

BALLVILLE TOWNSHIP TRUSTEES – REGULAR MEETING
BALLVILLE TOWNSHIP HOUSE
TUESDAY, JANUARY 2, 2019 – 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, along with James Barney of Kocher & Gillum, Solicitor.

Moved by Mr. Geyer, seconded by Mr. Kusmer, that the minutes of the December 18, 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 meeting:

Total bills:\$ 10,053.08

Total receipts:\$ 12,490.93

Cash total in all funds:\$ 1,004,777.53

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). There were no public comments from those in attendance.

Mr. Kusmer made a motion, seconded by Mr. Geyer, to close out 2018 Business. Upon a vote, Mr. Geyer - Yes; Mr. Kusmer - Yes; Mr. Stotz - Yes; the motion carried.

Mr. Stotz made a motion, seconded by Mr. Kusmer, to elect Richard A. Geyer as Chairman and W. Robert Kusmer as Vice-Chairman of the Board of Trustees. There was no vote since Mr. Geyer immediately declined the position of chairman.

Mr. Geyer then made a motion to elect W. Robert Kusmer as Chairman and David P. Stotz as Vice-Chairman of the Board of Trustees. There was no second on the motion.

A brief discussion took place regarding the two motions that were made, with Mr. Geyer advising that he had no desire to serve as chairman.

Mr. Stotz then seconded the last motion, made by Mr. Geyer, to elect W. Robert Kusmer as Chairman and David P. Stotz as Vice-Chairman of the Board of Trustees. Upon a vote, Mr. Geyer - Yes; Mr. Kusmer - Yes; Mr. Stotz - Yes; the motion carried.

W. Robert Kusmer took over as chairman and conducted the rest of the meeting.

Mr. Stotz made a motion, seconded by Mr. Geyer, to keep the trustees' regular meeting dates on the first and third Tuesdays of each month at 5:30 p.m. Upon a vote, Mr. Geyer - Yes; Mr. Kusmer - Yes; Mr. Stotz - Yes; the motion carried.

Mr. Geyer made a motion, seconded by Mr. Stotz to re-appoint the Audit Committee, which consists of the trustees and fiscal officer. Upon a vote, Mr. Geyer - Yes; Mr. Kusmer - Yes; Mr. Stotz - Yes; the motion carried.

Mr. Geyer made a motion, seconded by Mr. Stotz, for the re-appointment of Solicitor James Barney of Kocher and Gillum. Upon a vote, Mr. Geyer - Yes; Mr. Kusmer - Yes; Mr. Stotz - Yes; the motion carried.

The Sandusky County Township Association Banquet is scheduled for January 17, and reservations were discussed. Mrs. Ickes will RSVP for the township. It was discussed and agreed that the township's attendees should pay for their own meal(s) at the door the night of the event. At this time, Trustees Stotz and Kusmer, Mrs. Ickes, and Mr. Bain will attend; Mr. Geyer will not be attending; and Mr. Lagrou will advise accordingly.

Payment for attendance at the Ohio Township Association Winter Conference will not be made by the township due to General Fund concerns. The costs will be the responsibility of the person who attends.

The township's annual Inventory Meeting is scheduled for Monday, January 14, 2019 at noon (the second Monday of January). Mrs. Ickes advised that a legal notice was published for this.

The 2019 Wage Scale will be discussed in Executive Session at the end of tonight's meeting.

Next on the agenda was the appointment of Regional Planning Members (voting and alternates). Mr. Kusmer and Mr. Stotz were nominated as voting members, with Mr. Geyer as an alternate. Mr. Geyer refused the appointment and, in his place, suggested Zoning Inspector David Bain. Mr. Stotz made a motion, seconded by Mr. Geyer, to appoint Mr. Kusmer and Mr. Stotz as voting members, with David Bain as an alternate to the Regional Planning Commission. Upon a vote, Mr. Geyer - Yes; Mr. Kusmer - Yes; Mr. Stotz - Yes; the motion carried.

Discussion took place on the review and timing of new and renewal levies for 2019. Mrs. Ickes reviewed the Rates and Amounts for 2019 from the County Auditor which shows the revenue generated within the 10 mill limitation and revenue generated by levies outside the 10 mill limitation. Currently the township has a road and fire levy.

The township's road levy was last passed in 2015, and the renewal can appear on the ballot in either 2019 or 2020. Solicitor Barney prepared a resolution for passage at tonight's meeting if the trustees would like to place this on the ballot for May 7, 2019; the deadline for filing for the May ballot is February 6, 2019.

Further discussion took place about the timing of levies and related costs. Mr. Kusmer indicated the new/additional General Fund levy for current operating expenses that failed in November, 2018 needs to be on the ballot now, since the road levy is a renewal and it can appear on a ballot at a later date.

Mr. Stotz made a motion, seconded by Mr. Kusmer, to place the 1.25 additional General Fund levy on the ballot for May 7, 2019. Upon a vote, Mr. Geyer - No; Mr. Kusmer - Yes; Mr. Stotz - Yes; the motion carried 2-1. Solicitor Barney will prepare the resolution of necessity requesting the county auditor to certify the amounts that will be generated with this General Fund Levy and it will be on the agenda for the next meeting.

CEMETERY BOARD REPORT - Jack Ferguson and Jim Gillis

Mr. Ferguson advised that he has driven through the cemeteries and they all look good. Mr. Lagrou stated that there are three cremation burials pending.

ZONING INSPECTOR REPORT - David Bain, Zoning Inspector

Mr. Bain reviewed the Ballville Township Zoning Report from January 2, 2019, which was entered into the township's meeting minutes.

In response to Mr. Bain's notice, the attorney for Betty Stachoviak's estate has advised by letter that the person working on the estate is slowly making progress. Solicitor Barney advised that a junk vehicle letter to an estate is no different than a letter to an individual.

Mr. Bain then spoke about 1022 Oakwood St., a commercial building that is in bad shape. He handed out an email from Assistant Prosecuting Attorney Mark Mulligan regarding the township's options to address the problem. He also had a letter from 1997 that the Sandusky County Health Department had sent the owner regarding the poor condition of the building. The township's zoning inspector at that time, Jane Stout, had received a copy of the letter. Twenty years later, the building is still standing. Discussion took place, with mention of the land bank getting involved, and that it seems that the health department had not followed through with its 1997 letter. Mr. Bain pointed out that the current owner is David Reitz, but there had been a different first name listed as the owner before. Brent Binkley advised that Carl was the father and he is deceased, which is probably why his son, David, is listed as the owner. David has the pallet business at Route 6 and CR 232. Ballville Volunteer Fire Department Chief Doug Crowell said he will look into this matter. The fire department was involved in the property's status in 1997 and he would like to get to the bottom of this matter.

PARKS BOARD REPORT - Bill Lagrou and Kerry Wood

Mr. Wood reported that there was no meeting since the last trustees' meeting, and nothing to report.

ROAD SUPERINTENDENT REPORT – Superintendent Bill Lagrou

Mr. Lagrou discussed the electric aggregation public notice hearings, part of the process of signing on with Trebel. The Fremont News-Messenger had a notice published for Trebel for two public hearings on January 11, 2019, at 10:30 a.m. and again at 5:30 p.m., at the township house.

Leaf collection is done for the year.

Weather permitting, the township crew will be working on cleaning up tree stump grindings. Baker Rd. requires cleanup after the new tile project completion - there were a lot of rocks and boulders. Snow fences will be put up at the usual places - Fox Run, Baker Rd., Cole Rd., and TR 118. The parking lot at Hydraulic Park will be enlarged. There will be some tree trimming, and they will use a backhoe to push some trees onto the banks of the river, but not into the river. Discussion took place on the recurring log jam/cleanup cycle at the City of Fremont's ice barriers near the old Ballville Dam.

Superintendent Lagrou advised that Scott Pitts of Buckland Avenue, near Lutz School contacted him because his well pump just died, and he asked if city water was coming out that way. It is expected that city water will have to be available by next summer prior to construction of the new Lutz School.

Trustee Kusmer stated that he has had discussions with the City of Fremont's mayor regarding the annexation agreement requirement for city water users.

No action was taken on the agenda item (resolution) for the necessity for renewal of the road levy at this time, as discussed earlier in the meeting.

The trustees advised that they were not interested in re-joining the procurement services offered by ODAS (Ohio Department of Administrative Services). The township may have last used their services in 2008 to purchase a truck, and has not used them since.

Mrs. Ickes advised that Cal Anderson of OTARMA cyber security sent the township a follow-up requiring confirmation of the steps the township has taken to follow his recommendations.

OLD BUSINESS

NEW BUSINESS

At 6:32 p.m., Mr. Geyer made a motion, seconded by Mr. Stotz, to enter into Executive Session to discuss the 2019 wage scale for employees. Upon a roll call vote, Mr. Kusmer – Yes; Mr. Geyer – Yes; Mr. Stotz – Yes; the motion passed. Solicitor James Barney and Fiscal Officer Ellen Ickes joined the trustees. At 6:48 p.m., Mr. Geyer made a motion, seconded by Mr. Stotz, to leave Executive Session and return to the regular meeting. Upon a roll call vote, Mr. Kusmer – Yes; Mr. Stotz – Yes; Mr. Geyer – Yes; the motion carried and the trustees returned to regular session.

Mr. Stotz made a motion, seconded by Mr. Geyer, to change the maximum number of comp-time hours accrued in one year to 81 hours instead of the current 80 hours. A full-time employee who is eligible for comp time accrual could designate a maximum of 54 hours work hours to comp time and accrue 27 hours at the 1.5 rate for a total one-time maximum accrual for the year of 81 hours. Upon a vote, Mr. Geyer – Yes; Mr. Kusmer – Yes; Mr. Stotz – Yes; the motion carried.

Mr. Stotz made a motion, seconded by Mr. Geyer, to give no employee raises due to the condition of the General Fund and the 8% increase in health care premiums. Upon a vote, Mr. Geyer – Yes; Mr. Kusmer – Yes; Mr. Stotz – Yes; the motion carried.

The fiscal officer was directed to prepare a letter for the trustees to sign to inform the full-time employees and zoning inspector of the comp-time and no-raise decisions. Mrs. Ickes requested that they be available to receive drafts of the letter and for their subsequent signatures.

Solicitor Barney advised he has been working on the township's new employee handbook. He is seeking answers and information on several matters. He advised that the employee discipline section language regarding the filing of an appeal with SERB (State Employees Relations Board) will be removed. SERB is for classified state employees and not for unclassified township employees who are employees-at-will.

The township does not currently have a records retention policy.

The township's credit card policy was discussed and the fiscal officer and trustees will have to work out the details.

Cyber security policies received by email from Cal Anderson will be reviewed by Solicitor Barney when he receives email attachments that he can open – the ones he received were zip files and he could not open them. Mrs. Ickes will obtain the files and send them to him.

The trustees expressed appreciation for the good people that are township employees.

Purchase orders and checks for bills were signed by the trustees at this meeting.

There being no further business, it was moved by Mr. Stotz, seconded by Mr. Geyer, to adjourn the meeting at 7:00 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

W. Robert Kusmer, Chairman