

*Minutes*  
**DEFIANCE TOWNSHIP TRUSTEES**  
**September 25<sup>th</sup>, 2012 MEETING**

The Defiance Township Trustees met in regular session at the Defiance County Commissioners building – 2<sup>nd</sup> Floor conference room, 500 Court Street, in Defiance Township, Defiance, Ohio, on Tuesday, September 25<sup>th</sup>, 2012 at 7:00 p.m. Following the Pledge of Allegiance the Chair instructed the clerk to call the roll. Answering as present were Daniel Peck, Charles A. Bakle Jr. and Diana Mayer; 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 (equipment operator and zoning inspector) – 13386 St Rte 15, Ed Young 23013 Watson, Brian Grant 15168 Williams Rd, Mike McKibben 28678 Steinmaier Rd, Mike Daniels 21786 St Rte 637 & Joe Kolb 16492 Cullen Rd. Defiance, Ohio.

Visitors present: Penny Bakle 1204 Wayne Ave, Rhonda Shaffer 13386 St Rte 15, & JoEllen Houck 8 Deville Drive, Defiance, Ohio.

**ORDER OF BUSINESS NO. 1**

Reviewed and approved the minutes of the previous session.

Chairman Peck requested a motion for the approval of minutes from the August 28<sup>th</sup>, regular session.

Bakle moved to approve.

Mayer seconded.

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

The minutes for the August 28<sup>th</sup>, 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 \$275,100.50 balance is minus the outstanding checks and Township investment funds.
- b) Receipt report:
  - i) Receipts for September were \$25,017.10.
- c) Payment reports:
  - i) Payments for September 2012 were \$19,719.08.
- d) The Cash fund summary through September 30<sup>th</sup>, 2012, showed an “ending cash balance” of \$982,764.40.
  - i) The unencumbered cash balance “cash available” was \$728,306.62 which is the balance after encumbrances are subtracted from the cash balance.
- e) Appropriation Status showed that through September 30<sup>th</sup>, 2012, 20.5% 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 09-30-12 was \$703,861.87.
- g) Trustees reviewed and signed the September bills without comment
- h) Trustees, having prior to the meeting been provided with Twp employee’s time cards had reviewed same and then, signed the September 2012 payroll without debate.
- i) Mr. Peck then requested a motion to accept the September financial reports.

MOTION by: Bakle

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

The September 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 - Mr. Jason Shaffer provided the following electronic copy of this report.
- i) report for September 2012.
- (1) No building permits were issued for the month of September.
  - (2) I received a couple of calls reference Zoning Codes from Mike Gomez for a house on Wilhelm Rd zoned R1, and Sara McCabe on Zoning for the Carter lumber building on CR 424 which was Commercial.
  - (3) I received a complaint on a property dispute on Haymaker Rd. Which will be a civil case.
  - (4) I am still working on the Parkview Drive issues. I will advise Defiance County Municipal Court of charges.
  - (5) I received another complaint about Don Bendele. Poured concrete for a trailer on his property on Powers Rd. I talked to don and advised him that the City of Bryan, ohio will seek charges. I did make contact with Russ Herman of the Defiance County Prosecutors off and was told to wait on Bryan. Pending at this time.
  - (6) I will mail another letter to David Glick, and to Hammons on Lowell Rd. Time as ran out to clean up there issues of junk on their properties.
- Jason A. Shaffer  
Zoning Inspector  
Defiance Township  
Defiance, Ohio 43512
- b) Mr. Peck asked if there are any other zoning issues to come before the Board.
- i) There were none.

**ORDER OF BUSINESS NO. 5 -- Equipment;**

- a) The Chair asked if there were any comments or concerns from Twp employees on current or proposed new eq.
- i) Trustees were presented with exhibit 5 which was a packet of proposed equipment to purchase so that Township Operators (licensed to apply herbicides) could place such equipment on Twp trucks and spray for weed control.
- (1) Trustees determined to place the purchase of said spraying equipment on hold until the Twp had acquired a truck that this equipment could be attached.
- ii) Trustees then discussed the continued effort to find a pick up truck for the Twp. This purchase is to replace the 1995 Dodge 1 ton dump truck sold by the Twp earlier this year.
- (1) Mr. Bakle stated he had contacted ODOT personnel (Rod Nuveman and Dave Scheckelhoff of ODOT's regional Lima, Ohio, office.
  - (2) They suggested the Twp participate in the ODOT auctions on Asset-auction's web site. The state sells its equipment on this web site.
  - (3) ODOT personnel – according to Mr. Bakle – stated that there are no pickups available at this time.
  - (4) Mr. Bakle, however, pointed out that the Twp was also searching for a backhoe and that the backhoe that was part of the Defiance ODOT garage fleet was being sold on this web site. Bakle stated he thought the backhoe was in good shape and Mike Daniels (also an ODOT mechanic) concurred with that opinion. Both Bakle and Daniels thought the backhoe would sell for around \$5k.
  - (5) Trustees determined to sign up to participate in the auction and bid on this unit.
  - (6) Mr. Peck stated he was continuing to search other sources for this equipment and has not found any as of this session. He will continue to look for a pickup and a backhoe until the Twp succeeds in purchasing these items.
- b) The Chair asked if there were any other equipment issues to be discussed?
- i) There were none.

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

- a) Trustees reviewed exhibit 6-a monthly Twp Rd inspection by Trustee Peck.
  - i) Mr. Peck reported that he believes the roads are in pretty good shape for winter. The crew should continue the work assignments of last month that are not yet completed.
  - ii) The work orders for October were created from this review.
  - iii) Trustee Mayer will be conducting the monthly road inspection for September.
  
- b) Trustees then reviewed the status of the proposed 2012 projects as of this session.
  - i) The Trustees & the Co Engineer have confirmed the project list for 2012 with the County Engineer's office.
    - i) As of 09-25-2012 this list is as follows – see co engineer's exhibit 6-b from the April Twp session- see minutes from Feb thru August for project history:
      - (1) purchase orders of 2012 that will fund the projects listed are:
        - (a) P.O           9-2012 &
        - (b) B.C.         29-2012
      - (2) Trustees are referred to the minutes of the August session for a list of completed projects. Those projects that have not been posted to the Twp acc'ts remain on this agenda.
      - (3) Hammersmith road – ditch work – estimated cost \$20k –
        - (a) For portion of ditch west of Singer rd
        - (b) Project was awarded to Webb Const of Defiance.
        - (c) The project is complete, as of the August session and the Twp awaits billing through the Co Engineer's Office.
      - (4) 2012 rebuild Hammersmith Rd from its west end Def Twp terminus -- easterly approximately to Singer Rd. – project complete and posted as of the August session except for the pavement markings.
      - (5) 2nd Hammersmith ditch proj between St Rt 111 and Twp maintenance building – not scheduled for 2012 – estimated costs albeit unofficial were provided by Co Eng office in August 2011 – if work is performed by Co Eng crew \$10k – **not part of list**
        - (a) The Co Engineer has stated that this project will be done by the Co when the road rebuild is done on this section of Hammersmith.
      - (6) The remaining .7 mile of Hammersmith from Singer to State Route 111- Trustees were reminded to review the minutes from 2011 forward for history:
        - (a) Trustees determined to address this project over the next three year period anticipated to begin in 2013.
          - (i) Property acquisition and ditch improvement in 2013 (see item 5 above)
          - (ii) .4 mile section - from Singer westerly to be constructed in 2014 and do the remaining .3 to State Rte 111 in 2015.
          - (iii) This schedule was devised to assist the Twp's cash flow in its road accounts and acknowledges the uncertainty of State support via local gov't funds.
      - (7) Indian Bridge lane: -
        - (a) Trustees are considering a proposed future effort - on Indian Bridge lane:
          - (i) Pavement of the west side of the boulevard.
          - (ii) Trustees will apply for a 2013 CDBG grant for construction in 2014.
      - (8) Ball Road – 2012 – project completed as of the August 2012 session.
        - (a) A chip & seal- estimated cost per the Co Engineer's office - \$9,380 – to be billed.
          - (i) Chip seal was applied in August 2012 – awaiting engineer billing.
        - (b) Pavement markings – estimated at \$627- to be billed.
      - (9) Cromley Road
        - (a) A planned chip and seal on the portion from Krouse east for approximately 1450'.- estimated cost \$3,204 – was tabled in the June session. See minutes from Jan through June 2012 sessions for proj history.
          - (i) Trustees determined in the July session to cancel the project for 2012.
          - (ii) Trustees will discuss alternative pavement material with the Co Engineer as residents of the

road – having been canvassed by Trustees - are opposed to the use of a chip and seal.

- c) A financial impact review was presented by the fiscal officer:
- i) The total amount of expenditures proposed for 2012 special projects by the County Engineer's office is \$226,908. This includes \$81k in OPWC grant funds for Hammersmith and \$18,700 in grants for Indian Bridge lane.
    - (1) As of September 2012, with the August posting of the Hammersmith project, the analysis is changed slightly: (see minutes from Jan thru July for details).
    - (2) Trustees are reminded that:
      - (a) Regular twp expenses are estimated – base on historical review, at between \$70,000 and \$100,000
      - (b) Anticipated total projected rd work to be posted to the Twp road funds in 2012 to date are at least - \$200,000 this is down from the originally projected \$226,000 more or less (not including OPWC grant funds.) based on the expenses that have so far been posted to the Hammersmith rd project. This project came in under budget.
        - (i) Note the Twp is still waiting for the ditch widening expense (work completed this summer) anticipated at \$20K.
      - (c) Anticipated revenues as noted in the 2012 amended certificate from the County Auditor for road work was \$156,345.00
        - (i) At present it is estimated that exp will exceed rev by about
          1. \$50,000 reduced from the previously noted \$70,000.
    - (3) The 2012 OPWC grant report update from the Co Engineer's Office –updated 8-16-12 by the County engineer's office. There was no change since the August 16<sup>th</sup> update. Trustees are referred to exhibit 6-c (of the August session) dated 8-16-12. This exhibit 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 July 2012 for history).
      - (a) 2012 OPWC postings:
        - (i) Indian Bridge Lane – culverts \$11,057.52
        - (ii) Hammersmith rd – widening contractor and engineering \$81,275.00
      - (b) Current status – the OPWC has utilized future grant funds in the amount of **\$(26,718.52)**
      - (c) Trustees are reminded that an amended certificate will be prepared to post these funds to the Twp's accounts in November 2012.
      - (d) The Chair asked if there was any discussion.
        - (i) Mr. Bakle stated that the south side of the Defiance-Paulding County Line rd #10 that is Twp road is cracked and sinking. He stated that he had spoken with the County Engineer and this problem was caused by the drought this summer.
        - (ii) The County Engineer – per Mr. Bakle – will repair this sinkhole or will contract out the repair. The work is to be completed by year's end.
  - d) The Chair asked if there were any other projects/issues???
    - i) There were none.
  - e) The Trustees noted the September work assignments for the Twp crew – exhibit 6-e. These were handed out to staff.
    - i) There were no discussions.
  - f) The Chair asked if there were any Twp cemeteries issues–
    - i) Trustees noted that Twp staff has been resetting head stones. There remain more head stones to be reset but weather conditions will probably delay this work until 2014.

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

- a) The monthly (September 12) GrassRoots clippings – exhibit 7a was distributed.
- b) Exhibit 7-b was the notice for the quarterly Twp Association meeting. Trustees were to RSVP their attendance.
- c) Exhibit 7-c was an invitation from the County Commissioners Office to all Trustees to attend the annual County Employee Recognition banquet. Tickets are listed at \$15 each and can be purchased at the County Commissioners Office.
- d) Exhibit 7-d was a notice from Shelly Stone (Stone-co) that there will be a price increase effective January 1, 2013.

**ORDER OF BUSINESS NO. 8 – Old Business**

- a) Trustees were up-dated on “Fire-Rescue” regionalization discussion by Twp’s and the City of Defiance. Mr. Peck represents Defiance Twp on the regionalization panel. Mr. Peck reported:
  - i) He has proposed to the group that charges for rescue runs be submitted to the hospital that the patient is taken to.
  - ii) Mr. Peck stated he had researched this and it is being done in several eastern cities. In his opinion, local gov’t is providing free delivery of patients to hospitals. He reports that his research indicates that hospitals make significant profits from emergency room services. Therefore, hospitals should assist in paying for the cost of transportation.
  - iii) Mr. Peck stated that the City Administrator will be conferring with local hospitals to discuss this proposal.
  - iv) Mr. Peck said the next regionalization meeting between Twps and the City will be on October 16th at 6p.m. in the City building on Perry Street. The issue will be more fully discussed at this session.
- b) Trustees then were updated on the 2012 Ohio Attorney General’s Office “Moving Ohio Forward” grant. The application process is through the County Commissioners office.
  - (1) In the August Trustee meeting Mrs. Connie Tipsword 12490 Burns Rd – Sherwood, Ohio, requested assistance to demolish an abandoned residence on property she owns in Defiance Twp on the east side of Canal rd just south of the Birkshire development on the City of Defiance’s south side.
  - (2) Tipsword’s contact information:
    - (a) Cell ph 419-956-8234
    - (b) Residents ph 419-899-2077
  - (3) Mr. Peck informed Mrs. Tipsword that he had prepared & submitted the grant to the Commissioners.
  - ii) Trustees in their August session also stated they will check to see if there are other residential properties that might be eligible for this grant.
    - (1) No new properties were reported at this session.
- c) The fiscal officer reported that, per the Trustee’s request, he had confirmed that salt – grit will again be available to the Twp through the Engineer’s garage as it has been for the past several years.
  - i) The Twp and Co Engineer’s office will maintain a tracking spreadsheet for billing purposes.
  - ii) The anticipated price per ton is to be \$55.00.
- d) The Chair asked if there is any other old business.
  - i) There was none.

**ORDER OF BUSINESS NO. 9 - New Business.**

- 1) The Chair asked if there was any new business to come before the board?
  - a) There was none

**ORDER OF BUSINESS NO. 10 - NEXT MEETING:**

**Date:** Tuesday – October 23<sup>rd</sup>, 2012.  
**Time:** 7:00 p.m.  
**Place:** 2<sup>nd</sup> floor of the Defiance County Commissioners building – conf room EMOC  
 500 Court Street - Defiance, Ohio

**ORDER OF BUSINESS NO. 11 – Adjournment:**

Mr. Peck requested a motion to adjourn the meeting of September 28<sup>th</sup>, 2012

It was moved by: Bakle

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