

Minutes
DEFIANCE TOWNSHIP TRUSTEES
September 24th, 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, September 24th, 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, and Jason Shaffer 13386 State Route 15, all from Defiance, Ohio.

Visitors present: Rod Chandler 22884 Co. Line Rd 10, Angie Ransdell 21786 State Rte 637, Penny Bakle 1204 Wayne Ave. & JoEllen Houck 8 Deville Drive, - all from 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 August 26th, 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) There were none.

ORDER OF BUSINESS NO. 3 - FINANCES –

The following financial reports provided to the Board were reviewed.

- a) The Reconciliation for August - noted a primary checking reconciliation balance of \$322,580.42 -- balance is minus the outstanding checks and Township investment funds & is taken from the Bank's monthly statement.
- b) Receipt report:
 - i) Receipts for September (UAN software-) were \$69,863.30.
- c) Payment reports:
 - i) Payments for September (UAN software-) were \$90,485.96.
- d) The Cash fund summary through September 21, 2014, (UAN software) showed an "ending fund balance" of \$943,554.16.
 - i) The "cash available" for encumbrances (current reserve- UAN software) was \$389,202.88.
- e) Appropriation Status showed that through September 21st, 2014 (UAN software), 20.8% 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 09-21-14 was \$704,708.50.
- g) Trustees reviewed and signed the September bills.
- h) Payroll & September time cards (time cards provided trustees prior to session) were reviewed without comment.

Mr. Bakle then requested a motion to accept the September financial reports.

MOTION by: Peck

SECOND by: Mayer
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) September Zoning report –
 - i) Building permit was issued to Howard Schultz on McCollister Rd, for a garage.
 - ii) Permit paper work was given to:
 - (1) Ed Steffle on SR11, for a fence, and a garage, paper work is waiting on Maumee Valley Planning.
 - (2) Sam Bok on Krause Rd, for a new Ag barn.
 - iii) The house that I mowed at 905 Indian Bridge Ln. is up for sheriff sale.
 - iv) I have received calls about Power Dam Road residences about building on their properties. I have referred them to Maumee Valley Planning.
- 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) Mike Daniels was recognized.
 - (1) He noted that the new woods mower arrived. The woods mower is a 3-point hitch brushhog type mower approved by Trustees in the August session for purchase to replace New Holland which is beyond repair.
 - (2) Daniels also noted that the Twp's backhoe is now repaired and ready for use.
- b) The Chair asked if there were any other comments or concerns regarding the Twp's equipment.
 - i) There was none.

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

- a) The monthly road inspection report –was presented as exhibit 6-a and reviewed by Mr. Peck.
 - i) He noted that the mowing of Cromley and Ball roads should be a priority.
 - ii) The October Rd review will be by Trustee Mayer.
- 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 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 09-24-14 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 project is complete and billing has been processed. Cost was \$59,806 posted to Twp rd accounts. The Twp awaits cost for pavement markings which are yet to be put down.

- (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) As of this session the project is complete and billing has been processed. Cost was \$9,830.00 posted to Twp road accounts.
- (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) Trustees noted this project should begin soon before inclement weather again interferes with the project.
- (4) In the March session Trustees approved the berming of Cromley Road to reduce or eliminate drop off.
 - (a) No update was provided.
- (5) In the March session Trustees instructed staff to complete the insulation of the maintenance building as directed in 2013.
 - (a) Trustees noted this project should begin soon before inclement weather again interferes with the project.
 - (b) Twp staff to address in Oct or November.
- (6) **May road should be widened** from the entrance to the turnaround.
 - (a) Trustees will assign staff to work on the widening of May road upon confirmation by the Co Engineer that all work will be within Twp rd right of way or if the land owner approves the project in writing.
- (7) 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:

- i) As of this session total anticipated cost of all approved projects for 2014 are \$146,000 more or less with the expense for Hammersmith rd, & Sponseller Rds being billed to Twp road funds.
- 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 **\$128,946.46**
 - (4) Total road fund revenues year date are **\$138,964.74**
 - (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 6-03-14**. The update includes expenditures from future OPWC grants that the Twp might receive.
 - (a) (see minutes from 2011 forward thru December 2013 for history).
 - (b) Note: the 2014 OPWC grant of \$34,355.00 has been posted against the future grant amounts as directed by the Trustees.
 - (c) Current status – the OPWC has utilized future grants in the amount of \$60,973.00 (reduced from the \$95,267.50).
 - (d) Per Trustee direction from the August session approximately \$600 in new project expense has been added to future opwc grant funds. \$150 for asphalt testing for the Hammersmith rd re-construction project and \$450 for Dura patching on Krouse road in the fall of 2013.

c) The Chair asks if there are any new proposed 2014 projects that are not now on the above project list:

- i) There were none.
- d) The fiscal officer emailed Trustees information from Asphalt Systems Inc on Sept 2. This was a sales letter.
 - i) There was no additional discussion ...
- e) Trustees again noted the October work assignments for the Twp crew are noted in the monthly road report.
- f) Twp cemeteries –
 - i) no issues were reported.

ORDER OF BUSINESS NO. 7 – Personnel:

- a) Exhibit 7-a – was reviewed. This was an application for part time employment – from Paul Pixler 622 Holgate Ave. Defiance.
- b) Mr. Rod Chandler was recognized – he was interested in discussing employment with the Twp as an operator.
 - i) Chandler asked for and was provided a Twp application.
 - ii) Trustees reviewed the expected work.
 - iii) Mr. Chandler determined he would like to think about it as there may be some scheduling conflicts with this current work and time.
 - iv) Trustees will consider both Mr. Pixler and Mr. Chandler and will revisit the possibility of hiring at the next Twp session.

ORDER OF BUSINESS NO. 8 - Handouts were distributed as noted below:

- a) The monthly (September 14) GrassRoots clippings was distributed as exhibit 7a.
- b) **Exhibit 8-b** – was reviewed. This was a notice from the Defiance County Commissioners Office inviting Trustees & spouses to attend the 2014 Def. Co. Employee Recognition banquet. This event is scheduled to be held Saturday – October 4, 2014, at the Defiance Eagles Club- cost is \$15 per person.

ORDER OF BUSINESS NO. 9 –Old Business

- a) The Fire – Rescue service contract for Def. Twp with the City of Defiance was modified per the City direction by the Twp during the July meeting. The cost for rescue services was increased by \$24k.
 - i) In response the Twp Trustees have placed a ballot issue before the voters of Twp precincts A & B where that service is rendered.
 - ii) See minutes from January 2014 forward to review history of a 2014 proposed fire-rescue service levy to be placed on the November 2014 ballot to cover the proposed City increase.
 - iii) As of September 24th:
 - (1) Trustees adopted resolution 2014-11 “DECLARING IT NECESSARY TO LEVY AN ADDITIONAL 1.1-MIL TAX LEVY AND REQUESTING THE COUNTY AUDITOR TO CERTIFY THE TOTAL CURRENT TAX VALUATION OF THE DEFIANCE TOWNSHIP AND THE DOLLAR AMOUNT OF THE REVENUE THAT WOULD BE GENERATED BY THAT LEVY”..
 - (2) The Certificate of Estimated property tax revenue as approved by the Co. Auditor (see resolution 2014-11 approved in the June Twp session.
 - (3) resolution 2014-12 (as drafted by the Prosecutor’s office), IN THE MATTER OF: SUBMITTING TO THE ELECTORS OF THE UNINCORPORATED AREAS OF DEFIANCE TOWNSHIP PURSUANT TO RC. 5705.19 THE QUESTION OF AN ADDITIONAL 1.1 MILL TAX LEVY FOR THE PURPOSE OF FIRE/EMS/AMULANCE SERVICES, was approved in July.
 - (4) proposed ballot language (as drafted by the Prosecutor’s office
 - (5) the “notice of Election on tax levy in excess of the ten mill limitations” as drafted by the prosecutor’s office; (to be provided to the Bd of Elections upon the adoption of the resolution); and
 - (6) a receipt letter that is to be signed by the Bd of Elections once the packet is taken to the Bd. Of Election.
 - (7) All items have been provided to the Elections Board and the issue will be on the November ballot.
 - (8) The Twp awaits the outcome so as to decide whether to find another service provider due to the expense now being more than the revenue from the existing levy.
 - (9) There was no further discussion...
- b) Trustees in the August session voted to sell Twp property, said parcel being located at the corner of Harding

and Garmin Roads - Parcel #b-110003000900.

i) The accepted sale price was \$6,500 from Doug Layne 22584 Garmin Rd., .

ii) The sale process is being completed.

(1) The Twp – acting under the Prosecutor’s direction is:

(a) Seeking a title/deed search

(b) The sales agreement can be signed once the title/deed search is completed.

(c) The check can then be acquired from Mr. Layne – and;

(d) Then once the check clears a deed will be sent to Mr. Layne.

iii) There was no further discussion...

c) The Chair asked if there was any other additional old business to come before the Board?

i) There was none.

ORDER OF BUSINESS NO. 10 – New Business.

a) Exhibit 10a was reviewed. This was a notice from the Defiance, Fulton, Paulding, Williams Four County Joint Solid Waste District that the drafted revised District solid waste management plan is available for review and is in a required 30 day public comment period.

i) A public hearing is then scheduled for Oct. 23rd at the Co. EMA building in Brunersburg.

ii) The Plan is posted on the SWD web page – www.l4cswd.com and is available for review at the County Environmental Services Office 500 Court Street – Defiance, Ohio, suite E during regular business hours Monday through Friday.

(1) There was no further discussion.

b) Trustees noted that the 3rd quarter Defiance County Township Association meeting will be held Oct. 16th 5 p.m. at the Co EMA building in Brunersburg. Def. Twp Trustees are hosting. The Association sec’t Deb Atchley of Mark Twp issued notices to all Twp to rsvp Def Twp by Oct 10th.

c) The Chair asks if there is any new business to come before the board?

i) There was none.

ORDER OF BUSINESS NO. 11 - NEXT MEETING:

Date: Tuesday – October 28th, 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 September 24th, 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