

Minutes
DEFIANCE TOWNSHIP TRUSTEES
August 23rd, 2022 MEETING

The Defiance Township Trustees met in regular session at the Defiance County Commissioners building – 2nd Floor conference room, 500 Court Street, in Defiance Township, Defiance, Ohio, on Tuesday, August 23rd, 2022 at 6:30 p.m. Answering as present were Dan Peck, Diane Mayer and Jason Shaffer, with three (3) of three (3) members of the BOARD OF TRUSTEES having answered the roll, a quorum was declared.

Township employee(s) present were: Steve Buchholz 1615 South Clinton St., Harry Railing 14951 Power Dam Road & John Diemer 23361 Defiance-Paulding Line Rd. all of Defiance, Ohio.

Visitors present: Patti Diemer 23361 Defiance-Paulding Line Rd, Defiance County Sheriff's Deputy Abraham Stottlemeyer, all of Defiance, Ohio.

ORDER OF BUSINESS NO. 1

Reviewed and approved the minutes of the previous session(s).

The Chair requested a motion for the approval of minutes from the July 28th, 2022 regular session.

Mr. Peck moved to approve the minutes as presented.

Mrs. Mayer seconded.

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

The minutes for the session were approved.

ORDER OF BUSINESS NO. 2 - Citizen concerns:

- 1) The chair asked for citizen concerns from the floor.
 - a) Deputy Stollemyer stated he is assigned to Def. Twp. and asked if Trustees had any issues or concerns.
 - i) Trustees said they had no issues at this time.

ORDER OF BUSINESS NO. 3 - FINANCES –

- 1) The following financial reports provided to the Board were reviewed.
 - a) The Reconciliation for July - noted a primary checking reconciliation balance of \$743,302.30 - balance is minus the outstanding checks and Township investment funds & is taken from the Bank's monthly statement.
 - b) Receipt report:
 - i) Receipts for August (UAN software-) were \$108,349.94.
 - c) Payment reports:
 - i) Payments for August (UAN software-) were \$21,986.72.
 - d) The Cash fund summary through- August 22nd, 2022 (UAN software) showed an "ending fund balance" of \$1,477,522.73.
 - i) The "cash available" for encumbrances (unencumbered fund balance- UAN software) was \$834,216.68.
 - e) Appropriation Status showed that through August 22nd, 2022 (UAN software), 13.6% 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 08-22-2022 was \$745,010.28.
 - ii) Fiscal officer recommended that based on the amount in the checking – 300k should be transferred to the money market account which is paying 1.64% v .01% as of the July bank statement.
 - (1) Trustees agreed and ordered the transfer.
 - g) American Rescue Plan Act – Def. Twp – refer to mins of Twp sessions from July 2021 forward for details.
 - i) The Ohio Office of Budget Management (OBM) is managing the grants for many of Ohio's political subdivisions.
 - (1) As of this session the Def. Twp award is for \$176,505.54 + \$353.32 from OBM received in March 2022.
 - (2) All awarded funds have been deposited into the Twp's accounts.
 - (3) In April 2022's Twp session Trustees approved resolution 10-2022 which designates use of these

funds on the 2022 Bowman Rd rebuild.

(a) A payment for widening Bowman road was made in June to the Co. Eng.

(4) The fiscal officer has submitted (early August) to the US Treasury updates to renew the SAMS's number assigned to the Twp for this grant.

(5) Discussion...

(a) There was none.

h) grant from ODOT "Twp Stimulus Program". Funding provided by Federal government – part of covid relief to states. See mins of sessions from August 2021 forward for details.

i) On November 23rd, 2021, the County engineer prepared grant applications:

(1) The Twp was awarded a grant of \$175k for the reconstruction of Ginter Rd. (joint project with the City of Defiance).

ii) As of this session:

(1) The award (grant) has been deposited in the Twp's checking account.

(2) The fund line in the UAN system has been set up and the award/grant has been posted to the fund. The State Auditor's Office provided guidance on the required use of fund line.

(3) The money is not appropriated at this time as it is not needed until 2023.

(4) The fiscal officer submitted the 2nd qrt project update report to ODOT via email on 6-27-22.

(5) Discussion if any...

(a) There was none.

i) The State Auditor has assigned Def. Twp to private contracted auditors for the next 3 audits. The fiscal officer participated in a zoom conference to answer questions from the three firms that will bid on the service.

i) We await the selection by the State's auditor's office.

ii) Discussion

(1) There was none.

j) August bills through the 23rd, – Trustees Review – Discussion and Signature.

k) Payroll & August time cards (time cards provided trustees prior to session) – Trustees Review – Discussion and Signature.

l) Mr. Shaffer requested a motion to accept the August financial reports.

MOTION by: Peck

SECOND by: Mayer

YEA(s) 3 NAY(s) 0 Passed X Failed

The financial reports were approved.

ORDER OF BUSINESS NO. 4 – Zoning - Status update on the following zoning Issues as of this session:

a) August monthly Zoning report -

i) permits issued:

(1) none

ii) Zoning issues:

(1) None

iii) Nuisance violations:

(1) sent 4 nuisances' letters out - 2 received back and 2 were addressed (DAV/Scottys), Grimes (fence)

iv) Site reviews:

(1) None

v) Misc :

(2) Talked to roofing company about permits

(3) Appraiser about zoning on Bowman Road (M Gomez)

(4) Hill top printing for nuisances signs quote

Respectfully submitted

John Diemer, Twp. Zoning Inspector

b) The Chair asked if there were any other zoning or nuisance issues to come before the Board.

i) There were none.

ORDER OF BUSINESS NO. 5 -- Equipment;

- a) Comments or concerns from Twp employees/Trustees on current or proposed new eq &/or safety items.
- i) Possible new truck to replace 2005 F550 – from July 2022 Twp session.
 - (1) Trustees determined at the July 2022 session to acquire a bid spec for a truck similar to the F550 to be reviewed at the August session to determine whether to bid for a new unit or to acquire one through the state DAS (department of administrative services) system.
 - (2) Update.
 - (a) Trustee Mayer stated she will acquire the specs from a truck of similar size as the F550 from the GM dealership in Paulding.
 - (b) Trustees will then decide whether to public bid a unit or purchase from the State’s Department of Administrative Services program. (DAS).
- ii) Twp operator Buchholz was recognized.
 - (1) Buchholz asked if he could purchase a tool box and tools for the GMC.
 - (a) Trustees verbally approved the request.
- iii) The Chair asked if there were any other equipment or safety concerns.
 - (1) There were none offered.

ORDER OF BUSINESS NO. 6 - Trustee Report – Monthly Twp. Rd inspection and road projects.

- a) Trustee Report (**exhibit 6-a**) – Monthly Twp Rd inspection by Trustee Peck.
 - i) Mr. Peck stated there were no road issues, however, there was a tree down in Taylor cemetery.
 - ii) Mr. Buchholz stated that a hole exists off the edge of the road near the guard rail near Tuttle cemetery. Buchholz told Trustees that he had filled this hole before and it has returned.
 - iii) Trustee Shaffer said he will contact the County Engineer to have an assessment made of what is causing this issue.
 - iv) The September review is to be by Trustee Shaffer.

b) 2022 Road projects:

- i) Trustees should refer to **exhibit 6-b** dated March 31st, 2022, from the Co. Engineer presented at the April 26th session. This is the 2022 list of Trustee approved projects for the Co. Engineer.

(1) The road maintenance program is tracked separately in this agenda from the Bowman Rd rebuild or other Twp road expenses assigned by Trustees to Twp personnel or other private contractors.

(2) Trustees approved the Co. Engineer proposals as follows for 2022:

	Est.	Actual cost
(a) Paving:		
(i) Link Rd. 1124’ – from Power dam to Power Dam	\$16,864	
(b) Chipseal:		
(i) Kibble Road – from Canal to Winn - 2652’	\$5,078	
(ii) Winn Rd – from Kibble to dead end – 718’	\$1,388	
(iii) Estimated total exp. of chip seals	\$6,466	
(c) Patching: for 2022 completed and pd as of 5-24-22.		
(i) Estimated total patching exp -	\$12,891	\$14,067.20
(d) Crack Seal-		
(i) None in 2022		
(e) Pavement Markings:		
(i) None in 2022		
(f) Total est and final expenses for 2022-	\$36,221	

(3) Per Co Eng – no work on this in August.

- ii) Re-build and widen 4 miles of Twp’s portion of Bowman Rd. – see mins from Feb. 2018 for history.
 - (a) There was no construction work done in 2019 due to scheduling issues.
 - (b) Approximately 1 mile of the 4 mile project was completed in 2020:
 - (c) Approximately 1 mile of the 4 mile project was completed in 2021.

(2) As of this session: Per Co Eng – no work on this in August.

- ii) Anticipated road funds revenue (tax receipts) for 2022 – based on the January 7th, 2022 1st Twp amended certificate was:
 - (1) \$227,450 more or less
 - iii) Anticipated expenses for 2022 – as of this session:
 - (1) Regular twp. expenses anticipated for the year, barring emergencies. The estimate for 2022 – based on historical review, is placed at between \$70,000 and \$100,000 – would include Twp projects estimated or completed so far this year.:
 - (2) 36 k Road maintenance program by Co. Engineer - has been estimated by fiscal officer - in 2022 – refer to proposal from Co. engineer – exhibit 6-B of the 3-29-22 Twp session.
 - (3) \$136k – estimated by fiscal officer for Bowman Rd rebuild in 2022 - exhibit 6-B of this session.
 - (a) To be funded by American Rescue Plan grant per Trustee resolution.
 - (4) savings towards Carter rd rebuild - project construction is expended in 2023. (unless Trustees determine another project.)
 - (i) it is anticipated that 40k per year will be earmarked in 2022 and 2023.
 - (1) Estimated total road fund exp for 2022 (adjusted as of the July session) - \$70 to ~~480~~ 100k – not including grant dollars.
 - (a) There is also the question of a truck replacement – funding would be from regular road fund lines and possibly the General fund.
 - (i) Refer to eq section (section 5) of this agenda.
 - ii) Discussion;
 - (1) There was none.
- e) **A recap of the OPWC grants** – see minutes of previous sessions for history. An update was last received from the Co Engineer’s Office dated 01-06-2022 (exhibit 6-f of the Jan. 25th session).
- i) Current status as reported by the fiscal officer
 - (1) The Engineer had previously informed the Trustees that with the passage of issue 1 several years ago the law promises the grants. The average annual grant for Def Twp. is \$25k for the next 3 years (2022, 23 & 24) or a total of \$75k remaining give or take.
 - (2) The 2022 grant of \$48,700.00 is posted to Twp grant as of 1-6-22.
 - (a) Grant fund balance as of 1-6-22 is \$73,444.92.
 - (3) –OPWC grant work anticipated for 2022 -
 - (a) culvert/regrading of Bowman rd rebuild project area- \$27,585.50- per Co Eng this is a bridge replacement and would be funded by the Co.
 - (b) Ginter Rd project – twp rd fund portion ?? – stimulus grant ODOT +/-.
 - (c) Krouse rd - Tile or ditch work - unknown amount at this time. (per co. eng)
 - (d) Trustees are reminded that there is no longer a discount in effect from the Co. Engineer for work done on the Twp’s behalf by Engineer staff.. Use of funds is 100%.
 - (4) Discussion:
 - (a) There was none.
- f) The Chair asked if there was any other discussion regarding the fiscal impact report or other road issues?
- i) There was none.

ORDER OF BUSINESS NO. 7 - Cemetery issues for discussion.

- a) The Chair asked if there are any cemetery issues for discussion?
 - (1) There were none.

ORDER OF BUSINESS NO. 8 – PERSONNEL

- a) The Chair asked if there are any personnel issues for discussion.
 - (a) Trustees noted they will seek applications for a part time operator for winter snow removal.

ORDER OF BUSINESS NO. 9 - Handouts.

- a) Monthly (August 22) GrassRoots clippings – **exhibit 9-a**

ORDER OF BUSINESS NO. 10 - Old Business

- a) The Chair asked if there was any old business to come before the Board?
 - i) There was none.

ORDER OF BUSINESS NO. 11 - New Business.

- a) The Chair asked if there was any new business to be discussed....

- i) The County Commissioners sent a memo dated 8-5-22 (**exhibit 11a** of this session) to the fiscal officer which was emailed to Trustees on 8-14-22 regarding establishing a governmental procedure regarding the construction of Renewable Energy facilities in the Twps of Def. County.
 - (1) Trustees may provide the Commissioners with areas the Trustees determine should not be developed or Trustees may provide input to the Commissioners on a case by case basis (paragraph 4 of the email).
 - (2) Discussion.
 - (a) Trustees determined to participate per option 2 – outlined in paragraph 4 of the August 5th memo from the Commissioner’s Office titled “Renewable Energy (wind and solar) Generation facilities.
 - (b) The Fiscal officer is to inform the Commissioner’s office.
- b) The Chair asks if there is any new business to be discussed....
 - i) There was none.

ORDER OF BUSINESS NO. 12 - NEXT MEETING:

- 1) The next regular session.
 - a) The next session.

Date: Tuesday September 27th, 2022 regular business session.
Time: 6:30 p.m.
Place: Defiance County Commissioners building
 2nd floor conference room
 500 Court St.
 Defiance, Ohio 43512

ORDER OF BUSINESS NO. 13 – Adjournment:

- 1) Mr. Shaffer requested a motion to adjourn this meeting of – August 23rd, 2022.
 It was moved by: Peck
 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