

Minutes
DEFIANCE TOWNSHIP TRUSTEES
May 27th, 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, May 27th, 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: Mike Daniels 21786 State Rte 637, John Deimer 23361 Defiance – Paulding Co. Line, Defiance, Ohio.

Visitors present: Art Block 447 Olmsted Rd. New Albany, Ohio, Angie Ransdell 21786 State Rte 637, Patty Diemer 23361 Defiance – Paulding Co. Line, Phil Block 15551 Power Dam 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 April 22nd, 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) Misters Art and Phil Block were recognized.

i) The Blocks asked the Trustees for permission to place a stone cemetery marker in Taylor cemetery. The marker was in tribute to their relatives that their genealogy research indicates are buried in this cemetery. They noted that their relatives were their great great grandparents John G. Block & Maria Moon Block who were buried in 1870 and 1886 respectively.

(1) The Taylor cemetery started as an old family cemetery and is believed to have been established in the early 1800's. There has not been a burial in this cemetery since state law transferred all cemeteries in rural – unincorporated areas- to Township government responsibility. The Block's desire is to set a stone in the southwest corner of the cemetery to commemorate their relatives. This area does not have markers .

ii) Trustees agreed to the request directing that the Block's must set their grave stone on a foundation.

ORDER OF BUSINESS NO. 3 - FINANCES –

The following financial reports provided to the Board were reviewed.

a) The Reconciliation for April – noted a primary checking reconciliation balance of \$256,230.34-- 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 \$27,787.96.

c) Payment reports:

i) Payments for May (UAN software-) were \$11,615.63.

d) The Cash fund summary through May 22, 2014, (UAN software) showed an "ending fund balance" of \$968,094.36.

i) The "cash available" for encumbrances (current reserve- UAN software) was \$502,493.66.

e) Appropriation Status showed that through May 22nd, 2014 (UAN software), 9.5% 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 05-22-14 was \$704,591.71.
- g) Trustees reviewed and signed the May bills.
- h) Payroll & May time cards (time cards provided trustees prior to session) were reviewed without comment.

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

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

The May financial reports were approved.

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

- a) The Chair noted that the Zoning inspector reported there was no activity and there is no report for the month of May.
- b) The Chair asked if there were any other Zoning issues to be discussed.
 - i) There were 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 Mr. Bakle. He noted that there were potholes and mowing that needed addressed.
 - i) It was also noted that the on the Twp portion of Co. Rd 10 east of State Rte 66 on the Twp portion of the road – a depression has occurred. It is believed this is over a cross-over tile in this section of Co. Rd. 10. Mr. Bakle and Mr. Diemer will check this out.
 - ii) The June May Rd review will be by Trustee Peck.
- b) 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 2014 Def Twp preliminary estimate. Trustees modified the project list at their March 2014 session as follows:
 - 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 05-27-14 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
 - (iv) As of this session the asphalt was laid – we await pavement markings and the bill from the

County Engineer's.

- (2) hot mix patching of Sponseller rd from Co. line to Bowman now estimated at \$9,003.00 the previous estimated cost \$8,922.
 - (a) This projected was reported by Trustees as completed.
 - (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.
 - (b) Due to other assignments there was no work on this project in May.
 - (4) In the March session Trustees approved the berming of Cromley Road to reduce or eliminate drop off.
 - (a) Not yet addressed.
 - (5) In the March session Trustees instructed staff to complete the insulation of the maintenance building as directed in 2013.
 - (a) Not yet addressed.
 - (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.
- a) 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 \$51,021.43**
 - (4) Total road fund revenues year date are \$77,000.27**
 - (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 (March) 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..
- b) The Chair asked if there are any new proposed 2014 projects that are not now on the above project list:
 - i) None were brought forth.
- c) Trustees again noted the May work assignments for the Twp crew are noted in the monthly road report.

- d) Twp cemeteries –
 - i) No issues were reported. See citizens' concerns section of this minute regarding a discussion on Taylor cemetery.

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

- a) The monthly (May 14) GrassRoots clippings was distributed as exhibit 7a.
- b) Exhibit 7-b – was reviewed. This was an invitation for Twp staff and administration to rsvp their attendance at the annual “Stone Co” customer appreciation day cookout – to be held June 12th 11a to 1 p at the Auglaize Quarry – 13762 Rd 179, Oakwood, Ohio 45873.

ORDER OF BUSINESS NO. 8 –Old Business

- a) The Fire – Rescue service contract for Def. Twp with the City of Defiance. There is a possible increase to the existing contract by the City to Def Twp in 2014.
 - i) In January 2014 Trustees discussed the possibility of placing a levy on the November 2014 general ballot to support the cost of this service if the increased is adopted by the City Council. (see mins of Jan 2014 session for details.
 - ii) It had been reported that the City intends to increase the charge for standby rescue service from the present \$30k to \$54K (+\$24k)
 - (i) If adopted by the City - this increase will be the third in the last four years and the amount for the service has increased over three times the amount charged four years ago.
 - iii) 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 apprx. \$15,000 per the 2014, (see the Twp's) amended certificate.
 - iv) The property tax levy pays for both the fire combat and rescue services which now total approximately \$110,000.
 - v) Previous year carryovers as of Jan 1, 2014, have a total of \$149,991 available in the fire fund account.
 - vi) Mr. Peck represents the Twp on the regional committee of Townships working with the City towards a regional service concept.
 - (1) In the April Twp session - Mr. Peck stated he believes the Twp should proceed in an effort to place a levy on the November 2014 ballot to secure funds from Twp residents to support – cover the increase.
 - (2) 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.
 - (3) Update by Mr. Peck:
 - (a) Mr. Peck noted that in conversations he had with the Prosecutor & Auditor's office the levy amount should be changed to 1.1 mils.
 - (b) Trustees agreed with this change.
 - (c) Trustees will acquire the ballot language and ballot certification process from the prosecutor and begin the process to place the levy on the November 2014 ballot during the Trustee June session.
- 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) There was none.

ORDER OF BUSINESS NO. 10 - NEXT MEETING:

Date: Tuesday – June 24th, 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 May 27th, 2014

It was moved by: Mayer

SECOND by: Peck

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