1 and Matthew Oestreich, Wood County Auditor, regarding the 2023 Wood County, Ohio Annual Comprehensive Financial Report have been given to all three (3) Trustees.

Fiscal Officer Abke gave the Trustees a calendar for the remaining part of 2024 to talk about future meetings and the holiday schedule.

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Trustee Recker made a motion to transfer from 2041-410-599-0000 Cemetery other-other expenses in the amount of \$120.00 and \$300.00 for the remainder of the year to 2041-410-360-0000 Cemetery – Contracted services for C & L Sanitation with a second motion by Trustee Knitz.

Vote 3-Yes 0-No. Motion carries.

Trustee Brinker made a motion to transfer from 1000-110-599-0000 General other-other expenses to 1000-110-360-0147 Contracted Services (Guardian Alarm) with a second motion by Trustee Recker.

Vote 3-Yes 0-No. Motion carries.

APPROVE & SIGN CHECKS

Trustee Brinker made a motion to approve and sign checks for October 1 to October 4, 2024 in the amount of \$27,177.91 check #61741 to and including check #61767 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 October 9, 2024 in the amount of \$31,981.34 check #61768 to and including check #61806 with a second motion by Trustee Brinker.

Vote 3-Yes 0-No. Motion carries.

Trustee Knitz made a motion to approve and sign checks for October 18, 2024 in the amount of \$243,430.82 check #61807 to and including check #61834 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 October 30, 2024 in the amount of \$67,579.58 check #61835 to and including check #61890 with a second motion by Trustee Recker.

Vote 3-Yes 0-No. Motion carries.

Trustees were given the following reports: Fund Status, Revenue Status, Wage & Overtime Detail Report

Trustee Knitz presented an estimate from Accessible Web Studio, Ltd., the current web page designer, to make updates to the color scheme, website menu and making it more user friendly. Trustee Knitz made a motion to accept the proposal from Accessible Web Studio in the amount of \$825.00 with a second motion by Trustee Recker.

Vote 3-Yes 0-No. Motion carries.

Trustee Knitz presented a proposal for a Samsung Galaxy Android Tablet, remote & printer holder and pointers in the amount of \$360.00. This will be used with the television that has been installed in the meeting area to display information at meetings so attendees can easily see and this will help improve technology for meetings. Trustee Knitz made a motion to approve the purchase of the Samsung Galaxy Tablet, remote & printer holder and pointers in the amount of \$360.00 with a second motion by Trustee Brinker.

Vote 3-Yes 0-No. Motion carries.

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Trustee Knitz presented four (4) designs for a new Township logo. This logo can be used for letterhead, the Township website and shirts for meetings and events.

Jessica Reynolds suggested that the Trustees create a Facebook page to communicate dates and events with the public. All Trustees agreed to have Trustee Knitz set up a Facebook page for Troy Township. This page will be monitored by Trustee Knitz.

Trustee Knitz stated that she is working on a communication platform for resolving issues that are brought to the Trustees. This is a way to keep track of issues and how they have been resolved. She expressed that the Trustees can't resolve every issue but communicating and updating residents with the progress of an issue is good for the Township and Residents.

OLD BUSINESS

ADMINISTRATOR

Administrator Keiser stated Guardian Alarm has completed the keypad installation for the two offices at the Fire/EMS Station. The door knobs may need to be replaced as the keys still work in the doors.

Trustee Knitz asked Administrator Keiser if there is a code to the door to the Maintenance/Administration Building that will allow it to remain unlocked for meetings. Administrator Keiser stated that there is a code to keep the door unlocked for meetings. Trustee Recker and Trustee Knitz asked that Administrator Keiser train or show them how this works.

Administrator Keiser looked into GovDeals.com's website for the auction items including the EMS Ambulance and Fire Mini Pumper. This website has a broader reach than previous auction avenue. Descriptions and photos will need to be provided by the Township. According to the website, the buyer pays all premiums, fees and taxes. The proceeds from the Auction will be directly deposited in the Township account by GovDeals.

A Reserve can be set for the auction items. There is also the option of selling the apparatus on consignment through a dealer. John Nissen made the suggestion of reserve amounts of \$45,000 for the EMS Ambulance and \$12,000 for the Fire Mini Pumper.

Trustee Recker proposed that these items be listed on GovDeals. Administrator Keiser will create accounts on GovDeals for these items.

Chief Woodruff asked if the other EMS miscellaneous items could be sold on GovDeals also. Administrator Keiser stated that any Government entity item could be sold on GovDeals. These items will be sold as a lot. Descriptions and pictures will be to be obtained.

There is nothing on the website that states there is a seller's fee.

NEW BUSINESS

Administrator Keiser received a copy of an Environmental Covenant between Hirzel Canning Company and Ottawa Soil and water Conservation District. The Ottawa SWCD received a grant from the US EPA to restore to wetlands an approximate 19 acres in the Maumee Area of Concern. The restored wetlands area will accept flood waters from Packer Creek, and agricultural drainage. The project will address the

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Loss of Benthos, Loss of Fish, and Wildlife Habitat Beneficial Use Impairments for the Maumee Area of Concern. This project is located between Bradner Road, and Fostoria Road and is bordered on the north side by the Turnpike. This Covenant has been filed with Wood County. The information packet was sent to the Township and is available for copies.

Administrator Keiser presented a notice of increase in premium from Acrisure regarding the January Anthem renewal. The increase is 7.9%. Trustee Recker asked Administrator Keiser to give Fiscal Officer Abke a copy.

Trustee Knitz asked Administrator Keiser if he has set up a meeting the OTARMA representative. Administrator Keiser will get back with Trustee Knitz.

Administrator Keiser requested a motion to add Ross Welling to the Volunteer EMS response roster. He is already a member of the Fire Department and recently obtained his certification as a Basic EMT. He has interviewed for a part-time position. Trustee Knitz asked if additional interviews have been done for new hires. Administrator Keiser stated that would be discussed in executive session. Trustee Brinker made a motion to add Ross Welling to the Volunteer EMS roster with a second motion by Trustee Knitz. Vote 3-Yes 0-No. Motion carries.

Fiscal Officer Abke asked for clarification that Ross Welling's hire date is October 30, 2024. Trustee Recker stated no retroactive pay can be made prior to the October 30, 2024 hire date. Fiscal Officer Abke asked that proper policy and chain-of-command be followed in approving payroll items. Trustee Knitz asked if Chief Woodruff was Chief of both the Fire and EMS Departments. Trustee Recker stated he is the Department Chief.

Administrator Keiser presented the Electric Aggregation Program is transitioning from Energy Harbor to Dynegy as Energy Harbor has been bought out. There is no change to the contracted price of electricity, just change in ownership.

Trustee Recker made a motion to approve Troy Township Resolution 20-2024 for the settlement of Katakis case with a second motion by Trustee Brinker.

Roll Call: Trustee Recker – Yes Trustee Knitz – Abstain Trustee Brinker – Yes
Motion carries.

Karina Hahn asked the amount of the settlement. Trustee Recker stated it was all covered by the insurance and the Township has a \$1,000 deductible.

MEETINGS/EVENTS

Wood County Economical Development Holiday Reception is December 5, 2024 at the Hilton Garden Inn at Levis Commons from 4:00 p.m. to 6:30 p.m. Cash bar with hot and cold hors d'oeuvres. No RSVP required.

ITEMS ON HOLD

Jennifer Kuhlman is continuing to work on the rezoning of the Fire/EMS Station property.

Nothing further concerning an agreement between the Association and Township from Peter Griggs.

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EXECUTIVE SESSION

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

The next meeting will be held on Wednesday, November 13, 2024 at 7:00 p.m. for Trustee Public Zoning Hearing and 7:30 p.m. for regular meeting.

Entered into executive session at 9:00 p.m.

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

Roll Call: Trustee Recker – Yes

Trustee Knitz – Yes

Trustee Brinker – Yes

Came out of executive session at 9:44 p.m.

Trustee Knitz presented the new logo for the Township. It will be navy blue in a circle.

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

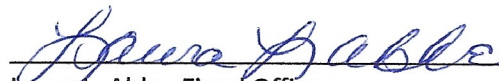
Vote 3-Yes 0-No. Motion carries.

Meeting ended at 9:45 p.m.


Matthew L. Brinker, Chairperson

Kelley A. Knitz, Trustee


Kenneth J. Recker, Trustee


Laura L. Abke, Fiscal Officer