BALLVILLE TOWNSHIP TRUSTEES – REGULAR MEETING
BALLVILLE TOWNSHIP HOUSE
TUESDAY, MARCH 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

Moved by Mr. Geyer, seconded by Mr. Stotz, that the minutes of the March 5, 2019 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: .....$ 22,565.83
Total receipts: .....$ 408,689.72
Cash total in all funds: .....$ 1,350,549.48

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.

Mrs. Ickes also provided the trustees with a Revenue Status report. She explained that the primary source of revenue for the township comes from two property tax settlements each year, and the first has been received. She provided a breakdown of that revenue, focusing on the General Fund – a gross receipt of $78,410.62 was reduced to the net amount of $73,886.57 after the County Auditor took out various fees. The 2019 General Fund Revenue of $199,929.60 is comprised of $165,676.00 from the collection of property taxes, and $34,253.60 from other sources, including Local Government distributions, shelter house fees, and zoning fees.

Using several reports in combination (attached), she provided a verbal explanation of the General Fund revenue and expenditures, expressing concern for the General Fund's ability to meet expenses in the near future. The General Fund must rely on its main source of revenue, property taxes, which has never generated enough revenue to sustain General Fund expenditures. Additional estate tax revenue had been received for many years until the tax was abolished in 2013. Conseqently, the township has considerably less revenue for General Fund expenditures with the loss of the estate tax and the cash carryover balance is dwindling. The information is summarized below:

GENERAL FUND	**2019**	**2020 (Projected)**	**2021 (Projected)**
Cash carryover from previous year	$ 306,104.25	$ 167,433.85	$28,833.85
Revenue	$ 199,929.60	$ 200,000.00	$ 200,000.00
Total Estimated Resources Available	$506,033.85	$ 367,433.85	$ 228,833.85
Appropriations for Expenditures (if expenditures remain the same)	$ 338,600.00	$ 338,600.00	$ 338,600.00
Cash carryover into next year	$ 167,433.85	$ 28,833.85	($109,766.15)

The trustees reviewed account activity for Lowe's and one of the Croghan Colonial VISA credit cards for the last billing period, and the trustees signed the credit card attestation(s). 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).

ELECTRIC AGGREGATION
Joe Garrett of Trebel, LLC was present and advised that the township's electric aggregation received eight bids after it was put out for bid. He discussed the results with the trustees and provided copies (attached). He advised that the rate with Volunteer Energy was negotiated down to .0492 for 36 months. Trebel gave up some of its commission to achieve this rate. Mr. Garrett noted that Sandusky County has a rate of .0491 for its aggregation, but only for 24 months, and the third year will likely see a rate increase. When referring to the bid results, First Energy is ASTI. In the overall package, the township will return more savings this way.

Mr. Garrett asked the trustees to pass a motion tonight to enter into a contract with Volunteer Energy. Mr. Stotz made a motion, seconded by Mr. Geyer, to sign a 36 month contract with Volunteer Energy to provide electric aggregation to the Ballville Township Electric Aggregation program, and to allow the Chairman of the Board of Trustees to sign the Volunteer Energy contract on behalf of the Ballville Township Board of Trustees. Upon a vote: Mr. Geyer – Yes; Mr. Kusmer – Yes; Mr. Stotz – Yes; the motion passed. Chairman Kusmer signed the agreement, and Mr. Garrett will return an executed copy to the township.

Eligible residents will receive letters informing them of the aggregation, and inquiries from residents will follow because it can be confusing. The township can manage the program better and it does not receive a large cut like the county did in the past. For the eligible residents, they need to do nothing and are automatically enrolled.

Letters to those who are non-eligible will then go out. Once the aggregation program is in place, these residents can call and sign up for the aggregation, They will want to weigh their current utility provider with the township's aggregation.

Complaints are common during the winter and summer months with higher bills due due to higher energy consumption. Referring to electric bills can show that increased usage can explain the increased costs. These residents can contact Trebel for assistance.

At 6:00 p.m. Mr. Stotz made a motion, seconded by Mr. Geyer, to close the receipt of bids for the Chudzinski Johannsen Park roadway. Upon a vote: Mr. Geyer – Yes; Mr. Kusmer – Yes; Mr. Stotz Yes; the motion passed.

6:00 PM BID OPENING – CHUDZINSKI JOHANNSEN PARK ROADWAYS

The township's estimate for the work is $260,000.00. Mrs. Ickes announced that 13 bids had been received. She opened the sealed bids and read them aloud, and they were recorded in the order they were opened:

Contractor	**Bid Amount**
Great Lakes Demolition	$ 222,966.70
Henry W. Bergman, Inc.	$ 243,279.13
Erie Blacktop	$ 297,766.05
Geddis Paving	$ 255,304.85
Unilliance	$ 243,425.83
Expercon LLC	$ 224,900.70
S & S Hauling & Excavating	$ 248,299.30
Geo. Gradel	$ 249,255.65
Buckeye Excavating and Construction	$ 285,135.00
Precision Paving	$ 226,785.50
Ott Excavating	$ 246,396.33
D & M Earthmoving	$ 234,946.80
Willis & Sons	$ 269,539.00

Trustee Kusmer thanked those present who had submitted bids and advised that the bids would be reviewed and the award for the project will be at the April 2 meeting.

Amy Barnes asked if the township always goes with the low bid and Trustee Kusmer explained the process for evaluating bids.

The Geddis Paving representative asked to review the bid of Great Lakes, the apparent low bidder.

Amy Barnes also asked about aggregation, and discussion took place on the low rate the township will have and residents are 'passively' entered by doing nothing. The true benefit will be seen in three years when the township's rate remains the same and the county's goes up.

CEMETERY BOARD REPORT - Jack Ferguson
The trustees signed a deed for Kennard Franks, McGormley Cemetery, Section 13, Lot 32, Grave 8.

Mr. Lagrou and Mrs. Ickes have discussed the conversion from Pontem software to UAN with Matt Dean of UAN, who has been working with the township on the conversion of the current township cemeteries. The possibility exists that the township may be receiving Oakwood Cemetery at some time in the future with approximately 25,000 burials. Oakwood's representative stated the grave information is in an Excel file; however it is not known how it is set up. UAN suggests one conversion for existing township graves and the potential Oakwood Cemetery graves for the smoothest transition to UAN. Pontem may need to be renewed this year at April 1 since it is not the right time to convert to UAN. Mr. Lagrou stated he was also still working on some geneology information in Pontem.

Mr. Lagrou has discussed this with Pontem and they would need an email immediately in order to renew, and possibly would demand a payment at this time, before April 1. Mr. Geyer made a motion, seconded by Mr. Stotz, to renew the township's current contract with Pontem at April 1, 2019. Upon a vote: Mr. Geyer – Yes; Mr. Kusmer – Yes; Mr. Stotz – Yes; the motion passed. The trustees signed a letter to Pontem requesting renewal and to disregard the request made earlier to non-renew. The April 1 fee is $460.00. The letter will be sent to Pontem ASAP and if payment is required, the trustees agreed that they would sign a check before the April 1 meeting accordingly if notified.

Mrs. Ickes pointed out that Jim Gillis' Cemetery Board term is up on May 13, 2019. He is expected to start attending meetings again with regularity soon.

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

Discussion turned to complaints about realtor signs and where they are placed. It was suggested that when a complaint is received, Mr. Bain should contact the agent as the first course of action to remove the realty company's sign.

The Haunted Hydro was discussed as the property appears to get worse in appearance over time and it is the first thing people see as they drive into the township on Tiffin St. Whether "grandfathered" zoning exists was discussed. Mr. Geyer suggested that Solicitor Barney send a letter to Mr. Turner of the Haunted Hydro. Mr. Bain added that the fire code changes Chief Crowell had mentioned last year have never taken place but would have addressed the issues. Chairman Kusmer stated that the township's zoning code needed to be enforced by sending a notice giving the appropriate number of days for correction.

Continuing the Haunted Hydro discussion, "containers" were discussed as there are several semi-trailers at that location. The township has no zoning code for individuals who wish to have a structure made from a container. It was agreed that if done properly, containers can be very nice structures as many in attendance were familiar with them. Material choice may be an issue. It was noted that no one asks a zoning permit applicant what materials will be used. This matter is something to consider. A structure with a foundation is a taxable property, and was likened to a pre-fabricated residence.

Philip Klausz stated that he would like to see residents be able to utilize containers and he knows several people who would like to do so. Chairman Kusmer stated that if allowed, the structures would have to be done properly.

Trustee Stotz stated, and the other trustees agreed, that Mr. Turner of the Haunted Hydro should be sent a certified letter of notice with the fines listed. Mr. Bain will seek the assistance of Solicitor Jim Barney for this matter.

The site of Dave Rimelspach's Farm Market (Rt. 53 and 201) was discussed as it has recently been sold and the new owner reportedly has given Mr. Rimelspach a year to remove his junk items from the property. Zoning Inspector Bain will speak to the new owner about the items on the property. Trustee Geyer suggested that Solicitor Barney prepare and send a letter to the new owner.

The son of Bruce Leonard (now deceased) has one year until the zoning permit Mr. Leonard obtained runs out for a trailer on Rt. 53.

PARKS BOARD REPORT - Bill Lagrou and Kerry Wood
Mr. Wood reported that several board members experienced scheduling conflicts and a total of four people attended the last meeting.

The Parks Board is interested in donating a tree in Conner Park with a plaque in memory of recently-deceased member Joe Pemberton. Superintendent Lagrou will ask Joe's wife what kind of tree the family would like to have planted.

April 15 is the anticipated opening of the Conner Park wells. Mr. Lagrou will file EPA reports quarterly and then monthly until October.

Discussion took place on the American Cancer Society Relay for Life in June and the Certificate of Insurance the township has been asked to provide SCRAP for the stage that is donated for the event. Mr. Lagrou will follow up and advise.

Superintendent Lagrou advised that the 72" 2010 Toro went to Willies for repairs because the bushings went bad.

The Sam's Club membership is not being renewed, and purchases were made for restroom cleaning supplies and trash bags for the year. Superintendent Lagrou advised that the $45.00 membership renewal automatically charged to the account but will be credited on the bill.

Mr. Wood stated that the Chudzinski Johannsen Park roadway bids came in lower than the estimated $260,000.00. Discussion took place on park development and a pond, or a creek if a pond is not practicable. The state's capital grant must be expended by June 30, 2020, and expenditures will include trees, grasses, and gates. The township will work on the parking lot as they are able to do the work.

The township will be mowing paths in the park, and there are people who have already used it as a photo opportunity for weddings and graduation pictures.

Trustee Geyer asked about plowing the park's roads if they are not paved. It was discussed that the new park will be suited for winter activities, including cross country skiing and sledding.

The Easter Egg Hunt will be held Saturday, April 13 at 1:00 p.m.

The Parks Board meeting minutes from February 11, 2019 were entered into the township's meeting minutes.

ROAD SUPERINTENDENT REPORT – Superintendent Bill Lagrou
Chad Fisher of the County Engineer's office has proposed the shared purchase of a pull-behind berm reclaimer machine between the county and townships. The machine goes down about two feet and pulls up the stone that has feathered away from the berm, re-grinding and re-setting it. The total cost is $30,000-$35,000. The township has approximately 56 miles of road; 33 miles are in subdivisions that are already curbed; 22 mile are country roads with stone berms; and the county maintains 260 miles. It was discussed that appropriate pro-rating based on use was a good idea, but the matter of how maintenance costs would be handled would have to be addressed. The trustees are interested in seeing the machine when the county gets one in for a demonstration, and Mr. Lagrou will advise accordingly.

Road striping was not done within the township in 2018 other than the Cole Road Issue II road repaving project (Cole Road from Morrison to Buchanan). It costs about $1,000.00 a mile for center and side striping. Mr. Lagrou will get prices for high-traffic areas such as Cole and Buchanan. The other half of the county apparently has an Issue II project this year, so it is possible we may have one to ask for next year; any roads considered for Issue II will not be striped until re-paved. There is a deadline of April 12 to submit road striping to the county.

Mr. Lagrou advised that Bob Nepper will be called back to work after a seasonal break so that the township crew can roll the parks and cemeteries.

The snow fences have been taken down with no complaints, and hopefully there will be no more snow.

Dinkmar will be billing the township for a leaf vacuum tube to replace the one the township borrowed from the City of Fremont last year.

Mr. Lagrou stated that the township has 100 tons of salt coming, and Ken Frost and Bill Guhn of the City of Fremont have approved dropping these four loads off at the city barn for storage. The township currently has 475 tons of salt: 300 in the township's bin, 100 coming yet, and 75 in the city barn from two years ago. Mr. Lagrou advised that there was probably no need to enter into ODOT's salt contract before the April 19 deadline since we should have plenty for next year, and can avoid paying as much as $62.00 a ton.

The township crew has been doing a good job cold patching, working on sign and guardrail replacements and sewer lids. Work is being done includes work on Timpe Road, Rice and Baker, and Darr Rd. and 173.

There is a property where the township can use Adkins Sanitation, but Mr. Lagrou will wait until there are additional locations before contacting them to come in.

An anonymous parking complaint on Guernsey Drive has been resolved.

The Sandusky County Engineer has provided an estimate of $38,000.00 to mill and repave Buchman Road. Mr. Stotz made a motion, seconded by Mr. Geyer, to repave Buchman Road. Upon a vote: Mr. Geyer – Yes; Mr. Kusmer – Yes; Mr. Stotz – Yes; the motion passed. Superintendent Lagrou will advise the County Engineer's office accordingly.

Mr. Lagrou next discussed the township's tornado sirens. Sandusky County EMA had contacted Chief Crowell, believing that the Ballville Volunteer Fire Department was responsible for the sirens in the township. Chief Crowell relayed the message to Superintendent Lagrou that, with the new 911 system coming in the near future, the township will have 3-5 weeks to reprogram the sirens so they work in the residential areas where they are located. The township and the City of Fremont will both be getting quotes from Bender's Frequency Sound.

The township will be looking into whether any grants are available for sirens.

The Saner & Buckland and Cole & Myrtle sirens are probably 30 years old and cover a smaller radius than the newer ones. The Cole Rd. to the City of Fremont area is not completely covered. It is possible that one large new siren could eventually replace these two sirens. The Conner Park and CR 41 sirens have battery backups.

OLD BUSINESS

NEW BUSINESS

Superintendent Lagrou will let Chief Crowell know that the OTARMA fire grant is available again this year.

Mrs. Ickes advised that OTARMA will gladly provide the MORE grant of $500.00 for upgrading the township's computers to Windows 10. This was a recommendation made by Cal Anderson of OTARMA following his cybersecurity assessment of the township. Chairman Kusmer will check with Josh Randall of Liamer Media to see if he can assist with this.

The new Employee Handbook is being reviewed by each of the trustees and will be reviewed at the April 16 meeting.

The trustees lodge no objections to the current list of 16 liquor permits in the township. Any objection would have required a resolution mailed to the Department of Commerce, Liquor Control, by May 2 for the June 1 renewal.

The River Drive lighting assessment does not collect enough to pay the utility bill the township receives, per Mrs. Ickes, and it is due to be certified again before September, 2020. With one year left on the current assessment, if any changes could be made at this time, it would cost about as much to advertise a public hearing regarding an increase as it would to transfer the amount needed from the General Fund, about $100.00. The 2020 certification should be sufficient to sustain the cost of the utility bills for the next five-year assessment period.

Purchase orders and 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 8:12 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