BALLVILLE TOWNSHIP TRUSTEES – REGULAR MEETING
BALLVILLE TOWNSHIP HOUSE
TUESDAY, FEBRUARY 19, 2019 – 5:30 P.M.

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

Mr. Geyer requested the following corrections be made to the February 5, 2019 meetings since the name "Schwartz" incorrectly appeared twice instead of "Stotz".

> The first paragraph on Page 4 that reads:
> *Mr. Kusmer made a motion, seconded by Mr. Stotz, to appoint Alternates Brad Stearns and Dave Schwartz as regular members of the Board of Zoning Commission. Mr. Schwartz will complete the unexpired term of Ray Rellinger through 12/31/19; Mr. Stearns will complete an open, unfilled term through 12/31/23. Upon a vote – Mr. Geyer – Yes; Mr. Kusmer – Yes; Mr.* ***Schwartz*** *– Yes; the motion passed. Mr. Klausz noted that a chairman needs to be elected.*
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> Shall be corrected to read:
> *Mr. Kusmer made a motion, seconded by Mr. Stotz, to appoint Alternates Brad Stearns and Dave Schwartz as regular members of the Board of Zoning Commission. Mr. Schwartz will complete the unexpired term of Ray Rellinger through 12/31/19; Mr. Stearns will complete an open, unfilled term through 12/31/23. Upon a vote – Mr. Geyer – Yes; Mr. Kusmer – Yes; Mr.* ***~~Schwartz~~ Stotz*** *– Yes; the motion passed. Mr. Klausz noted that a chairman needs to be elected.*
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> > The second paragraph on Page 4 that reads:
> > *Mr. Stotz made a motion, seconded by Mr. Geyer to appoint Alternates Zeke Villarreal and Dale Hill as regular members of the Board of Zoning Appeals. Mr. Villarreal will complete the term left open by the resignation of Brad Lawrence at 12/31/18, through 12/31/2023, and Mr. Hill will complete the unexpired term of Nancy Francis through 12/31/2021. Upon a vote – Mr. Geyer – Yes; Mr. Kusmer – Yes; Mr.* ***Schwartz*** *– Yes; the motion passed.*
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> > Shall be corrected to read:
> > *Mr. Stotz made a motion, seconded by Mr. Geyer to appoint Alternates Zeke Villarreal and Dale Hill as regular members of the Board of Zoning Appeals. Mr. Villarreal will complete the term left open by the resignation of Brad Lawrence at 12/31/18, through 12/31/2023, and Mr. Hill will complete the unexpired term of Nancy Francis through 12/31/2021. Upon a vote – Mr. Geyer – Yes; Mr. Kusmer – Yes; Mr.* ***~~Schwartz~~ Stotz*** *– Yes; the motion passed.*

Moved by Mr. Geyer, seconded by Mr. Stotz, that the minutes of the February 5, 2019 meeting be approved as corrected. 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: .....$ 24,812.74
Total receipts: .....$ 7,130.00
Cash total in all funds: .....$ 965,707.51

It was moved by Mr. Stotz, 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.

The trustees reviewed account activity for the employee Croghan Colonial VISA, and Lowe's, credit cards for the last billing period, and Chairman Kusmer signed the credit card attestations. Payment by check is included in the above referenced bills.

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

Ballville Volunteer Fire Department Chief Doug Crowell advised that he has not received confirmation that the letter he sent regarding the General Cutlery property on Oakwood Street was received and, therefore, could not provide an update on it.

The Lexipol software the fire department purchased with the OTARMA grant last year has been used for their policies. They also have purchased the procedures module so they can start working on them to help with all of their compliance requirements.

Chief Crowell also provided information on the Lake Erie Bill of Rights that will amend the City of Toledo's charter if passed on the February 26 special election ballot. It pertains to all of northern Ohio, but is only voted on within the City of Toledo. It was initiated by a special interest group and could invalidate any level of governmental permits that have been issued. Anyone near a watershed flowing into the lake could be stopped from normal activities. For instance, farmers could be stopped from applying fertilizer that would run off into ditches. Businesses could also be affected, as well as activities that the special interest group wants stopped. It has quietly been placed on the ballot, but lately there have been many ads against it to educate Ohioans of its dangers. It was agreed that it would have detrimental effects for Ohio.

Amy Barnes and Regina Vincent-Williams were present and stated that they would like to be involved as township residents and were present just to observe the meeting.

CEMETERY BOARD REPORT - Jack Ferguson
The trustees signed a deed for Carol Kessler, McGormley Cemetery, Section 16, Lot 15, Grave 2.

Superintendent Lagrou noted that the trustees' agenda tonight included a resolution prohibiting mausoleums, as discussed at the February 5 meeting. Mr. Lagrou spoke to Dave Frederick of Frederick's Monuments about a mausoleum in Green Springs that Mr. Frederick had referred to with a seashell coating on it, and probably concrete underneath. Mr. Frederick suggested that if mausoleums would be permitted that they be stacking rather than side-by-side.

Mr. Lagrou advised that he and Fiscal Officer Ickes have been working on the conversion of cemetery software from Pontem to UAN, and the conversion is getting closer.

He advised that the township paid a lot of money 10 years ago for the Pontem software. He asked if the trustees would consider it wise to keep the Pontem software updated. He would like to run Pontem and UAN software side-by-side with double entry of data. The township would have to pay $150.00 for a Pontem upgrade instead of $500.00 a year for the annual fee since the Pontem software is still accessible if the township would non-renew the contract. Discussion with the trustees was that it was fine for the double-entry system.

Mr. Stotz made a motion, seconded by Mr. Geyer, to cancel the Pontem software by giving a 30-day notice prior to the April 1, 2019 renewal date. Upon a vote – Mr. Geyer – Yes; Mr. Kusmer – Yes; Mr. Stotz – Yes; the motion passed. The trustees signed a letter of cancellation for Pontem at the renewal date of April 1.

ZONING INSPECTOR REPORT - David Bain, Zoning Inspector
Mr. Bain reviewed the Ballville Township Zoning Report from February 19, 2019, which was entered into the township's meeting minutes.

Mr. Bain advised the trustees that he had a medical appointment on Thursday this week and will not be available for regular zoning hours, offering instead to be available on Friday if they desired.

Mr. Bain advised that he attempted to contact the Board of Zoning Appeals members to be present for the variance hearing for Gabel Construction tomorrow. The residential construction was done based on the location of pins following a survey. It was later discovered that the pins had somehow been moved, and the building is 3-1/2 feet into the setback. The variance is needed so the tax map office can finalize this and so the residents can move in. Mr. Bain noted that bad weather is predicted tomorrow. If the meeting needs to be rescheduled, he will consult with Solicitor Barney to advertise and expedite it correctly.

Discussion took place on the "celery patch" property owned by Tolhurst. Mr. Bain advised it is not listed as being in a flood plain on the county's GIS website. It was agreed that the property is not buildable due to being under water.

PARKS BOARD REPORT - Bill Lagrou and Kerry Wood
Mr. Wood stated that the Parks Board met recently and they are eager to start developing Chudzinski-Johannsen Park. Trustee Kusmer advised that he completed plans for the park today. It is hoped that bids for drainage, curbing and basecoat for 24 ft. wide roads will be opened on March 19 at 6:00. The bid information will be advertised soon.

Superintendent Lagrou requested a Certificate of Insurance from the township for SCRAP, PO Box 51, Gibsonburg, Ohio for the American Cancer Society Relay for Life. SCRAP would also like to be named as an additional insured. The township picks up a stage from SCRAP, sets it up, tears it down, and returns it for the annual event in Conner Park. Mrs. Ickes will follow up on this.

The Parks Board continues to plan for the township's bicentennial and the meeting minutes of January 14, 2019 were entered into the township's meeting minutes.

ROAD SUPERINTENDENT REPORT – Superintendent Bill Lagrou
The tornado siren at Buckland and Saner failed a test on February 2. Mr. Lagrou contacted Sound Systems. AEP put a new meter on it. Root Electric determined that there is power up to the siren. A surge protector may need to be replaced on this older siren. The circuit board was replaced a few years ago. Superintendent Lagrou advised that Sound Systems will be over on Thursday this week to replace the relay switch ($450.00), and the surge protector ($80.00); a purchase order for $700.00 was requested for Sound Systems. Root Electric may need to follow up later.

A right-of-way permit was issued for Twp. Rd. 9 for the installation of wire in-ground and pedestals.

The township had B & W Welding work on a snow plow recently and it will require additional work later on. The plow was purchased in 2008.

Mr. Lagrou returned the culvert and catch basin information to the county engineer. Mrs. Ickes has sent the mileage certification to the county engineer to be signed and it should be returned soon.

Trash hauling was the next item discussed as a follow-up to previous discussions. Mr. Geyer made a motion, seconded by Mr. Stotz, to change to a two-year contract with Republic Services starting March 1, 2019. Upon a vote, Mr. Geyer – Yes; Mr. Kusmer – Yes; Mr. Stotz – Yes; the motion passed. Republic will credit the township retroactively to January 1 for the higher rates paid in January and February. This change should save about $2,500.00 a year. The trustees thanked Mr. Lagrou for researching this. The charge for winter months is $90.00 a month with every other week pickup and $150.00 a month during the summer with weekly pickup.

The township crew has been working on things around the township house and trimming trees.

With the recent changes to the credit card policy, it was discussed that employees Ken Hoffman and Bryan Myers should be issued VISA credit cards so that any of the three full-time employees can purchase gasoline or make any other approved purchases if the other two employees are not available. Credit card limits were discussed. Mrs. Ickes advised that OTARMA advised that these employees did not need to be bonded as the OTARMA policy provides coverage for employee dishonestly, it was quickly noted that this is not a concern with the township's employees. The trustees signed a letter to Croghan Colonial Bank to issue both employees VISA credit cards.

OLD BUSINESS

NEW BUSINESS

Mrs. Ickes reviewed the permanent appropriations presented for passage tonight as well as anticipated revenues. It was noted that the personal property tax collections are estimated a little higher rate due to property valuation increases, affecting the General, Road and Bridge, and the Fire Funds.

She advised that there are still concerns with the General Fund going forward due to an anticipated lower carryover balance. The General Fund currently contains cash proceeds from the Sandusky County Parks District grant, received in December, 2017. There is an appropriation for either the purchase of swings, including the Expression swing, or repayment of the cash received from the grant. The township has been assured by the Parks District that the township will not incur a penalty for using the grant at some time, or for choosing to return the grant. The OSS grant awarded to the township (75% township share) is also appropriated in the General Fund. Mrs. Ickes noted that the roofing materials purchased for Conner Park two years ago but not yet installed on the dugouts and restroom building are being stored until the township decides to proceed with the work; labor to complete the roofing was estimated at $4,800.00 when the materials were purchased.

The fiscal officer also advised that the revenues for the 4901 Park Development (township) and 4903 Capital Improvements (state grant) funds for Chudzinski Johannsen Park will be revised with the county auditor to agree with the appropriations. An advance of $30,000.00 and repayment of the advance was recorded in both funds with the County Auditor.

Mrs. Ickes spoke with the state auditor's office after learning that the township may want to record these transactions as if the grant was a FEMA grant, a method that eliminates the need to advance funds. Expenditures would be made from Fund 4901, which has a cash balance. The township would submit each expenditure to the state for reimbursement. The state's reimbursement would be deposited into Fund 4903 and now, with a cash balance to cover the charges initially made in Fund 4901, the expenditure would appropriately be reallocated to Fund 4903. Two purchase orders would be needed for each purchase, one in each of the funds.

Mr. Stotz made a motion, seconded by Mr. Geyer, for approval of 2019 permanent appropriations. The motion passed following a roll call vote: Mr. Geyer - Yes; Mr. Kusmer - Yes; Mr. Stotz – Yes; as Resolution 2019-4:

RESOLUTION 2019-4
A RESOLUTION OF THE BOARD OF TRUSTEES OF BALLVILLE TOWNSHIP TO A RESOLUTION OF THE BOARD OF TRUSTEES OF BALLVILLE TOWNSHIP TO ADOPT PERMANENT APPROPRIATIONS FOR EXPENDITURES IN THE AMOUNT OF $1,827,097.93 FROM JANUARY 1, 2019 THROUGH DECEMBER 31, 2019

Solicitor Barney prepared a resolution as discussed at the February 5 meeting to prohibit mausoleums in township-owned cemeteries, and a brief discussion ensued regarding columbariums. Mr. Stotz made a motion, seconded by Mr. Geyer, for the prohibition of mausoleums in township cemeteries. The motion passed following a roll call vote: Mr. Geyer - Yes; Mr. Kusmer - Yes; Mr. Stotz – Yes; as Resolution 2019-5:

RESOLUTION 2019-5
A RESOLUTION ESTABLISHING AN ADDITION TO THE BALLVILLE TOWNSHIP CEMETERY RULES PROHIBITING MAUSOLEUMS IN ANY TOWNSHIP CEMETERY

Checks for bills were signed by the trustees at this meeting.

There being no further business, it was moved by Mr. Geyer, seconded by Mr. Stotz, to adjourn the meeting at 7:15 p.m. Upon a vote, Mr. Geyer - Yes; Mr. Kusmer - Yes; Mr. Stotz – Yes; the motion passed and the meeting was adjourned.

Respectfully submitted,

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Ellen K. Ickes, Fiscal Officer

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W. Robert Kusmer, Chairman