

Minutes
DEFIANCE TOWNSHIP TRUSTEES
May 25th, 2021 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, May 25th, 2021 at 6:30 p.m. Answering as present were Dan Peck, Diane Mayer & Jason Shaffer, with all three (3) members of the BOARD OF TRUSTEES having answered the roll, a quorum was declared.

Township employee(s) present were: John Diemer 23361 Defiance County Paulding County Line Rd #10, and Harry Railing 14951 Power Dam Rd., Defiance, Ohio.

Visitors present: JoEllen Houck 8 DeVille Dr., Defiance, Ohio.

ORDER OF BUSINESS NO. 1

Reviewed and approved the minutes of the previous session(s).

The Chair requested a motion for the approval of minutes from the April 27th, 2021 regular 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) There were none.

ORDER OF BUSINESS NO. 3 - FINANCES –

- 1) The following financial reports provided to the Board were reviewed.
 - a) The Reconciliation for April - noted a primary checking reconciliation balance of \$405,820.02-- balance is minus the outstanding checks and Township investment funds & is taken from the Bank's monthly statement.
 - b) Receipt report:
 - i) Receipts for May (UAN software-) were \$25,249.93.
 - c) Payment reports:
 - i) Payments for May (UAN software-) were \$62,567.07.
 - d) The Cash fund summary through- May 25th, 2021, (UAN software) showed an "ending fund balance" of \$1,091,942.20.
 - i) The "cash available" for encumbrances (unencumbered fund balance- UAN software) was \$579,668.93.
 - e) Appropriation Status showed that through May 25th, 2021 (UAN software), 10% 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 05-25-2021 was \$741,853.65.
 - g) May bills through the 25th, were then reviewed and signed by Trustees.
 - h) Payroll & May time cards (time cards provided trustees prior to session) – Trustees Reviewed & signed
 - i) There was no discussion.
 - i) Mr. Shaffer requested a motion to accept the May financial reports.

MOTION by: Mayer
SECOND by: Peck
YEA(s) 3 NAY(s) 0 Passed X Failed

The financial reports were approved.

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

- a) May Monthly Zoning report -

- i) permits issued:
 - (1) Steve Fenter for pole barn on Sponseller Road
- ii) Zoning issues:
 - (1) Ted Walbolt sent conditional use application to Ft Wayne IN
 - (2) Julie Stack got a check for conditional use application on Bowman Road
- iii) Nuisance violations:
 - (1) None
- iv) Site reviews:
 - (1) None
- v) Misc :
 - (1) Signed land split for Larry Mick on Hammersmith Road
 - (2) Talked to a Lynn Sandsor from TC energy - for gas company

Respectfully submitted
John Diemer, Twp. Zoning Inspector

- b) Zoning Bd. of Appeals met at 6p. 4-27
 - i) James Hoover requested a “conditional use” permit for the construction of a new home on a portion of “split” parcel B11-0012-0-001-00. The approximately 2.1 acres more or less - of land in Defiance Township - is zoned “agricultural” and has a temporary parcel # of B1100 1200 4820. The parcel is located in Def. Twp. section 12 – 3n, range 4 east, also being part of a 132.093 acre tract recorded in Official Record Volume 405 on page 1181, in the NE quarter of section 12, with an issued house number of 24808 Watson Rd.
 - ii) The Appeals Bd approved the request.
- c) The Chair asked if there were any other zoning issues to come before the Board.
 - i) None were presented.

ORDER OF BUSINESS NO. 5 -- Equipment;

- a) Comments or concerns from Twp employees/Trustees on current or proposed new eq &/or safety items.

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

- a) Trustee Report (**exhibit 6-a**) – Monthly Twp Rd inspection by Trustee Shaffer.
 - i) Discussion of May review:
 - (1) Railing was recognized and stated that mowing in the 1 mile section of Bowman road that is being rebuilt is not possible due to uneven ground and obstacles from the rebuild effort.
 - (a) Trustees instructed that mowing in this section should be suspended until the construction is completed.
 - (2) Operators are to refer to the inspection report for June work.
 - ii) The June review is to be by Trustee Mayer.
- b) **2021 Road projects:**
 - i) Trustees approved the 2021 Twp. Rd maintenance program as provided by the County Engineer’s Office at the Trustees’ Jan. 26th session. Refer to exhibit 6-b – of the Jan. Twp session.
 - ii) The Engineer’s office submitted an updated project cost estimate which was presented as Exhibit 6-1 dated 4-8-21, provided at the 4-27 session.
 - (1) The exhibit-cost updates includes the 2021 Bowman rd rebuild section.
 - (2) 1-26-21 projected total cost for all projects is \$168,430.89
 - (3) 4-26-21 projected total cost for all projects is \$168,550.00
 - iii) 2021 Def. Twp. rd. maintenance program by County Engineer- from 4-8 estimate.
 - (1) The road maintenance program does not include major reconstruction projects – i.e. Bowman Rd rebuild, or other Twp road expenses assigned by Trustees to Twp personnel or other private contractors.
 - (a) **Chipseal:**

	Est.	Actual cost
(i) Singer – from St. Rt 111 to Hammersmith - 2639’	\$4,100	
(ii) Garman – from Harding to Wilhelm – 2639’	\$4,100	
(iii) McCollister – Wilhelm to dead end – 2619’	\$4,400	
(iv) Wilhelm – from McCollister to Garman -961’	\$4,100	
(v) <u>Wilhelm – from Watson to McCollister – 2640’</u>	<u>\$1,500</u>	
(vi) Estimated total exp. of chip seals	\$18,200	

(b) Patching: completed as of 5-25-21 – awaiting billing

(i) Singer –	
1. from St. Rt 111 to Hammersmith – 2 patches	\$1,500
(ii) Cromley -from St Rt 111 to dead end – 1 patches	\$ 700
(iii) Def-pau line #8 –	
1. from n of hammersmith to powers – 4 patches	\$4,800
2. From St Rt 66 to Holly rd – 2 patches	\$1,000
(iv) Parkview – from Power dam to dead end– 2 patched	\$2,000
(v) Karnes rd. – from Bowman to Watson – 1 patch	\$1,600
(vi) Wilhelm rd – from Watson to Garman – 2 patches	\$2,200
(vii) McCollister rd – f Wilhelm to dead end – 1 patch	\$1,200
(viii) Garman – Harding to Wilhelm – 1 patch	\$1,300
(ix) Carter-Ginter – city limit to St. rt 66 – 1 patch	\$3,000
(x) Estimated total patching exp -	\$19,300
1. Co. Engineer reports patching is underway.	

(c) Crack Seal-

(i) Cromley- f st rt 111 to dead end – 4473'	\$2,800
(ii) Garman f harding to Wilhelm – 1346'	\$ 700
(iii) Lakeview f st rt 111 to end – 2645'	\$2,300
(iv) McCollister f Wilhelm to end – 2620'	\$1,500
(v) Parkview f powerdam to end – 2561'	\$ 1,000
(vi) Schroeder f Parkview to Parkview – 1183'	\$ 500
(vii) Wilhelm:	
1. Watson to Mccollister – 2640'	\$1,500
2. Mccollister to garman – 961'	\$ 500
(viii) Estimated total exp. crack seal	\$10,800

(d) Pavement Markings:

(i) None in 2021

(e) Total est and final expenses for 2021- \$48,300

iv) Re-build and widen 4 miles of Twp's portion of Bowman Rd. – see mins from Feb. 2018 for history.

(1) In 2021 as of this session – 3 miles of the 4 mile project remain to be completed:

(a) Proposed 2021 effort is 5317' or approximately the 2nd mile.

(i) PAVING: -

1. Williams to karnes – 2655' est cost \$42,500
2. Karnes to st rt 66 – 2666' est cost \$42,500

a. Est. cost	Actual cost
i. \$85,000	

(ii) **Pavement Markings: - Williams to st rt 66 5321'**

a. **\$2,500**

(iii) **WIDENING: - f Williams to St rt 66 – 5317' – completed and inv 5-25-21**

a. Estimate	Actual cost
b. \$32,750	\$37,620.00

(iv) TOTAL ESTIMATED ON BOWMAN PROJECT IN 2021 is anticipated to be \$120,250

(b) Co. Eng. Reports the widening component was completed as of April 26th, Prep for paving is underway.

(2) Per past practice, the County Engineer's Office will coordinate all activity.

(3) The Chair asked if there is any discussion?

(a) There was none offered.

c) Twp projects by Twp staff or other contractors for 2021:

i) The Chair asked if there were any proposed projects for the Twp staff or private contractors for 2021?

(1) Trustees in past sessions have noted that trees along Cromley need trimmed and or removed. See past agenda from Oct 2020 session forward for details.

(i) In April 2021 Trustees had hired A Cut Above tree service of Defiance to address the project.

(a) May update:

(i) No work in May.

- d) Re-build Ginter/Carter Rd. from Jefferson Ave. (St. Rt 66) to at Carter Rd to Ginter and Jefferson (St. Rt 66)- see mins from Jan 2020 forward for details.
- i) At the April 2021 Twp session the issue was brought forth from the table:
 - ii) Mr. Peck reported that the City will soon be forthcoming with a proposal for a joint venture to widen and add a sidewalk to this road which will include that portion of the road that belongs to the Twp.
 - (1) May updated?
 - (2) There was none.
- e) **2021 financial impact review by the fiscal officer:**
- i) The fiscal officer reported:

(1) Total road fund revenues year date are	\$110,071
(2) Total road fund expenses year to date are	\$ 59,636

 - (a) Road salt purchased - 2021– total \$5,460
 - ii) Anticipated road funds revenue for 2021 – based on the January 8th, 2021 1st Twp amended certificate was:
 - (1) \$208,350 more or less
 - iii) Anticipated expenses for 2021 – as of this session:
 - (1) Regular twp. expenses anticipated for the year, barring emergencies. The estimate for 2021 – based on historical review, is placed at between \$70,000 and \$100,000 – would include Twp projects estimated or completed so far this year.:
 - (2) \$48k as of this session for Co Eng work- in 2021 – refer to item 6-1 of the April 2021 agenda – (other than Bowman Rd. rebuild).
 - (3) \$120,250 – refer to exhibit 6-1 of this session - Bowman Rd. rebuild –
 - (4) ??? - savings towards the Carter/Ginter rd project.
 - iv) Total estimated expenses from Twp rd acc'ts for 2021 - \$230k to \$269 if projects currently proposed are completed and Twp reg expense is 100k.
- f) **A recap of the OPWC grants** – see minutes of previous sessions for history. An update was last received from the Co Engineer's Office dated 01-07-2021 (exhibit 6-f) part of annual public officials meeting held in Feb.
- i) Current status as reported by the fiscal officer
 - (1) –OPWC grant work for 2021- no known activity as of this session.
 - (a) The amount of OPWC grant funds spent on the Twp's behalf in 2021 –none as of this session.
 - (b) The amount of funds for Twp. use is \$52,332.42 plus remaining grants over the next 4 years.
 - (c) Spoke with Co. Eng. Office 5-25- confirmed remaining amount and Trustees to note there is no longer a discount in effect. Use of funds is 100% - even if co does the work. In the past the bill was reduced by upto 20% if eng staff did work.
 - ii) The Engineer had previously informed the Trustees that with the passage of issue 1 several years ago the law promises the grants. The average annual grant for Def Twp. is \$25k for the next 4 years or a total of \$100k remaining give or take.
 - iii) The Chair asked for questions?
 - (1) There were none.
- g) The Chair asked if there was any other discussion regarding the fiscal impact report or other road issues?
- i) There was none.

ORDER OF BUSINESS NO. 7 - Cemetery issues for discussion.

- a) The Chair asks if there are any cemetery issues for discussion?
 - i) There were none.

ORDER OF BUSINESS NO. 8 – PERSONNEL

- a) The Chair asked if there are any personnel issues for discussion.
 - i) The fiscal officer reported that Twp probationary employee Nicholas Schlosser completed his probationary period (120 days from hire per Twp policy #011) as of May 31st. Per his hire in resolution his pay will advance from the probationary pay rate of \$11.60 per hour to \$17 per hour for all Twp work preformed starting June 1, 2021.
 - (1) Discussion:
 - (2) Trustees concurred.

ORDER OF BUSINESS NO. 9 - Handouts.

- a) Monthly (May 21) GrassRoots clippings – **exhibit 9-a**
- b) **Exhibit 9-b** was from the Ohio Dept of Commerce division of liquor control-
 - i) All permits are up for renewal – if trustees wish to object the methodology is described in the exhibit.
 - ii) The Chair asked for discussion..
 - (1) There were no objections.

ORDER OF BUSINESS NO. 10 - Old Business

- a) The Chair asks if there is any old business to come before the Board?
 - i) There was none.

ORDER OF BUSINESS NO. 11 - New Business.

- a) The Chair asked if there is any new business to be discussed....
 - i) The fiscal officer stated that the Twp was contacted via email by Amy Hoffman of Palmer energy. She wanted to know if the Trustees were interested in entering upon an “aggregation agreement” for electric power from Palmer energy to Twp residents.
 - (1) Twp Trustees rejected entering into such a program a number of years ago.
 - ii) The Chair asked for discussion..
 - (1) Trustees did not wish to pursue.
- b) The Chair again asked for any other new business.
 - i) There was none.

ORDER OF BUSINESS NO. 12 - NEXT MEETING:

- 1) The next regular session.
 - a) The next session.

Date: Tuesday, June 22nd, 2021 regular business session.
Time: 6:30 p.m.
Place: Defiance County Commissioners building
 2nd floor conference room
 500 Court St.
 Defiance, Ohio 43512

ORDER OF BUSINESS NO. 13 – Adjournment:

- 1) Mr. Shaffer requested a motion to adjourn this meeting of – May 25th, 2021.

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