

Minutes
DEFIANCE TOWNSHIP TRUSTEES
April 22nd, 2014 MEETING

The Defiance Township Trustees met in regular session at the Defiance County Commissioners building – 2nd Floor conference room, 500 Court Street, in Defiance Township, Defiance, Ohio, on Tuesday, April 22nd, 2014 at 7:00 p.m. Following the Pledge of Allegiance the Chair instructed the clerk to call the roll. Answering as present were Diana Mayer, Daniel Peck, & Charles A. Bakle Jr., also present was Tim Houck, Township fiscal officer. All three (3) members of the BOARD OF TRUSTEES having answered the roll, a quorum was declared.

Township employees present were: Jason Shaffer 13386 State Rte 15, Defiance, Ohio.

Visitors present: John Sindel representing the Ayersville Water and Sewer District 13961 Fruit Ridge Rd., & JoEllen Houck 8 Deville Drive, - Defiance, Ohio.

ORDER OF BUSINESS NO. 1

Reviewed and approved the minutes of the previous session.

Chairman Bakle requested a motion for the approval of minutes from the March 18th, 2014 regular Township session.

Mr. Peck moved to approve the minutes as presented.

Mrs. Mayer seconded.

The vote being 3 Yea(s) 0 Nea(s)

The minutes for the session were approved.

ORDER OF BUSINESS NO. 2 - Citizen concerns:

- 1) The chair asked for citizen concerns from the floor.
 - a) Mr. Sindel was recognized.
 - i) Mr. Sindel stated he was present to inform the Trustees of Ayersville Water Sewer District efforts to expand its service territory. The District is in the process of constructing a line along Watson Rd, State Rte 66 and parts of Bowman and Haymaker. Sindel stated that the estimated cost of the project was \$11,219 per household that will be served. Sindel also noted that the District offers drinking water and sewer service. Once a sewer line is placed on a property with an occupied structure the District can and does require the home or business to hook up. Sindel noted that the District will be adding additional lines as time goes on.

ORDER OF BUSINESS NO. 3 - FINANCES –

The following financial reports provided to the Board were reviewed.

- a) The Reconciliation for March – noted a primary checking reconciliation balance of \$262,941.81-- balance is minus the outstanding checks and Township investment funds & is taken from the Bank's monthly statement.
- b) Receipt report:
 - i) Receipts for April (UAN software-) were \$86,538.51.
- c) Payment reports:
 - i) Payments for April (UAN software-) were \$29,241.49.
- d) The Cash fund summary through April 20, 2014, (UAN software) showed an "ending fund balance" of \$951,922.03.
 - i) The "cash available" for encumbrances (current reserve- UAN software) was \$507,623.59.
- e) Appropriation Status showed that through April 20th, 2014 (UAN software), 8.5% of the years' appropriations had been expended. All reports will be on file in the Fiscal Officer's office.
- f) The fund status report (money market) showed:
 - i) The money market investment fund balance as of 04-20-14 was \$704,562.76.
- g) Trustees reviewed and signed the April bills.

h) Payroll & April time cards (time cards provided trustees prior to session) were reviewed without comment.

Mr. Bakle requested a motion to accept the April financial reports.

MOTION by: Peck

SECOND by: Mayer

YEA(s) 3 NAY(s) 0 Passed X Failed

The April financial reports were approved.

ORDER OF BUSINESS NO. 4 – Zoning - Status update on the following zoning Issues as of this session:

- a) The Chair asked for the Monthly Zoning report - Inspector's Report -
 - i) Building Permits were issued to:
 - (1) Kenneth Moninger @ 22686 Garman Rd, for a pole barn
 - (2) Allen Dietrick @ 14962 Link Rd, for a pole barn.
 - ii) Building Permit Packets were given to:
 - (1) Warren Schaltter @ 14689 SR 66, for an addition tom his Barn
 - (2) Dennis Ducat @ 23180 Watson Rd, for a pole barn.
 - iii) Conditional Use Permit, is scheduled for later this month with the Zoning Board, with Jeremy Okuley/Renae Gerschutz for a new home/barn on Bowman Rd.
 - iv) Started working on the property on Powers Rd that had caught fire, back last winter. According to Asst. Fire Chief Tim Bowling of the Defiance Fire Department, the fire was arson, but no charges have been filed at this time. I will be sending out a letter to the property owner, to have the structure torn down within a time limit. I will discuss this issue with the Defiance County Prosecutors Office.
Jason A. Shaffer
Zoning Inspector
Defiance Township
Defiance, Ohio 43512
- b) The Chair asked if there were any other Zoning issues to be discussed.
 - i) The fiscal officer reported that an Appeals Bd hearing is scheduled for May 6th at 7p.m. on the 2nd floor of the Defiance County Commissioners building – conf room EMOC - 500 Court Street - Defiance, Ohio. The Appeals Board will hear a request from Ms. Renae Gerschutz for a “conditional use” permit for the construction of a new home on a parcel zoned “agricultural”. The parcel being located at State Rte 66 & Bowman Rd, - Defiance, Ohio, 43512, in the southeast corner of the southeast corner of section 11, Township 3 north, range 4 east containing 38.92 acres more or less of Defiance Township, Defiance, County, Ohio. The parcel ID is B1100-1100-1000.
- c) The Chair asked if there were any other issues.
 - (1) There was none.

ORDER OF BUSINESS NO. 5 -- Equipment;

- a) The Chair asked if there were any comments or concerns on current or proposed new eq.
 - i) There was none.

ORDER OF BUSINESS NO. 6 - Trustee Report – Monthly Twp Rd inspection

- a) The monthly road inspection report – presented as exhibit 6-a was reviewed by Mrs. Mayer. She noted that there were potholes as noted on the report that should be addressed when conditions allow.
 - i) The May Rd review will be by Trustee Bakle.
- a) Trustees continued their review of the proposed 2014 projects.
 - i) The proposed project list was prepared by the Defiance County Engineer's Office for the Trustees. The project list was presented at the January 28th session as exhibit 6-b. Trustees modified the project list at their March 2014 session as follows. Exhibit 6-b dated March 26th, of this session is a revised project list from the County Engineer based on the discussions with the Trustees:
 - ii) purchase orders of 2014 that will fund the projects listed are:

- (a) P.O.'s 9-2014, &
- (b) B.C.'s 36-2014
- (c) P.o.s total \$225,000
- (d) Expenses exceeding this amount with the Co Eng will require transfers and new p.o.s

iii) As of 04-22-14 this list is as follows:

(1) **Hammersmith rd re-build project: Resurfacing:**

- (a) A .7 mile rebuild of Hammersmith from Singer to State Route 111- Trustees were reminded to review the minutes from 2011 forward for history:
 - (i) This rebuild project was designed to be financed over a three year period starting in 2012.
 - (ii) In 2014 – resurface (from Singer to State rt 111) with asphalt – estimated cost \$59,615.00 – previous estimate was \$63,000.
 - (iii) Pavement markings - \$824.00
- (2) hot mix patching of Sponseller rd from Co. line to Bowman now estimated at \$9,003.00 the previous estimated cost \$8,922.
- (3) Trustees approved during their April 2013 session to add floors to the salt bins.
 - (a) Work is to be in 2014 – see mins from June forward of 2013 for details.
- (4) In the March session Trustees approved the berming of Cromley Road to reduce or eliminate drop off.
- (5) In the March session Trustees instructed staff to complete the insulation of the maintenance building as directed in 2013.
- (6) Due to budget constraints all other road projects as presented on exhibit 6-b during the January regular Twp session will be delayed at least one year and will be reviewed again for the 2015 construction year.

b) A financial impact review by the fiscal officer was heard:

- i) As of this session total anticipated cost of all approved projects for 2014 are \$77,000 more or less – (Hammersmith rd, Sponseller Rd, Kiser Rd patching completed in late 2013 to be billed, and cement floors in the Twp salt shed.
- ii) Trustees are reminded that:
 - (1) Regular twp expenses are estimated – based on historical review, at between \$70,000 and \$100,000
 - (2) Anticipated 2014 revenues as noted in the 2014 amended certificate from the County Auditor for road work was \$159,092.00.
 - (3) Total road expenses year to date are \$46,546.62**
 - (4) Total road fund revenues year date are \$63,812.23**
 - (a) Expenses exceeding income utilize Twp road carry over funds.
 - (5) A recap of the OPWC grants – see minutes of previous sessions for history. The last update from the Co Engineer's Office was dated 11-22-13. The update includes expenditures from future OPWC grants that the Twp might receive. If the Twp fails to receive such grants the twp road funds will be accountable. (see minutes from 2011 forward thru December 2013 for history).
 - (a) Current status – the OPWC has utilized future grants in the amount of \$95,267.50
 - (i) Trustees determined in their 2014 Re-organizational session to not post any additional future grant funds to this amount.
 - (ii) Trustees will apply future grants to reduce the amount (\$95k).
 - (iii) Trustees set a max cap on the use of future grant funds at \$50k. This is to reduce the Twp's liability against future road tax revenue should the OPWC grant program end and the Engineer calls for payment of the posted future grant dollars.
 - (iv) Mr. Peck met with the County Engineer to determine the method most advantageous to the Township for applying the 2014 OPWC grant towards the current Twp grant debt obligation.

The anticipated 2014 grant is estimated at \$34,355 more or less.

- (v) the engineer will post the 2014 funds against the Twp debt obligation and will notify the Twp so that the dollar amount can be posted to Twp funds as required by law..
- c) The Chair asked if there are any new proposed 2014 projects that are not now on the above project list:
 - i) None were presented.
- d) Trustees again noted the May work assignments for the Twp crew are noted in the monthly road report.
 - i) Trustees instructed Twp operators to use the monthly road inspection report as their work assignments. Each operator's name is assigned to a Twp road and work that needs done is noted on the report.
- e) Twp cemeteries –
 - i) No issues were reported.

ORDER OF BUSINESS NO. 7 – Handouts were distributed as noted below:

- a) The monthly (April 14) GrassRoots clippings was distributed as exhibit 7a.
- b) Exhibit 7-b was handed out at the session – this was a request from the Maumee Valley Heritage Corridor for the Trustees to attend a conference on May 2 to review the possibility of a county wide trail system.

ORDER OF BUSINESS NO. 8 –Old Business

- a) The Fire – Rescue service contract for Def. Twp with the City of Defiance was discussed. In January 2014 discussed the possibility of placing a levy on the November 2014 general ballot to support the cost of this service which is being increased again in 2014 by the City. (see mins of Jan 2014 session for details.
 - i) It had been reported that the City intends to increase the charge for standby rescue service from the present \$30k to \$54K (+\$24k)
 - ii) The current twp fire levy produces approximately \$72,500. Other sources (city collected insurance on runs in Def Twp which are paid into the Def Twp account and reimbursed to the City dollar for dollar) produced approx. \$15,000 per the 2014, see the Twp's amended certificate.
 - iii) The property tax levy pays for both the fire combat and rescue services which now total approximately \$110,000.
 - iv) Previous year carryovers have a total of \$149,991 available in the fire fund account.
 - v) Mr. Peck represents the Twp on the regional committee of Townships working with the City towards a regional service concept.
 - (1) Mr. Peck reported that the City has informed him that the City intends to increase the current contract between the City and Defiance Township by \$24,000 in 2014.
 - (2) Mr. Peck believes the Twp should now proceed in an effort to place a levy on the November 2014 ballot to secure funds from Twp residents to support – cover the increase.
 - (3) Trustees concurred:
 - (a) Mr. Peck was assigned to discuss with the prosecutor's office the language needed to place on the ballot a new continuing 1.4 mil property tax levy to cover the increase.
 - (b) Mr. Peck also informed the Board that the City would not guarantee that there will not be future increase requests.
 - (i) This increase is the third in the last four years and the amount for the service has increased over three times the amount charged four years ago.
 - (4) Mr. Peck continues to represent the Twp in this matter and will maintain contact with the City.
- b) The Chair asked if there is any other additional old business to come before the Board?
 - i) There was none.

ORDER OF BUSINESS NO. 9 – New Business.

- a) The Chair asks if there is any new business to come before the board?
 - i) Exhibit 9-a was then discussed. This exhibit is notice from the Defiance County Commissioners of an annexation petition. The petition seeks annexation into the City of Defiance of 6.093 acres more or less – being a part of the northwest quarter of section 27, Twp 4 north, range 4 east, Defiance Township, Defiance County. (property are the businesses along ProCom drive).
 - (1) Discussion if any?
 - (2) There was none.

- ii) Exhibit 9-b – was the 2013 Twp Mileage Certification Report from the County Engineer. Trustees need to sign and the fiscal officer will then submit to the Engineer.
 - (1) Trustees signed the certification and the fiscal officer will deliver it to the County Engineer.
 - (2) There was no further discussion regarding this matter.

- b) The Chair asks if there is any other new business to come before the board?
 - i) There was none.

ORDER OF BUSINESS NO. 11 - NEXT MEETING:

Date: Tuesday – May 27th, 2014, - Regular scheduled session
Time: 7:00 p.m.
Place: 2nd floor of the Defiance County Commissioners building – conf room EMOC
500 Court Street - Defiance, Ohio

ORDER OF BUSINESS NO. 12 – Adjournment:

Mr. Bakle requested a motion to adjourn the meeting of April 22nd, 2014

It was moved by: Peck

SECOND by: Mayer

The roll was called and the vote was:

YEA(s) 3 NAY(s) 0 The motion: Passed X Failed

MEETING ADJOURNED

Respectfully Submitted
Timothy J. Houck, Fiscal Officer-Clerk