BALLVILLE TOWNSHIP TRUSTEES – REGULAR MEETING
BALLVILLE TOWNSHIP HOUSE
TUESDAY, MAY 1, 2018 – 5:30 P.M.

The meeting was called to order at 5:30 p.m. with Chairman David P. Stotz leading the Pledge of Allegiance. Also present were Trustees Richard A. Geyer and W. Robert Kusmer.

Moved by Mr. Geyer, seconded by Mr. Kusmer, that the minutes of the April 17, 2018 meeting be approved as written. Upon a vote, Mr. Geyer - Yes; Mr. Kusmer – Yes; Mr. Stotz –Yes; the motion carried.

Ellen Ickes, Fiscal Officer, provided printed financial reports to the trustees: Appropriation Status, Payment Listing, Receipt Listing, Fund Status, Cash Summary by Fund, Resources Available for Appropriation, and Comparison of Budget and Appropriated. A verbal financial report was given as follows for today's m0eeting, and Mrs. Ickes advised that receipts included the rollbacks from the state:

Total bills: .....$ 116,582.86

Total receipts: .....$ 69,303.28

Cash total in all funds: .....$ 1,132,134.17

It was moved by Mr. Kusmer, seconded by Mr. Geyer, that the financial report be approved and the bills be paid. Upon a vote, Mr. Geyer – Yes; Mr. Stotz – Yes; Mr. Kusmer –Yes; the motion carried.

PUBLIC COMMENT
A sign-in sheet was passed around and all present were requested to sign in (attached).

Connie Klausz was present to ask if the Conner Park lights could come on at 5:45 a.m. for the early walkers now that the weather has warmed up. Phil Klausz advised he was just present for the meeting.

CEMETERY BOARD REPORT - Jack Ferguson and Jim Gillis
Mr. Gillis advised that the semi-annual meeting of the Cemetery Board was held today at noon. Mr. Gillis is the board chairman, and Mr. Ferguson is the Vice-Chairman. They discussed raising the cemetery rates, except for interment fees. The trustees will be asked to approve the new fee schedule tonight so they could be effective July 1, 2018.

Mr. Kusmer made a motion, seconded by Mr. Geyer, to approve the new cemetery rate schedule as recommended by the Cemetery Board, effective July 1, 2018. Upon a vote, Mr. Geyer - Yes; Mr. Kusmer - Yes; Mr. Stotz - Yes; the motion carried. A copy of the new rate schedule is attached to the minutes. Mr. Lagrou will relay this new information to all vendors and entities that work with cemetery matters.

Following discussion, Mr. Kusmer made a motion, seconded by Mr. Geyer, to pay $95.00 a year for the superintendent and township officials/Cemetery Board members to belong to the Ohio Cemetery Association in order to stay updated on laws and procedures relating to cemeteries. Upon a vote, Mr. Geyer - Yes; Mr. Kusmer - Yes; Mr. Stotz - Yes; the motion carried.

The Oakwood Mausoleum roof repair was discussed. C. L. Deemer Roofing & Sheet Metal Co., Inc. has provided a quote of $3,200.00 to repair the mausoleum to stop any further discoloration from coming down the side of it. Mr. Kusmer made a motion, seconded by Mr. Geyer, to approve the repair work be done to the Oakwood Mausoleum as quoted by C.L. Deemer for $3,200.00. Upon a vote, Mr. Geyer - Yes; Mr. Kusmer - Yes; Mr. Stotz - Yes; the motion carried.

John Willey's three-year term on the Cemetery Board expires on May 14, 2018. Mr. Kusmer made a motion, seconded by Mr. Geyer, to renew Mr. Willey's term for another three years. Upon a vote, Mr. Geyer - Yes; Mr. Kusmer - Yes; Mr. Stotz - Yes; the motion carried. Mrs. Ickes will send a letter of appointment to Mr. Willey.

Hill Cemetery was discussed regarding the steps needed to research the deed to Ballville Township.

The semi-annual meeting for Oakwood Cemetery is May 7 at 7:00 p.m. The deteriorating condition of the cemetery was discussed.

The American Legion Thurston-Zwir Post (operating out of the local VFW) sent the township a donation request for American flags at veterans' graves for Memorial Day. Mr. Geyer made a motion, seconded by Mr. Kusmer, to pay $50.00 for the flags as the township has always done this in the past. Upon a vote, Mr. Geyer - Yes; Mr. Kusmer - Yes; Mr. Stotz - Yes; the motion carried.

Mrs. Ickes later pointed out the item on the agenda regarding criminal charges status update appeared under Cemetery Board Report by mistake when it should have been under Zoning Inspector Report.

ZONING INSPECTOR REPORT - David Bain, Zoning Inspector
Mr. Bain reviewed the Ballville Township Zoning Report from May 1, 2018, which was entered into the township's meeting minutes. He reviewed photos of several problem properties with the trustees.

Mr. Bain advised that Assistant Prosecutor Mark Mulligan has informed him that prosecution for zoning cases in Ballville Township should go through the Fremont City Prosecutor's office since Ballville Township is in the jurisdiction of Fremont Municipal Court.

Regarding enforcement of the zoning code, Mr. Kusmer suggested that deadlines be given to property owners when there are zoning issues so that corrective measures can be made in a timely manner; unresolved matters should then be turned over for prosecution.

PARKS BOARD REPORT - Bill Lagrou and Kerry Wood
Mr. Wood stated that he had nothing to report.

Superintendent Lagrou advised that the American Cancer Society is getting a Certificate of Insurance for the June 9 Relay for Life naming the township as an additional insured.

Mr. Lagrou spoke briefly with the trustees about Paige Miarer, a minor, returning to the township this summer.

He also told the trustees that Kokosing Construction, a bidder on removal of the Ballville Dam in late summer 2018, contacted him regarding the estimated 300 loads of dirt that is behind the dam. Kokosing is considering giving the dirt to the township for free. They could deliver the dirt to Chudzinski-Johannsen Park - it is a good way for them to get rid of it. The township will benefit from getting the dirt, and from the traffic over where the township would like driveways in the park. Mr. Lagrou advised that the EPA has tested samples of the dirt and it is OK to utilize it as it is considered to be topsoil. If Kokosing does not get the bid for the dam removal, they would advise the successful bidder about this opportunity to get rid of the dirt and, at the same time, help the township. Mr. Lagrou said the route from the dam removal site would be from the Sandusky River to Tiffin Road, then to Cole Road.

A "bouncy house" clause has been added to the Shelter House Agreement. Jim Barney, Solicitor, has made the changes to the township's agreement. There is still a need for a Certificate of Insurance naming the township as an additional insured, and for a permit by the Department of Agriculture. The trustees just received this information, so they will review the agreement, and plan to discuss this at the May 15 meeting when Solicitor Jim Barney is present.

ROAD SUPERINTENDENT REPORT – Superintendent Bill Lagrou
Time Warner/Spectrum cable/internet/phone was discussed regarding the cable box that the township will need for the township's non-digital TV, effective May 15, 2018. The cable box is free for one year. Options for other service providers were discussed. Kerry Wood offered that his son, who is a Spectrum representative, could contact the township since he covers this area.

MT Business Machines, who services the township's 10-year old Ricoh copier, contacted Mr. Lagrou regarding a getting a newer copier because it is harder to get parts. Mr. Lagrou will look into this.

The township's email accounts were discussed. Webmail accounts were set up by Josh Randell of Liamer. Mr. Lagrou uses a Webmail account for his OUPS notifications, and it seems to work just fine. After discussion on other Webmail accounts that didn't always seem to work, Mr. Lagrou and Mrs. Ickes will set up yahoo email accounts, per a recommendation from Mr. Randell to do so. The email accounts will be ballvillesuperintendent@yahoo.com and ballvillefiscalofficer@yahoo.com.

Mr. Lagrou asked if anyone from the township was interested in CPR/AED training. Cost will be paid by the participant.

Adkins Sanitation is coming tomorrow to blow out a tile on Buchanan Rd. that Todd Lindsey dug up so the water could flow. The township opened it up and is working on the catch basin.

Discussion took place on drainage near Swiss/Richard/Buchanan Roads. Since the township installed a larger tile, Dennis Weiler has complained that the water problem is worse than ever. Mr. Lagrou was out there and looked it over. Following discussion, the trustees agreed that the residents will have to contact someone to correct the problem in their yards, and no action was taken.

S &S has not yet returned to Stahl Road to finish adding dirt to the areas that need it, as expected, following last year's drainage project.

OLD BUSINESS

NEW BUSINESS

Mr. Lagrou advised that the township asked for 300 ton of salt last year, and used approximately that much. There will be a total of 650 ton for next year if we get this 300 ton. Mr. Kusmer made a motion, seconded by Mr. Geyer, for passage of a salt contract for 2018-2019. The motion passed following a roll call vote: Mr. Geyer - Yes; Mr. Kusmer - Yes; Mr. Stotz – Yes; as Resolution 2018-16:

RESOLUTION 2018-16

A RESOLUTION OF THE BOARD OF TRUSTEES OF BALLVILLE TOWNSHIP AUTHORIZING PARTICIPATION IN THE ODOT WINTER CONTRACT (018-19) FOR ROAD SALT

The agenda item for renewal of the fire contract with Ballville Volunteer Fire Department was tabled until the May 15 meeting as Fire Chief Doug Crowell (not present) had advised Trustee Kusmer that Tim Crowell (President and Statutory Agent) was not available to be at the May 1 meeting to sign the contract. Discussion took place on the contract agreement - Chief Crowell has indicated some of their membership does not necessarily like the part of the agreement that stipulates that the fire department shall provide a financial statement to the township. It was discussed that a person in attendance at a fire department meeting could request and obtain this same information. Their meetings are open to the public.

Mrs. Ickes advised that the Green Springs Rural Volunteer Fire Department has not provided a Certificate of Insurance naming the township as an Additional Insured. Trustee Kusmer advised that he would follow up on this.

The trustees reviewed the 2018 Approved Employees and Wage Scale list. Employees deleted from the list were Joe Dumminger and Jason Good. Summer seasonal employees Paige Miarer, Zachary Militello, and Michael Egbert were added. Upon discussion, the pay scale for members of the Parks Board, Board of Zoning Commission, and Zoning Appeals Board, shall state as follows, *"$35.00 maximum per day for attendance at board hearing(s) and board meeting(s), and attendance at Trustees' meetings and other meetings as needed."* Mr. Kusmer made a motion, seconded by Mr. Geyer, to accept the 2018 Approved Employees and Wage Scale to reflect approved employees and the pay scale for members of the Parks Board, Board of Zoning Commission, and Zoning Appeals Board. Upon a vote, Mr. Geyer - Yes; Mr. Kusmer - Yes; Mr. Stotz - Yes; the motion carried.

Mr. Kusmer made a motion, seconded by Mr. Geyer, to reduce appropriations within various funds. The motion passed following a roll call vote: Mr. Geyer - Yes; Mr. Kusmer - Yes; Mr. Stotz – Yes; as Resolution 2018-17:

RESOLUTION 2018-17
A RESOLUTION OF THE BOARD OF TRUSTEES OF BALLVILLE TOWNSHIP TO ADJUST APPROPRIATIONS OF CERTAIN ACCOUNT LINES IN VARIOUS FUNDS

Mr. Geyer made a motion, seconded by Mr. Kusmer, to reallocate within account lines of the Road and Bridge Fund for payment of property and casualty premiums. The motion passed following a roll call vote: Mr. Geyer - Yes; Mr. Kusmer - Yes; Mr. Stotz – Yes; as Resolution 2018-18:

RESOLUTION 2018-18
A RESOLUTION OF THE BOARD OF TRUSTEES OF BALLVILLE TOWNSHIP TO REALLOCATE AMONG ACCOUNT LINE ITEMS WITHIN THE ROAD AND BRIDGE FUND

Discussion took place on the Chudzinski-Johannsen Park, and whether wages could be paid from that fund (4901 Park Development) when employees are working there. The revenue for the fund came from Kinder Morgan's donation, easement, and farm rentals over the years. It would be helpful to the General Fund (Parks payroll and related items) due to the concern with the General Fund expenditures and diminishing carryover balances. The trustees advised they would like the fiscal officer to look into this.

Mrs. Ickes advised that she has been working with Assistant Prosecutor Mark Mulligan regarding possible fund balance adjustment(s) to the General Fund.

The trustees tentatively agreed to hold a special meeting to discuss finances of the township on Friday, May 11 at noon if that works for the elected officials' schedules. If not, a date and time agreeable to all will be set as close to that date as possible so the meeting can be held before the May 15 trustees' regular meeting.

A brief discussion took place on Zoning Appeals fees regarding rates and structure for the fees.

The April 30, 2018 Bank Reconciliation, purchase orders and checks for bills were signed by the trustees at this meeting.

There being no further business, it was moved by Mr. Kusmer, seconded by Mr. Geyer, to adjourn the meeting at 7:45 p.m. Upon a vote, Mr. Geyer - Yes; Mr. Kusmer - Yes; Mr. Stotz – Yes; the motion passed and the meeting was adjourned.

Respectfully submitted,

_____
Ellen K. Ickes, Fiscal Officer

_____
David P. Stotz, Chairman

BALLVILLE TOWNSHIP CEMETERY BURIAL FEES EFFECTIVE 7-1-2018

2220 Tiffin Road / Fremont, OH 43420

419-332-7830 / 419-332-0094 (fax)

CEMETERY ITEM	BALLVILLE TWP. RESIDENT	NON-BALLVILLE TWP. RESIDENT
BURIAL LOT	$450.00	$750.00
GRAVE OPEN & CLOSE	$500.00	$750.00
CREMATION OPEN & CLOSE	$300.00	$450.00
WEEKEND/HOLIDAY (EXTRA)	$400.00	$400.00
TENT RENTAL (CREMATION)	$125.00	$175.00
VETERAN SEC. FOUNDATION	$160.00	$160.00

*Foundations are figured $.35 per square inch at all cemeteries. (width x length x .35)

*7:00 am to 3:30 pm (Monday through Friday) are Ballville Township's normal working hours for the work week. Additional charges will be added after 3:30 pm. Full burials is $100.00 per hour per person and cremations is $50.00 per hour per person.

*Veteran's Section - McGormley Cemetery: Burial lot and flat granite headstone are purchased by the Sandusky County Veteran's Association. Additional prices for grave open and closing at the current rates of Ballville Township Resident or Non Ballville Township Resident. Veteran's spouse wishing to be buried next to veteran will have to pay the Resident or Non-Resident prices for the burial lot and the open and closing cost at the current rates. Veteran's Spouses have a total of (90) days to purchase grave next to spouse.

*Holidays: New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Fourth of July, Labor Day, Columbus Day, Thanksgiving Day, Day after Thanksgiving, Christmas Day.

OAKWOOD MAUSOLEUM	BALLVILLE TWP RESIDENT	NON-BALLVILLE TWP RESIDENT
CRYPT / MARBLE PLATE	$1,000.00	$1,500.00
INTERMENT FEE	$ 250.00	$ 350.00
WEEKEND / HOLIDAY	$ 400.00	$ 400.00

*ENGRAVING OF MARBLE PLATES IS DONE AT OWNER'S EXPENSE.

CONTACT: BILL LAGROU - BALLVILLE TOWNSHIP SUPERINTENDENT - 419-680-4049 (private cell)

BALLVILLE TOWNSHIP

2018 APPROVED EMPLOYEES AND WAGE SCALE

SONNEL\WAGE SCALE...\2018\2018 Wage Scale\Approved employees and wage scale May 1, 2018.xlsx

Approved 5/1/18

Position	*Employment Status*	*Pay Scale*	*Pay Frequency*
NEW AND RETURNING SEASONAL EMPLOYEES (hired after 1/1/2013 - for years 1, 2, & 3)	Seasonal Part-time	$8.30 per hour or current minimum wage	Semi-Monthly
Paige Miarer (6/5/17)			
Michael Egbert			
Zach Militello (6/1/17)			
SEASONAL MAINTENANCE EMPLOYEES (starting with year 4 after working 1-3 years above)	Seasonal Part-time	$9.00 per hour	Semi-Monthly
PART-TIME MAINTENANCE EMPLOYEES	Part-time	$9.90 per hour	Semi-Monthly
Jon Leemaster (5/6/2004)			
Bob Nepper (7/7/2009)			
PART-TIME CDL DRIVERS	Part-time	$14.00 per hour	Semi-Monthly
Bob Nepper (7/7/2009)			
PARKS BOARD SECRETARY	Part-time	$11.80 per hour	Monthly
Sue Babione (2016)			
GRANTS WRITER	Part-time	$15.87 per hour	Monthly
Sue Babione (2016)			
TOWNSHIP SUPERINTENDENT	Full-time regular rate	$24.56 per hour	Semi-Monthly
Bill Lagrou (5/6/1995)	Overtime rate	$36.84 per hour	
	Attendance at Parks Board, Board of Trustees', and other meetings outside of regular working hours as needed	$35.00 per meeting	
ASSISTANT SUPERINTENDENT	Full-time regular rate	$19.90 per hour	Semi-Monthly
Ken Hoffman (10/12/1998)	Overtime rate	$29.85 per hour	
FULL TIME MAINTENANCE EMPLOYEE	Full-time regular rate	$16.40 per hour	Semi-Monthly
Bryan Myers (7/6/2015)	Overtime rate	$24.60 per hour	
ZONING INSPECTOR	Salary	$700.00 per month	Monthly
David Bain (5/1/2017)			
BOARD MEMBERS (VOTING AND ALTERNATES) (per current roster)			
PARKS BOARD	Part-time	$35.00 maximum per day for attendance at board hearing(s) and board meeting(s), and attendance at Trustees' meetings and other meetings as needed.	Quarterly
ZONING BOARD	Part-time		Quarterly
BOARD OF ZONING APPEALS	Part-time		Quarterly
CEMETERY BOARD	Part-time	No Compensation	---
COMMITTEE(S)			
VETERANS' SECTION COMMITTEE FOR McGORMLEY CEMETERY	Volunteer	To be determined in December annually	

*2018 MILEAGE REIMBURSEMENT - FEDERAL RATE **54.5 CENTS** PER MILE*